

**Board of Selectmen  
April 30, 2019  
Town Hall**

**Present:**

Mary Blanchard, Chairman  
Mary Dowling, Clerk  
Chase Kaitbenski  
Jeff Bridges, Town Administrator  
Jeneé Lacy, Admin Assistant

**Also Present:**

Ann Garwood, Ragged Hill Cider Company  
Tyler Gustafson, DPW New Hire  
Shane Moody, Water & Sewer  
Butch Jackson, DPW Director

**Absent:**

Priscilla Gimás, Vice-Chair  
Michael Suprenant

**Chairman Blanchard called the meeting to order at 6:00 pm.**

**The Selectmen led the Pledge of Allegiance.**

M. Blanchard read the agenda.

**Public Service Announcements**

M. Blanchard read the public service announcements

- Cinco De Mile - May 5, 2019 – 1 Mile Fun Run/Walk, 5K & 10K

M. Dowling stated that she wanted to thank the residence for reelecting her to the Board of Selectmen.

**Vote to Approve Special Event Liquor License for Ragged Hill Cider Company, LLC – Sturbridge Farmer's Market**

Ann Garwood came forward and discussed their interest in the Sturbridge Farmers Market.

**Motion: To approve special event liquor license for Ragged Hill Cider Company. By: C. Kaitbenski**

**2nd: M. Blanchard**

**Vote: 2-0-1 (M. Dowling Abstained) (M. Suprenant & P. Gimás Absent)**

Ann Garwood inquired into the payment of \$25 a day for the license since it was for multiple days of the Farmers Market. M. Blanchard stated that it was something they would look into to change next year but that is how they have proceeded with other applicants so far this year.

**Vote to Approve Transient Vendors License for Rhonda Blakely – Country Folk Art Shows, Inc.**

M. Blanchard stated that usually these license applications don't need to come before the Board of Selectmen, they only need to be approved by the PD and the Town Administrator.

**Motion: To approve Transient Vendor license for Rhonda Blakely – Country Folk Art Shows.**

**By: C. Kaitbenski**

**2nd: M. Blanchard**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Concur with Appointment of Tyler Gustafson as a Laborer/Driver for the DPW**

Tyler Gustafson came forward and gave a background on himself and his interest in the DPW.

**Motion: To concur with the appointment of Tyler Gustafson as a Labor/Driver for the DPW.**

**By: C. Kaitbenski**

**2nd: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Vote to Approve the Conservation Commission Administrative Assistant Job Description and Position Ranking**

J. Bridges stated that the Job Description and position ranking of a grade 4 were both approved by the Personnel Committee on April 15<sup>th</sup>.

**Motion: To approve the Conservation Commission Administrative Assistant Job Description and Position Ranking. By: C. Kaitbenski**

**2nd: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Department Head Updates**

**COA**

H. Weston was not present for the meeting. M. Blanchard read the report that was submitted regarding the Council on Aging/Senior Center.

**Water/Sewer**

S. Moody came before the Board of Selectmen and gave an update regarding the Water & Sewer Department.

**DPW**

B. Jackson came before the Board of Selectmen and gave an update regarding the DPW and current projects. M. Blanchard inquired into current road projects, the Board and B. Jackson discussed.

C. Kaitbenski inquired into plantings that the State puts out on Route 20 and if we could get them in more areas. B. Jackson discussed plantings with the Board.

**2019 Special Town Meeting**

**Motion: To re-open Special Town Meeting Warrants. By: C. Kaitbenski**  
**2<sup>nd</sup>: M. Dowling**  
**Vote: All in Favor (3-0) (M. Suprenant & P. Gimas Absent)**

**Article 58 – Funding for Police Union Contract**

M. Blanchard read the amendments for Article 58 Funding for Police Union Contract, provided by B. Barry.

Amendment to article amount: \$144,864

- FY18 Salaries and Wages Retro Account: \$45,116
- FY18 Overtime Retro Account: \$12,660
- FY19 Salaries and Wages: \$67,130
- FY19 Overtime Account: \$19,958

