

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MINUTES  
THURSDAY, MAY 23, 2019 6:30 P.M.  
Town Hall, 2<sup>nd</sup> Floor Auditorium  
109 Front Street, Winchendon, Mass.**

Present:

Audrey LaBrie, Chairwoman  
Michael Barbaro, Vice-Chairman  
Barbara Anderson

Keith R. Hickey, Town Manager  
Linda Daigle, Executive Assistant  
Joanne Goguen, Town Accountant  
Lindsay Kuchta, Recording Secretary

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List of Documents Presented at Meeting:

- Mrs. Rachel Grout 100<sup>th</sup> Birthday Proclamation (filed)
- Pole Petition Public Hearing Notice, Glenallen Street (filed)
- Dr. William Russo Letter of Interest to be Alternate Member of Historic Commission (filed)
- Don ONeil Email of Interest to be Alternate Member for Historic Commission (filed)
- Board of Selectmen Appointment Renewal List for Review (filed)
- Parade Permit Application for Memorial Day, Monday, May 27, 2019 (filed)
- Mobile Food Vendor Permit Application, Mike Kennedy, The Dawg Meister (filed)
- Entertainment Permit Application, Winchendon Kiwanis Club, 35<sup>th</sup> Annual Family Fun Day (filed)
- Entertainment Permit Application, Gardner Area League of Artists, Music & Arts Festival (filed)
- Two (2) Special One Day Liquor License Applications, Malt Beverages Moon Hill Brewing Company (filed)
- Entertainment Permit / Four (4) Special One Day Liquor License All Alcohol Applications Snowbound Club (filed)
- Poppy Sale Permit Application, E.M. Connor American Legion Auxiliary Unit 193 (filed)
- Entertainment, Parade & Road Race Permit Applications, Wendell P. Clark Memorial, YMCA Summer Solstice (filed)
- Entertainment Permit / Two (2) Special One Day Wine and Malt Liquor Licenses Applications--Immaculate Heart of Mary, Strawberry Festival June 14, 15, 16, 2019
- Central Discount Flag & Flagpole Letter of Notification of Flagpole and Flag installation costs for Grout Park (filed)
- Water/Sewer Adjustment or Abatement Application – 28-30 Front Street
  - Keith Hickey MEMO Dated April 4, 2019 Re: Request for a Water/Sewer Abatement at 28-30 Front Street (filed)
- Keith Hickey MEMO Dated May 9, 2019 Re: Collective Bargaining Agreement with AFSCME Dispatch Union (attached)
- FY19 End of Year Budget Transfer Requests (attached)
- Keith Hickey MEMO Re: Spring/Summer Board of Selectmen Meeting Schedule (filed)
- Report of the Town Manager (attached)
- Minutes approved:
  - Monday, April 8, 2019 Regular Meeting, Includes Joint Meeting with Finance Committee
  - Monday, April 22, 2019 Regular Meeting
  - Monday, April 22, 2019 EXECUTIVE SESSION (for approval and release)

*LaBrie called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance to the Flag of the United States of America.*

Doneen Durling announced she was audio recording the meeting this evening.

1. **SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:** Barbaro started off by thanking all who came out to vote at Town Election, and congratulated Rick Ward and Amy Salter on their elected positions and thanked them for stepping up. Barbaro also thanked the voters for accepting the private road policy. It was a relatively quick and painless Town Meeting.

Anderson then noted it has been a few weeks since the last meeting, and she has a few comments. She started off by stating she is honored to have been invited to the Wolf Talk Trading Post Ribbon Cutting with the Toy Town Community Partnership Committee, and thanked Representative Zlotnik and Senator Gobi for attending; she wished the business the best of luck. Anderson continued, stating Smith Country Cheese had a very successful Annual Cheese Festival a few weeks ago, and all proceeds from the 5k went to the Clark Memorial YMCA this year. Additionally, Anderson attended the Swinging Singing Seniors event held at the Senior Center and said it was a wonderful event. She thanked the Senior Center for all they do with such a limited budget.

LaBrie started her comments off by noting the Winchendon Community Park is hosting a picnic in the Park on Saturday, June 8<sup>th</sup> at 11:00 a.m. People are invited to bring a packed lunch and play games with other attendees by the house on the property. Additionally, LaBrie noted the Murdock Class of 2019 is graduating on June 2, 2019; she works at the high school and has had the pleasure of knowing many of the students, and wanted to make sure they know we wish them all the best.

