

September 5, 2017

**Board of Selectmen
Minutes
September 5, 2017**

Present: Mary Blanchard, Chair
Priscilla Gimas, Vice Chair
Mary Dowling, Clerk
Craig Moran
Michael Suprenant
Leon Gaumond, Jr., Town Administrator
Debra Gauthier, Administrative Assistant

The Chair called the meeting to order at 6:01 p.m. following the Pledge of Allegiance
M. Blanchard read the agenda to the Public

Public Service Announcements

M. Blanchard stated that there will be a Sturbridge Business Breakfast on Tuesday, September 12th from 7:45am to 9:00 am at the Rapsallion Brewery, 195 Arnold Road, Sturbridge. She also announced that the MMA Fall Legislative Breakfast Meeting will be held on September 15th, September 22nd, and September 29th.

Presentation of the Boston Post Cane and a Proclamation to the Oldest resident Axel G. Silverberg

M. Blanchard read a Proclamation honoring Axel G. Silverberg who is the oldest resident of Sturbridge, Massachusetts and signed by the Board of Selectmen. Axel's son, Evan Silverberg, came before the Board to accept a pin and the proclamation on his 101 year old father's behalf.

Procurement Certification to Leon Gaumond Jr. the new MCPPO as of 6/30/17

L. Gaumond stated one of the goals that were issued to the Town Administrator this year which was the Massachusetts Certified Public Purchasing Official Certification. He received the award this week and it will be displayed in his office.

Request designated Selectmen to attend a CMMPO Info & Member Selection Meeting

L. Gaumond received a notice from Central Massachusetts Metropolitan Planning Organization they are seeking representative from every town. The CMMPO (Central Massachusetts Metropolitan Planning Organization) meeting will be held on Thursday, September 21st at 6:00 P.M. They prioritize how the federal transportation funds are spent for roadways, bridges and transit and other transportation-related projects is allocated in the City of Worcester and the surrounding 39 communities. M. Suprenant volunteered to attend the meeting and L. Gaumond replied he will inform the Central Mass Planning Commission of that decision.

Sturbridge Earns Insurance Credits through MIIA Rewards program

L. Gaumond announced that Sturbridge has received insurance credits through MIIA through the MIIA Rewards Program in the amount of \$10,211. He credited the department heads and other employees who have taken the time over the year to attend various meetings to achieve this benefit.

Special Municipal Employee Designation for the Town Update to Policy Development

L. Gaumond requested that the Board amend the Special Municipal Employee Designation to include the Emergency Management Coordinator position as a Special Municipal Employee.

Motion: To designate the position of Emergency Management Coordinator as a Special Municipal Employee. By: P. Gimas
2nd: By: M. Suprenant

Vote: All in Favor Passed 5/0

Update to Policy Development – Goal #4

L. Gaumond presented four draft policies at the request of the Board: Conclusion of Selectmen Meetings, Citizen's Forum at Selectmen's Meeting, Role of the Board of Selectmen, and Role of the Town Administrator.

M. Blanchard opened discussion on the first policy: Conclusion of Selectmen's Meetings. P. Gimas stated that she found the clause 'under no circumstances' a bit stringent. There may be times when there is an urgency to address items after 10:30 p.m. The Selectmen agreed and L. Gaumond proposed an amendment to the policy to provide some flexibility.

Motion: To approve the proposed policy recommended by the Town Administrator for the Conclusion of Selectmen Meetings with an amendment on the second paragraph last sentence to read: With the exception of emergency items and vote of the Board of Selectmen, new items will not be taken up after 10:30 p.m. By: P. Gimas
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

M. Blanchard opened discussion on the second policy: Citizen Forums at Selectmen's Meeting. P. Gimas suggested the policy should state that individual speakers should get a maximum of five minutes for a total amount not to exceed 15 minutes. L. Gaumond replied the second paragraph it addresses that on the third sentence. Individuals will be restricted to no more than five (5) minutes of presentation time. M. Blanchard replied that would be up to the chairmen to put a stop to it. C. Moran replied at the discretion of the Board of Selectmen they could extend.

