



Board of Selectmen

Date of Meeting: Monday, December 17th, 2018
Time: 6:30 PM – 7:46 PM
Members Present: Chairman James Wood; James Underwood; April Steward, Town Administrator; and Alison Mack, Administrative Assistant to the Board

The meeting commenced at 6:30 PM.

Financial Warrants were signed in agreement.

Pledge of Allegiance was recited.

Selectmen's Meeting Minutes: *The minutes of 12/03/18 were presented for approval. Jamie Underwood motioned to approve the meeting minutes as written; Jim Woods seconded; Voted all in favor*

Reports: Town Administrator, Building Inspector, Police Chief, and Fire Chief

Vote to Discontinue Current Equipment and Authorize the Purchase of New Voting Equipment and Date of Intended Use:

- Town Clerk Lisa Johnson presented the paperwork for the BOS to sign regarding Authorizing the Purchase of New Voting Equipment and Date of Intended Use: May 6th, 2019

Jamie Underwood made a motion to discontinue the current election equipment starting May 5th, 2019 and authorize the use of the new equipment starting on May 6th, 2019. Jim Woods seconded, Voted all in favor.

Superintendent Zanghi to Present his Research on School Resource Officers:

- Provided the board with a detailed packet of his research
- Found that when he started doing academic research that there was not a lot out there; many states do things differently; the conclusion they had was that more research must be done
- Town shares the cost with School for funding School Resource Officer; example given was Nashoba Regional High School
- The Chief of Police would be managing the SRO; uniforms, hours, etc.
- Sample MOU's were discussed.
 - Emails from Superintendents were provided; Supt. Zanghi reached out to a few Superintendents to get their feedback regarding this topic.
 - Included articles regarding SROs from Nashoba Regional High School; Most reviews were very positive

- The School Committee must approve the position and are required to approve a job description. The Chief of Police must write an MOU for the Superintendent to review.
- In the process of putting together a survey to teachers and students to see what their official position on this matter would be; at his former district there were a couple teachers who didn't quite like the idea but became the biggest proponents for it afterwards.
- The Police Chief and Mr. Zanghi agreed to meet to discuss the next steps to get the SRO topic moving.

Report of the Police Chief to the Board of Selectman:

Crime Statistics through Dec 28th were presented.

Chief's Schedule:

- Nov 21st – Met with Akuity
- Nov 29th – Health Care class help at Tahanto
- Dec 3rd – Met with Akuity again
- Dec 5th – Attended wake for Officer Barbados mother
- Dec 6th – PD Provided funeral escort for Officer Barbados mother
- Dec 8th – ABCC surveyed local establishments; mentioned they will be coming out more throughout holiday seasoning due to complaints
- Dec 8th – 32-year-old male; car accident; OUI
- Dec 10th – Car sent to Sunnyside for repairs
- Dec 11th – Toys for Tots program ended; filled 7 stand up boxes with toys
- Dec 12th – Attended Central MA Chiefs Meeting at Cabella's in Berlin
- Dec 17th – Taser recertification for the PD
- Dec 17th – Officer Trubiano's last day with the PD, left for the Franklin PD
- Dec 18th – Ticket Hearings at Clinton District Court
- Dec 18th – Town Holiday Luncheon at Town Hall
- Dec 21st – Last Day of School; Holiday Break
- Dec 28th – Ticket Hearings at Clinton District Court
- Jan 29th – Attend Berlin-Boylston Crisis Team at Tahanto
- Jan 29th – 6:30PM – Social Media Training at Town Hall
- Feb 26th – Performance Evaluation Training at the Town Hall

Tower Hill has asked to cut the Police Detail cut in half; they have been booked full through Christmas. The intel that they are getting at this point is that all the events are full and there are no tickets to be had so they do not plan on cutting back at this point. Another complaint that came in was the placement of the cruiser. The resident could not see the Officer on the detail because of the LED lights being very bright and not illuminating the officer.