- 1.1. Proclamation – Rachel A. Grout 100<sup>th</sup> Birthday- LaBrie began with a few bits of information stating the pop-up toaster, frozen food, Technicolor, scotch tape, the jet engine, microwave oven, and Velcro, are all things that were invented in the early to mid-1900s, but also within the lifetime of Mrs. Rachel Grout.

LaBrie read Mrs. Grout's proclamation in honor of all she has done in her lifetime for the community and Town as a whole, and in honor of her 100<sup>th</sup> Birthday.

LaBrie continued, stating now, therefore, the Winchendon Board of Selectmen extends its congratulations and best wishes for this milestone birthday year, and does hereby proclaim Saturday of Memorial Day weekend, May 25<sup>th</sup>, 2019 as "Rachel A. Grout Day" in the Town of Winchendon, Massachusetts in celebration of her 100<sup>th</sup> birthday and with sincere appreciation for her many, many years of service, volunteerism and dedication to the community she loves and to the men and women of our Armed Services.

Mrs. Grout was then presented with her Proclamation and a beautiful arrangement of flowers.

LaBrie then entertained a motion to take 7.1 out of order.

***Barbaro moved to take agenda item 7.1 out of order, seconded by Anderson with a vote of all aye.***

- 7.1 Request from Converse 100 Year Fund for Improvements to Grout Park- Burt Gould came forward for the request of funding from the Converse 100 Year fund for improvements to Grout Park. Mr. Gould noted for all of the things Mr. Converse did for the Town, there is not one plaque in his honor posted anywhere. In conjunction with Grout Park, a transfer of the sum of \$14,000



has been proposed to fund the purchase and installation of a large flag pole and plaque at the park. The flag would be installed professionally, standing at 60 feet high; the biggest flag in town. He added that he was able to track down two great granddaughters of Mr. Converse, and hopes they are able to make it to the park the day his plaque is posted on a rock that will be located in the park.

Barbaro said he thinks it's about time Mr. Converse is commemorated, and Anderson asked about the size of the flagpole to which Mr. Gould noted he didn't realize it was going to be as big as it is, it will certainly be the biggest flag in town and is specifically designed for a large flag. Additionally, Gould noted a lightning rod will be installed as well so all of our bases will be covered. Anderson then replied Winchendon will be looking great as people enter and leave town, especially with the traffic that will pass by the flag to go to the Massachusetts Veteran's Cemetery.

***Barbaro moved to grant the request of \$14,000 from the 100 Year Converse Fund to go to Grout Park for the flagpole and plaque installation. Motion seconded by Anderson. By a vote of all aye, the motion carried.***

**2. PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were no public comments this evening.

**3. PUBLIC HEARINGS:**

3.1 National Grid Pole Petition #28169852 - Glenallen Street – LaBrie read the Public Hearing Notice.

***Barbaro moved to open the Pole Petition Public Hearing, seconded by Anderson with a vote of all ayes.***

Kim Tavallaimola of National Grid came forward and noted one last pole will be installed at the end of Glenallen Road on the boarder of the Atlas Fireworks property. She added the last existing pole that stands cannot be used as it would create an aerial trespass over an abutting property.

LaBrie asked if anyone had any questions to which Anderson stated the area of pole installation is heavily wooded, and asked if there would be any need for tree removal to which Ms. Tavallaimola replied no.

Labrie then asked if there were any abutters present to speak to the issue. Lawrence Shagnon came forward and asked where the pole would be installed to which Ms. Tavallaimola replied the pole will be installed on Town property. The anchor will be removed from the pole that is presently the last one, and another new pole will be put in place to which Mr. Shagnon said he was ok with.

***Barbaro moved to close the Pole Petition Public hearing, seconded by Anderson with a vote of all aye.***

***Barbaro moved to approve the Pole Petition for one Single Owned pole on Glenallen St. as presented this evening, seconded by Anderson with a vote of all aye.***

**4. APPOINTMENTS/RESIGNATIONS:**

4.1. Historical Commission/Historic District Appointment – Alternate Member- LaBrie noted there are two individuals interested in the vacant alternate seat on the Historic Commission/ Historic District; Dr. Russo and Don O'Neil. She added the Board received a letter of recommendation from the Chairman of the Winchendon Historical Commission/ Historic District.

4.1.1. Candidate Dr. William Russo- Dr. Russo came forward, and LaBrie asked what prompted him to send a letter of interest in for the Commission. Dr. Russo stated he believes he could offer some services that may be unusual to the Town; he has been a business grant professor and has written several history books. Dr. Russo continued, expressing his interest in Winchendon and its history, all the way back to the two members of the White family who survived the sinking of the Titanic. He has only been living in Winchendon for 5 years but is familiar with a lot of the Town's history and feels he is connected to the Town through a series of signs he has come across in his lifetime. He would like to offer some service to ensure the legacy of Winchendon remains for the grandchildren and later generations of the town.

