

July 1, 2019

**Board of Selectmen
July 1, 2019
Town Hall**

AMENDED

Present:

Mary Blanchard, Chairman
Mary Dowling, Vice Chairman
Michael Suprenant, Clerk
Priscilla Gimás
Chase Kaitbenski

Staff:

Jeff Bridges, Town Administrator
Andrea Mensen, Administrative Assistant

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

The Selectmen led the Pledge of Allegiance.

Chair Blanchard read through the agenda.

Public Service Announcements

Chair Blanchard stated on behalf of herself and the Board of Selectmen, they extend their sympathies to the family of Lawrence Boniface, who passed away on June 29, 2019. Mr. Boniface served for many years as an assessor and a finance committee member.

Vice Chair Dowling wished everyone a happy and healthy Fourth of July, and thanked Mr. Bridges and Mr. Jackson, DPW Director, for getting the American Flags up on the common.

Auctioneer License- Sturbridge Federated Church, Robert Glass Jr.

Chair Blanchard stated that this is the Auction that is put on every year, and that the Glass family has been doing this for forty years.

Motion: To approve of the Auctioneer License for Robert Glass Jr. at the Sturbridge Federated Church

By: Selectwoman Gimás

2nd: Selectman Suprenant

Vote: All in Favor (5-0)

Taxi/ Livery License- Charles River Service, Inc. William R. Croke

Mr. Croke came before the board, and Chair Blanchard asked if anyone had any questions. Selectman Suprenant stated that the police chief had reviewed the application, and signed it, but we will need to be sure to get Mr. Croke's car registration, before issuing a license.

Motion: To approve a Taxi/ Livery license for William R. Croke of Charles River Service By: Selectwoman Gimás

2nd: Selectman Suprenant

Vote: All in Favor (5-0)

Department Head Updates

Fire Department

John Grasso, Fire Department Chief, came before the Board and extended an invitation to the Board, to visit the Fire Station anytime if they didn't get a chance to see the new ambulance this evening. Chief Grasso expressed that the May and June monthly reports were standard and stated that the department was fortunate with the brush fire season. Chief Grasso mentioned that next month the Fire Department is providing a one week Fire program for children ages 13 to 14. They hope to have ten attendees, and right now they have nine confirmed children, he also informed the Board that all of the firefighters will be participating in facilitating this program. Chief Grasso stated that the Fire Department had just finished the first of two trainings on sexual harassment. The training was conducted by MIA, and their next session is scheduled for July. In conclusion of the department's update, Chief Grasso wished everyone a safe Fourth of July.

Town Administrator

Mr. Bridges invited Butch Jackson, DPW Director, to come before the Board to speak about the notice they had received from the DEP about the possibility of contamination from PFAS which is a hazardous material that does not break down. The DEP has asked for all towns to be tested for this substance. Mr. Jackson doesn't think we will have a problem, but would like to be pro-active and be sure the Town is clear of this material, and stated that if we do have it we will get rid of it immediately. The DEP has offered the testing for free and arranged for it to take place in August. Vice Chair Dowling asked how long the testing will take. Mr. Jackson does not think it will take any more than a couple days. Selectman Suprenant asked if we would have to do routine sampling for this material. Mr. Jackson responded saying that even if we do not have it here, the DEP would still be doing checks routinely.

Mr. Bridges thanked Tom Chamberland for his 30 years severed as Tree Warden.

Mr. Bridges updated the Board on the two trail grants, the gravestone preservation, and the Champeaux Road Bridge. He spoke about the Commonwealth grant acknowledging Kevin Filchak, Economic Developer, for receiving this Grant. Mr. Bridges brought to the boards attention that Barbara Barry, Finance Director, was voted the third vice president of the Mass Collectors and Treasures Association.

Mr. Bridges stated that he, Jean Bubon, and Butch Jackson's has met with the DOT about Route 20 and the possible projects of the Commercial tourist district plan. He said that the DOT will provide new comments on the projects because some of the standards have changed since they last assessed. The DOT will give guidance on phasing the project. Selectman Suprenant stated that one of the possible pots of money that may fund the projects would be from the Congestion Mitigation Program, and thanked Mr. Bridges for moving forward with this.

