



Board of Selectmen

Date of Meeting: Monday, March 12, 2018
Location: Town Hall, 221 Main Street
Time: 6:00 PM – 8:10 PM
Members Present: Chairman James Wood; Michael May; James Underwood; Marty McNamara, Town Administrator; April C. Steward, Administrative Assistant to the Board; Stephen Madaus, Town Counsel

The meeting commenced at 6:00 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Budget Discussion with Finance Committee: Dave Butler and the Finance Committee came in to discuss the BOS FY19 budget. Marty lead the discussion. The Town Administrator's budget line item was raised to cover the additional expense incurred due to the Town Administrator's resignation and the cost to bring on someone new with the intentional overlap of the two employees to allow for transfer of knowledge to the new Town Administrator. Other than that the requests are the same as last year. Dave wanted to add in \$2,500.00 for travel expense for the new TA. Group health insurance was able to be reduce as the increase was not as high as last year. Marty wanted to lower the Town Counsel expense as it looks like we won't need as much as requested last year. Retirement went up \$50K from last year. They base that off of the age of our employees, current salary levels, and the closer employees get to their pensionable age. Town Hall budget is remaining the same. Hillside had a little change in Facilities Tech salary level due to the skill set he has. Town House remained the same. Moderator remains the same. Veteran's Service Agent expenses increased. No changes with Dog Officer. No changes with tax title. Debt has been reduced a little bit as interest has come down on new buildings. Healthcare, pensions are the biggest drivers of increase in budget items.

Marty wanted to mention that the school department has decreased their budget a little bit. Total budget for FY19 should be \$8,886,877 increase of \$680K, which is including Chapter 70 amount of \$160K. Discussion ensued on different dynamics of the elementary school that are driving changes at the school. The BOS would like to have the final budget numbers in for the April 9th warrant/budget final review. FinCom will have the numbers in by the end of March.

DCR Wood Disposal Program Discussion: Peter Church, Director of Forest Stewardship for the DCR came into discuss the Cooperative Asian Longhorn Beetle Program. His department works with the USDA. It has been 10 years since the program has begun in this area. For the most part they are not really seeing any more beetles, although they do see a few. They are currently chipping trees off of Ararat St. in Worcester at the Saint Gobain facility. They had a free lease for the past 8 years, but their permit is expiring in May and they are looking to relocate, preferably onto State owned land. They have identified a spot located at the corner of Sanatorium Drive and Paul X Tivnan Drive. All the host trees have already been removed from that site. Their goal is to relocate to that site to continue chipping. They are looking to enter into a five year agreement with the Sheriff's department. They will need to clear and grade a two acre area to a hard surface to relocate their equipment. They like that it is wooded and will have a buffer on the Sanatorium Road side and a buffer on the south and east side. They like the idea that it is hidden and away from residential areas. Chairman Wood wanted to know if they were looking to bring in chips or trees. Peter Church replied that they will be bringing in trees. It would be host material from host communities or agricultural companies that needs to be ground to waste so that it is deregulated. Chairman Wood wanted to know if the trees would have beetles in them. Mr. Church couldn't give a clear answer. He said they could potentially have beetles in them as they are host trees that are cut from municipalities for horticultural work, or neighbors cutting down trees. Because they are host trees, they cannot be removed from the 110 acre beetle zone. All of the trees would be

coming from within the 110 acre area. There is no guarantee that the operation would be done in 5 years. Mike May wanted to know what is the risk factor that we would be reinfected here in the Boylston? Mr. Church said that since there is a window of mid July – September that the beetle actually emerges and they do the majority of their chipping before and after the occurrence, he feels that the risk is extremely minimal. Chairman Wood was extremely disappointed and not a fan of them moving the site to the proposed location in Boylston. Mr. Church said that once the chips are chipped two ways, they are deregulated and then can be moved off site and out of the regulated area. Mr. Underwood wanted to know what the DCR is planning on doing about the road. Mr. Church said that they are in talks with the Sheriff's Dept. to do some road improvements. The board did not see any upside for the community for this project. How would the DCR lower our risk factor? The DCR's goal is to be good neighbors. They can certainly assess what is going on with the roadway, no promises though. Mr. Church said they haven't found any live beetles in the last two life cycles, although there have been some infested trees albeit older infestations. A resident asked about their monitoring program. They check the wood fairly quickly when it enters the site. They also use traps. They can set traps up around the perimeter. Mr. Church is fairly confident that there is no risk. The BOS would like to regroup and respond at their next meeting in two weeks.

