

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, NOVEMBER 25th, 2019
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present:

Audrey LaBrie, Chair
Barbara Anderson, Vice-Chair
Michael Barbaro
Amy Salter
Rick Ward

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

List of Documents Presented at Meeting:

- Community Outreach Legal Notice for Proposed Adult Use Retail Marijuana Establishment-682 Spring Street (filed)
 - Abutters List
 - 682 Spring Street Map
 - Assessment Field Card 682 Spring Street
 - Letter of Intent Addressed to Walter LaGrassa, from 202 Trading Company LLC
 - Certificate of Good Standing And or Tax Compliance
 - Draft Host Community Agreement, Town of Winchendon and 202 Trading Company LLC
 - 202 Trading Co. Community Outreach Meeting Power Point Presentation
- April Mills Letter of Interest to Serve on the Conservation Commission (filed)
 - Conservation Agent Recommendation
- Application for Christmas Tree Sales Permit- Little Anthony's Seafood, Inc. – 678 Spring St. (filed)
- Application for Christmas Tree Sales Permit- Byron Beauregard – 80 Old Centre (filed)
- POST Overdose Support Team: POST Program Information (filed)
- Grant of Conservation Restriction to Mount Grace Land conservation Trust, Inc.- off Robbins Road, Winchendon, MA (filed)
- Town Manager MEMO Re: Proposed Modifications to Nonunion Personnel Rules and Regulations (attached)
 - Non-Union Personnel Rules & Regulations
- Report of the Town Manager (attached)
- Minutes:
 - Monday, November 4, 2019 Regular Meeting

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.

No one announced they were audio recording the meeting this evening.

1. **SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:** Ward began by making the Board aware of the Winchendon Food Project. The goal of the project is to find fresh, local, and healthy food. There will be a meeting held on December 17th from 1:00 p.m. to 2:30 p.m. in the second floor auditorium of Town Hall. He encouraged people to attend.

Additionally, he noted this Saturday is the opening of the first Annual Tree Festival at the Beals Memorial Library. There are about 15 trees currently in the auditorium at the library. He asked all to go by and vote for their favorite tree and mentioned some of the trees will even be auctioned off.

Anderson stated the Recreation Commission is holding their annual Tree Lighting at GAR Park on December 14th at 4:30 p.m. as well as the Holiday House tour, which will include the library this year. Ward added on December 7th, the Winchendon History and Cultural Center will be hosting a table decoration and wreath event at the Old Centre Church from 10:00 a.m. to 3:00 p.m.

LaBrie noted the Holiday House Tour on the 14th will be held from 10:00 a.m. to 4:00 p.m., there will be a whole series of beautiful houses in town; she welcomes people to come and take a look.

Anderson reminded all that the Transfer Station will be closed Thursday, November 28th and Friday, November 29th.

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

3. PUBLIC OUTREACH:

3.1 Community Outreach Meeting for Proposed Adult Use Retail Marijuana Establishment located at 682 Spring Street, 202 Trading Company, Inc.- Anthony Parinello, Operations and Strategic Advisor for 202 Trading Co., came forward to give the Board a presentation, which is a required part of the application process for a Retail Marijuana Establishment.

Mr. Parinello's presentation highlighted the overview of regulated marijuana in Massachusetts, information on 202 Trading Co., the application and license type, location, compliance with local zoning, security measures, prevention of diversion of minors, and the community impact. He made it very clear that no one under the age of 21 would enter the building, and there would be no tolerance for loitering in the parking lot as well. Mr. Parinello also noted they will not be selling vaporizing products due to the State ban, but they will sell items regulated by the Cannabis Control Commission.

Mr. Parinello noted the location is beautiful and will be a great environment for retail experience. It looks like revenues will be great for the town, and should increase 30 to 50% due to the change in location. 202 Trading Co., as part of their Community Host Agreement with the Town, will be donating a sum of money to the Kiwanis Backpack Program annually. If funds allow, the Trading Co. would also like to donate money to the School to pay for past due lunch balances to ensure that all of the students are able to have their lunch.

LaBrie asked if there was anyone in the audience who wished to speak to this matter, to which no one came forward. Anderson then asked if abutters were notified to which Hickey replied yes.

Barbaro thanked Mr. Parinello for his presentation. He noted their consideration of the abutters to their previous location as they moved from the property on Route 202, where many of the abutters were not pleased with the business potentially going in, to a spot where business will be improved, and the abutters are not opposed to the location. Barbaro's last point was that the State is now slower than a turtle getting licenses out, maybe 35 have been issued at this point. He asked if their company is fortunate enough to get an agreement, when they believe it is going to happen. Mr. Parinello replied, it has been a slow and arduous process with the change in their plans, and they will have to resubmit their information. They are hoping it is a matter of months before they open, he would love to be open by April 1st. They will submit a compliant application to minimize any questions from the State. Steve Chaisson, of Operations and Security, has a lot of contacts in the State. The company is also experienced in this sort of thing and are hoping as they are seasoned they will get through quicker as their application has already passed through once.