4.1.2. Candidate Don O'Neil- LaBrie stated Mr. O'Neil was unable to make the meeting, but noted the letter of recommendation from the Historical Commission/ Historic District, which states he brings knowledge of preservation and is very involved with the Winchendon Historic and Cultural Commission. Peg Corbosiero came forward to speak on behalf of the Historic Commission/ Historical District, stating due to his vast experience and his ability to bring the town into the next century with his technical abilities, the Commission finds he will be a really good fit. Mr. O'Neil was present at the last Historical Commission/ Historic District meeting, and after presenting himself, was voted as the recommended member. Ms. Corbosiero noted she did not have the opportunity to meet Dr. Russo, but is happy to have met him tonight.

Barbaro stated there are two good candidates with different backgrounds, but he knows Mr. O'Neil and has seen him representing the community.

***Barbaro moved to appoint Don O'Neil as an alternate for the commission, seconded by Anderson for discussion.***

Anderson noted she is thrilled to have two candidates, and wishes we had more volunteers for other committees where seats really need to be filled. She stated she has to recommend Mr. O'Neil because he is the President of the Historical Society, she has seen his vision for the town, his planning skills are impeccable, and his style is top notch. LaBrie added on top of discussion she is impressed with Russo's background, she looked up and purchased a copy of one of his books after hearing about it in the documents provided before the meeting; though he has not been formally appointed, she hopes he will still be involved as much as he can with the history of the town. That said, we have a motion on the floor to appoint Mr. O'Neil as an alternate to the Historical Commission/ Historic District, and asked if there was any further discussion to be had, to which none was heard.

***By a vote of all aye, the motion carried.***

4.2. List of Board of Selectmen Board and Committee Appointment Renewals for July 1, 2019- LaBrie noted terms are due to expire June 30, 2019, and Ms. Daigle is in the process of getting responses back from those who are up for renewal. She will have a more formal list later in June.

## **5. PERMIT/LICENSE APPLICATIONS:**

5.1. Memorial Day Parade Permit Application, May 27, 2019 – Scott Gauthier, Veteran Services- Mark Desmarais, President and Commander of the E.M. Connor American Legion Post 193, came forward to the applications for parade permit for Memorial Day, and stated he hopes for nice weather. If the weather does not cooperate, the event will be moved to the American Legion to honor our veterans this year.



Labrie noted on Monday morning there will be color guards at the cemetery as usual, to which Mr. Desmarais added Saturday, May 25<sup>th</sup> at 10:00 a.m. veterans' graves will be decorated beginning at Calvary Cemetery on Glenallen Street, Sunday May 26<sup>th</sup> at 10:00 a.m., a Winchendon Veterans Roll Call Memorial Service will take place at United Parish, Monday May 27<sup>th</sup> at 10:00 a.m., and the all Memorial Day parade will take place. In the case of inclement weather, the ceremony scheduled to be held at GAR Park where the parade ends, will take place at the American Legion in the upstairs hall at 11:00 a.m.

***Barbaro moved the Board approve the Memorial Day Parade Permit for Monday, May 27, 2019, seconded by Anderson. With a vote of all aye the motion carried.***

- 5.2. Mobile Vendor Permit Application – Mike Kennedy, The Dawg Meister- Mike Kennedy came forward, and LaBrie noted that Mr. Kennedy is applying to have a hot dog stand at the bike path, and is associated with the kitchen at River's Edge. Barbaro stated Mr. Kennedy has entered an agreement with the Winchendon Redevelopment Authority and is fully endorsed to set up at that location.

LaBrie then mentioned there were a few notes from department heads to make sure Mr. Kennedy speaks with the Building Department regarding any signage and the Fire Department for a safety inspection, to which Mr. Kennedy replied he has taken care of all of the noted reminders; he is just waiting for the signatures on his permit from the Board of Health.

Mr. Kennedy continued, making the Board aware that he was originally told his rent would be \$100 a month but was recently told his rent would be \$430. It is problematic for him as he can't be guaranteed sales to keep up with that amount of rent. Hickey explained to Mr. Kennedy he believes the fees are a one-time charge to get the cart started. Mr. Kennedy made Hickey and the Board aware that he could not move forward if his agreed rent amount wasn't abided by. After further discussion, it was made known that the fees are associated with the Redevelopment Authority and not the Board of Selectmen, and they would be happy to set up a meeting with Mr. Kennedy to discuss the matter.

