

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
INCLUDES JOINT MEETING WITH SCHOOL COMMITTEE/TOWN MODERATOR
MONDAY, JUNE 14, 2021
Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.**

Present – Selectmen:

Audrey LaBrie, Chair
Rick Ward, Vice Chair
Barbara Anderson
Danielle LaPointe

Justin Sultzbach, Town Manager
Linda Daigle, Executive Assistant
Taylor Tower, Administrative Assistant

Absent:

Amy Salter

Present – School Committee:

Larry Murphy, Chair
Ryan Forsythe
Shauna LaPointe

Thad King, Superintendent

Present – Town Moderator

Dr. Coral M. Grout

List of Documents Presented at Meeting:

- Dr. Maureen Ward's Letter to be Reappointed to Montachusett Vocational Technical School Committee (filed)
- Certificate of Boston Post Cane to be Presented to Earl W. McQueston (attached)
- Citation to be Presented to Eagle Scout, Daniel Fuller (attached)
- Proclamation of Pride Month (attached)
- Rita Amenta's Letter of Interest to be Appointed to the Council on Aging (filed)
- Philip White's Letter of Interest to be Appointed to the Council on Aging (filed)
- List of FY'22 Board & Committee Appointment Renewals (filed)
- Entertainment Permit Application for Fall Festival 2021 (filed)
- Camelot Farms Lodging License – Payment Plan (filed)
- Annual Update from the Department of Public Works (attached)
- Request from the Department of Public Works for Converse Funds (filed)
- KP Law Advisory regarding Open Meeting Law and Remote Participation (filed)
 - June 3, 2021 Quote for Work to Allow Remote Participation (filed)
- 2018 Host Community Agreement with Not Grampa's Tobacco (filed)
- June 14, 2021 Town Manager's Report (attached)

LaBrie called the meeting to order at 6:36 p.m. All rose for the Pledge of Allegiance. LaBrie asked if anyone was video or audio recording, to which there was no response.

A moment of silence was held for Judy L. LaJoie, the long-serving prior Town Clerk who lost her battle with cancer recently. Judy gave 36 years of dedicated service to the Town, retiring in 2019 as our Town Clerk.

2. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:

2.2 Official BOS Citation – Daniel Fuller Receipt of Eagle Scout Award –Ward said that Board members and the Town Manager attended an event on Saturday to congratulate and recognize Daniel Fuller on his achievement of receiving the Eagle Scout Award.

Anderson thanked the Fire Department, saying they hosted a Fireman's Award Ceremony that was beautiful.

LaBrie thanked HEAL Winchendon for hosting the "Taste of Winchendon" event that was held on Saturday, June 12th. She described it as a fantastic event, and said it was great to interact with established residents and new residents alike.

2.1 Boston Post Cane Recipient – Earl McQueston – At the Annual Town Meeting on May 17th, the Board acknowledged Mr. Earl W. McQueston as being the recipient of the Boston Post Cane. He is not able to attend this meeting this evening to receive this honor but would welcome visitors to his home at a later date. LaBrie read aloud the certificate that will be presented to Mr. McQueston.

Ward moved the Board execute the certificate bestowing Mr. Earl W. McQueston the distinguished honor as the oldest citizen of Winchendon and the recipient of the Boston Post Cane, seconded by Anderson. With a vote of all aye, the motion carried unanimously.

2.3. Recognition of Pride Month – Representatives of Heal Winchendon came before the Board to speak to this topic. They reminded all those listening that LGBTQ+ Pride Month is celebrated annually in June to honor the 1969 Stonewall riots, and works to achieve equal justice and equal opportunity for Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex, Asexual, and more (LGBTQIA+) Americans. The purpose of the commemorative month is to recognize the impact that LGBTQIA+ individuals have had on history locally, nationally, and internationally. Encouraging greater acceptance and support for all community members, including those who identify as LGBTQIA+ will make our community, schools, and other settings safer, and better places for all. They also spoke to the risks of not creating an inclusive environment for our young LGBTQ+ community, noting the high rate of suicide, depression and discrimination. In an effort to affirm our obligation as a community to uphold the dignity of all people, to protect those who are most vulnerable and work together to continue to ensure Winchendon is a safe and inclusive community, they requested that the Winchendon Board of Selectmen approve the following proclamation to officially recognize June as LGBTQIA+ Pride Month.

Ward moved the Board of Selectmen accept the proclamation and recognize June as Pride Month in Winchendon, seconded by LaPointe. With a vote of all aye, the motion carried unanimously.

LaBrie read aloud the proclamation, a copy of which can be found on the Town's website.

The Selectmen thanked HEAL Winchendon for bringing forward this important initiative.