Ed Kimball – Certificate of Appreciation: Ed Kimball was asked to come in front of the Board of Selectmen so that he could receive a thank you letter from the town. He began working for the town in December of 1963 as the Superintendent of Streets, and the Manager of the Municipal Light Department. He work as Manager of the Municipal Light Department through 1987, and then as the Commissioner for the Light Department from 1988 through 2011 for a total of 47 years. His many years of hard work and dedication to the Town of Boylston is very much appreciated and the board wanted to take the time to honor him this way. Matt Rice from Boylston Youth Baseball also wanted to present a certificate of appreciation to recognize Ed's decades of contribution as a coach, President, sponsor, and overall historian of Boylston Youth Baseball.

Chairman Wood also wanted to name March 13th, Ed Kimball's birthday, EHK Day in honor of all that he has done for the town. *Mike May made the motion to name March 13th EHK Day; James Wood seconded; voted all in favor.*



Town House Committee – Rental Agreement Discussion/Approval and Recommendations on Requirements for Long Term Rentals: Bob Bourassa came into update the BOS on the Town House Rental Agreement. The committee made a few changes to the agreement, they modified the five hour window for rentals to be “two window” sessions instead. There would be a morning session from 7 AM to 1 PM, and an afternoon/evening session from 2 PM to 11 PM. That gives more hours available for a rental and allows for space in-between the two sessions for cleaning/setup of the room. The committee left the process of the rentals where they were at, being mindful of the cost to heat and run the building. The committee had talked about making concessions for groups, such as the dance group with a price reduction but that would be up to the BOS to make that decision. As always, town organizations take precedence over all other events. Our insurance company has also advised us to require specific insurance coverages if business organizations want to rent the Town House on a regular basis. Mike May asked if there has been some discussion

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previously with the dance group regarding a discounted rate? Bob responded that the dance group has expressed that they would like a discount based on the length of time they have been renting and if they were required to pay the non-resident rate they would no longer be able to continue renting. Currently the Dancers have been renting 4 times a week but they are willing to go down to 2 times a week. Mike May proposed that due to the long term rental status of the dance group that we set a special rate of \$125.00/rental for them if they can average eight rentals per month. The town needs to have the group obtain the COI put forth by MIIA. Linda Gordon agreed to Mike's proposal. *Mike May made a motion to set the base rate or the Town House rentals to \$100/resident rental, \$200/non-resident rental and to a long term renter averaging 8 times/month to set the rate at \$125.00; Jamie Underwood seconded; voted all in favor.* Mike May states that the COI is required from all long-term renters.

Columbarium project Saint Mary of the Hills Church – Ralph Viscomi: Ralph came in to speak to the BOS about what the church is planning to do going forward when handling cremated remains. The Catholic Church has started to lay down some edicts as to the handling of cremated remains. Rather than having the remains put into an urn and in their homes, or scattering ashes, the deeded the handling should be done in a holy, sacred place. They have stated the remains should either be buried or place in a columbarium, which are niches that you store created remains in. Several parishioners have spoken to the pastor at St. Mary of The Hills about creating a columbarium memorial wall at the church itself. The church has since been studying the idea and has spoken to several officials within the church and they are in favor of it. They would like to see the memorial wall be made available only to any parishioner within the surrounding area. The plan is to open up the columbaria, starting with three walls each including 32 niches for a total of 96. Ralph presented a conceptual drawing of the area and what the walls would look like. They had a meeting with the parish and have received nothing but rave reviews. April 5th there will be another information session within the surrounding parishes. Chairman Wood thought that this was a good idea and saw no issues with the project. The church has already spoken to abutters and they have not raised any issues with the project either. Ralph is not foreseeing any traffic concerns with the project.

Report of the Building Inspector to the Board of Selectmen:

- *Schedule of Permit Fees* were presented.