LaBrie asked if there was anything further from the Board, to which no questions or comments were heard.

Barbaro moved the Board authorize the Town Manager to enter into a Host Community Agreement between the Town of Winchendon and 202 Trading Company, Inc. for a proposed adult use retail marijuana establishment at 682 Spring Street, seconded by Anderson.

Mr. Parinello asked that the motion be amended to state “enter agreement with LLC” and not Inc.

Barbaro moved to amend his motion as such.

Anderson seconded the amended motion.

LaBrie asked if there was any further discussion, to which none was heard.

By a vote of all aye, the motion carried.

4. APPOINTMENTS/RESIGNATIONS:

- 4.1. Conservation Commission Appointment – April Mills- April Mills came forward on behalf of her interest to be appointed to the Conservation Commission. LaBrie asked her what led her to want to join the Conservation Commission to which she replied she moved to Winchendon on the lake, and noticed there were a few vacancies that needed to be filled in. She felt it was important to have a resident who lived by the lake to represent their needs.

Anderson thanked Ms. Mills for volunteering. She noted the Conservation Commission is supposed to have five members and has been running with only three members. It poses an issue for anyone who is looking for a permit as all three members are required to have a quorum and hold a meeting. She noted Ms. Mills stepping up is huge, and added there is still one more open seat on the Conservation Commission.

Barbaro thanked Ms. Mills and reminded her that when she is dealing with conservation issues to not take them personally, and to not take them home; the toughest part is questions that are asked when you serve.

Ms. Mills noted her favorite phrase is “I don’t know, but I will find out”; she added that if you have to give somebody an answer that is opposite of what they were hoping for and you can explain why it is a benefit to everyone, most people will accept it though they might not be happy about it. Most people want to take care of their property and their Town.

Barbaro moved the Board of Selectmen approve the appointment of April Mills to the Conservation Commission, seconded by Anderson.

LaBrie asked if there was any further discussion to which none was heard.

By a vote of all aye the motion carried.

5. PERMIT/LICENSE APPLICATIONS:

- 5.1. Christmas Tree Sales Permit – Little Anthony’s Seafood, Inc., 678 Spring St.- Walter LaGrassa of Little Anthony’s came forward on behalf of their application to sell Christmas Trees. He noted this is their 14th or 15th year selling trees, and is excited to be doing it again.

LaBrie noted the hours are starting after Thanksgiving Monday through Friday from 4:00 p.m. to 9:00 p.m., and Saturday and Sundays from 11:00 a.m. to 9:00 p.m.

LaBrie asked if there were any questions or comments from the Board to which Anderson replied she is happy to see the trees out there; the big question is will the trees still be sold on their property even when there is a marijuana retail facility on the property? Mr. LaGrassa replied he hopes to still sell trees, if they can they will. He added that with each tree, you get a coupon for a free fish and chip or chicken tender dinner; it works out good.

Barbaro moved the Board of Selectmen approve the Christmas Tree Sales Permit for Little Anthony's Seafood, Inc., seconded by Anderson.

LaBrie asked if there was any further discussion, to which none was heard.

By a vote of all aye the motion carried.

- 5.2. Christmas Tree Sales Permit – Byron Beauregard, 80 Old Center- Mr. Beauregard came forward on behalf of his application to sell Christmas Trees. LaBrie asked how long he has been selling them to which he replied eight or nine years maybe. LaBrie then noted his hours of business, Monday to Friday 5:00 p.m. to 8:00 p.m., and Saturday and Sunday from 9:00 a.m. to 5:00 p.m.

Barbaro moved the Board of Selectmen approve the Christmas Tree Sales Permit for Byron Beauregard, seconded by Anderson.

LaBrie asked if there was any further discussion to which none was heard.

By a vote of all aye, the motion carried.

6. **BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENT:** There were no items discussed regarding Boards, Commissions, Committees or Departments this evening.