Mr. Bridges discussed a different meeting with the DOT concerning Cedar Lake and said it went very well, and the DOT is putting together a narrative with short and long term solutions for the drainage issues.

In final news of the Town Administrator's update, Mr. Bridges informed the Board that he will be attending Purchasing Agent classes beginning at the end of July.

Acceptance of Proposal- Habitat for Humanity for Construction of Affordable Housing at 226 Cedar Street

Jean Bubon, Town Planner, came before the board and spoke about transferring the land at 226 Cedar Street to Habitat for Humanity for construction of an affordable housing project. The total project cost would be \$403,512. Habitat for Humanity is requesting \$201,756 of that amount come from Community Preservation Funds. Mrs. Bubon mentioned that the Housing Partnership and the Community Preservation Committee have both voted to transfer the land to Habitat for Humanity and are in favor of the affordable housing project at 226 Cedar Street. She stated that this project was discussed at the annual Town Meeting and no one came forward with any

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questions. Chair Blanchard said if things would have to move quickly the Board may be able to add a special meeting in Town Hall. Mr. Bridges advised the Board to vote based on the contingency of the money being awarded. Mrs. Bubon informed the Board that Habitat for Humanity would not move forward without the funding. Selectman Suprenant stated that he feels uncomfortable with the project having no appropriation yet. Chair Blanchard reiterated that they are voting contingent on the funds getting voted in. Selectman Suprenant added that he doesn't think the Town needs to waive the permit fees. Mrs. Bubon stated that Habitat for Humanity completely understands that in all cases the permit fees cannot be waived, and mentioned that at the last Habitat for Humanity project, some, but not all, fees were waived. Selectman Suprenant stated that all projects should be treated the same. Mr. Bridges stated that the agreement will be made very clear.

Vice Chair Dowling stated that the house they are proposing to build is small, and that the price seems high. Mrs. Bubon stated that although the cost may seem high this is the going rate to build a house, and informed the Board that the price also includes going through the specks carefully so that the building will have no need for repair for a long time. Selectman Suprenant stressed the price being very high and would like to explore other ways to build more units for that price, in the future.

Vice Chair Dowling asked about real-estate taxes and if the family being awarded the house would be responsible for the tax bill, and questioned if the family were responsible, with the taxes being high, would they be taxed out of the house. Mrs. Bubon stated that the costs to support the home cannot exceed more than thirty percent of the family's income. Selectman Suprenant asked what the maximum percentage of AMI was. Mrs. Bubon replied stating that it is 50-80, which means moderate income. Selectman Suprenant wished the percentage of AMI was lower. Mrs. Bubon informed him that this is what the AMI in this area is.

Motion: To Accept the Proposal from Habitat for Humanity for Construction of Affordable Housing at 226 Cedar Street Contingent on the Funding Being Awarded By: Selectwoman Gimas

2nd: Selectman Kaitbenski

Vote: (4-1) (Selectman Suprenant against)

Accept Resignation of Justin Senecal from the Fire Department

Motion: To Accept Resignation of Justin Senecal from the Fire Department By: Selectwoman Gimas

2nd: Selectman Kaitbenski

Vote: All in Favor (5-0)

Concur with the Appointment of Robyn Chrabasz as the Facilities Coordinator

Mr. Bridges introduced Robyn Chrabasz to the Board, stating that she is highly qualified and shared excitement that she will be joining the team as a Facilities Coordinator. Ms. Chrabasz came before the Board. Chair Blanchard stated that she was impressed by her resume. Selectman Suprenant asked, if she were eligible to be a project manager for municipal projects, would she be willing to take them on. Ms. Chrabasz followed up stating that she is qualified to do so and is willing.