Murphy called to order the School Committee meeting at 6:55 p.m.

1. JOINT MEETING WITH THE SCHOOL COMMITTEE:

1.1 Montachusett Regional Vocational Technical School District Representative Appointment – Dr. Maureen Ward was the only applicant for this position, but was unable to attend tonight. LaPointe asked if Ward could provide a vision for Monty Tech and Winchendon at a future meeting. Dr. Grout explained she has known Dr. Ward for many years and said she knows the kids well, she is an active member of the community and will continue to serve this position very well. Murphy agreed that Dr. Ward is a great candidate and added that he would like to see a vision as to how we can continue to support the Winchendon students that enroll at the Montachusett Regional Vocational Technical School. He would like to develop strategies with Dr. Ward to help the students that attend the school

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succeed, and he would also like to learn the process that the school uses to select students. He is interested in seeing a more inclusive selection process.

Anderson moved to appoint Maureen Ward to be the Winchendon Representative to the Montachusett Regional Vocational Technical School District for a term to expire on June 2025, seconded by LaPointe. With a vote of Anderson, aye, LaPointe, aye, Ward, abstain and LaBrie, aye, the motion carried 3-1.

Dr. Grout voted to appoint Dr. Ward. The School Committee unanimously voted to appoint Dr. Ward.

Ward moved for a five minute recess, seconded by Anderson. With a vote of all aye, the Board entered into recess at 7:03 p.m.

3. PUBLIC COMMENTS AND ANNOUNCEMENTS: None were heard.

4. PUBLIC HEARINGS: None were scheduled tonight.

5. APPOINTMENTS/RESIGNATIONS:

5.1 Council On Aging Appointment – Rita Amenta – Ms. Amenta said she's lived in Winchendon for over sixty years and has volunteered at the Senior Center for many years.

LaPointe moved to appoint Rita Amenta to the Council on Aging with a term to expire on June 30, 2023, seconded by Ward. With a vote of all aye, the motion carried unanimously.

5.2 Council On Aging Appointment – Philip White – Mr. White said he has volunteered at the Senior Center for many years and is excited for the opportunity to join the Board.

Ward moved to appoint Philip White to the Council on Aging with a term to expire on June 30, 2022, seconded by LaPointe. With a vote of all aye, the motion carried unanimously.

5.3 Board of Selectmen Board and Committee Appointment Renewals July 1, 2021 – A list of appointment renewals was presented to the Board. These candidates were asked if they wanted to renew and came recommended by the Chairs of the Committees on which they serve. Anderson questioned why there are Town employees serving on Committees, specifically referencing DPW Director Brian Croteau's position on the Montachusett Joint Transportation Authority. Croteau answered that he does not have a vote but he attends to advocate on behalf of the Town and be sure that the interests of Winchendon are heard.

LaBrie noted she would fill the Audit Committee and the Capital Planning seats vacated by Michael Barbaro.

Ward moved to re-appoint the presented list of current members to the Boards and Committees specified for the selected terms beginning July 1, 2021 and to thank the volunteers for their continued service, seconded by LaPointe. With a vote of all aye, the motion carried unanimously.

5.4 MJTC; MPO; MRPC; MART FY21 Appointments – These were addressed in item 5.3 as noted on the list.

6. PERMIT/LICENSE APPLICATIONS:

6.1 Entertainment Permit – Winchendon Fall Festival Sat., October 9, 2021 – Nicole Roberts of the Planning & Development Office was present on behalf of the Winchendon Fall Festival. She explained that this will be the fifth annual FallFest, and the organizers are very excited to have 113 vendors currently lined up. She urged vendors to get their applications in and described the event as a well-attended, fun family event. She also asked anyone interested in volunteering to contact her or Tracy Murphy, Director of Planning & Development. Fall Festival is scheduled for Saturday, October 9th, from 10:00am to 4:00pm. Central Street will be closed from 6:00 a.m. to 5:00 p.m. to allow for setup and tear down. Detail officers will be provided by the Police Dept. Any food vendors would need to receive a food service permit from the Board of Health.

LaPointe moved to approve the Entertainment Permit for the Town of Winchendon for the Winchendon Fall Festival to be held on October 9, 2021, seconded by Ward. With a vote of all aye, the motion carried unanimously.

6.2 Lodging License 6-Month Renewal Discussion – Camelot Farms, Inc. - Frances Chiminje was present as the owner of Camelot Farms. The lodging license was approved by the Board for six months this year for them to re-visit due to past due taxes being owed. Mr. Chiminje has been paying a monthly amount of \$600 per month. Each year, an additional \$7,500 a year is assessed. It was established that Camelot Farms will begin paying \$1,000 a month in an effort to catch up on these owed taxes.

