



## Board of Selectmen

Date of Meeting: Monday, November 20, 2017  
Location: Town Hall, 221 Main Street  
Time: 6:30 PM – 7:15 PM  
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; Brian Faulk, Special Town Counsel; April C. Steward, Administrative Assistant to the Board

The meeting commenced at 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

### **Report of the Town Administrator to the Board of Selectmen:**

- ***Elmwood Place Purchase and Sale Agreement:*** In your packet are four copies of the Purchase and Sale Agreement for the Elmwood Place property. The purchaser has signed the Agreement and I would ask that the board authorize the Chair to sign on behalf of the town. Once signed by the Chair, and the balance is paid, we will arrange with counsel to record the sale with the Worcester Registry of Deeds. *Jamie Underwood motioned to authorize the Chair to sign the P&S on behalf of the town; Mike May seconded; voted all in favor.*
- ***Wachusett Regional Recycling Program:*** There is a copy of the Agreement with the Wachusett Regional Recycling Program that needs to be signed. It is a three (3) year agreement with no changes from the previous agreements. *The BOS signed the Agreement.*
- ***Town House Elevator:*** The elevator at the Town House has passed the State Inspection and is now operable. I am certain that many people will find it very helpful when accessing the Town House. With the exception of the offices in the basement, this pretty much wraps up the planned renovations at the Town House.

I have mentioned the projects that were completed at the Town House, but I will do that again. The projects include:

Painting	Replacement Water Heater
New Toilets	New Alarm System
New Elevator	New Windows

Total Cost of Projects: \$127,703.00

Mike May asked about the land swap up next to the Town House. Once it is approved by the state will there be written plans to put an additional parking lot up on the newly acquired parcel? Marty explained that there has been some issues while it has been working through the legislative process but he believes that we are passed that point but the legislature is out of session until after the New Year. Mike would still like to see if we could get some design plans going so that we could be ahead of the curve.

- ***Chapter 90 Paving:*** The Chapter 90 Paving projects are completed. Sections of Linden Street, Cross Street, and Green Street were repaved. We have received numerous compliments on the repaved roads, including an email that is in your packet.
- ***OPEB Valuation Report:*** The most recent OPEB Valuation Report is completed. A copy is in your packet. The town's Net OPEB Liability as of June 30, 2017 is \$7.1M
- ***FY19 Budget:*** We will be starting to prepare for the FY19 Budget in the next few weeks. A copy of the Budget message to Department Heads, Boards, and Commissions is in your packet. It does mention the

Board of Selectmen and Finance Committee newly agreed upon Budget Policy of a 70% of all new Commercial Tax Revenue going to lower the tax rate and 30% going to General Operations. I expect the letter to go out the week of December 4<sup>th</sup>. Mike May added that he would like to see Strategic Planning and Community Involvement added to the budget process.

- **Jackson Danis:** Town Resident Jackson Danis is being elevated to Eagle Scout on December 3<sup>rd</sup> at a ceremony in Bolton. As his project, Mr. Danis rebuilt the bridge over a stream bed along the trails here on Hillside. He has invited the BOS to attend the Eagle Court of Honor on December 3<sup>rd</sup>. A copy of the invitation is in your packets.
- **New Development on Rte. 140:** On Thursday, November 15<sup>th</sup>, Selectmen May and I met with Shrewsbury Town Manager Kevin Misikar, Planner Kristen Las, and Chairman Moe Dipaulo to discuss the impact of the new development on Rte. 140. They were very happy about the planned four way intersection at Cross Street, School Street, and Rte. 140. They did express some concern about the additional traffic with the potential Kraft Project and the Housing Development at Sewell Street and Rte. 140. We also discussed the impact of all the development would have on the intersection of Rte. 70 and Rte. 140, as well as the MassDOT planned project to replace the bridges over Rte. 290.

As a result of that meeting I have arranged with Barry Lorion from the MassDOT Regional Office in Worcester. Kevin, Kristen, Mike, and I will be meeting with them on November 29<sup>th</sup> to discuss some of these issues, and to see if there is anything MassDOT can do to help us.