Motion: To concur with the Appointment of Robyn Chrabasz as the Facilities Coordinator By: Selectwoman Gimas

2nd: Selectman Kaitbenski

Vote: All in Favor (5-0)

Re- Appoint Russell Chamberland to the Planning Board for Five Years

Chair Blanchard mentioned that when the Board had made the committee appointments at their last meeting, they missed that the Planning Board members have five year terms, so after re- appointing Russell Chamberland for three years, they would have to change his term to five years.

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Motion: To Re- Appoint Russell Chamberland to the Planning Board for Five Years By: Selectwoman Gimas

2nd: Selectman Kaitbenski

Vote: All in Favor (5-0)

Re- Appoint Margaret Cooney to the Zoning Board of Appeals for Three Years

Motion: To Re-Appoint Margaret Cooney to the Zoning Board of Appeals for Three Years By: Selectwoman Gimas

2nd: Selectman Kaitbenski

Vote: All in Favor (5-0)

Board or Committee Vacancies

Chair Blanchard read the list of board and committee vacancies, and spoke about the Capital Planning Committee being a bit confusing, since Heather Hart's place leaves a vacancy, but it's not clear if she was ever on that committee. Mr. Bridges stated that he would like to make a policy on the Capital Planning Committee and have the Board adopt it.

No motion was made, the Board just mentioned going over list again to make sure we are not missing vacancies and that all committees have all their seats filled.

Senior Citizen Center Feasibility Study Request for Proposal

Mr. Bridges spoke about the possible renovations or construction of the Senior Center / the recreational field expansion. The locations include 70 Cedar Street, and he mentioned another possibility is the Shepard Road parcel on Route 15.

Mr. Bridges is aware that it will take a lot of discussion, but he is eager to find out what is possible and he would like the opportunity to explore the Shepard parcel location for the Senior Center. Although the Shepard parcel location may take a long time, Mr. Bridges is wondering if they should run the cost, stay with the current possible location of 70 Cedar Street, or run an RFP to see what it would cost to update the existing building.

Selectwoman Gimas stated that she liked the thought of Shepard parcel, because there is more land for and opportunities for the seniors, and she thinks 70 Cedar Street should remain a possible location for the Recreation Department because there may be potential for a ball field at that location at some point. Selectwoman Gimas added that Shepard parcel has easier access, and in all she thinks it is a great location for a Senior Center.

Selectman Kaitbenski agreed, and wants to try to make it happen. Selectman Suprenant stated that he thinks the Shepard parcel needs to be evaluated, in fact both locations need to be properly examined before he feels the Board can make any kind of informed decision. Vice Chair Dowling stated that she favors 70 Cedar Street for the Recreation area because the Recreation Department has facilities there already, and she thinks their facility should all be in one spot. Vice Chair Dowling stated if 70 Cedar Street isn't the best location for the Senior Center, rather than proposing another location, she would like to see a feasibility study done on the renovation project of the existing building. Vice Chair Dowling feels optimistic about what could be done with the existing building and location.

Chair Blanchard stated that the intent since day one has been to run the cost of all possibilities.

Vice Chair Dowling asked if Mr. Bridges knew what the Recreation preference was. Mr. Bridges stated he hasn't had a conversation with the committee, as of yet, but he thinks it is time to create a grand bargain and separate the needs while identifying the resources, from all parties involved.

Mr. Bridges said he will make the RFP clearer.

Ken White, Council on Aging, asked about the speed of the project. Mr. Bridges said the new proposed location of the Shepard parcel would not slow the project down, it will just make the project broader.

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Motion: To allow Mr. Bridges to create a new RFP to provide to the Board of Selectmen By: Selectwoman Gimas

2nd: Selectman Kaithenski

Vote: All in Favor (5-0)

Authorize Summer 2019 Paving Program

Butch Jackson, DPW Director, went over all of the paving projects that he would like to do over summer. These paving projects include: Clarke Road, Farquhar Road and Willard Roads. Selectman Suprenant asked if Mr. Jackson had taken the pavement management study into consideration. Mr. Jackson said he had indeed, and added that he is looking ahead and planning future projects based on the allowed funding.