Motion: To approve the proposed policy recommended by the Town Administrator for the Citizen Forums at Selectmen's Meeting with an amendment on the second paragraph to read: Individuals shall be restricted to no more than 5 minutes of presentation time. The total amount of time for Citizen Forum should not extend 15 minutes of time during the meeting. At the discretion of the Board this time maybe extend by vote of the Board of Selectmen. . By: M. Suprenant
2nd: By: P. Gimas

Vote: All in Favor Passed 5/0

M. Blanchard presented the third policy: Role of the Board of Selectmen. M. Suprenant added he has read this policy several times as it is worded follows the Town Charter. C. Moran stated that if a citizen came to him about a snow plowing issue it doesn't seem to be an issue the Town Administrator has to get involved in. M. Blanchard stated it is Town Administrator's job to take care of the day to day operations for the Board. In the past people have approached her about problems with snow plowing or drainage and she passed it on to the Town Administrator to be addressed by the DPW or other departments. It is not up to individual Selectmen to go and address the DPW Director, Planning Director, Police Chief, or the Fire Chief they have this complaint and they need you to go down and do this. That is micro managing and that is not their job.

Motion: To approve the proposed policy recommended by the Town Administrator for the Role of the Board of Selectmen as written. By: P. Gimas
2nd: By: M. Suprenant

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Vote: All in Favor Passed 4/1 M. Blanchard, P. Gimas, M. Dowling, M. Suprenant
Opposed: C. Moran

Public Hearing - Classification Hearing

M. Dowling read the Public Hearing Notice.

Ann Murphy, Principal Assessor addressed the Board along with Paul Murphy and Dale Meehan-McNeil from the Board of Assessors. A. Murphy read her presentation to the Board and Public. The Board of Selectmen will be voting on four different issues tonight, Selection of a CIP Factor, Open Space Discount, Residential Exemption, Small Commercial Exemptions. The FY2018 tax rate stated in this presentation are proposed and have not been certified by the Department of Revenue. The Assessors have recommended that the Selectmen adopt a CIP factor of 1.0, that the Selectmen do not adopt an Open Space discount or a residential discount or a Small Commercial discount.

There were no comments from the audience.

Motion: To close the Public Hearing By: P. Gimas
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

Motion: To approve the recommendation from the Principal Assessor and the Board of Assessors to adopt the Selection of a CIP Factor with a factor of 1.0. By: M. Suprenant
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

Motion: To approve the recommendation from the Principal Assessor and the Board of Assessors to not adopt the Open Space Discount. By: M. Suprenant
2nd: By: M. Dowling

Vote: All in Favor Passed 5/0

M. Suprenant stated that the last two of years he has commented on residential tax exemption and personally he is in favor of a progressive residential property tax but quite frankly he hasn't heard from the citizens that would have benefit from this program.

Motion: To approve the recommendation from the Principal Assessor and the Board of Assessors to not adopt the Residential Exemption. By: M. Suprenant
2nd: By: M. Dowling

Vote: All in Favor Passed 5/0

Motion: To approve the recommendation from the Principal Assessor and the Board of Assessors to not adopt the Small Commercial Exemptions. By: P. Gimas
2nd: By: M. Dowling

Vote: All in Favor Passed 5/0

PAN Mass Challenge appointment with BOS

Susan Brogan, Staff Coordinator of the PAN Mass Challenge, came before the Board and to thank the Town of Sturbridge, the Police Department and the Fire Department for all their help during the last event. She specifically mentioned the efforts to put an American Flag across Route 20 which was tremendous. She also thanked several of the hotels in town for their accommodations during the event. They have been having this event in Sturbridge for the last 36 years and records are made to be broken. Every dollar raised from the riders goes directly into research and this year they had 2000 riders.

Public Hearing – Hull Forest Products Inc. – 21 High St. Fiskdale. MA

M. Dowling read Public Hearing Notice

Christopher Capone, Mass. Licensed Forester from Hull Forest Products, Inc. approached the Board. They are going to be doing a selective harvest on the property, no clear cutting or patches cuts. They also hope to improve the forest composition with the goal of planting some more Oak trees as well as other species which are good for the wild life. There will not be any stream crossings. M. Blanchard stated that the Conservation Department, the Tree Warden and the DPW Department did not have any concerns, but the DPW Director wanted to warn that intersection of High Street and Church Street are very tight turn. C. Capone replied the property is close to the corner and it will be tight but they will post signs.

There were no comments from the audience.

