

**Board of Selectmen
February 7, 2022
Town Hall
Veterans Memorial Hall, Sturbridge Town Hall
308 Main Street, Sturbridge, MA 01566**

Present:

Mary Blanchard, Chair
Mary Dowling, Vice Chair
Selectman Chase Kaitbenski, Clerk
Selectman Ian Dunnigan
Selectman Jamie Goodwin

Staff:

Robert Reed, Interim Town Administrator
Michelle Garman, Executive Assistant

**Chair Blanchard called meeting to order at 6:30p.m.
The Selectmen led the Pledge of Allegiance.
Chair Blanchard read the agenda.**

Public Service Announcements

Chair Blanchard stated Saturday, February 12, 2022 the Sturbridge Recreation Department is sponsoring a family fun night on the Common for more information please visit www.sturbridge.gov/recreation.

Moment of Silence

All those affected by COVID

Public Hearing

Drake Petroleum Company, Inc. d/b/a Xtra Mart Change of Officers and Change of Manager

Marcia Acosta, Attorney representing Drake Petroleum, Inc. d/b/a Xtra Mart Change of Officers and Change of Manager is seeking a change in manger for the property located at 215 Charlton Road, Sturbridge to Margaret Smith.

Motion: To close the public hearing

By: Selectman Goodwin

2nd: Selectman Kaitbenski

All in favor

5-0-0

Motion: To approve the Change in Officers/Managers of Drake Petroleum and Change Manger to Margaret Smith

By: Selectman Goodwin

2nd: Selectman Kaitbenski

4-1-0 (Selectman Dunnigan abstained)

Planning Department Report

Jean Bubon, Planning Department Director gave a detailed review of her Department Report. A copy of which is on file with the Town Administrators Office.

Consideration and possible action for BSC Engineering Services on the Grand Trunk Tail Project.

Motion: To accept the quote from BSC Group for engineering services for the Grand Trunk Trail Project for \$44,500.00, plus \$2,000.00 for mileage with additional work to be billed at a later date with the accepted rate

By: Selectman Dunnigan

2nd: Selectman Goodwin

All in Favor

5-0-0

Water/Sewer

Shane Moody, Project Manager gave a detailed review of his Department Report. A copy of which is on file with the Town Administrators Office.

DPW

Butch Jackson, Public Works Director, gave a detailed review of his Department Report. A copy of which is on file with the Town Administrators Office

Action Items:

Consideration and possible action on the DPW hiring Luke Mappleback as DPW Laborer.

Motion: To approve the hiring of Luke Mappleback as a DPW Laborer at the hourly rate of \$20.53.

By: Selectman Jamie

2nd: Selectman Chase

All in Favor

5-0-0

Consideration and possible action to accept the resignation from Full-Time Police

Officer Phillip Derry.

Motion: To accept the resignation of Full-Time Police Office Phillip Derry.

By: Selectman Dunnigan

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Consideration and possible action to accept the resignation of Peter Starkus Plumbing and Gas Inspector.

Motion: To accept the resignation of Peter Starkus, Plumbing and Gas Inspector with regret.

By: Selectman Goodwin

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Mr. Reed stated Nelson Burlingam, Building Inspector found an Interim Plumbing and Gas Inspector his name is Gil Provost.

Motion: To approve Gill Provost as the Interim Plumbing and Gas Inspector for the Town of Sturbridge.

By: Selectman Kaitbenski

2nd: Selectman Dunnigan

All in Favor

5-0-0

Consideration and possible action on a Hawker & Peddler license for Isaiah Serna Premier Exterior, 500 Main Street, Fiskdale Door to Door for free quotes roof gutters decks

Motion: To approve the Hawker & Peddler license for Isaiah Serna with the following hours 11a.m- 6:30p.m., with full Covid protocol.

