

August 19, 2019

**Board of Selectmen  
August 19, 2019  
Town Hall**

Amended

**Present:**

Mary Blanchard, Chairman  
Mary Dowling, Vice Chairman  
Michael Suprenant, Clerk  
Priscilla Gimas  
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, mentioning that there would be no joint meeting with the Tantasqua School Committee because the applicant for the vacancy had withdrawn last minute. Chair Blanchard stated we would post the vacancy again and hopefully have a meeting scheduled for the end of September or beginning of October.

**Public Service Announcements:**

Vice- Chair Dowling announced that before the Thursday Concert on the Common this week there would be lawn games from 3:30pm to 5:30pm right on the common for families. She stated that no children could be dropped off or unsupervised.

**Special One Day Liquor License, Extension of Existing Parameters, Baba Sushi, Sara Gallant**

Sara Gallant, General Manager of Baba Sushi, came before the Board and introduced herself. Ms. Gallant explained that this would be Baba Sushi's third annual Fire and Ice Party. The event will be from 5pm-10pm, and they are expecting 300-500 people. Ms. Gallant stated that they would like to allow people to have alcoholic drinks on the lawn of the property. She explained that different glasses would be served outside and inside to be sure that drinks served inside could not be taken outside and vice versa. Ms. Gallant said that everyone would be ID checked and Baba Sushi would be providing wrist bands, which mark how many free samples of alcohol each person has had, since they will only be allowed a certain amount. Selectman Suprenant mentioned the fire pit listed on the application and asked if they had permission from the fire department yet. Ms. Gallant said the fire pit would be covered with a screen, and that they have a permit for the fire dancers. When Vice- Chair Dowling asked if they were going to have the Fire Chief approve of the fire pit before the event, Ms. Gallant said she would definitely.

**Motion: To Approve the Special One Day Liquor License for the Extension of Existing Parameters for Baba Sushi Pending the Approval of the Fire Chief for the Fire Pit By: Vice- Chair Dowling**

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

**Vote: All in Favor (5-0)**

**Special One Day Liquor License, Norcom Mortgage, Kristen Walther**

Donna Forte, Office Manager of Norcom Mortgage, came before the Board and explained that Norcom Mortgage is holding a Client Appreciation Party for the second year in a row, in their back parking lot. Ms. Forte said they would be supplying the Tree House Brewing Company beer. The event will be from 4pm-8pm and they are expecting 100-200 people. She mentioned to the Board that invitations had gone out, but the party is an open event and she encouraged all to come. Selectman Suprenant commended the company for showing appreciation to their employees.

**Motion: To Approve the One Day Liquor License for Norcom Mortgage By: Selectman Suprenant**

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

**Vote: All in Favor (5-0)**

**Taxi/ Livery License Renewal, Charles River Service, Inc. Michael Jaynes**

**Motion: To Approve the Taxi/Livery License Renewal for Michael Jaynes Contingent on the Police Chiefs Approval, the Vehicle Registration, and the Hours of Operation Added to the Application By: Selectman Suprenant**

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

**Vote: All in Favor (5-0)**

**Special One Day Liquor License, Altruist Brewing Company, Nancy Bixby**

Nancy Bixby, Altruist Brewing Company, came before the Board and explained the outdoor event that Altruist was planning for September 8<sup>th</sup>. She stated it will take place in the parking lot right outside the brewery with a band playing from 1pm-5pm, and a food truck from Ware, MA. Ms. Bixby stated they were going to rope off the section of the parking lot that they would be using for the event. Chair Blanchard asked if Altruist Brewing Company owned the parking lot, and Ms. Bixby responded that the landlord owned the parking lot, and he was on board with their plans for the event. The Board would like the landlord to write a letter to confirm he is okay with having them use a section of the parking lot. Chair Blanchard stated that we would need to check with the Alcoholic Beverages Control Commission because Altruist Brewing Company has an existing liquor license for indoors and it would need to be confirmed that a one day liquor license could be given to an establishment that holds a current liquor license but is hosting an event on a different premise that they do not own. Selectwoman Gimás stated that this is the same weekend as the Flea Market, and she wanted the Police Chief to see the application. The Board raised concerns about it being on the same weekend as the Flea Market, stating that the traffic and the parking are going to be a problem. The Board decided it would be wise to have a police officer staffed there for traffic control.

**Motion: To Approve the One Day Liquor License for Altruist Brewing Company Contingent on the Police Chief's Approval, a Police Officer being present for Traffic Control, the ABCC's Findings of using a Premise that is not Owned by the Licensee, and a Letter from the Landlord By: Selectman Kaitbenski**

**2<sup>nd</sup>: Selectwoman Gimás**

**Vote: All in Favor (5-0)**

**Special Use Permit, Alum Pond**

Chair Blanchard went over the special use permit approval form for the fishing and boating event being held on October 26<sup>th</sup>. The permit listed for 16 boats. Mr. Bridges mentioned that he had checked with the Recreation Department and the Special Events Committee and nothing else was scheduled for this day.

