

Approved: March 8, 2021

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MEETING MINUTES  
INCLUDES JOINT MEETING WITH MASTER PLAN COMMITTEE  
MONDAY, FEBRUARY 22, 2021  
Conducted by Remote Zoom Meeting**

Present:

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

Stephen Delaney, Interim Town Manager  
Linda Daigle, Executive Assistant  
Taylor Tower, Admin. Assistant

---

List of Documents Presented at Meeting:

- Introduction to Remote Meeting (filed)
- Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20 (filed)
- January 14, 2021 Letter of Interest to Serve on Library Board of Trustees from Caela Provost (filed)
  - February 18, 2021 Letter of Support from Beals Memorial Library
- February 16, 2021 Letter of Interest in Reappointment to Registrars of Voters from Terri Lupien (filed)
  - February 16, 2021 Email of Support from Town Clerk, Wendy Stevens (filed)
- Letters of Interest to Serve on Town Manager Screening Committee (filed)
- February 8, 2021 Letter to Selectmen from Master Plan Committee regarding Final Master Plan and its Implementation
  - February 2021 Community Master Plan Presentation to the Board of Selectmen
  - December 2020 Community Master Plan
- February 18, 2021 Town Manager's Report (attached)
- Minutes to be Approved:
  - February 8, 2021 Regular Meeting

---

*Due to Governor Baker's recent Executive Order and state of emergency declaration with the outbreak of the Coronavirus (COVID-19), this meeting was conducted remotely through Zoom Meeting. The public was notified how to join the meeting through instructions noted on the agenda.*

Chairman Michael Barbaro called the meeting to order at 6:30 p.m.

Barbaro confirmed members present and persons anticipating to speak by calling their name and asking for a response in the affirmative: Ward, yes, LaBrie, yes, Anderson, yes, Salter, yes and Barbaro, yes. Staff members present and responding in the affirmative were Stephen Delaney, Interim Town Manager, Linda Daigle, Executive Assistant, Taylor Tower, Administrative Assistant, Tracy Murphy, Director of Planning and Development, and Jane LaPointe, Jill Sackett and Elaine Mroz, members of the Master Plan Committee.

Barbaro read the "Introduction for Remotely Conducted Open Meetings" which noted Governor Baker's Executive order of March 12, 2020 and outlined the guidelines and ground rules for the meeting this evening.

Barbaro advised all participants that the meeting was being recorded and cautioned screen sharing. When asked if anyone besides the Town was video or audio recording the meeting, there was no response.

A moment of silence was held for Scott Gauthier, longtime Veteran's Agent who unexpectedly passed away last week.

All rose for the Pledge of Allegiance.

**1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:**

LaBrie thanked the DPW for their long hours and quick turnaround. Barbaro also lauded the DPW for their hard work. He then asked all those present to participate in a moment of silence for the 500,000 American lives lost to COVID-19.

**2. PUBLIC COMMENTS AND ANNOUNCEMENTS:**

David Watkins of 235 Mellen Road expressed dissatisfaction with the structure of the agenda, specifically regarding "Public Comment" being placed at the beginning of the agenda. As a tax paying citizen, he said, he would like the Board to hear his opinion throughout the whole meeting as the topics arise. Barbaro explained that the Board of Selectmen is the executive board that is elected to represent the Town. Like with a Board of Directors, public comment is taken first as an agenda item. In most cases, public comment is not allowed unless you are on the agenda to speak. Excessive public comment and back and forth can take away from the meeting. In some cases, on hot topics, Barbaro explained he has allowed the public to speak, but for the most part he does his best to keep the meetings efficient. Watkins then asked why the "chat" option through Zoom was removed. Barbaro answered that any meeting that you go to when a public body is deliberating, you would not be allowed to speak and comment. It is distracting from the meeting. Through the chair, LaBrie explained to Watkins that it is a fine line as far as public participation during discussion. The chat was removed due to derogatory remarks and personal attacks made that she, personally, would not tolerate. She expressed that she would be open to a conversation on how constructive discussion can be held moving forward. Barbaro said he will place that discussion on the agenda for March 8<sup>th</sup>. Marc Dorwart of 245 Mellen Road wanted Barbaro to know that he personally disagrees with the analogy that was given regarding the Board of Directors.

**3. PUBLIC HEARINGS:** There were no public hearings scheduled this evening.

**4. APPOINTMENTS/RESIGNATIONS:**

- 4.1. Library Trustee Appointment – Caela Provost – Ms. Provost has sent a letter of interest in serving on the Board of Library Trustees. The Trustees are excited to have her and have asked the Board of Selectmen to consider appointing her. Provost thanked the Board for having her and explained the pivotal role that libraries played in her upbringing as an academic and a professional. She said it would be an honor to serve on the Board of Library Trustees for a Town that has given her so much, and that she believes in the equity that the Library brings.

