

**Board of Selectmen  
December 5, 2022  
Veteran's Memorial Hall, Town Hall  
308 Main Street, Sturbridge**

**Present:**

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

**Absent:**

Mary Blanchard, Chair

**Staff:**

Robin A. Grimm, Ph.D., Town Administrator  
Michelle Garman, Executive Assistant

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

**Moment of Silence**

For all the senseless violence, the people of Ukraine, and all those who have suffered from Covid-19.

**Public Service Announcements**

Clerk Dowling thanked everyone who worked to make the Common look so beautiful.

**Town Administrator Update**

- TA Grimm also commended everyone involved in making the Tree Lighting such a great event.
- TA Grimm attended a training session hosted by the Town of Warren on procurement.
- Discussion of the sewer-lining contract, especially regarding the Route 20 sewer-lining emergency, is currently taking priority over the Pump Station discussion. TA Grimm will be meeting with Southbridge regarding the pump station agreement, which ensures there is an out-clause for the town if needed.

**Department Reports: DPW**

After apologizing on behalf of Shane Moody for being unable to attend, DPW Director Heather Blakeley reported:

- The town is still looking for contractors to provide winter plowing as well as temporary drivers to drive town trucks; there are nine routes open.
- Contract documents for paving a new parking lot at 501 Main Street have been drafted, and after a final review will go out to bid.

- The contract for the Maple Street water-line project has been awarded; the town is finalizing the paperwork for the EPA grant and expects to be ready to begin work in the spring.
- Ms. Blakeley met with school officials and the state Department of Transportation regarding "Safe Routes to School." The meeting went well, and once it is established that any environmental-impact is minimum, the plan should be ready to go.
- Water and sewer bills are finally out, and staff is being cross-trained to be able to assist with billing.
- The department has been working on the issues surrounding the town's solar credits.
- FY '23 paving has been completed, and despite several complications, all of the paving was finished before the cold weather.
- A crack and missing cover in a section of sewer line on Main Street was detected by camera. The town determined the problem could be fixed with sewer lining, which would avoid closing down Route 20 during the busy holiday season. Ms. Blakeley got an emergency-procurement permit from the Attorney General's office, and is in the process of applying for a permit from Mass Highway, necessary even though work crews won't be cutting into the road. Work is ready to begin after that.

Ms. Blakeley noted that areas of Route 20 that were detected on camera show severe deterioration. The estimate for replacing the lines is \$3 million to \$4 million; lining will be significantly cheaper, perhaps \$500,000, but that raises the question of whether all of the lines can be lined, and how long that will last. Lining can last up to 20 years, depending on how well the lines take the lining, which will be determined by further camera work. Regardless, lining appears to be the best solution for the current emergency repair on Route 20. Ms. Blakeley expects that repair to be a one-day project completed before Christmas.

- Crews have taken all of the equipment out of the Mass DOT project in front of Yankee Peddler and have prepped the area for temporary paving. Work has been suspended and will continue after the winter. The status of their contractual dispute is unknown and may involve litigation. Grimm will speak with town counsel to see if the town, and/or the businesses impacted by the length of time the project is taking, can be considered parties to litigation.
- TA Grimm thanked the DPW for sending workers to help when the WooSox came to town to do a clean-up at Town Barn.

#### **Action Items:**

- A. Consideration and possible action to authorize the Chair to execute the contract for the Emergency Sewer Main Lining.

Funding has already be budgeted for this project.

**Motion: To authorize the chair to execute the contract with Insituform Technologies, LLC in the amount of \$36,750.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

- B. Consideration and possible action to authorize the Chair to execute the contract with Tighe & Bond for Engineering Services for Well Number 1 Water Treatment Plant Filter Media Replacement as detailed in September 5, 2022 proposal at a costs of \$30,000.

This item was in an Article this year, and Tighe & Bond's bid was considerably less than others. The work will be done over next winter because the water use is less in winter.

**Motion: To authorize the Chair to execute the contract with Tighe & Bond for Engineering Services for Well Number 1 Water Treatment Plant Filter Media Replacement as detailed in September 5, 2022 proposal at a costs of \$30,000.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*\*

- C. Consideration and possible action to authorize the Chair to execute the contract with Tighe & Bond for Engineering Services Wastewater Tank Investigation as detailed in September 10, 2022 proposal at a cost of \$10,700 to complete a technical memo with estimated cost for repairs of both issues.

Ms. Blakeley explained that during a recent walk-through of the Wastewater Plant, it was discovered that a baffle wall had pulled apart from the wall, and that in another area, there were some leaks and rusting at seams. This funding will pay for an assessment of the problems and recommendations on how to fix the problems while they are still small problems. The money is already in the budget.

**Motion: To authorize the Chair to execute the contract with Tighe & Bond for Engineering Services Wastewater Tank Investigation as detailed in September 10, 2022 proposal at a cost of \$10,700 to complete a technical memo with estimated cost for repairs of both issues.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

- D. Consideration and possible action to authorize the Chair to execute a contract with Wright-Pierce for Engineering Services for Concrete Repair Details for Gravity Thickener Number 1 and the Grit Chamber at a cost of \$11,500.00 as detailed in October 20, 2022 proposal.