It was then noted by Barbaro that Mr. Kennedy had talked about maybe adding more hours of operation to his application to which LaBrie replied the hours listed are 8:00 a.m. to 6:00 p.m. Monday through Sunday, and he is looking to sell coffee, donuts and hot dogs. LaBrie also assured Mr. Kennedy that she understands his point of view regarding a concern in profits with a high rent.

***Barbaro moved the Board of Selectmen approve the Mobile Vendor Permit for Mr. Kennedy as presented this evening and to hold until he receives the Food Service Permit from the Health Dept. and the appropriate safety inspection from the Fire Department, seconded by Anderson.***

Mr. Kennedy noted he has gotten the fire inspection, and is just waiting for signatures from the Board of Health.

***With a vote of all aye the motion carried.***

- 5.3. Entertainment Permit Application, Aug. 3, 2019 – 35<sup>th</sup> Annual Family Fun Day featuring Mass. State Chili Cook-off, Winchendon Kiwanis Club- Bruce Cloutier of the Kiwanis club came forward to represent the application for the 35<sup>th</sup> Annual Massachusetts State Chili Cook-off. He noted this year the event will be held at a new location, the Wendell P. Clark Memorial/ YMCA; it is a rain or shine event and the Clark has generously offered the opportunity to use indoor space in the case of rain. One hundred percent of the funds raised will fund the backpack program. The

event is family friendly, there will be a petting zoo, a band, and bouncy houses. He added he is looking forward to a sunny day, and reminded everyone that the event is recognized as a State competition; there is only one in the state, and you have to win in order to move onto the world champions.

LaBrie noted the event is August 3, 2019 from 11:00 a.m. to 6:00 p.m. to which Mr. Cloutier added chili is available and judging takes place between 11:00 a.m. and 4:00 p.m. LaBrie asked if there were any further comments to which Anderson replied this is one of her favorite events of the year. Mr. Cloutier noted anyone can judge, and if the chili kills the judges, it's probably not going to win.

***Barbaro moved the Board of Selectmen approve the Entertainment Permit for the Winchendon Kiwanis Club for their 35<sup>th</sup> Annual Family Fun Day featuring the Mass. State Chili Cook-off for Sat., August 3, 2019, seconded by Anderson. By a vote of all aye the motion carried.***

- 5.4. Entertainment Permit Application, July 20, 2019 – GALA Music and Arts Festival, Deb Giordano- Deb Giordano came forward for the Entertainment Permit Application for the GALA Music and Arts Festival. She stated this is the first year GALA is doing this event; there will be live music, food trucks, kid friendly crafts, and of course the art exhibit will be open. All art sales will be split down the middle, 50% of the profit will go to the artist and the other 50% will go to Ahimsa Haven. The Historical Society is also part of the event, doing a .5K fun race, as well as offering historical tours and selling ice cream at Seppies. Ms. Giordano also anticipates some local craft vendors to be set up with 10x10 tents. Additionally, Moon Hill Brewing will be on site to sell beer; an area will be roped off for individuals to sit and enjoy the music with their alcoholic beverages and will be located separately from the children's events. GALA has also received letters from people in the neighborhood stating they are okay with live music playing between certain hours of the day.

Anderson asked where people would park, and wanted to ensure that there wouldn't be any parking on Front Street as large trucks pass through that route often and it would be tight. Ms. Giordano replied people can park on Lincoln Avenue, at Town Hall, and assuming the IGA parking lot on Central Street.

***Barbaro moved the Board of Selectmen approve the Entertainment Permit for GALA for their Music and Arts Festival on Sat., July 20<sup>th</sup>, 2019, seconded by Labrie for discussion.***

LaBrie noted GALA is a non-profit and asked if the Board would move to wave the application fee to which Barbaro agreed.

LaBrie stated there is a motion to approve the permit and waive the fee and asked if there was any further discussion, none was heard.

***With a vote of all aye the motion carried.***

- 5.4.1 Four Special One Day Malt Licenses- Moon Hill Brewing Company- Rick Walton of Moon Hill Brewing Company came forward, stating he is the President of the company in Gardner. LaBrie noted Mr. Walton was present to obtain a license for the beer tent that will be at the event discussed in the last agenda item. Daigle noted that the application was originally for four special one day licenses, but with GALA not scheduling a rain date there is only a need for two special one day licenses. LaBrie asked if there were any questions for the applicant, none were heard.



Mike Quinn of the Clark Memorial YMCA came forward requesting the Entertainment, Road Race, and Parade Permits for the Clark Memorial Summer Solstice. Mr. Quinn noted he has spoken with Lieutenant Wolski who has approved the license. Additionally, there will be police detail and EMT detail for any first aid needs at the event.