**Motion: To approve the amendment to the Funding for Police Union Contract Article. By: M. Blanchard**  
**2<sup>nd</sup>: C. Kaitbenski**  
**Vote: All in Favor (3-0) (M. Suprenant & P. Gimas Absent)**

**Motion: To close the Special Town Meeting Warrant. By: C. Kaitbenski**  
**2<sup>nd</sup>: M. Dowling**  
**Vote: All in Favor (3-0) (M. Suprenant & P. Gimas Absent)**

**2019 Annual Town Meeting**

**Motion: To re-open the Annual Town Meeting Warrant. By: M. Dowling**  
**2<sup>nd</sup>: C. Kaitbenski**  
**Vote: All in Favor (3-0) (M. Suprenant & P. Gimas Absent)**

**Article 40 – Borrowing Authorization – Tantasqua Regional School District**

M. Blanchard read the motion that was provided by the Tantasqua Regional School District regarding Article 40.

**Motion: To reconsider the Borrowing Authorization – Tantasqua Regional School District Article. By: M. Dowling**  
**2<sup>nd</sup>: C. Kaitbenski**  
**Vote: All in Favor (3-0) (M. Suprenant & P. Gimas Absent)**

**Motion: To approve the following motion language for Article 40: “That the Town hereby approves the Two Million Dollar (\$2,000,000) borrowing authorized by the Tantasqua Regional School District, for the purpose of paying costs of replacing doors and windows in the Tantasqua Regional Jr High School at 320 Brookfield Road, Fiskdale, Ma, including the payment of all costs incidental or related thereto (the “project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the**

District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the Tantasqua Regional School District Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant and its member municipalities. Any grant that the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) fifty-five and sixty-three hundredths percent (55.63%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. Any premium received by the District upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to project costs in accordance with G.L. c.44, Section 20, thereby reducing the amount authorized to be borrowed for the project by a like amount." By: M. Dowling

2<sup>nd</sup>: C. Kaitbenski

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

Article 30 – Fluoride Analyzers for Water Treatment Plants

M. Blanchard read the amendment for Article 30 Fluoride Analyzers for Water Treatment Plants, provided by B. Barry.

Amendment to article amount: \$10,000.

**Motion: To reconsider the Fluoride Analyzers for Water Treatment Plants Article. By: C. Kaitbenski**

2<sup>nd</sup>: M. Blanchard

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

Article 11 – FY20 Operating Budget

M. Blanchard read the amendment for Article 11 FY20 Operating Budget – Town Administrator Budget Merit Line, provided by B. Barry.

Amendment to Town Administrator Budget Merit Line: \$27,999 (reflects changes to BOH Agent Salary and Facilities Coordinator Salary)

**Motion: To reconsider the Town Administrator Budget Merit Line in Article 11. By: C. Kaitbenski**

2<sup>nd</sup>: M. Dowling

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$27,999 to the Town Administrator Budget Merit Line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

M. Blanchard read the amendments for Article 11 FY20 Operating Budget – Police Department Budget Salaries/Wages line and the Police Department Budget Overtime Budget line, provided by B. Barry.

Amendment to Police Department Budget Personnel Costs line: \$2,741,434

- Police Department Budget Salaries/Wages line: \$2,157,295
- Police Department Budget Overtime line: \$424,696

**Motion: To reconsider the Police Department Budget Salaries/Wages line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$2,157,295 to the Police Department Budget Salaries/Wages line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To reconsider the Police Department Budget Overtime Budget line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$424,696 to the Police Department Budget Overtime line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$2,741,434 to the Police Department Budget Personnel Costs line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

M. Blanchard read the amendments for Article 11 FY20 Operating Budget – Landfill/Recycling Budget Purchase of Services line, provided by B. Barry.

Amendment to Landfill/Recycling Budget Purchase of Services line: \$156,160.

**Motion: To reconsider the Landfill/Recycling Budget Purchase of Services line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$156,160 to the Landfill/Recycling Budget Purchase of Services line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

M. Blanchard read the amendments for Article 11 FY20 Operating Budget – Facilities Budget Department Head Salaries line, provided by B. Barry.