**LaBrie moved to appoint Caela Provost as a Library Trustee with an expiration date of June 30, 2023, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

- 4.2. Registrars of Voters Re-Appointment – Terri Lupien – Ms. Lupien has served on the Registrars of Voters and is asking to be reappointed. Town Clerk, Wendy Stevens, supports this reappointment and is asking the Board to consider. LaBrie said that she has known Terri for many years, and is very glad she is happy to serve.

**LaBrie moved to re-appoint Terri Lupien as a Registrars of Voters with an expiration date of March 31, 2024, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

- 4.3. Town Manager Screening Committee: At their February 8, 2021 meeting, the Board of Selectmen discussed establishing a Town Manager Screening Committee to consist of one School Committee representative, one Finance Committee representative and five citizens. Tom Kane has been selected as the Finance Committee representative and Greg Vine has been selected as the School Committee representative. LaBrie thanked everyone who applied, saying that there were many qualified candidates and it is unfortunate that they



couldn't all be selected. She then cast her vote for Carly Antonellis, Deb Giordano, Jane LaPointe, Jill Sackett and Ryan Forsythe. Salter said that out of the eleven candidates presented, she could have drawn five out of a hat and they all would have been qualified. She is looking for new blood and new perspective, other than elected officials. She voted for Carly Antonellis, Dave Romanowski, Felicia Nurmsen, Ron Muse and Ryan Forsythe. Ward voted for Carly Antonellis, Deb Giordano, Jane LaPointe, Jill Sackett and Ryan Forsythe. Barbaro selected Carly Antonellis, Felicia Nurmsen, Jane LaPointe, Keith Kent, and Ryan Forsythe. Anderson voted for Dave Romanowski, Felicia Nurmsen, Guy Corbosiero, Jane LaPointe and Ryan Forsythe.

**LaBrie moved for two minute recess, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the Board entered into recess at 6:53 p.m.**

The Board reconvened at 6:54 p.m.

Barbaro conducted a tally during recess and upon the Board reconvening, announced that Ryan Forsythe, Jane LaPointe, Jill Sackett, Felicia Nurmsen and Carly Antonellis had been selected by the Board.

LaBrie explained that these meetings will be held in open session, and public comment is invited. Barbaro elaborated that the initial screening will be public but final interviews will be done in Executive Session.

**LaBrie moved to appoint the following five citizens to the Town Manager Screening Committee and further confirm the selection of the Finance Committee and School Committee Members to be: Ryan Forsythe, Jane LaPointe, Jill Sackett, Felicia Nurmsen, Carly Antonellis, Tom Kane as the Finance Committee Member and Greg Vine as the School Committee member, seconded by Ward. With a roll call vote of Salter, aye, Anderson, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

Barbaro thanked all those who sent in letters wishing to serve in this key role in selecting our new Town Manager. It made it a lot harder to pick everyone but every candidate was worthy to sit on this committee.

**5. PERMIT/LICENSE APPLICATIONS:** There were none before the Board tonight.

**6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS**

- 6.1. Joint Meeting with Master Plan Committee – Planning Board Adopted Community Master Plan - Jane LaPointe of the Master Plan Committee (MPC) thanked the Board for the opportunity to present the final Master Plan, a copy of which is on the website and can be found in the Town Manager's Office. She explained that the Master Plan is required by law and is helpful when applying for grants. It is relied on by residents, Town staff and businesses looking for opportunities to participate and take initiative. The MPC looks to see them use it to set priorities and policies, inform actions, and make decisions on allocations of resources and to have the community's vision in mind. It should be used to guide the growth and development of the town.

Jill Sackett of the MPC thanked all colleagues involved, explaining that she and LaPointe have worked on this Master Plan since 2015, so they are very excited to be here now. She said that most questions have been regarding implementation. It's great to have this wonderful product, but what a shame when it just sits on a shelf. The MPC does not wish to see this happen and they have worked hard to establish a plan for implementation. They are proposing a Master Plan Implementation Committee (MPIC), appointed by the Board of Selectmen and comprising of 5-7 members to oversee the implementation of this plan. The committee would report to the Board of Selectmen but would be given the authority to meet independently with Master Plan contributors and leads. They would operate under the MPC responsibilities outlined in the presentation, a copy of which is available in the Town Manager's Office. Barbaro expressed concerns with the potential interference of day-to-day operations carried out by the town, explaining that future economics