LaBrie noted the road race will take place June 15<sup>th</sup> at 7:45 a.m., the parade will begin at 11:00 a.m., and the festival will take place from 11:00 a.m. to 4:00 p.m. Mr. Quinn noted they are still looking for parade participants; if anyone is interested they can reach out to him if they haven't already.

Anderson commented, noting the Summer Solstice is like the kickoff to summer, it means good times are coming and she thanked Mr. Quinn for hosting the event annually. It is definitely a fun event and a great day for everyone. She encouraged every one of all ages to come out and celebrate the kickoff to summer.

***Barbaro moved the Board approve the following permits for the Summer Solstice to be held on June 15<sup>th</sup>:***

***Morin Real Estate Road Race Permit,  
Parade Permit and  
Entertainment permit.***

***Motion seconded by Anderson. With a vote of all aye the motion carried.***

- 5.8. Entertainment Permit / Special One Day wine and Malt Liquor Licenses – Immaculate Heart of Mary, Strawberry Festival June 14, 15, 16, 2019- LaBrie noted the permit application was for Immaculate Heart of Mary for their annual Strawberry Festival. They are looking for an Entertainment Permit and Special One -Day Wine And Malt Liquor License. The Health Inspector will ensure the tent is properly set up.

Anderson noted the festival is held the same weekend as the Summer Solstice each year; they always have wonderful raffles and a great barn sale. The event is a lot of fun. LaBrie added the two events go well together.

***Barbaro moved the Board approve the following permits for the Immaculate Heart Strawberry Festival:***

***Entertainment Permits for June 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup> and***

***Two Special One Day Liquor Licenses for Friday, June 14<sup>th</sup> and Saturday, June 15<sup>th</sup>.***

***Motion seconded by Anderson. With a vote of all aye, the motion carried.***

## **6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENT**

- 6.1. Dept. Head Update from Town Clerk, Judy LaJoie – LaBrie noted Ms. LaJoie was unable to attend this evening, and will be asked to come back to another meeting.

## **7. NEW BUSINESS:**

- 7.2 Water/Sewer Adjustment or Abatement Application – 28-30 Front Street- Attorney Harald Naughton came forward, along with David Roche, one of the owners of 30 Front Street. He noted Dianne Cross, another owner of the property, was unable to attend the meeting as she is ill. Attorney Naughton complemented the Board, stating you don't see the attention given to Veterans' services in Winchendon in every Town, and thanked the Town as he himself is a veteran and appreciates the recognition.

***Barbaro moved to approve two Special One-Day Malt Liquor licenses for Friday, July 19<sup>th</sup> through Saturday July 20<sup>th</sup>, seconded by Anderson with a vote of all aye.***

5.5. Entertainment Permit / 4 Special One Day All Alcohol Licenses Applications – The Snowbound Club’s Outdoor Concerts-

5.5.1. Outdoor Concert for June 15, 2019

5.5.2. Outdoor concert for July 12, 2019

5.5.3. Annual Tom Fors Memorial Motorcycle Ride and Benefit for Sept. 15, 2019

5.5.4. Outdoor Concert for Sept. 21, 2019

Dean Sweeney came forward for the Entertainment Permit and the four Special One Day All Alcohol Licenses for The Snowbound Club. Mr. Sweeney stated there are four outdoor events scheduled for the summer, including four outdoor concerts and the annual Tom Fors Memorial Motorcycle Ride and Benefit, which will take place on September 15<sup>th</sup>. All proceeds from the benefit will go to providing defibrillators and other emergency needs to local towns.

Anderson asked if all four of the events were open to the public to which Mr. Sweeney replied yes. Additionally, Anderson asked Ms. Daigle if the Board approves these permits and licenses, can we get them uploaded to the Town calendar to which Daigle replied yes.

***Barbaro moved the Board approve the Entertainment Permit for The Snowbound Club and four Special One-Day All Alcohol Liquor Licenses for the following events:***

***Outdoor Concert for June 15, 2019***

***Outdoor Concert for July 12, 2019***

***Annual Tom Fors Memorial Motorcycle Ride and Benefit for Sept. 15, 2019***

***Outdoor Concert for Sept. 21, 2019.***

***Motion seconded by Anderson.***

Labrie asked for further discussion, none was heard.