**Motion: To Approve the Special Use Permit for Alum Pond By: Selectwoman Gimas**

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

**Vote: All in Favor (5-0)**

### **Department Head Updates**

#### **Water and Sewer**

Shane Moody, Director of Veolia Water, came before the Board with the operating reports from June and July. Chair Blanchard asked if they should be concerned about 13 emergency repairs and Mr. Moody explained it's normal. Mr. Moody informed the Board that the last water break was a 12 inch rain break where the soil was oily and smelly stating that he had never seen anything like it. He explained that he understands people were complaining about it taking a while to fix, but notified the Board that when it's that big of a water break and they are down that deep, the main focus is to make sure everyone is safe. Selectman Suprenant asked if there was anyway of checking with the power company to see if they could check for specific issues to see why the pipes are failing. Mr. Moody stated that he doesn't think it would be an electrical issue, based on the soil condition. The board discussed possible issues that are leading to these water breaks. Mr. Moody said he believes it is due to the soil, but he will look further into it. Mr. Moody updated the Board that the PFAS testing is scheduled to take place next week.

#### **Conservation**

Becky Gendreau, Conservation Agent, came before the board and highlighted different filings and projects that the Conservation department have done in the last year. Ms. Gendreau mentioned projects such as the wetlands protection act, forest cutting plans, and the issuing of 5 emergency permits. She mentioned having a new board member on the conservation commission, and a new Administrative Assistant. Ms. Gendreau said the department is still working on grant opportunities and what it is they will continue to manage. She mentioned that she will have an intern starting at the end of this month. The intern is in her senior year and she will be working with the department for the whole school year. Selectman Suprenant stated that he has heard some talk about a dog park, and wondered if the Conservation Commission had discussed it. Ms. Gendreau stated that Conservation Commission has not discussed it yet, and that the prospective individual properties would have to be looked at first. Vice- Chair Dowling agreed that a Dog Park is a popular demand, stating that it would also be nice to have a dog off leash trail.

#### **Town Administrator**

Mr. Bridges, stated that he had spoken to National Grid about the power outages, and once they collect the data he will schedule them to come present their findings to the Board. Mr. Bridges informed the Board that he will be meeting with Army Corp this week about the Rec reopening and to see what arrangements can be made. He stated that he will be going to Boston for the final hearing about a water bill issue involving a \$6,500 appeal, on September 4<sup>th</sup>. Mr. Bridges said he had received a letter from Lynch about the tennis courts at the Rec, where they stated the specifications weren't clear on mix. He informed the Board that he would be available on September 10<sup>th</sup> for the desired welcoming reception for the new Town Administrator. Mr. Bridges said he had passed the first of three purchasing classes, and he will schedule the rest as they become available. He spoke about the Pine Lake RV Resort & Cottages owner and how they were looking at different options for sewer, one option being to bring the town sewer out towards that location. Mr. Bridges stated that they are running numbers both ways.

**Concur with the Appointment of Marcia Wildgrube as the Outreach Coordinator for the Council on Aging**

Marcia Wildgrube came before the Board and introduced herself and stated that she has been a Sturbridge resident for 26 years. She informed the Board that for the last 14 years she has worked with seniors and their families in administrative roles. Mrs. Wildgrube explained her experience and spoke about the relationships that she's made along the way. She stated that she is embedded in the community and looking forward to beginning her work here. Selectman Suprenant stated that her resume looks like she is a perfect candidate. Vice- Chair Dowling agreed that her resume is excellent and she believes Mrs. Wildgrube will be a big asset to the Senior Center.

**Motion: To Appoint Marcia Wilgrube to the Outreach Coordinator for the Council on Aging By:**

**Selectman Kaithbenski**

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

**Vote: All in Favor (5-0)**

**Accept Donation from Richard R. Kaufman into the Police Youth Account**

**Motion: To Accept the Donation in the amount of \$500 from Richard R. Kaufman into the Police Youth Account By: Selectman Suprenant**

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

**Vote: All in Favor (5-0)**

**Accept Resignation of Ellisa Splaine as Department of Public Works Administrative Assistant**

**Motion: To Accept the Resignation of Ellisa Splaine as Department of Public Works Administrative Assistant Effective Immediately By: Vice- Chair Dowling**

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

**Vote: All in Favor (5-0)**

**Allocation of Vacation Time**

**Motion: To Approve Mr. Bridges recommendation that Barbara Barry Receives Supplemental Vacation**

**By: Vice- Chair Dowling**

**2<sup>nd</sup>: Selectwoman Gimás**

**Discussion:** Chair Blanchard mentioned that she would not be voting for Barbara Barry's request for vacation time because she feels that three weeks is a long time, and while she feels Barbara works hard she knows that all the department heads have worked hard. Vice- Chair Dowling stated it would be good to know sooner about employees who have taken more work on, so they could possibly be compensated more, or otherwise addressed in an appropriate way, so the Board would have the opportunity to be more proactive.