play a lot into the implementation of plans. Priorities may be shifted due to economics. Sackett said it is a living document and they fully expect to start hammering out nuts and bolts of what leads are expected to do, and there will be changes. LaPointe said that they hope to see the Master Plan used as a lens when evaluating priorities and goals – it doesn't mean that it takes priority, it just means that it is there. Sackett outlined the qualities wished to be held by MPIC members, including knowledge of the Master Plan, Town history, be a team player, reliable, be a Winchendon resident or have a vested interest in the Town. Ward expressed concern with not requiring Winchendon residency but did not wish to hold up the process. Barbaro noted the details that went into this final Master Plan and its implementation, and thanked everyone involved in the herculean effort. When asked his opinion, Delaney said he had worked with many Master Plans and this is one of the better ones he's seen. He said it is a special document and a great piece of work.

**LaBrie moved the Board of Selectmen adopt the Master Plan as written and presented this evening, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

**LaBrie moved to establish a Master Plan Implementation Committee (MPIC) to consist of five to seven members serving for a term of three years with each term staggered so as not to expire at the same time for the purpose of overseeing the execution of the Master Plan as outlined this evening, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

**LaBrie moved to include in the 2020 Annual Town Report, the introduction to the new Master Plan as presented this evening, seconded by Ward. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the motion carried unanimously.**

**7. NEW BUSINESS:** There was no new business before the Board this evening.

**8. OLD BUSINESS:** There was no old business before the Board this evening.

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

Delaney noted the unfortunate and unexpected passing of Scott Gauthier, the Veteran's Agent. Still needing to provide services for Veterans, he has been working with nearing committees to find an interim aide.

Delaney reported he has been working with the Accounting staff to review the budget, particularly the 1/12 movement. He said there is a shortfall in the Fire Department budget, which is not surprising due to COVID and everything that has been going on. In the next few days, he will be pulling together a concrete number to bring to the Finance Committee to request a transfer.

**Snow and Ice Update**

The Department of Public Works continues to work hard to keep our roads treated and plowed. The challenges of this season relate more to the long duration storms, with significant need for chemical applications.

Please be advised that the entire snow budget will be expended this year. Under the provisions of State Law (MGL Chapter 44, Section 31D) municipalities are permitted to deficit spend in this account, with the accounting adjustments occurring at the end of the fiscal year. We are hoping for a break and an early spring in March!

**Mabardy Landfill Closure**

As you may know, the ownership of the project has changed to W.L. French Excavating Corporation. I have had an extensive conversation with one of the owners of the company and also with our DEP



representatives about this project. The restrictions and operating plans for the project have not changed. They are fully compliant with the State's requirements for the project. I have authorized a periodic spot check via our engineering consultant, which is permitted under the operating agreement for the site. The performance bond that was in place with the previous owner does carry forward to the new company, and will reflect the new ownership.

#### **COVID Effort**

I have been a part of a Zoom call and related correspondence with Gardner and other neighboring communities to better coordinate the vaccination effort at Heywood Hospital. Several of our elected regional representatives are also involved, which has been very helpful. We are pleased to see that our "numbers" of cases has been dropping. This entire effort seems quite fluid, so I will keep you advised as necessary.

#### **Town Meeting Preparation**

Our focus over the coming weeks will be to assemble a draft warrant and begin to finalize any changes in the proposed budget for FY22. There are accounts that will have significant balances at the end of the fiscal year so I am confident we can balance things out.

LaBrie wished to clarify if French now owns the Mabardy Landfill property or if it is just now the company contracted to do the landfill closure, to which Delaney said he will get that answer. Anderson wishes to see a concrete estimate of how often our Conservation Agent and the engineer inspect the property, to ensure that they are maintaining the standards agreed to. Delaney said he will obtain that information, and that the DEP agent documents every single load and that it meets the standard for this phase. The next phase of the landfill capping will have different standards for the quality of the fill.

#### **10. MINUTES:**

10.1 Monday, February 8, 2021 Regular Meeting – **Ward moved to approve the Board of Selectmen minutes of Monday, February 8, 2021 as presented this evening, seconded by Salter. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, abstain, Ward, aye and Barbaro, aye, the motion carried.**

#### **11. COMMUNICATIONS:**

#### **12. AGENDA ITEMS:**

13. **EXECUTIVE SESSION:** There was no executive session scheduled this evening.

14. **ADJOURNMENT:** **Ward moved to adjourn, seconded by LaBrie. With a roll call vote of Anderson, aye, Salter, aye, LaBrie, aye, Ward, aye and Barbaro, aye, the Board adjourned at 8:08 p.m.**

Respectfully submitted,



Taylor Tower  
Administrative Assistant