Motion: To close the Public Hearing By: P. Gimas
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

Motion: To approve the Forest Cutting Plan for Hull Forest Product, Inc. for 22 acres land located at 21 High St, Fiskdale, MA with the conditions as follow:

- Logging operations shall be allowed Monday through Friday (with no harvesting on recognized Massachusetts legal holidays) from 7:00 a.m. to dusk; and on Saturdays from 8:00 a.m. until 12:00 p.m. Noon; no Sunday or holiday hours;
- The applicant shall coordinate transportation with the Town's school bus schedule to avoid conflict between logging operations and school bus operations;
- Work shall not commence when the ground is soft;
- A \$5,000 road maintenance bond shall be submitted to the Town Administrator before starting work to ensure that repairs are made to any Town roads damaged as a result of the subject forestry harvest project and may additionally require a performance bond to ensure erosion control measures before, during and for a reasonable period of time, after the proposed operation. Said bond shall be released by the Treasurer upon inspection and satisfactory findings by the DPW Director.
- A license timber harvester is identified prior to commencement
- The DPW Director should be notified before starting work.
- Excess mud on High Street should be removed on a daily bases.

Motion By: P. Gimas

2nd: By: M. Suprenant

Vote: All in Favor Passed 5/0

L. Gaumond informed Mr. Capone that he would be receiving a letter from the Town with all these conditions.

Policy on Role of the Town Administrator

M. Blanchard introduced the discussion on the Policy on the Role of the Town Administrator. C. Moran stated the Town Administrator is taken over many duties which used to be done by the Selectmen. M. Blanchard replied according to the Town Charter he has the duties of the day to day operations, he does not have total control and cannot act without the Board of Selectmen's direction.

Motion: To approve the proposed policy recommended by the Town Administrator for the Role of the Town Administrator as written. By: M. Suprenant
2nd: By: M. Dowling

Vote: All in Favor Passed 4/1 M. Blanchard, P. Gimas, M. Dowling, M. Suprenant
Opposed: C. Moran

Appointment of Larry Morrison to the Sturbridge Cultural Council

L. Gaumond would ask for the concurrence of Larry Morrison to the Sturbridge Cultural Council.

Motion: To approve the recommendation from the Town Administrator to appoint Larry Morrison to the Sturbridge Cultural Council. By: M. Suprenant
2nd: By: P. Gimas

Vote: All in Favor Passed 5/0

Correspondence

M. Dowling read the correspondence.

National Grid Pole Hearing – continued

The Chairman opened the continued public hearing for a new pole on New Boston Road beginning at a point approximately 90 feet south of the centerline of the intersection of Forest Lane, to serve transformers for the new Holiday Inn Express property. Kevin Shaughnessy, Community & Customer Management Liaison for National Grid and Patrick Shea, Distribution Designer for National Grid, approached the Board to answer any questions.

M. Suprenant asked if the service could be put underground from the pole. He was told there was a retaining wall that was in the way. He went out to the site and he did not see any retaining wall in the way of the existing telephone pole and were the service was going in. He is wondering why this pole is necessary. K. Shaughnessy replied that National Grid is required through the Mass. Department of Utilities to offer the least cost of service. If they were to provide underground service here the private customer would have to pay for that underground service. When they approach a new job they are required to offer that customer the lowest cost of service. M. Suprenant asked if the customer was being charged for the pole installation. K. Shaughnessy replied that they are being charge the lowest cost for the service. Underground service is very expensive to trench and to put in pipe.

M. Blanchard questioned the distance of the pole from the Street line and stated that the DPW Director would like it 4 to 6 feet off the road. If a pole is taken down the new pole should go in that same hole. M. Dowling stated the Selectmen wanted to add language to honor the 4 to 6 feet buffer from the road. M. Blanchard asked if there would be any objection to that for this pole to which K. Shaughnessy replied that would be fine.

C. Moran stressed the importance of placing polls with enough clearance off the road. He also stressed the need to remove double poles in the Town. K. Shaughnessy informed the Board that Sturbridge has 174 double poles in Town, 36 belong to National Grid to transfer wires, 54 belong to Charter Communications, and 84 belong to Verizon. M. Suprenant would like to see a plan to remove the double poles.

There were no questions from the audience.

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Motion: To close the Public Hearing By: P. Gimas
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

Motion: To approve the installation for a pole for New Boston Road as proposed in the joint owned application provided that the pole and any replacement pole be erected with a 4 to 6 buffer from the road. By M. Dowling
2nd: By: P. Gimas

Vote: All in Favor Passed 4/1 (M. Suprenant opposed)

Presentation on Space Needs Analysis for the Senior Center

L. Gaumond spoke on behalf of the Senior Center Study Committee which recently completed its space needs analysis for the Senior Center. He offered a powerpoint presentation which spoke to the findings of the consultant, included photos of the Senior Center and addressed the interior & exterior needs for the senior center. After considerable study by the Town's consultant, CME, the results were the current building does not meet the needs of the senior population both today and into the future by about 5,000 square feet minimally. He further stated that many members of the committee felt that there were still areas which could be improved to a greater degree than which is described in the consultant's report. One such example is the strong desire for a commercial kitchen. The next steps would be to complete the property survey and then a formal feasibility plan showing multiple options and the cost for renovations vs. new construction.

