

**Board of Selectmen
August 22, 2016
Town Hall**

Present:

Mary Blanchard, Chairman
Priscilla Gimás
Mary Dowling (left meeting 8:30 p.m.)
Michael Suprenant
Craig Moran

Open Session

Meeting opened at 6:30pm

Pledge of Allegiance

Town Clerk Vacancy

The Board interviewed candidates for interim Town Clerk.

Brenda McCann: former Town Clerk and administrative assistant to Town Clerk in Hopkinton. She was the assistant Town Clerk in Sturbridge at one time, but moved on to the Town Clerk position. Currently resides in Rutland, and would rent an apartment in town until the election. If the election had a positive outcome, the applicant would move to Sturbridge. Applicant has 5+ years experience in the Town Clerk office, including the position of Town Clerk.

Dori Dean: Did not attend the scheduled interview.

Lynne Girouard: has been working for the Town for 19 years. Current position is as the Recreation Director, with experience in the Health Department as well. She has worked with other departments throughout Town over the years through various projects, she is a long time resident of the community, and feels she has a lot to offer to the position.

Department Head Update - Conservation

Glen Colburn, Conservation Agent, gave his report on the activities of the previous 12 months. Activities include projects around the lakes, numerous raze of summer cottages and rebuilding of year-round homes. Proper mitigation of these projects helps protect the water, waterfront, and private roads around the lakes because erosion and sediment control are ongoing problems. Removal of the toll booths at the MassPike, installation of solar array at OSV, numerous letter permits for projects in buffer zones. Trail work continues throughout town. Commission members attended workshops. A guided tour of the newly acquired Plimpton Property was given to residents. A new brochure on management of lake front management properties was printed in collaboration of SLAC.

Motion: to authorize UMass Water Research Team to do student projects monitoring and assessment work on two properties: 232 Charlton Road and 378 Main Street. By: P. Gimás

2nd: M. Dowling

Vote: 5-0

Motion: to waive right of first refusal on property at 200 Fiske Hill Road of two small parcels adjacent to a building lot. By: P. Gimás

2nd: C. Moran

Vote: 5-0

Acceptance of Donation

Police Chief Thomas Ford asks the Board to accept the donation of \$65 to be placed into the Police Department Gift Account.

Motion: to accept the individual donation. By: P. Gimas

2nd: C. Moran

Vote: 5-0

Town Administrator's Update

- Charter Review Committee – correspondence from Town Counsel. Every five years the Charter Review Committee is formed and reviews amendments to the Charter. The Board is asked to review the notes from Town Counsel and bring forward any recommendations they may have.

- The Town is beginning the process of looking for a new Fire Chief. The Charter dictates the appointment of a Fire Chief Search Committee to assist in this process. Patricia Mantia, Frank McNeil, Russell Chamberland, Steven Coleman Jr., and the Town Administrator will all be members of this committee. Paul Ford was interviewed to be the interim Fire Chief.

Motion: to approve the contract for interim Fire Chief to Paul Ford. By: P. Gimas

2nd: M. Dowling

Vote: 5-0

- Route 148 Project. MassDOT is moving forward with this. Orders of taking and granting of easement have been provided from Town Counsel.

Motion: pursuant to the vote taken under article 40 of the June 6, 2016 Annual Town Meeting to take by eminent domain the temporary and permanent easements shown on plan "Plan of Easements taken by the town of Sturbridge MA Brookfield Road (Route 148)" dated July 29, 2016 to award damages to the persons affected by the taking of which persons and the damages awarded are listed in the schedule B order of taking to be signed hereby and to execute said order of taking and any other documents entertain any and all steps as may be necessary or appropriate to accomplish said acquisition. By: M. Suprenant

2nd: C. Moran

Vote: 4-0 (M. Dowling not present for vote)

Motion: prior to recording the orders of taking previously mentioned, the town administrator contact the project section in the MassDOT district and verify the project limits and if there is an issue, ask them to complete the entire project from the Brookfield Town line to Route 20.

By: M. Suprenant.