Amendment to Facilities Budget Department Head Salaries line: \$65,000

**Motion: To reconsider the Facilities Budget Department Head Salaries line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To approve the new amount of \$65,000 to the Facilities Budget Department Head Salaries line in Article 11. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Discussion:** J. Bridges discussed that the amount for the Facilities Coordinator has increased so that the Town can offer a more competitive salary. C. Kaitbenski inquired as to the requirements for the position. J. Bridges read the job description position requirements.

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Motion: To close the Annual Town Meeting Warrants. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

The Board and TA discussed other warrant articles that the Board still needed more information on, including two CPC articles.

### **Town Administrator Updates**

J. Bridges gave updates on the following:

- The recent fire at the apartment building on Rt. 20.
- Interviews for a new TA/BOS Administrative Assistant
- The Green Community Grant ceremony
- Rt. 20 Parking Proposal
- Three marijuana retail companies interested in Sturbridge

J. Bridges asked the Board if they would like to start the May 6<sup>th</sup> meeting earlier since there a lot of agenda items. The Board decided to start the meeting at 5:00 pm.

The Board and Town Administrator discussed a letter that the Town received from Heal, Inc. M. Blanchard stated that she would like to invite Heal to the May 6<sup>th</sup> meeting to discuss their concerns.

J. Bridges updated the Board regarding a meeting he had with some members of the Senior Center Study Committee and that they were looking into new RFPs and new proposals for their feasibility studies.

### **Old Business**

**Motion: To dissolve the Town Administrator Search Committee. By: M. Dowling**

**2<sup>nd</sup>: C. Kaitbenski**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

M. Dowling thanked all the members who had volunteered on the TA Search Committee.

### **New Business**

M. Dowling inquired into whether they should hold a reception for J. Bridges as the new Town Administrator for all the Board/Committees and Town residents. The Board and TA discussed the reception idea and decided to plan it after Annual Town Meeting.

M. Dowling asked if there was still going to be a traffic study conducted on Memorial Day weekend, specifically on Farquhar Road. The Board and J. Bridges discussed the traffic study.

### **Correspondence**

M. Dowling read the correspondence.

M. Dowling stated that she received a call from a resident regarding the lack of public transportation in Sturbridge and it is a hardship for some residents to get around and go to the store in Town. The Board discussed public transportation in Sturbridge.

J. Bridges asked if the Board wanted him to send a letter of support to the East-West passenger rail service. The Board stated that they would like J. Bridges to coordinate with M. Suprenant and to send a letter of support.

M. Blanchard stated that she received a letter from a new Representative for Senator Gobi's office, introducing himself to the Board.

### **Approval of Minutes**

#### **February 2, 2019 – BOS Retreat**

**Motion: To approve minutes from February 2, 2019-BOS Retreat as amended. By: M. Dowling**

**2<sup>nd</sup>: C. Kaitbenski**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

#### **April 1, 2019**

**Motion: To approve minutes from April 1, 2019 as amended. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

April 10, 2019

**Motion: To approve minutes from April 10, 2019 as amended. By: C. Kaitbenski**

**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

**Adjourn**

**Motion: To adjourn at 7:34 PM. By: C. Kaitbenski**

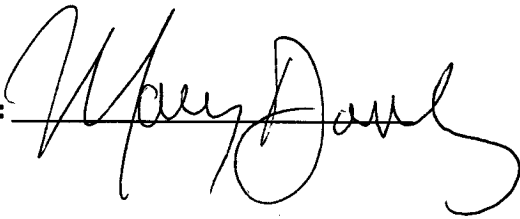
**2<sup>nd</sup>: M. Dowling**

**Vote: All in Favor (3-0) (M. Suprenant & P. Gimás Absent)**

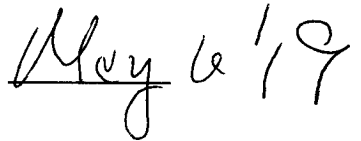
**Adjourned at 7:34 pm.**

**Minutes prepared by: Jeneé Lacy**

**Clerk of the Board:**

A handwritten signature in cursive script, appearing to read "Mary Dowling".

**Date signed:**

A handwritten date in cursive script, appearing to read "May 6 '19".