

September 21, 2020

**Board of Selectmen
September 21, 2020
Town Hall**

AMENDED

Present:

Mary Blanchard, Chairman
Mary Dowling, Vice Chairman
Selectman Michael Suprenant
Selectman Chase Kaitbenski
Selectman Ian Dunnigan

Staff:

Jeff Bridges, Town Administrator
Andrea Mensen, Administrative Assistant

Chair Blanchard called the meeting to order at 6:30pm

Chair Blanchard read the following statement: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting law, G.L. c. 30A Section 18, and the Governor's March 15, 2020 Order imposing strict limitations on the number people that may gather in one place, this meeting of the Sturbridge Board of Selectmen will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation can be found on the Town's website at <https://www.sturbridge.gov/town-administrator/pages/how-access-virtual-meeting>. For this meeting, members of the public who wish to listen and or watch the meeting either online via the Town's on demand video broadcast, on cable television on channel 191, or dial into the meeting at 774-304-1455, enter 1428# for the meeting number and 12345 for the access code. (This phone number is only active for the public during public meetings). No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post of the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.

The Selectmen led the Pledge of Allegiance.

Public Service Announcements

Chair Blanchard stated that Light up Sturbridge is a community decorating contest being put on by the Recreation department and she added that it is open to businesses and residents, and more information could be found on the Recreation website.

Moment of Silence

The Selectmen held a moment of silence in honor of all those suffering from COVID- 19.

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Stourbridge, England Proclamation 2020

Chair Blanchard read the proclamation.

Motion: To sign the 2020 proclamation with Stourbridge, England By: Vice Chair Dowling

2nd: Selectman Suprenant

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant:

YES, Selectman Kaibenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Department Reports

Conservation Commission

Rebecca Gendreau, Conservation Agent, came before the Board with her yearly update. She began by giving the Board a brief overview of what the responsibilities of the Conservation Commission are. She mentioned that with COVID they have had to work to revise applications and how the permits are issued. She stated that site visits have still been able to happen and that despite the pandemic the commission has still been reviewing and approving a lot of projects. She went over some of the specific projects that are in progress. She also informed the Board that she was contacted by a professor at WPI about a group of students who were supposed to go abroad but the trip was cancelled due to COVID. She said that this group of students will be working with her department on interpretive signs to replace their time abroad. She said adding signs along the trails will educate the youth. Mrs. Gendreau also mentioned the internship program with Tantasqua stating that they had a senior intern last year for about a year and this year Tantasqua has cancelled their fall internship program, but if they go ahead with it in the spring the conservation department has two more interns lined up. Vice Chair Dowling asked for more of a time line on the potential bridge to access the river lands property from the parking lot at 501 Main Street. Mrs. Gendreau stated that question would probably have to be referred to the Trails Committee since they were working on the proposal and designs. Mr. Bridges stated he can get a report from the Trails Committee for the Board's next meeting.

Department of Public Works

Butch Jackson, Department of Public Works Director, came before the Board with reports from June, July, and August. He stated that June was a pretty routine month except for the unapproved dumping of concrete on Kelly Road, but the police department did a great job in figuring out who it was, and they got it removed. He stated that the landfill loader is back and repaired, stating that it was a major repair. Mr. Jackson stated that in July it was mostly prepping for the paving, and routine department jobs. He said in August they paved many streets so that kept the department busy. Vice Chair Dowling asked about his employees who have used sick time. She asked if he is requiring them to get tested for COVID prior to coming back to work if they are out with flu like symptoms. Mr. Jackson stated that they haven't had anyone out sick like that. Selectman Suprenant asked about the fact that there was no time spent on professional development stating he knows it's hard, but there is some online training available encouraging him to keep active on it. Mr. Jackson stated that at the moment they do not have computers to do any online training but once the trailer is set up, he is hoping to get a couple commuters to have the crew do some training. Selectman Suprenant also asked if we are following guidance on the center line markings on the newly paved roads. Mr. Jackson stated he is following what has been done in the past, but possibly in the future the Town would like to adopt a different policy.