Ms. Blakeley explained that this problem is on the cement side of the plant. Two of the tanks are showing moisture problems. This will assess the problem and recommend solutions.

Selectman Dunnigan asked if these problems are typical. Ms. Blakeley said they are, that Wastewater Treatment Plants are maintenance-heavy, and that it is important to stop problems as soon as they begin. Selectman Goodwin pointed out it is smarter to err on the side of prevention.

**Motion: To authorize the Chair to execute a contract with Wright-Pierce for Engineering Services for Concrete Repair Details for Gravity Thickener Number 1 and the Grit Chamber at a cost of \$11,500 as detailed in October 20, 2022 proposal.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

Selectman Kaitbenski asked Ms. Blakeley whether the state had fixed the water-line problems that were created during the Route 131 paving. Ms. Blakeley said a meeting with the state regarding that was scheduled for the next day, and that after a lot of back-and-forth, the problem is expected to be fixed soon.

\*\*\*\*\*

- E. Consideration and possible action on entering into an agreement with Jennifer Novelline to provide graphic design services for the Opioid and Addiction Task Force at the rate of \$75 per hour with an initial commitment of 10 to 15 hours.

TA Grimm explained the town is still receiving funds from nationwide suit that J&J settled, which will give the town several hundred thousand dollars over the next 15 years. The newly formed Opioid and Addiction Task Force's first goal is to educate the community that the opioid problem is, in fact, as much in Sturbridge as it is in every town and city. It will also make help for all addictions more accessible. The Task Force will kick off with a campaign aimed at destigmatizing opioids and alleviating the denial of how prevalent opioid addiction is.

Until a special line-item for the Task Force is created in the town budget, funding and expenses will go through the General Fund.

**Motion: To support the agreement with Jennifer Novelline to provide graphic design services for the Opioid and Addiction task force at the rate of \$75 per hour with an initial commitment of 10 to 15 hours.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*\*

- F. Consideration and possible action to authorize the Chair to execute the contract with Barrett Planning Group, LLC, Housing Consultant in the amount of \$24,500.

TA Grimm explained this is the next step in the Housing Trust, on which Town Planner Jean Bubon has taken the lead.

**Motion: to authorize the Chair to execute the contract with Barrett Planning Group, LLC, Housing Consultant in the amount of \$24,500.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

G. Consideration and possible action on the confirmation of the appointment of Brad Goodwin to the Sturbridge Planning Board for a term to expire October 23, 2023.

TA Grimm explained the town interviewed applicants for a variety of open boards and commissions. TA Grimm highly recommends Brad Goodwin for the Planning Board position.

**Motion: To approve the confirmation of the appointment of Brad Goodwin to the Sturbridge Planning Board for a term to expire October 23, 2023.**

**By: Selectman Dowling**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

H. Consideration and possible action on the confirmation of the appointment of Margaret Neves to the Design Review Committee for a term to expire June 17, 2024.

TA Grimm explained Ms. Neves had applied to serve on the Planning Board, but agreed to serve on the Design Review Committee, a position for which she is highly qualified.

**Motion: To confirm the appointment of Margaret Neves to the Design Review Committee for a term to expire June 17, 2024.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*\*

I. Consideration and possible action on the re-appointment of Chris Wilson and Elaine Cook to the Design Review Committee for a term to expire June 19, 2025.

**Motion: To confirm the re-appointment of Chris Wilson and Elaine Cook to the Design Review Committee for a term to expire June 19, 2025**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*\*

- J. Consideration and possible action for a one-day liquor license for Tutti Quanti/Michael Placella for wine tasting with appetizers at 538 Main Street, Fiskdale on January 24, February 28, March 21, April 25, May 23, June 27, September 26, October 24, November 14 and December 19, 2023 from 6:30 p.m. to 8:00 p.m.

Tutti Quanti co-owner Michael Placella explained there were four wine-tastings over the past few months, all of which have been very popular.

**Motion: To approve Tutti Quanti/Michael Placella for wine-tasting with appetizers at 538 Main Street, Fiskdale on January 24, February 28, March 21, April 25, May 23, June 27, September 26, October 24, November 14 and December 19, 2023 from 6:30 p.m. to 8:00 p.m.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

\*\*\*\*

- K. Consideration and possible action on the application for a Common Victualler License for Michael Placella, Maximus Enterprises LLC d/b/a Tutti Quanti for 538 Main Street, Fiskdale.

**Motion: to approve the application for a Common Victualler License for Michael Placella, Maximus Enterprises LLC d/b/a Tutti Quanti for 538 Main Street, Fiskdale.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*

- L. Consideration and possible action on a recommendation from the ARPA Sub-Committee to allocate \$35,000 of ARPA funds to the Sturbridge Co-op Nursery School for the purpose of upgrading the fire alarm system as well as for outdoor playground fencing and safety upgrades.