Mike May asked in 2017 how many new home building permits were issued at Compass Pointe? Tony answered roughly 30. Perry Road? 7. Without the housing developments Boylston averages around 20 – 10 per year.

ARCO has been delayed a little with the snowstorms but should be fully operational sometime in October.

Report of the Fire Chief to the Board of Selectmen:

The Fire Chief commented on the opioid litigation and felt that from the EMS side there hasn't been a cost impact to the town. Anything that has happened in town has been covered with insurance.

- ***Call Volume – February 2018 to present***

○ EMS – total	35
○ EMS – Advanced Life support	3
○ Fire – Total	8
○ Motor Vehicle Accidents	4
○ Mutual Aid Given - EMS	2
○ Mutual Aid Given – Fire	1

- ***Responses***

- The fire department response continue at a steady pace. Calls to You, Inc. have gone down since the spike of calls at the end of January and beginning of February on the fire/EMS side. After discussing the lease agreement with the Town Administrator, it was determined that You, Inc. is responsible for any repairs that need to be made to the building. We have requested that repairs be made to the fire alarm system after one of the pull stations was broken by a resident last month.

- Yesterday, the fire department responded to a vehicle fire in the parking lot of the Shell gas station on Rt. 140. Public safety dispatch received several 911 calls reporting a vehicle fully involved with fire in the parking lot in close proximity to the building. The building was evacuated as a precaution and the fuel pumps were shut down. The vehicle was in the corner of the parking lot next to the vacuum and air compressor; there was no damage to the building though the fire generated a lot of smoke. Once the fire was extinguished, crews metered the inside of the building to check for carbon monoxide levels inside before allowing it to reopen. The station closed for approximately 20 minutes. There was some minor damage to the coin-operated vacuum in the parking lot and some scorching on the wooden guardrail. The vehicle operator stated that he had some mechanical problems with the vehicle while driving down Rt. 290 and noticed that there was smoke coming from the engine compartment. He exited the highway and pulled into the gas station and the car became engulfed in flames. The car was a 1998 Toyota Corolla and the driver was from Billerica.
- ***FY19 Budget***
 - Chief Flanagan met with the Finance Committee on March 5th to go over the FY19 fire department budget and special article requests. The finance committee recommended taking the \$87,000 for next year's lease payment for the ambulance out of the Ambulance Receipts Reserved account, along with the \$71,000 to supplement the operational budget. The other two articles, one for \$50,000 to replace Car 2 and one for \$9,800 a the matching portion of the FEMA grant will be paid for out of the general fund.
- ***Grants***
 - The department has submitted its latest request through FEMA Assistance to Firefighter Grant program to replace all of the town's self-contained breathing apparatus (SCBA) along with a new air compressor/fill station to fill SCBA bottles. The grant is in the amount of \$205,810 and it will cover replacing 19 SCBA, 19 spare bottles, 19 SCBA facemasks, and one air compressor/fill station. Current SCBA were purchased in 2004 and will soon exceed their NFPA compliance. If awarded, the town will be responsible for paying \$9,800 matching amount.
 - The department has also written a grant through the DCR/Volunteer Fire Assistance to replace some aging fire hose. This is a matching grant; the DCR will pay a maximum of \$2K towards the purchase of new hose.
- ***Fire Prevention***
 - The sprinkler contract for the under-conveyor sprinklers at FedEx has been awarded: permitting has been done through the building inspector's office, and installation will begin soon.
 - The fire department will be working with the Red Cross and the Council on Aging to provide smoke detectors to homes within the community. This program is similar to the grant program the department participated in several years ago with the Department of Public Health; this program is sponsored by and funded by the Red Cross. Fire department personnel will perform all the smoke detector installations.
- ***Training***
 - Cameron Benway, a new member of the fire department, began the Firefighter I/II program at the MA Firefighting Academy last week.
 - Chief Flanagan participated in the FCAM Professional Development Conference two weeks ago at the DCU Center in Worcester. The highlight of the conference was welcoming Dublin Fire Chief Patrick Fleming and Kerry Fire Chief Michael Hession to the conference as speakers. The chiefs and their wives enjoyed the trip to Massachusetts for the conference.
 - Chief Flanagan and Deputy Chief Ronn will attend the Fire Department Instructors Conference next month.
- ***Ambulance Building Rates***
 - A survey of the current ambulance rates was conducted with 18 area communities and the results of the survey show that Boylston's rates are lower than just about every community surveyed. Based on the results of the survey, Chief Flanagan recommends that the department raise its rates

to become more comparable to area communities and seeks Board of Selectmen approval to do so.