Building Department

Nelson Burlingame, Building Inspector, came before the Board. He stated on a daily basis they are reviewing permits and answering zoning questions. He said they have started their 110 inspections for

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public buildings. Mr. Burlingame stated that the new Pilot center is underway to become a travel center. Another project is the new marijuana dispensary on Main Street and he stated it is going up very quickly. He mentioned upcoming projects including the New England Cold facility, and the mobile retirement community. He said that Stonewall Grill is hoping to take over the floor level, and that Pine Lake was hoping to open soon they are just waiting for sewer and water permits. Vice Chair Dowling asked if Stonewall Grille was staying upstairs or moving. Mr. Burlingame stated they would be using both levels, and expanding. Vice Chair Dowling asked if there are signs at 508 International to enforce no ATV's. Mr. Burlingame stated they have plastic caution tape, so people would definitely be aware that they aren't supposed to drive through it. Vice Chair Dowling asked what the 508 International land is zoned for. Mr. Burlingame stated its rural residential. She asked how they are able to have a commercial business when its zoned for rural residential. Mr. Burlingame stated he will look further into it. Vice Chair Dowling requested that his opinion and findings be in writing. Selectman Kaibenski stated the permit numbers seem high, even with the fact that COVID is going on. Mr. Burlingame stated that it is in fact busier, he thinks it's because people are staying home and doing more projects on their houses.

Town Administrator

Mr. Bridges stated that the \$19.02 tax rate was certified by the Commonwealth. He stated the Council on Aging is going to host a heating assistance program, and more information can be found on the Town's website.

Consideration and possible action on exempting the poll workers and Senior Work Off and Veteran Work Off Programs from the requirements of the distribution summaries and online training for the Conflict of Interest laws.

Selectman Suprenant stated he generally agrees that it doesn't make a lot of sense to have volunteers go through the whole conflict of interest training, but he wondered if they could receive some kind of short orientation make them aware that there is a conflict of interest law. Vice Chair Dowling agreed.

Motion: To exempt poll workers, seniors in the Senior Worker Program and Veterans in the Veteran's Worker Program from the education and training requirements of the Conflict of Interest Law and provide them with an overview of the law By: Vice Chair Dowling

2nd: Selectman Suprenant

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaibenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on accepting a bid and selecting a contractor for the Little League Field Lighting Project.

Mr. Bridges stated that there was only one bidder for this and they are recommending the Board approve the bid. Robyn Chrabascz, Facilities Coordinator, stated they will be performing a large portion of the work directly. She stated that the bid included all LED lighting and all structural components.

Motion: To accept the bid from Dagle Electrical Construction Corporation for \$237,732 for the Little League Field Lighting Project By: Selectman Kaibenski

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2nd: Vice Chair Dowling

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on authorizing disposal of certain items by sale or auction.

Motion: To authorize the disposal of the listed items by sale or auction and declare that current Town of Sturbridge employees cannot bid on the items sold or auctioned By: Selectman Suprenant

2nd: Selectman Kaitbenski

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on accepting a proposal for Town Wide Pest Control vendor services.

Motion: To authorize the Town to enter into a three-year service agreement with Burgess Pest Management for pest control for various Town buildings based upon state contract pricing By: Selectman Dunnigan

2nd: Selectman Kaitbenski

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on an amendment to the price for engineering services related to the design of the parking lot at 501 Main Street.

Mr. Bridges stated that when conducting the engineering for the parking at 501 Main Street, additional work beyond the original scope of the engineering agreement, was necessary to get the information necessary for the MassWorks Grant application. He stated the additional amounts to \$641.89.

Motion: To authorize the payment of the additional \$641.89 to CHA on the design work for the parking lot at 501 Main Street By: Selectman Dunnigan

2nd: Selectman Kaitbenski

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on the designating of certain public health nurses for the Board of Health as Special Municipal Employees.