***With a vote of all aye the motion carried.***

5.6. Poppy Sale Permit, May 24<sup>th</sup> and May 25, 2019 – E.M. Connor American Legion Auxiliary Unit 193- Coral Grout came forward on behalf of the Poppy Sale Permit for May 24, 2019 and May 25, 2019. Ms. Grout noted that poppies are not sold but donations are accepted. Any funds raised must go into a Veteran’s fund used to fund things such as Kathy’s House, the Veteran’s Cemetery, and other Veteran’s projects. Poppies will be available in front of To Each His Own Design on Central Street, in front of the Post Office on the sidewalk, and perhaps in front of Cumberland Farms as well. Ms. Grout then added she has letters of support from the businesses that poppies will be available in front of and she is now asking for the Board’s support.

***Barbaro moved the Board approve the Poppy Sales for the E.M. Connor American Legion Auxiliary Unit 193 from 9:00 a.m. to 3:00 p.m., and to waive the fee, seconded by LaBrie. With a vote of all aye the motion carried.***

5.7. Wendell P. Clark Memorial/YMCA Summer Solstice- June 15, 2019

5.7.1. Entertainment Permit

5.7.2. Road Race Permit- Morin Real Estate 5K Road Race

5.7.3. Parade Permit



Attorney Naughton continued, stating his client placed the request for an abatement of a significantly sized water and sewer bill from last spring after an issue was discovered in April of 2018. Mr. Roche and Attorney Naughton have spoken with Mr. Hickey on a number of occasions with forthcoming information which has given them the opportunity of a possible resolution. The Town Manager has made a tremendous offer to remediate a large amount, but Mr. Roche and Attorney Naughton are present to discuss the ongoing sewer problems with the property. Mr. Roche winterized the building in the fall of 2017 after finding out he would be absent from the site for some time. All of the drains remained plugged until Mr. Roche was informed by Town staff that there were issues going on and the water was being used. Mr. Roche and his friend Mary Ellen went to the building to find the floors flooded with water that was seeping out from under the doors, but none going down the drains. It was also evident that the shower pipe had popped, as well as the plate on the bottom of the meter came off and water was shooting out from underneath it; which then voids any warrantee and any accuracy of readings coming off of the encoder on the meter are not guaranteed. Attorney Naughton strongly suggested it is very difficult to come up with an accurate reading of how much water actually came out, and commented how he doesn't understand how the large numbers weren't recognizable on the water table. He believes his client, for those reasons, should get a full water abatement, with the understanding that what goes down the drain applies to the sewer bills. His client has continually worked with the Town, paid his taxes on time, as well as his water and sewer bills. He suggested that the badger reader documents do not guarantee any read once the ice got into the meter and cracked it. With that in mind, he stated he was happy to answer any questions as is Mr. Roche and Ms. Ellen.

LaBrie clarified with Mr. Naughton that she understood his statement, to which he commented a plumber did come and look at the building, only noting that they are looking at \$2,000 to get an external vent outside of the building.

Ms. Ellen stated she was with Mr. Roche when he went to check on the building, and noted the shower was spraying and the pan was filled with water that ran onto the floor. She watched as Mr. Roche pulled the plug out of the shower drain.

Al Gallant, DPW Director, reviewed the graph found on the second page of the memo provided by Mr. Hickey, stating one of the figures is incorrect and he wanted to make it known. Anderson then asked if we are figuring the meter isn't working how they would go about doing the calculations to which Gallant replied figures are graphed electronically from the meter. The plate coming off the bottom of the meter has nothing to do with the wheel that pins to calculate the water use numbers, rather it is a built in safety mechanism so the meter can still read even in the case of freezing. In the case that a meter is not calculating accurately, it is counting much less than what is actually going through. Realistically, the bill should probably be more than it shows.

Hickey stated the documentation in the graph that Gallant just mentioned shows no water was used between September 17, 2017 and February 10, 2018; about five months. From April 10, 2018 to April 24, 2018 you see a significant amount of consumption that would typically incur over two or three months. This spike shows the Water Department, when they are doing their readings, that something abnormal is going on with the water. The property owner was reached out to by letter on April 18, 2018 to notify them that the water read was high. A representative from the Water Department proceeded to go on site and found a significant water leak which occurred after the meter froze. Hickey noted as well that the plate on the meter is designed to break in the case of freezing to save the rest of the meter. Additionally, water travelled down the shower drain.

Attorney Naughton then asked why his client wasn't notified at the time of the leak that there was a spike in water usage to which Hickey replied meters are read quarterly; that is when the change in reading was recognized and the letter was sent out to Mr. Roche.

Anderson then noted the graph shows readings are done daily to which Hickey replied when the town gets an abnormal reading on a meter, a usage report is run to get the water consumption during specific periods of time. Anderson then asked where the report is generated from to which Gallant replied to get the report we take a mobile device to the meter and ask the meter what it has read over the past six months or whatever time period is required and it then generates the report.