7. **NEW BUSINESS:**

- 7.1 Police Department Presentation on POST Overdose Support Team- Chief Dave Walsh and Sgt. Dan Wolski came forward to speak on this new program. Chief Walsh explained the Town got involved through Michelle Dunn, Director of Community Engagement for GAAMHA in Gardner, who approached him this past summer and asked if the Town would be interested in an outreach program which is a follow-up with individuals after an overdose. They were able to receive funding from the Bureaus of Substance Addictions Services. The grant is administered from the Worcester AIDS Project through the Mass. Dept. of Public Health. Sgt. Wolski stated the Opioid Epidemic Crisis is prevalent throughout the country and prevalent throughout the commonwealth and surely shows no discrimination, unfortunately, here in Winchendon. He noted in 2018, there have been 41 reported overdoses through 911 in Winchendon with five of them being fatalities. Through October of this year, there have been 31 reported overdoses, seven of which were fatal, in the Town of Winchendon. He commented how they are taking a better approach to this with it being less of a problem with a crime but being a problem with mental health. The POST program is coming from that perspective. There are 153 cities and towns out of 351 that have implemented POST programs.

The POST Program, (Post Overdose Support Team) here in Winchendon is comprised of himself, Christopher Gallant, who is a Harm Reduction Specialist from AIDS Project Worcester and Ray Watson who is a Recovery Coach from GAAMHA. They have compiled a list of 2019 survivors of overdoses and visit the homes and engage them in casual conversation. If they are willing and want to partake, they are provided with literature and local services in the area. Most have been willing to talk to them.

The Post Team will meet on the first Tuesday of every month. All contact made and interactions had with the Town's affected citizens will be chronicled in a report to the Dept. of Public Health. Chief Walsh added funding is in place through June and there will likely be a three month extension and additionally they will be advocating for further funding for the rest of the year. He said statistically he has seen a decline up until about two years ago in overdoses. He's not sure why there has been a spike in the last two years and why this interested him. There is definitely a need. Sgt. Wolski passed out an overdose analysis chart for the Board. Hickey pointed out that names are kept confidential and if anyone is interested, whether they have experienced overdose or not, the Chief asked for them to reach out to the Police Dept. for available resources.

Barbaro said the statistics are staggering and was glad they are trying to do something about it. It's a devastating illness. He thanked Chief Walsh and Sgt. Wolski for their efforts. Chief Walsh noted that the services are also offered to the families. Sgt. Wolski said often the family members are more grateful we are doing this and are more receptive to get the information they are being offered. Anderson also thanked them, any service is going to help. Anderson asked how they are notified. Sgt. Wolski replied through 911 and for the majority, NARCAN has been administered. He assured the Board that the statistics are higher than what they have with NARCAN being self-administered at home and not being reported. Chief Walsh noted the Chief of Police Association is looking to have all the data compiled into one statewide database. Sgt. Wolski noted that the follow-up done with the Harm Reduction Specialist and Recovery Coach has been successful here in Winchendon. Chief Walsh and Sgt. Wolski were thanked by the Board.

7.2 Conservation Restriction from W. Hillis to Mt. Grace Land Conservation Trust, Location off Robbins Rd.-

Sarah Wells of Mt. Grace Land Conservation Trust came forward on behalf of the conservation restriction to be placed on Robbins Road. She stated the project is a little under 30 acres, and is primarily woods, and the owner would like to keep it that way. She spoke with David Koonce to make him aware of the project, and is just looking for the select board's approval.

LaBrie noted she thinks it's wonderful.

Ms. Wells added there is no road frontage, and is part of 170 acres of other preserved land in New Hampshire.

Barbaro moved the Board of Selectmen approve the Conservation Restriction with an address of "off Robbins Road" as presented this evening, seconded by Anderson.

LaBrie asked if there was any further discussion to which none was heard.

By a vote of all aye, the motion carried.

Barbaro moved for a five minute recess, seconded by Anderson. With a vote of all aye the Board entered recess at 7:40p.m.

The Board reconvened at 7:47 p.m.

8. OLD BUSINESS:

8.1 Consideration of Amendments to the Personnel Policy- Hickey stated this topic was discussed at the last meeting and tabled as the Board wanted to get more information on the matter. Historically, non-union employees have been receiving longevity bonuses for at least twenty-five years, under the same terms of the AFSCME union employees. Hickey checked with Town Treasurer Donna Spellman to see who has been here long enough to qualify for longevity and how much the total is for this year to pay for their longevity; the total amount budgeted is \$3,500. Additionally, Hickey noted that non-union personnel had been following AFSCME for their vacation, sick, holiday, labor and other terms. Over the last three years, a personnel policy has been adopted for the non-union employees, but recently it has been discovered that there was some language that was missing and needed adjustment. He's looking to have the policy to be in constant with the practice.

The Board was curious who kept track of vacation hours to which Hickey replied Harpers does. The Board also discussed different ways to keep track of vacation time, as well as the need to be transparent as employees have been receiving longevity stipends for 25 years now. After further discussion, the Board made a motion.

Barbaro moved the Board of Selectmen approve adding the longevity language and modifying the sick leave provisions as presented this evening, seconded by Ward.