TA Grimm explained she was recently at the "adorable" Nursery School to discuss the planned fire-alarm upgrade and went on a tour, and TA Grimm noticed some fencing and playground equipment could use some upgrades, so that is included in the \$35,000 request. There is talk of possibly using the school and playground for summer programs.

**Motion: To approve the ARPA Sub-Committee's request to allocate \$35,000 Dollars of ARPA funds to the Sturbridge Co-op Nursery School for the purpose of**

upgrading the fire alarm system as well as for outdoor playground fencing and safety upgrades.

By: Selectman Goodwin

2<sup>nd</sup>: Selectman Dunnigan

Vote: 4-0-0

\*\*\*\*\*

M. Consideration and possible action to vote on the name change for all properties on Route 15 and Mashapaug Road/Route 15 to Haynes Street.

It was brought to TA Grimm's attention that there was much confusion about the street name "Mashapaug Road/Route 15" and the numbering of the strip, which the town originally changed from Hanes Street to "Mashapaug Road/Route 15." The complaint was validated by the confusion that ensued when specific Mashapaug Road addresses were put into various GPS and each GPS led to a different location. Every single one of the residents on that road agreed with the town's proposal to name it all Hanes Street — which, interestingly, is what their deeds said — and to renumber the houses in a logical sequence.

**Motion: To approve to vote on the name change for all properties on Route 15 and Mashapaug Road/Route 15 to Haynes Street.**

By: Selectman Dunnigan

2<sup>nd</sup>: Selectman Goodwin

Vote: 4-0-0

\*\*\*\*\*

N. Consideration and possible action to accept the donation of \$500 from Marie Doldoorian of Fiskdale. The donation would be placed into the revolving Comfort-Canine account.

This will help with Rocky, the Police Department's comfort dog. The board said it would happily accept the donation with thanks.

**Motion: To accept accept the donation of \$500 from Marie Doldoorian of Fiskdale. The donation would be placed into the revolving Comfort-Canine account.**

By: Selectman Dunnigan

2<sup>nd</sup>: Selectman Goodwin

Vote: 4-0-0

\*\*\*\*\*

O. Consideration and possible action on the Alcoholic Beverage Control Commission's 2023 Seasonal Population Increase Estimation.

TA Grimm recommended that the Board ask for a renewal certificate for 2023 with no change, keeping the estimate at 20,000.

**Motion: To renew the Alcoholic Beverage Control Commission's 2023 Seasonal Population Increase Estimation at 20,000.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*\*

P. Consideration and possible action for the Board to sign the Alcoholic Beverage Control Commission's Renewal Certification for 2023.

**Motion: To renew the Alcohol Beverage Control Commission's Renewal Certification for 2023 with no change.**

**By: Selectman Dunnigan**

**2<sup>nd</sup>: Selectman Goodwin**

**Vote: 4-0-0**

\*\*\*\*\*

Q. Consideration and possible action on an application for Change of Corporate Structure filed by Sturbridge Seafood Company, LLC to change the corporate name from Sturbridge Seafood Company, LLC to Sturbridge Seafood Company, Inc.

After apologizing for not realizing the guest in the audience was a representative for Sturbridge Seafood, thus making her wait until the end of the meeting, board members said they had no questions.

**Motion: To approve an application for Change of Corporate Structure filed by Sturbridge Seafood Company, LLC to change the corporate name from Sturbridge Seafood Company, LLC to Sturbridge Seafood Company, Inc.**

**By: Selectmen Goodwin**

**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

**Old Business**

No old business.

**New Business**

No new business.

**Correspondence**

No new correspondence.

**Approval of Minutes: December 20, 2021 and March 7, 2022**



TA Grimm explained that the bonding authority for the Senior Center requested the minutes of December 20, 2021, and that it was discovered those minutes had gotten lost in the shuffle and had not been filed.

**Motion: To approve the minutes of December 20, 2021.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Vice Chair Kaitbenski**

**Vote: 4-0-0**

\*\*\*\*\*

**Motion: To approve the minutes of March 7, 2022.**

**By: Selectman Goodwin**

**2<sup>nd</sup>: Vice Chair Kaitbenski**

**Vote: 3-0-1 (Selectman Dunnigan abstained.)**

**Citizen's Forum**

No citizens wished to speak.

**Adjourn:**

**Motion: To adjourn.**

**By: Selectman Goodwin**

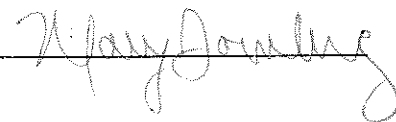
**2<sup>nd</sup>: Selectman Dunnigan**

**Vote: 4-0-0**

**The meeting adjourned at 7:41 p.m.**

**Minutes prepared by: Michelle Garman/Elisa Krochmalnyckyj**

**Clerk of the Board:**



**Date signed:**

4-1-2024