LaBrie asked if there is any way they would have noticed the water running out of the building to which Attorney Naughton replied the neighbor must have assumed it was a spring melt.

Mr. Roche noted he pulled the plug out of the shower about a half hour before the water department came on site; his friend was present at this time. He doesn't believe the amount of water he is billed could have gone down the drain that fast.

Barbaro stated this is not the first time the Town has had a problem with the property and added that the issue is quite simple; the pipe broke on the property and the water was used. Attorney Naughton noted they are not asking to wipe the bill away as they realize the water was used but his client has done his due diligence as a property owner in Town for close to twenty years.

After further discussion, a motion was made.

***Barbaro moved that the full water bill be paid and to abate the sewer charges and reduce the interest to \$325.00; a total abatement of \$16,517.98. Motion was seconded by Anderson, and with a vote of all aye the motion carried.***

Attorney Naughton asked for a moment with his client, and at that time LaBrie suggested to the Board that a motion be made to take a five minute recess.

***Barbaro moved to take a five minute recess, seconded by Anderson with a vote of all aye.***

The Board entered recess at 8:43 p.m.

The Board reconvened at 8:49 p.m.

7.3 Request for a Resolution Requesting State Legislative Action to Combat Nip Bottle and Single Use Water Bottle Litter- LaBrie noted that Mr. Vine was unable to attend this evening as he had to attend a School Committee meeting; the Board could either address the draft provided in their folder or wait until Mr. Vine is available.

***Barbaro moved to pass over the agenda item, seconded by Anderson with a vote of all aye.***

7.4 Consideration of Collective Bargaining Agreements with AFSCME Dispatchers Union- Hickey noted he is presenting a three year Collective Bargaining Agreement to the Board this evening for the Police Dispatchers Union. The Board has been provided with a clean copy of the agreement, as well as a copy noting all of the changes made. Five Unions were negotiated at the same time, and will be before the Board at the June 3<sup>rd</sup> meeting. All Unions agreed to a three year contract as well as the drug and alcohol policy. Everyone has already been moved into the proper pay grade. The Police Dispatchers will get an annual 2.5% raise as well as



adjusted longevity pay consistent with other Unions. All five of the Union contracts were reviewed at by legal counsel, who made a handful of recommendations of working changes. Additionally, Hickey wanted it to be known that union members are not required to pay their dues, and language that states so has been removed from the contract. The goal was to obtain consistency across all five unions. Hickey asked the Board if they had any questions regarding particular changes made to the Dispatch Union Agreement, and noted if approved, the agreement will be ready to sign between now and June 30<sup>th</sup>, and set for three years.

LaBrie noted she skimmed through the contract and thanked Hickey for his work; there has been discussion about bringing the contracts more in line with each other. She then asked if there were any questions from the Board to which none were heard.

***Barbaro moved the Board of Selectmen approve the Collective Bargaining Agreement between the AFSCME Dispatchers Union and the Town of Winchendon as presented this evening for the period July 1, 2019 to June 30, 2022, seconded by Anderson. By a vote of all aye the motion carried.***

7.5 FY19 Year End Budget Transfer Requests- Hickey reviewed the list of transfers and clarified the reasoning behind the transfers, noting they are listed by department. Funds are being transferred from the wastewater accounts that would have originally paid wages and benefits for employees and being put into the Sewer Contract Service account to fully fund the line item to pay for Veolia.

LaBrie noted she would like to go through each transfer individually.

Motions to transfer are as follows;

1. ***Barbaro moved to transfer \$20.03 from Sewer Safety Shoes to Sewer Contract Service to cover Veolia costs; seconded by Anderson with a vote of all aye.***
2. ***Barbaro moved to transfer \$13,000 from Sewer Overtime to Sewer Contract Service to cover Veolia costs; seconded by Anderson with a vote of all aye.***
3. ***Barbaro moved to transfer \$ 932.62 from Sewer Certification to Sewer Contract Services to cover Veolia costs; seconded by Anderson with a vote of all aye.***
4. ***Barbaro moved to transfer \$19,610.97 from Sewer Operators to Sewer Contract Services to cover Veolia costs; seconded by Anderson with a vote of all aye.***
5. ***Barbaro moved to transfer \$31,182.54 from Sewer Chief Operator to Sewer Contract Services to cover Veolia costs; seconded by Anderson with a vote of all aye.***
6. ***Barbaro moved to transfer \$340.34 from Police Patrolman to ACO Contract Services to cover a shortfall in ACO Contract Services; seconded by Anderson with a vote of all aye.***
7. ***Barbaro moved to transfer \$4,497.47 from Police Patrolman to Other Costs to cover the deficit in ACO other costs; seconded by Anderson with a vote of all aye.***
8. ***Barbaro moved to transfer \$500.00 from Assistant Town Accountant Salary to OPEB Study to cover USI Consultant invoice; seconded by Anderson with a vote of all aye.***
9. ***Barbaro moved to transfer \$550.00 from Finance Committee Miscellaneous to Finance Committee Secretary to cover secretarial compensation due to additional meetings and department visits; seconded by Anderson with a vote of all aye.***
10. ***Barbaro moved to transfer \$25,000.00 from Finance Committee Reserve Fund for Fire Fighter Overtime to cover unexpected overtime; seconded by Anderson with a vote of all aye.***