LaBrie asked if there was any further discussion, to which none was heard.

By a vote of all aye the motion carried.

9. **TOWN MANAGER'S REPORT:**

1. **Financial Updates-**

- a. Winchendon will receive a credit of \$21,904 in FY20 as Monty Tech received more state aid than anticipated.

2. **Personnel Updates-**

- a. Vanessa Arsenault has been hired as the Assistant Tax Collector/Treasurer. Vanessa begins work on Monday, December 2nd.
- b. Andrew Ladeau was hired as a DPW Operator I. His start date is November 25th.
- c. Brian Croteau transferred to the open Senior Water Operator from DPW Operator I.

3. **Project Updates-**

- a. The EPA's work on Lincoln Ave. Extension has been suspended due to the cold weather. The EPA's contractor will resume work next April. The perimeter fencing will remain up for the winter.

Hickey added the project was closed off last Friday, as the water from the hose was beginning to freeze while they were demolishing the buildings.

- b. The police sally port project has been completed. If anyone is interested in a tour, please let either Chief Walsh or me know.

Hickey noted the project was completed on budget and on time.

- c. The engineering firm hired to develop the recommended repairs to the Senior Center finished their field work on November 21st. I expect a report identifying the recommended repairs in December.

Hickey then noted all of the brick work needed is superficial, there is no structural damage. He is hoping to have the scope of work for the repairs ready for the May Town Meeting.

- d. The Winchendon Community Park Building Committee has hired Abacus Architects and Planners to provide professional support on the master development plan of the park. The goal is to have a development plan completed for The Winchendon Community Park Committee, the Board of Selectmen and The Robinson-Broadhurst Foundation to review by early March 2020.

Hickey added it's been exciting that a specific project list will be developed and work to begin in the summer of 2020.

4. **Miscellaneous Updates -**

- a. The solar array on Happy Hollow Road notified the Town that construction has been completed and connected by National Grid. The Town will now begin collecting PILOT agreement revenues from that project moving forward.
- b. The Town took a vacant home and land by tax title on November 20th. The property is located at 21 Hale Street.

Hickey added the Treasurer's office is looking to have an auction on the property sometime in the near future with a few other properties.

- c. Three of the four tenants in the 8 Front Street property are interested in purchasing the property. The Tax Title attorney is holding a sealed bid auction to dispose of the property. Bids are due and will be open on December 5th. The fourth tenant, who operates the pallet business, has asked for a one week extension until December 1st to vacate the property, which I granted.

Hickey added Superintendent Landers asked that he be part of a future planning process, and he accepted. The meetings are being held next week on December 3rd, 4th and 5th from 8:00 a.m. to 3:30 p.m.

All of the properties that were auctioned off have closed, and the Town has seen close to \$200,000 from the properties.

Additionally, Hickey stated they are trying to finalize the RFP for the Poland and Streeter Schools. We are working with legal counsel to modify the bid used for the Ingleside Property. We will have a better sense of what will take place moving forward. He wished all a happy thanksgiving.

Anderson stated she noticed the Police Department has two new signs on Central Street. She is curious who chose the locations for the signs. Hickey noted Chief Walsh chose the location of the signs, mainly for security purposes.

After further discussion, the Board noted they would like to see a sign closer to Maple Street.

10. **MINUTES:**

- 10.1 Monday, November 4, 2019 Regular Meeting- *Anderson moved to approve the minutes from the regular meeting on Monday, November 4, 2019, seconded by Ward. Barbaro abstained, all others aye.*

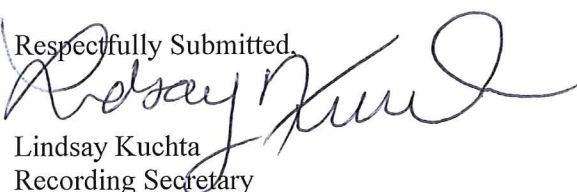
11. **COMMUNICATIONS:** There were no communications this evening.

12. **AGENDA ITEMS:** The next meetings are scheduled to be held on December 9th and December 23rd.

13. **EXECUTIVE SESSION:** *Anderson moved to enter into Executive Session under Exemption #2 to conduct strategy session in preparation for negotiations with non-union employees, specifically the Town Manager; and under Exemption #6 to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, the subject matter 71 Pleasant St. and to reconvene into public session for the sole purpose of adjournment. LaBrie so declared seconded by Barbaro, by roll call vote of Ward aye, Anderson aye, Barbaro aye, Salter aye, and LaBrie aye. The Board entered Executive Session at 8:30 p.m.*

14. **ADJOURNMENT:**

Respectfully Submitted,



Lindsay Kuchta
Recording Secretary