2nd: P. Gimas

Vote: 4-0 (M. Dowling not present for vote)

- Agreement with MassDEP. Sturbridge has been identified as a location for an emergency oil spill response trailer. The Town had been waiting for Town Counsel to review the document.

Motion to agree with the location of the emergency oil spill response trailer to By: P. Gimas

2nd: C. Moran

Vote: 4-0 (M. Dowling not present for vote)

- Purple Heart Designation as a Town will be presented at one of the September meetings.
- Worcester County Selectmen's Association – potential membership for Board members.

Motion to join the Worcester County Selectmen's Association and have Mike Suprenant be the voting member By: P. Gimas

2nd: C. Moran

- **Vote: 4-0 (M. Dowling not present for vote)**
- Jennifer Sablak was announced as the new assistant town clerk. The Board offered appreciation to Debra Gauthier for helping out in the office during this interim time.

Department Head Update – DPW

Greg Morse, DPW Director. June and July reports, as well as six month report: general maintenance, seasonal grading, water line work, no sewer line work, a very hot season overall. He presented a recommendation to award to Leachate Transport Collection and Disposal to Wastewater Management Services

Motion: to award the bid for Leachate Transport Collection and Disposal to Wastewater Management Services. By: P. Gimas

2nd: C. Moran

Vote: 5-0

Department Head Update – Shane Moody

Update given via report, as Mr. Moody was unable to attend the meeting. The Town Administrator updated the Board on the status of outstanding water meter changeover – roughly 50 outstanding meters need to be replaced. Mr. Morse brought up to the Board the issue of replacing water meters throughout town. The Board discussed implementing a fine for those that have not initiated replacement of their water meter. Eventually, these non-compliant properties will have the water shut off.

Motion: to issue a letter of non-compliance to those property owners that have not initiated replacement of their water meter. By: M. Dowling

2nd: C. Moran

Vote: 4-1 (M. Suprenant)

Amy and Michael Briggs of 27 Hillside Drive looking to purchase 122 Paradise Lane and are seeking to extend sewer line on Paradise Lane. If the applicant has an engineered design completed, and the Board of Selectmen approved it, Mr. Morse stated this would be a simple sewer extension. The full burden of the extension would be taken on by the applicants.

Motion: to allow Amy and Michael Briggs to move forward on the sewer extension plans they are seeking to provide service to 122 Paradise Lane. By: P. Gimas

2nd: C. Moran

Vote: 5-0

Request from BT's Smokehouse for Live Music Entertainment License.

Brian from BT's Smokehouse is asking to license to provide live entertainment 10-10 Thursday – Sunday. Music will typically be on the busier days, just one man show to entertain guests waiting in line. They will not be advertising the events. The restaurant seats 68.

Motion: to grant approval of the Entertainment License to BT's Smokehouse. By: P. Gimas

2nd: M. Suprenant

Vote: 3-0-1 (C. Moran abstain; M. Dowling not present for vote)

CMRPC Presentation: Pavement Management System

Report issued on Pavement Management System was presented to the Board. Rob Raymond of CMRPC presented. CMRPC collects, monitors, and prioritizes road maintenance in terms of preventative and routine maintenance and pavement rehabilitation. Bridges are not part of this study. The Board discussed the Pavement Management System and are looking forward to seeing the results from the program.

Correspondence

Priscilla Gimas read into the record the list of correspondence received.

Old Business

- Joint meeting on Monday with the School Committee, Ms. Gimas would like the resumes.

New Business

- Questions: will there be a Board retreat this year? The Town Administrator responded that he is happy to coordinate one.
- Reminder there will be a joint meeting with the Tantasqua Regional School Committee next week.
- Town Clerk appointment will also be on the next agenda.

Motion to adjourn at 10:00pm by P. Gimas

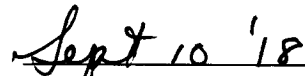
2nd: M. Blanchard

Vote: 4-0 (M. Dowling not present for vote)

Minutes Prepared By: Rebekah DeCoursey



Mary Dowling, Clerk of the Board of Selectmen



Date