- **Town Administrator's Contract:** As the board knows, my contract calls for me to give an eight week notice of my intent to leave my position. Several weeks ago, I sent a letter to each of you advising you that while I was considering retiring in January, if the board would consider a couple minor changes to my contract, I would stay on into July to help get through some of the development projects coming to town, the budget process, and the Annual Town Meeting in May. I would ask that the board consider my request so that I can make a decision regarding my continued employment or retirement.

I would also mention to the board that, because the recruitment of a Town Administrator can be a very long process, I believe that you should begin to at least begin discussing what you, as a board, would like to see going forward. Mike suggested that Marty put together a job description for the Town Administrator's position. There was some discussion on how to go about the process of hiring a new Town Administrator. There were pros and cons to utilizing an outside search firm and an appointed town wide committee.

**The Other Place Pub Music Weekdays license:** The Other Place Pub currently has a license for "Music Weekdays" and would like to be able to have music seven days a week. The chair did not see a problem with the license change. *Jamie Underwood motioned to approve the license change from Music Weekdays to Music Seven Days; Mike May 2<sup>nd</sup>; voted all in favor.*

**Discuss Next Steps for Sewell Street RFP:** Town Counsel believes that it is the BOS option to go to the next highest offer for the RFP, but wanted to request an opinion from the Inspector General's office. Marty had asked town counsel to acquire the opinion. The IG office has not given their opinion as of yet. *Jamie Underwood motioned to rescind the original award and award the bid to the second highest bidder subject to a favorable IG opinion and also motioned to authorize the TA to execute the Purchase and Sale; Mike May seconded; voted all in favor.*

**Discuss the possibility of changing the Notice Posting Requirements:** Concerns were expressed on changing the meeting posting requirements due to the fact that if the website goes down for more than 6 business hours you would have to cancel the meeting. Also was mentioned that there a lot of residents in town that do not have computers and it would not allow them to see the meeting postings. The BOS was not in favor of changing the official posting site from the billboard and outside the town hall to the town website.

**Review/approve draft meeting dates Q1 2018:** The draft meeting schedule was approved by the Chair.

**Permit application Boylston's Lions Club: Sale of Christmas Trees 12/02/17** *Mike May motioned to approve the permit for the Lions Club Christmas Tree Sale on December 2<sup>nd</sup>; Jamie Underwood 2<sup>nd</sup>; noted all in favor.*

**Choose representative to negotiate purchases of STM Article 6 land parcels on behalf of the BOS:** *Jamie Underwood motioned to authorize Mike May to meet with the Fullers to negotiate the purchase of land for the parcels mentioned in Article 6 of the November 2017 Special Town Meeting; Mike May 2<sup>nd</sup>; voted all in favor.*

**Selectmen's Meeting Minutes:** The minutes of October 10<sup>th</sup>, and November 6<sup>th</sup> presented for approval. *Michael May motioned to accept the meeting minutes as written; Jamie Underwood seconded; voted all in favor*

Mike May requested that town counsel formulate an opinion on the members of the BOS being issued a town owned cell phone to be used for town business purposes.

*At 7:15 AM, on a motion made by Selectman Michael May and seconded by Jamie Underwood, the following roll call vote was recorded to go into Executive Session under MGL c.30A, §21, (2) to discuss strategy with respect to negotiations with nonunion personnel – Police Chief's contract; and MGL c.30A, §21, (3) to discuss strategy with respect to collective bargaining if an open meeting may have detrimental effect on the bargaining position of the public body –Police Union's Contract; James Wood: Yes; Michael May: Yes; James Underwood: Yes.*

The meeting was adjourned at 7:15 PM.

Respectfully submitted,  
April C. Steward, Assistant to the Board of Selectmen

### **Meeting Materials**

Agenda	On file in Board of Selectmen's Office
Meeting Sign-In Sheet	On file in Board of Selectmen's Office
TA Report	On file in Board of Selectmen's Office
October 10, 2017 Meeting Minutes DRAFT	On file in Board of Selectmen's Office
November 6, 2017 Meeting Minutes DRAFT	On file in Board of Selectmen's Office
Eagle Scout Invitation	On file in Board of Selectmen's Office
FY18 Budget Message	On file in Board of Selectmen's Office
OPEB Actuarial Valuation	On file in Board of Selectmen's Office