- Current rates are as follows:
 - BLS Emergency Base Rate: \$731.46
 - Mileage: \$28.45/mile
 - Oxygen: \$110.19
 - Airway Adjuncts: \$267.62
 - Defibrillation: \$236.09
 - Cervical Collar: \$80.00
- Recommended Increase
 - BLS Emergency Base Rate: \$1,134.80
 - Mileage: \$46.21/mile
 - Oxygen: \$167.99
 - Airway Adjuncts: \$410.97
 - Defibrillation: \$359.92
 - Cervical Collar: \$85.00
- Communities who participated in the survey: Ayer, Barre, Berlin, Boylston, Clinton, Holden, Hubbardston, Lancaster, Leominster, Lunenburg, Northborough, Paxton, Rutland, Sterling, Townsend, West Boylston, Westminster, and Winchendon.

Janie Underwood made a motion to approve the new ambulance billing rates; Mike May seconded; voted all in favor.

Mike May asked the Chief if it is protocol for the FD to respond to any critical incidents that may occur at the schools, and he responded in the affirmative.

Report of the Chief of Police to the Board of Selectmen:

- ***Crime Statistics*** were presented.
- ***Chief's schedule:***
 - Feb 13 Officer Johnson passed his physical
 - Feb 14 Officer passed his psych exam
 - Feb 15 Clinton District Court ticket hearings
 - Mar 3 Officer Johnson first day
 - Mar 4 Chief worked Stu's Road Race
 - Mar 5 Burly Stanton's funeral escort
 - Mar 8 Nancy Refuse funeral escort
 - Mar 10 St. Mary's St. Patrick's Day function
 - Mar 11 Daylight Savings Time
 - Mar 12 Met with FinCom prior to BOS meeting
 - Mar 14 Women's Self Defense Class at TRMHS
 - Mar 17 St. Patrick's Day
 - Mar 21 BBRSD Crisis Action Meeting at PD
 - Mar 23 Officer Thomasian Taser Instruction Certification in Kennebunkport, ME
 - Mar 23 Clinton District Court ticket hearings
 - Mar 27 Officer Annunziata presenting at TRMHS and BES Misuse of Social Media

Mike May brought forth his desire to have a discussion on safety at the schools. Mike would like to see a dialogue within the community to begin with the two chiefs, the school district, and the community. Chairman Wood was 100% in favor of this. Mike has been involved with security assessments in other communities and would like to pursue securing our own schools further than they are right now. Discussion ensued, more talks will be in the future.

Report of the Town Administrator to the Board of Selectmen:

Due to my attending to details of a funeral last week, my report is somewhat short this week. However, I do want to thank April for picking up the ball for me. Much of what was accomplished last week was due through her efforts.

- ***Opioid Litigation:*** I did speak to Attorney Tucker Merrigan regarding the Opioid Litigation we spoke about at the last meeting. In your packet is a brochure explaining the litigation. Also in your packet is an engagement letter. If the board feels they would like Attorney Merrigan to make a presentation, he is willing to do that in an April meeting. (emailed separately) This would be at no cost to the town. Attorney Madaus gave some background as to what two different groups are doing about the opioid crisis and how these two groups are handling the litigation going forward. The AG in MA is not going to litigate in favor of towns, so towns are on their own if they want to pursue being reimbursed for how this crisis has impacted town services. Stephen would want to review the documents, assure that it is at no cost to the town, and then if he board desires pick one of the two firms to go forward with. Mike is not in favor and believes that it will come back onto the town at some point and does not feel that the community has been damaged by the crisis. After discussion the board decides not to pursue this.
- ***DCR Pilot Program:*** After the last meeting when I informed the board of the DCR Pilot amount for FY18, there was a string of emails on the STAM (Small Town Administrators of Massachusetts) list serve, questioning the valuation of land owned by the Commonwealth. It is my understanding, from the emails, that the Governor's FY19 budget calls for lower payments to towns for State owned land. In an effort to address this inequity, Beth Bandy, Chair of the Charlemont Board of Selectmen, has established a committee known as: ruralcommonwealth.org.