By: Selectman Dunnigan

2nd: Selectman Goodwin

All in Favor

5-0-0

Consideration and possible action on a Hawker & Peddler license for Alex Lozyniak Premier Exterior, 500 Main Street, Fiskdale Door to Door for free quotes roof gutters decks

Motion: To approve the Hawker & Peddler license for Alex Lozyniak with the following hours 11a.m- 6:30p.m., with full Covid protocol.

By: Selectman Dunnigan

2nd: Selectman Goodwin

All in Favor

5-0-0

Consideration and possible action to award a contractor the Town Buildings Lightning Protection Project.

Motion: To accept bid in the amount of \$86,250.00 from Smoke Stack Lightning, Inc. for the completion of the lightning protection.

By: Selectman Dunnigan

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Consideration and possible action to award a contractor for the Apparatus Floor Refinishing Project

Motion: To accept bid \$89,900.00 from Northeast Industrial Flooring for Apparatus Floor Refinishing Project.

By: Selectman Dunnigan

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Consideration and possible action for Engineering Services for Town Hall/Center Office Building HVAC Study

Motion: To approve authorize the Chair to execution the contract with CHA Companies for Engineering Services for Town Hall/Center Office Building HVAC Study for the cost of \$17,500.00.

By: Selectman Goodwin

2nd: Selectman Dunnigan

All in Favor

5-0-0

Consideration and possible action for Cost Estimating Services for Joshua Hyde Library HVAC Project

Motion: To accept the estimate of \$3,300 for A.M. Fogarty coming from professional services funds.

By: Selectman Dunnigan
2nd: Selectman Kaitbenski
All in Favor
5-0-0

Consideration and possible action for Environmental Testing Services for portions of 1 and 3 New Boston Road Extension.

Motion: To authorize the Chair at execute the proposal with O'Reilly, Takbot & Okun for part 1 & 3 of their proposal the amount of \$7,500.00 from the feasibility fund account.

By: Selectman Goodwin
2nd: Selectman Dunnigan
All in Favor
5-0-0

Consideration and possible action on the formation of a Senior Center Building Committee for the approved renovation project and discussion on OPM Services vs. Facilities as OPM

Chair Blanchard stated we do need to organize a building committee and usually it is a five (5) member committee. We will need to advertise for the Building Committee in the New Paper, Social Media and Town Web site. Chair Blanchard said it is nice if the applicants have building experience.

Robert Reed, Interim Town Administrator stated that he agrees with the Chair that it would be helpful if some of the applicants has building experience.

Consideration and possible action for ATM Articles
(Demolition of 8 Brookfield Road and 501 Main Street parking lot)

Chair Blanchard stated Robyn Chrabascz will have to come back to the Board with more detailed information regarding 501 Main Street parking lot.

Chair Blanchard stated demolition of 8 Brookfield Road that still has to be determined.

Mr. Reed stated he just received a letter of interest to purchase 8 Brookfield Road. Mr. Reed stated the Town solicited proposals over the summer and there was no interest. Mr. Reed told the Board he was sure if the Town needed to go through the solicitation process again. Mr. Reed wanted to know if the Board was inclined to go through the process again

Chair Blanchard stated the property is in horrible dangerous state the Town is not collecting any taxes from the building and it would be nice if it could be put to good use. She believe they would have to go to Town meeting vote to sell the property.

Vice Chair Dowling indicated there is a lot of sentiment for the Board of Selectmen to save that building. She would not feel comfortable not going to Town Meeting with this.

Mr. Reed will look in to the solicitation process and bring it back to the Board.

Consideration and possible action on surplus on equipment from Public Access Department.

Motion: To dispose items that are zero value

By: Selectman Goodwin

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Consideration and possible action to accept the donation from the Special Events Committee of \$6,063.37 to help fund Sturbridge Veterans

Vice Chair Dowling stated the funds are from the 5K home of the Brave Run

Motion: To accept the donation from the Special Events Committee in the amount of \$6,063.37 to help fund Sturbridge Veterans

By: Selectman Dunnigan

2nd: Selectman Goodwin

All in Favor

5-0-0

Consideration and possible action on the consulting firm for the ARPA Sub-Committee

Mr. Reed stated the expertise and help with all the paper work hiring a consulting firm will be a great resource for the finance director and the ARPA Sub-Committee.