Report of the Fire Chief to the Board of Selectman:

- Call Volume has been up
- A few sprinkler incidents at FedEx along with a couple medical calls
- Go to Lancaster with any working fires now
- Covered Worcester Fire Dept during fatal fire; did a 24-hour shift to cover for funeral service

- Truck is getting warning lights and other things installed; ahead of schedule and should have it on Friday.
- Both striker stretchers are in service and he is sure they have saved some back injuries already
- Live training in an acquired structure on Sewall Street; Thank you to Jim Haynes for allowing the usage of this
- Good turnout at the Safety and Survival Seminar; Since the seminar, Department of Labor has been tweaking the OSHA Standards for the Fire Service
- The way that OSHA is written is that anyone working for you must go through the OSHA standard. Seems like they are going to grandfather people in; People were worried they would need to retake their physical. Bottom line is that it is going to make the transition to the OSHA standard better
- Had some challenges with Dispatch regarding Fire calls. Working with dispatch to give them a little more understanding on how to handle those calls. Having a follow up class tomorrow.
- Promoted four firefighters to Officer positions
- Doing inspections for liquor licenses this week; Haven Country Club had some deficiencies that need to be addressed before getting renewed
- Regional Paramedic Services Update: Looking like we may be stepping out of it; Going to be meeting again at the beginning of the year and I will update you after that
- Hazardous Mitigation Plan: Last step of the process is for them to come back and present this to you for approval.
- Community Events: Raised \$3,700 with the Fill a Boot Fundraiser and had the Pancake Breakfast (does not have the final number for that one yet)

Town Administrator's Report to the BOS:

1. I will be attending a meeting of the Nashoba Valley Town Administrator's Working Group at Mass Development in Devens tomorrow morning. Kate Cannie of www.pars.org will be presenting on OPEB and GASB 75.
2. The Police Unions contract is due to expire on June 30th, 2019. We have received correspondence from the union requesting to enter into negotiations for extending the Agreement presently in effect and proposing certain changes and amendments thereto. The board should begin to consider who you would like to appoint to be reps for the Police Union and Dispatch Union contract negotiations.
3. I have put together for your consideration a Code of Conduct and Ethics Policy for the Town of Boylston. The intent of this policy is to establish a clear statement and guidelines to serve as the standard for achieving and maintaining a high level of public confidence, trust and professional respect about how the Town and its officials conduct business. I have included a copy of this policy in your packet for your review.
4. With the school regionalization being approved by the voters in town at the last Annual Town Meeting, the board needs to consider if you would like to shift the Workers Comp Liability and the insurance costs of the Building and Contents for BES to the regions insurance policy. Currently, the region has the best experience modification and credit rating, so this move would make the most sense as it would be cheaper for the town and it would also make everything cleaner since the school insurance costs would line up

underneath the region and would not be included in the cost of running the town. BES building and contents would be leased to the region and the town would be listed on their policy as additional insured and loss payee for the building. If approved by you tonight, this change would go into effect July 1st, 2019.

5. We have put out an ad for the second time to fill the open position for Equipment Operator/Laborer. In our Classification Schedule the position is listed as a Grade 6 which has a salary range of \$17.36 - \$23.48. In comparable towns the salary range for the same position falls more in line with our Grade 7 which ranges from \$18.78 - \$25.33. For several years now, we have seen turnover at the Highway Department with personnel leaving to other towns for a higher rate of pay. With budgets right around the corner, it may be a good time for the board to consider modifying the grade for that position.
6. I have received an email from Ernie Foster at the Boylston Sportsman Club expressing his concern over their loss of frontage on the existing School St and Cross St once the new intersection is completed. He proposed a design change but due to constraints of the lot where there are wetlands on one side and ledge on the other side, VHB has already designed the road to be built with the smallest financial impact to the town. I have included his email for your review and comments.

*At 7:46 PM, on a motion made by Selectman Jamie Underwood and seconded by James Wood, the following roll call vote was recorded to enter into **EXECUTIVE SESSION** (closed to the public): **Per MGL c.30A, §21, (2): to conduct strategy sessions in preparation for negotiations with nonunion personnel – Building Inspector’s contract; and to conduct contract negotiations with nonunion personnel: Tony Zahariadis, Building Inspector.***

At 7:46 PM Jamie Underwood motioned to adjourn, Jim Woods seconded; Voted all in Favor.

The meeting was adjourned at 7:46 PM.

Respectfully submitted,
Alison Mack, Assistant to the Board of Selectmen

Meeting Materials

Agenda	On File in The Board Of Selectmen’s Office
Meeting Sign-In Sheet	On File in The Board Of Selectmen’s Office
Town Administrator’s Report	On File in The Board Of Selectmen’s Office
Meeting Minutes 11/05/18	On File in The Board Of Selectmen’s Office
Meeting Minutes 11/19/18	On File in The Board Of Selectmen’s Office
Computer Magazine	On File in The Board Of Selectmen’s Office
Crime Statistics Report	On File in The Board Of Selectmen’s Office
Fire Chiefs Report	On File in The Board Of Selectmen’s Office
School Resource Officer Report	On File in The Board Of Selectmen’s Office