There is a great deal of information on the website, much involving towns in Western MA, however, I did print off the article about State owned land, and it is in your packets. We will continue to follow developments within the group.

- ***Elmwood Place Parcel:*** After a very long process, the sale of the Elmwood Place parcel is finally completed. The Deed was registered on Tuesday of last week. That parcel is now owned by Mr. Bradley Brigham.
- ***Purchase and Sale Agreements:*** Purchase and Sale Agreements have been sent to the Worcester Sportsman Club and the Fullers for the purchase of their property. The funding is available and we are hopeful that the purchase of the Worcester Sportsman Club parcel can be completed by the end of March. The funding for purchase of the Fuller property will require appropriation at the May Town Meeting.

As part of the design phase for the roadway, Thompson & Liston is doing survey work now, and we expect to have the surveys by the end of the week.

There was some questions on social media about the roadwork on Route 140 this past week. I tried to summarize the work being done as well as provide some information about the planned 4th leg of the intersection. There seemed to be a lot of positive comments about the safety improvements we are trying to achieve.

- ***Charter Communications at Cheryl's Way:*** We have had ongoing issues with Charter Communications not providing service to the residents at Cheryl's Way. There is a copy of an email sent last week by April to the Government Relations Director at Charter. While the Director did respond, she gave us little information about the problem. We will continue to work on getting service to those residents.
- ***MOBD Meeting:*** Selectmen May and I met with Maria Marasco from the MOBD, and representatives of Ernst & Young about a possible Best Buy warehouse facility being built at the Rt. 1490 Corridor. They were looking at several sites for the project, and we expect to hear shortly if Boylston was chosen.
- ***Red Knights Land Transfer:*** The Bill regarding the land transfer with the Red Knights has been reported out of Committee on Municipalities and Regionalization and is now at the Bills in the Third Reading Stage. I expect the Bill to be acted on at the next Formal Session of the House.
- ***Town Meeting Warrant:*** The board needs to vote to close the TM Warrant. As of this writing I am only aware of 1 potential article. Mr. Jim Goulet talked about placing an article for the town to accept Nature's Way as a town road. *Jamie Underwood motioned to close the warrant; Michael May seconded; voted all in favor.*
- ***Revised School Budget:*** Enclosed is a copy of the Revised School Budget. It is approximately

\$60,000.00 less than the one that I had given you this morning. I expect it to come down more in the next few weeks, I added the IT upgrades onto a Free Cash article, so that will lower the budget a little more.

- **School Budget Changes:** There has been another change to the school budget. We moved a request for funding for IT upgrades has now been put in as a Free Cash Article. This reduces the requested school budget to \$8,886,877 which is an increase of \$680,177 over last year's budget. The school department is asking for feedback regarding support for the budget from the board. They also want to inform the board that there is a budget presentation on Tuesday, March 13th at 8:00PM at Tahanto if you are interested in attending.

Selectmen's Meeting Schedule: *Jamie Underwood motioned to approve the April through August 2018 BOS meeting schedule; Michael May seconded; voted all in favor.*

Selectmen's Meeting Minutes: The minutes of February 12th and February 26th were presented for approval. *Jamie Underwood motioned to approve the meeting minutes as written; Michael seconded; voted all in favor.*

Stephen Madaus reported that title reports for the parcels we are planning on acquiring are coming along. In 1941 the Commonwealth realigned a portion of School St. and it is actually not built upon. The Sportsman's Club mortgage needs to be paid in full before we proceed. Otherwise, everything is looking good.

There is an anticipated storm coming in overnight, the Town Hall may have to close tomorrow if the weather intensifies.

At 8:19 PM Mike May motioned to adjourn; Jamie Underwood seconded; voted all in favor.

The meeting was adjourned at 8:19 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
Building Superintendent Report	On file in Board of Selectmen's Office
Highway Superintendent Report	On file in Board of Selectmen's Office
Crime Statistics	On file in Board of Selectmen's Office
Fire Chief's Report	On file in Board of Selectmen's Office