7.6 Discussion on Summer Meeting Schedule – Hickey noted the meeting schedule is different in the summer due to holidays and other things, he is proposing the meeting dates be every three weeks. The scheduled meeting dates are June 3<sup>rd</sup>, June 24<sup>th</sup>, July 8<sup>th</sup>, July 29<sup>th</sup>, and August 19<sup>th</sup>.

After further discussion, the Board agreed to the proposed summer meeting schedule.

8. **OLD BUSINESS:** There was no “Old Business” this evening.

9. **TOWN MANAGER’S REPORT:**

9.1 Financial Updates; Personnel Updates; Project Updates; Miscellaneous Updates –

1. Financial Updates-

- a. The School Department has been reviewing their previous year open grant accounts to determine the best way to close them out. At this point the School Department has turned over \$62,000 in unexpended grant funds to the Town that will ultimately increase the FY19 Free Cash.

2. Personnel Updates-

- a. There are no personnel updates this week.

3. Project Updates-

- a. Montachusett Regional Planning has approved Winchendon’s Local Technical Assistance grant. This grant will provide funding for the final section of the Master Plan update. The value of the grant is \$7,500.

Hickey added that this is the third time the grant has been received.

- b. The remaining ten broken fire hydrants will be repaired beginning next week. All ten hydrants will be repaired by the end of August.

- c. Street sweeping has begun. Public Works hopes to have the in town roads completed before Memorial Day.

Hickey added that the cross walks on central street have been painted in preparation for the Summer Solstice parade so the street is cleaned up and ready to go.

4. Miscellaneous Updates –

- a. The Water Department completed the permanent road repairs for water breaks that occurred over the winter. A total of seven breaks were repaired.
- b. The Geoffrey lawsuit for defamation and retaliation was found in favor of the Town of Winchendon.

Hickey also wanted to make the Board aware that he was contacted by someone from the Department of Revenue (DOR) who had asked him to come speak to the staff on June 13, 2019 to talk about how Winchendon was able to turn around six years early. He will be there most of the day making his presentation. It is nice that DOR is comfortable to see that the Town did this and he is happy to represent the Town as Winchendon has a great story to tell.



The streetlight program is complete; all streetlights in need of repairs have been taken care of and anyone who contacted the Town to take over the payment of the streetlight has been taken care of.

Lastly, Hickey noted the Sally Port Project has begun as the contractor has started digging the footing. It will take a better part of five months to complete the project.

Barbaro thanked the Robinson - Broadhurst Foundation for the grants they have given. He stated the DPW has been granted funds for sidewalk repair around the schools.

LaBrie asked if there were any questions, to which none were heard.

10. **MINUTES:**

10.1 Monday, April 8, 2019 Regular Meeting including Joint Meeting with Finance Committee-

*Barbaro moved to approve the minutes of the Regular Meeting held Monday, April 8, 2019, seconded by Anderson with a vote of all aye.*

10.2 Monday, April 22, 2019 Regular Meeting –

*Barbaro moved to approve the minutes of the Regular Meeting held Monday, April 22, 2019, seconded by Anderson with a vote of all aye.*

10.3 Monday, April 22, 2019 EXECUTIVE SESSION-

*Anderson moved to approve and release the minutes of the Executive Session held Monday, April 22, 2019, seconded by Anderson. By a roll call vote of all aye, the motion carried.*

11. **COMMUNICATIONS:** There were none this evening.

12. **AGENDA ITEMS:** There were none this evening.

13. **EXECUTIVE SESSION:** There was no Executive Session held this evening.

14. **ADJOURNMENT:**

*Barbaro moved to adjourn, seconded by Anderson with a vote of all aye. 9:12 p.m.*

Respectfully Submitted,



Lindsay Kuchta  
Recording Secretary