Motion: To Authorize the Summer 2019 Paving Program By: Selectwoman Gimas

2nd: Selectman Kaithenski

Vote: All in Favor (5-0)

Approve a memorandum of agreement among the Massachusetts Department of Transportation Federal Highway Administration, Eastern Federal Lands Highway Division for the design and engineering services for the Grand Trunk Trail Project in the Town of Sturbridge, Worcester County

Mr. Bridges gave the Board the highlights of the Memorandum and stated that they now have different parties coming together to design and construct this trail. He informed the Board that this agreement will just allow these parties to design the trail, and get the project engineering started. Mr. Bridges said that the costs have grown since first looking into this project, so they will have to look at how they can make it work and see if additional funds will be needed.

Motion: To Approve the memorandum of agreement among the Massachusetts Department of Transportation Federal Highway Administration, Eastern Federal Lands Highway Division for the design and engineering services for the Grand Trunk Trail Project in the Town of Sturbridge, Worcester County

By: Selectman Suprenant

2nd: Selectwoman Gimas

Vote: All in Favor (5-0)

Re- Appoint Kevin Filchack as Emergency Management Coordinator

Motion: To Re- Appoint Kevin Filchak as Emergency Management Coordinator By: Selectman Kaithenski

2nd: Selectman Suprenant

Vote: All in Favor (5-0)

Old Business

Selectwoman Gimas stated that she thought the Board would have already received the examples they requested, on the marijuana policies, from the Town Counsel, after their meeting a couple weeks ago. Mr. Bridges said that KP Law is still developing the policies, and he anticipates the Board will receive them by end of month. Vice Chair Dowling agreed with Selectwoman Gimas, and stated that the Town Counsel agreed to send the Board examples, and believes they should have those by now, while they wait for the personalized Town Policy that KP Law is creating for them. Mr. Bridges stated that he would follow up.

New Business

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Selectman Kaitbenski stated that it is important once the new Facilities Coordinator begins her employment, that she reach out to the Sturbridge Nursery School and keep an open communication with them. Mr. Bridges brought up the parking issues at the Senior Center, and stated that he would like to explore adding some parking. The Board discussed and agreed that exploration doesn't hurt and advised Mr. Bridges to bring his findings back to their attention, once explored.

Correspondence

Selectman Suprenant read the correspondence:

June 18, 2019	Charter Communications MA Upcoming Changes
June 26, 2019	Department of Telecommunications and Cable Notice of Hearing Date Change
June 26, 2019	Mass Trails 2019 Grant Award

Approval of Minutes

June 17, 2019

Motion: To Approve the Minutes from June 17, 2019 By: Selectwoman Gimas
2nd: Selectman Kaitbenski
Vote: 4-0-1 (Selectman Suprenant abstained)

June 18, 2019

Motion: To Approve the Minutes from June 18, 2019 once Amended By: Selectwoman Gimas
2nd: Selectman Kaitbenski
Vote: 4-0-1 (Selectman Suprenant abstained)

Citizen's Forum:

Robert Judson of Rob Judson Contracting, Inc. presented to the Board as the prospective buyer of 160-162 Cedar Street asking approval to tie into the town water and sewer at this location. Mr. Judson stated that he talked to Shane Moody, of Veolia Water, who said he saw no problem with tying into the water sewer at 160-162 Cedar Street. The Board discussed and they see no issues with it, as long as they have the capacity.

Motion: To Approve Robert Judson to tie into the town water and sewer at the location of 160-162 Cedar Street contingent on the approval of the Department of Public Works By: Selectman Suprenant
2nd: Selectman Kaitbenski
Vote: All in Favor (5-0)

Adjourn

Motion: To adjourn at 7:52pm By: Selectwoman Gimas
2nd: Chair Blanchard
Vote: All in Favor (5-0)

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Adjourned at 7:52pm

Minutes prepared by: Andrea Mensen

Clerk of the Board: Michael S. Symon

Date signed: 08-05-2019