C. Moran felt the property seems insufficient for accommodating transportation needs. He felt it also needs a sick room. P. Gimas feels that 5000 square feet of additional space is insufficient given that the senior population is increasing. L. Gaumond spoke to the overall plan for municipal buildings and the possible need for a formal building committee. P. Gimas suggested that the window replacement project should be done soon. L. Gaumond responded by stating that the paving and window project should be done shortly. M. Suprenant feels this is on the right track.

M. Beauchemin spoke to the need for additional space for additional programs and commended the timeless treasures program. She feels that the potential is there for a great service.

Department Head Report – Fire Chief John Grasso

Fire Chief Grasso approached the Board to discuss the SAFER grant program; a program designed to add personnel to our department. He presented a powerpoint presentation to direct the Selectmen through the process of the SAFER grant. He feels that the Town has already appropriated enough in the current budget to cover the Town's match for the grant. M. Suprenant offered support for the project and is willing to bring the project to Town Meeting for future support. M. Blanchard felt that the cost savings numbers do not always translate to actual savings. M. Dowling also spoke in strong support for the additional firefighters provided through the grant.

Motion: To accept the SAFER grant which has been awarded to the Town for the addition of 4 new firefighters to our employment roster to begin no earlier than January 1, 2018. By M. Dowling
2nd: By: C. Moran.

Vote: All in Favor Passed 5/0

L. Gaumond suggested that the Chief include benchmark data in his monthly report when the new officers come on board. M. Blanchard also asked for a copy of the powerpoint presentation.

The Chief spoke to his monthly report for July and August. He added additional information including a log of all incidents they responded to during the months. In July there have been several motor vehicle accidents. There was a boat sinking incident in August and he thanked Sel. Moran for his assistance. He announced that the Department has received and has been training on the new ladder truck. The Chief invited the public to attend the 9-11 ceremony at 9:55 a.m.

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C. Moran asked about false alarms at the Days Inn. Chief Grasso responded to the inquiry by providing details as to the types of calls. C. Moran is concerned about the number of alarms at this facility.

Old Business

There was no old business.

New Business

L. Gaumond presented a request from the contractor for the Hamant Brook Restoration Project to complete a Land Access Agreement. Town Counsel has reviewed the agreement and the contractor has agreed with all recommended changes by counsel.

Motion: To authorize the Town Administrator to sign the Hamant Brook Land Access Agreement pending final review by Town Counsel. By M. Suprenant
2nd: By: C. Moran

Vote: All in Favor Passed 5/0

Citizens Forum

Barbara Search, Chairman of the Historical Commission approached the Board of Selectmen to speak about the historical windows at the Senior Center. She provided the Selectmen with information regarding the Snellville School and the need to preserve the historical aspects of the Town. She is hoping to be able to come back before the Selectmen on September 18th to make a formal pitch. She recommended storm windows be added as well to decrease the draftiness of the windows. They would eventually like to work to place the building on the historic register. M. Blanchard felt that the Town has already spoken on this issue and appropriated the funds necessary to replace the windows with vinyl replacement windows. P. Gimás agreed and felt that the Town voted in good faith on the replacement windows and she was prepared to move forward with the project.

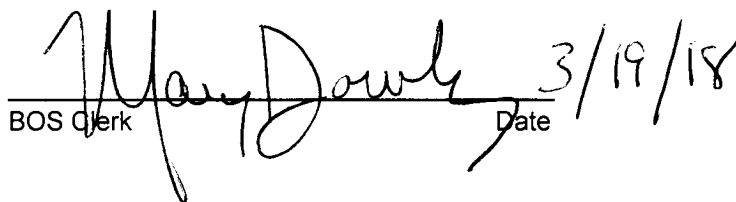
Executive Session under MGL Ch. 30A, §21A, Section 2.3

Motion: I move to enter into executive session under MGL Chapter 30A Section 21A(3) and (2) to discuss strategies with respect to litigation and collective bargaining with the police department if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and the Board will be adjourning from Executive Session. By: M. Dowling
2nd: P. Gimás

Roll Call Vote: P. Gimás YES, M. Dowling YES, C. Moran YES, M. Suprenant YES, M. Blanchard YES

Meeting was adjourned at 9:42 p.m.

Prepared by Debra Gauthier and Leon Gaumond


BOS Clerk Date 3/19/18