Selectman Goodwin asked if Mr. Reed would check with KP Law to see if they have standard guidelines for ARPA Funds.

Motion: To approve \$15,000.00 for Capital Strategic Solutions to assist the Finance Director for the purpose of ARPA Sub-Committee support.

By: Selectman Dunnigan

2nd: Selectman Kaitbenski

All in Favor

5-0-0

Consideration and possible action on the letter of engagement agreement from Community Paradigm Associates, LLC

Motion: To approve the Chair to executed the letter of engagement agreement with Community Paradigm Associates, LLC to help find the next Town Administrator

By: Selectman Goodwin

2nd : Selectman Kaitbenski

All in Favor

5-0-0

Selectman Kaitbenski stated the Town Administrator Search Committee would like to post the Town Administrator salary at \$160,000.00 plus or minus, the Committee felt the salary could go up to \$170,000.00 or as low as 145,000.00.

Motion: To approve post the town administrator salary at \$160,000.00 plus or minus

By: Selectman Kaitbenski

2nd : Chair Blanchard

All in Favor

5-0-0

Old Business:

COVID 19

Mr. Reed stated the mask mandate was posted until tonight's meeting. Mr. Reed asked the Board to consider if they want to extend the mask mandate or end it at this time.

Selectman Goodwin stated continuing the mask mandate until the next meeting.

Chair Blanchard agreed to extend the mask mandate for two more weeks.

Vice Chair Dowling also agreed to extend the mask mandate for two more weeks.

Motion: To extend the mask mandate to February 21, 2022

By: Vice Chair Dowling

2nd: Chair Blanchard

All in Favor

5-0-0

Testing KITS

Mr. Reed advised the tests are expected to be delivered in a week or so.

Chair Blanchard asked what about disbursing them.

Selectman Dunnigan asked wouldn't the Board of Health have a disbursement plan.

Selectman Goodwin stated the Board of health, council on aging and public safety are the entities that would disburse them.

Chair Blanchard stated it should be on a first come first serve basis. She has faith in people that wouldn't take to many but they should be town residents.

Vice Chair Dowling agrees first come first serve basis with a limit on how many per household.

Podunk road Lots B, C & D right of refusal

Vice Chair Dowling requested the Board hold off discussion until the next meeting until after the Recreation Committee meets and decides if they are interested.

Chair Blanchard stated the lot that the Recreation Committee is interested in is Lot A.

Motion: To town waives their right of 1st refusal for Lots B,C & D Podunk Road

By: Chair Blanchard

2nd: Selectman Kaitbenski

3-2-0

New Business

Selectmen Kaitbenski asked if the Board of Selectmen was still having their retreat.

Chair Blanchard would like to wait until the new Town Administrator is hired.

Vice Chair Dowling would like to have the retreat before the new Town Administrator she feels it's good for the Board to discuss that their priorities are for a new Town Administrator.

Correspondence

Letter from The Dirt

Approval of Minutes

Citizen's Forum

Adjourn:

Motion: To Adjourn

By: Selectman Kaitbenski

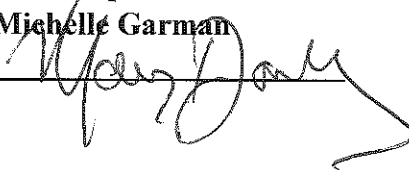
2nd: Selectman Dunnigan


All in Favor

Vote: 5-0-0

The meeting adjourned at 9:09 p.m.

Minutes prepared by: Michelle Garman

Clerk of the Board: 

Date signed: 

5/19/22