Ken Lacy, Health Agent, stated that the Board of Health had brought on a couple of school nurses when the schools were shut down and used them as COVID contact tracing. He said since the schools are back

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in session there is a conflict with them working for both the school and the Board of Health. Vice Chair Dowling asked if there would be any other ramifications if they were special municipal employees. She asked by having that status does it have any other effect. Mr. Bridges said they would still be bound by the conflict of interest law and Mr. Lacy stated that this would not give them any other rights or duties it just allows them to pay them in two separate places under the payroll. Selectman Suprenant asked if they were getting paid on payroll and not on another platform. Mr. Lacy stated one nurse is on payroll and one is contractual. Selectman Kaitbenski asked if they could use COVID money to pay for their position. Linda Cocalis stated that they are being paid with the COVID funds. Selectman Kaitbenski asked if this is temporary or would they keep the nurses on after a vaccine came out. Mr. Lacy stated they would like to keep them on long term, and they have received a lot of positive feedback.

Motion: Designate the position of Public Health Nurse for the Sturbridge Board of Health as a Special Municipal Employee and approve the exemption for the conflict of interest in holding more than one municipal position in accordance with MGL c. 268A, section 20(d) subject to confirmation that contract nurses can hold such a position By: Vice Chair Dowling

2nd: Selectman Kaitbenski

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Consideration and possible action on selecting a Board of Selectmen Member to participate in the selection of the representative of the Southwest sub-region of the Central Massachusetts Metropolitan Planning Organization (CMMPO).

Chair Blanchard asked Selectman Suprenant if he already attends these meetings. He said he does and would like to continue.

Motion: To select Mike Suprenant to be the representative of Sturbridge for the Southwest sub-region of the Central Massachusetts Metropolitan Planning Organization (CMMPO) By: Selectman Kaitbenski

2nd: Vice Chair Dowling

Roll Call Vote: Chair Blanchard: YES, Vice Chair Dowling: YES, Selectman Suprenant: YES, Selectman Kaitbenski: YES, Selectman Dunnigan: YES

Vote: 5-0

Old Business

COVID-19 Update

Mr. Bridges stated the only update was that they are working on the process of getting back into in person meetings, and they should have some more information on that in the next few weeks. he stated they are also working on voting to take place in the Board of Selectmen chambers.

Vice Chair Dowling stated that she would still like a summary for on the legality of approving a race track. She added she would like information on the standard for review and specific criteria for a public hearing before the Board of Selectmen.

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New Business

Codification Review

Mr. Bridges stated they were asked to make consistency factor changes, and at some point, the Board of Selectmen will have to make some changes and decisions to it. He said it's a lot to read and digest, and he asked how the Board would like to go through it. Selectman Dunnigan suggested that Mr. Bridges highlight some of his recommendations and provide them to the Board. Chair Blanchard stated she thinks it's a good idea for all of the members to read it and send their input back to Mr. Bridges. The Board agreed they would go through it and along with Mr. Bridges recommendations, provide their feedback back to him.

Vice Chair Dowling stated there might be a way to make the gatekeepers safer and maybe Robyn Chrabascz and Mr. Bridges could do something so they are not so exposed to the public as they enter into the building.

Correspondence

Selectman Suprenant read through the correspondence

Approval of Minutes

September 9, 2020

Motion: To approve the minutes of September 9, 2020 as amended By: Selectman Suprenant

2nd: Vice Chair Dowling

Roll Call Vote: Vice Chair Dowling: YES, Selectman Dunnigan: YES, Selectman Suprenant: YES, Chair Blanchard: YES Selectman Kaitbenski: ABSTAINED

Vote: 4-0-1 (Selectman Kaitbenski Abstained)

Citizen's forum

NONE

Adjourn

Motion: To adjourn at 8:07pm By: Selectman Kaitbenski

2nd: Selectman Dunnigan

Roll Call Vote: Vice Chair Dowling: YES, Selectman Dunnigan: YES, Selectman Kaitbenski: YES, Selectman Suprenant: YES, Chair Blanchard: YES,

Vote: 5-0

Adjourned at 8:07pm

Minutes prepared by: Andrea Mensen

Clerk of the Board:



Date signed:

11-19-2020