**Vote: 4-1 (Chair Blanchard opposed)**

**Painting Bids for the Joshua Hide Library**

**Motion: To Accept the Proposal of Trafford's Painting of \$11,350 Recommended by the Library Director and the Town Administrator By: Selectman Suprenant**

**2<sup>nd</sup>: Selectwoman Gimás**

**Vote: All in Favor (5-0)**

**Contracts for Revaluation Services**

Mr. Bridges informed the Board that the Board of Assessors had gone through a selection process and awarded the bid but had missed the step of going to the Board of Selectmen for approval. The Board of Assessors ask that the Board of Selectmen accept these contracts for revaluation services. Chair Blanchard asked about Sturbridge listing parcel counts, and if the Kelly Road Mobile Home Park is one parcel or separated parcels. Ann Murphy, Assessor, stated that Kelly Road gets counted as one parcel. Selectman Suprenant asked if other mobile home parks are counted as one. Ms. Murphy explained that all mobile home parks are counted as one parcel. Vice-Chair Dowling asked about the amount of vacant land listed, stating that it seems like a lot and wondered what percent are for sale. Ms. Murphy didn't know.

**Motion: To Accept the Contracts for Revaluation Services By: Vice- Chair Dowling**

**2<sup>nd</sup>: Chair Blanchard**

**Vote: All in Favor (5-0)**

**Concur with the Appointment of Gary Griswold and Ryan Holway as Indefinite Temporary Help for the Department of Public Works**

Butch Jackson, Director of Department of Public Works, came before board and explained that the temporary employees that they staffed over the summer had gone back to school and now they are looking for more help. He mentioned that Ryan Holway had lost interest in the position so he was only looking to appoint Gary Griswold.

**Motion: To Concur with the Appointments of Gary Griswold as Indefinite Temporary Help for the Department of Public Works By: Selectman Kaitbenski**

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

**Vote: All in Favor (5-0)**

**Old business**

Vice- Chair Dowling mentioned that she, Selectman Kaitbenski, and Mr. Bridges had driven around Sturbridge to see where they could enhance beautification in the Town, and she was uplifted by all the possibilities.

**Policy for Host Community Agreements for Marijuana Retailers**

Mr. Bridges stated that the policies presented to the Board at their last meeting were being brought back up because of their desire to have additional discussion. Selectwoman Gimás stated that since delivery and cafes are the newest trend to marijuana establishments, she wondered if they have anything in writing that either allows or prohibits these from happening. Mr. Bridges stated he would check with the attorney. Selectwoman Gimás asked what would happen if the impact cost exceeded what the Town was being given. Mr. Bridges stated that would have to be reflected in the Host Community Agreement. Selectman Kaitbenski mentioned he would like to see money allocated for a police training program for impairment. Vice- Chair Dowling stated that she thinks it would be the licensee's responsibility to notify the Board if they have/had establishments in other places.

**New Business**

Selectwoman Gimás stated we should advertise on the Town's website for the EEE virus and ways to prevent it. She also mentioned there being an error on the Town's website, where archived minutes were not able to be found.

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Vice- Chair Dowling asked about the status of the job classification study approved at Town Meeting. Mr. Bridges stated that the RFP is about ¾ written, and when it is finished the Board will be made aware.

**Correspondence**

Selectman Suprenant read the correspondence.

**August 7, 2019**                      **Corporate Environmental Advisors**  
Phase V Remedy Operation Status

**August 12, 2019**                      **Charter Communications**  
Upcoming Changes

**August 14, 2019**                      **Charter Communications**  
Upcoming Changes

**Approval of Minutes**

August 5, 2019

**Motion: To Approve the Minutes for August 5, 2019 as Amended By: Selectwoman Gimas**

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

**Vote: 4-1 (Chair Blanchard abstained)**

**Executive Session:** To consider the purchase, exchange, lease, or value of real property, if the chair declares than an open session may have a detrimental effect on the negotiating position of the public body.

**Motion: To Move into Executive Session and Not Return to Open Session So Declared by Chair Blanchard**

**2<sup>nd</sup>: Selectwoman Gimas**

**Roll Call Vote: Chair Blanchard YES, Vice- Chair Dowling YES, Selectman Suprenant YES, Selectwoman Gimas YES, Selectman Kaitbenski YES**

**Adjourn**

**Motion: To Adjourn at 8:24pm By: Selectman Suprenant**

**2<sup>nd</sup>: Selectwoman Gimas**

**Vote: All in Favor (5-0)**

**Adjourned at 8:24 pm**

**Minutes prepared by: Andrea Mensen**

**Clerk of the Board:**  **Date signed:** 09-16-2019