LaPointe moved to approve the extension of the Lodging License for Tametsa Real Estate, Inc. dba Camelot Farms with an expiration date of Dec. 31, 2021, seconded by Anderson. With a vote of all aye, the motion carried unanimously.

7. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:

7.1 Annual Update from DPW Director, Brian Croteau – Croteau read aloud his following report:

The Winchendon DPW currently has 13 full-time employees and three part-time employees. The employees maintain the roads and infrastructure that is related to them as well as the cemeteries and parks in the community. This group works for the common goal of making Winchendon a better place to live and providing the services to the residents.

Roads: Last year the town paved the following roads with chapter 90 funds: Monadnock Ave, Brown St, Kemp St, Lower Hale St. Funds received from the CJ Mabardy capping project paid to pave River St from Main St past the entrance to the Mabardy pit.

Pot Hole Repairs: This year the department purchased a hot box, which preheats the asphalt to between 300° and 350° before it's put out. When the material is put out at this temperature it allows the oils to cure and adhere to existing asphalt that is already in place. This process reduces the return trips needed to fill pot holes, compared to putting the material out cold and depending on traffic to heat the material in place.

Roads being paved this year: This year the town has received \$456,000 for chapter 90 funding. The roads that will be paved are as follows: Mill Glenn Rd from Stoddard to Baldwinville Rd, Mill Glenn Rd from Town Farm Rd to Gardner line, Town Farm Rd from Baldwinville Rd to Mellen Rd, and Baldwinville Rd from Mill Glenn Rd to Baldwinville town line.

Catch Basins: Basins are continually falling apart and needing repair. R.O.W. came in for two days and fixed approximately 10 basins. Crews from the DPW did multiple other repairs which cut the cost of having to outsource the work. Crews will continue this year to rebuild basins as needed and repair drainage pipe as it fails. 600 out of the 900 basins were cleaned again in 2020 and will also be cleaned in 2021 before winter.

Street Sweeping: Street sweeping this year started in early March as the weather has allowed and is still underway at this point. Approximately 60% of the town has been swept. An order from the DEP now mandates that we sweep sections of town twice per year; this section of town is within the downtown district.

MS4: This process, required by DEP, is underway and making some headway. We will continue to move forward with this work. Currently we are working with Tighe and Bond to project a long term forecasted plan.

Winter Storms: This year most of the winter hit between late January and February. Crews worked throughout the two months to keep roads clear and passable. The department had some minor equipment issues due to Covid and availability of parts, but it got through the storms with little trouble. 3,192 tons of

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salt were applied and 205 tons of sand were applied to the dirt roads. All in all the department handled the winter storms without any issues.

Transfer Station: The transfer station had no major changes and did not have to raise any fees and seems to be running without any issues. There will be a few upgrades made to the compactors onsite that will save on the electricity cost of the machines. DEP had no issues during last inspection of the transfer station or of the old landfill.

Water/Sewer Department: The water department stayed busy throughout the year replacing old valves and broken hydrants. They also replaced meters as needed and will continue to complete the same work this year to ensure the system operates as it should. A complete leak detection survey was completed last month and showed very little leaks in the system. Crews are working to repair the minor leaks in the system. The department also conducts back flow inspections and currently inspects approx. 60 back flows twice per year. The water department also handles the sewer system in the streets. Last fall a contractor cleaned approx. 21,000 feet of line and inspected with camera. This spring another 24,000 feet of line was cleaned and inspected. We are planning to inspect more line this year. This work helps to identify ground water and storm water that is getting into our sewers and needs to get treated at the waste water treatment plant during and after storms.

Cemetery & Parks: The cemetery and parks department takes care of all town-owned cemeteries as well as various parks and the bike path in Winchendon. The crew is made up of two full-time employees and three part-time employees. The department maintains approx. 114 acres of mowed lawn per week. They also take care of all burials in the three cemeteries owned by the town. This year the department was able to secure some much-needed equipment through the Converse Fund. This equipment has made a huge impact on the quality of work and appearance of these properties. Crews also work in the winter months to make sure all sidewalks are clear of snow and treated when necessary.

Croteau added that he has heard that some people have been having issues with their bills and he asked them to reach out to the DPW. He expressed that they are willing to work with people and accommodate in any way possible, such as establishing a payment plan, to ensure that the water services are not affected.

Ward thanked Croteau for his very detailed report.

Anderson asked how many hydrants in Town are currently broken, to which Croteau answered between five to seven and that his department is working on repairing all of them. Anderson asked about the recent water main breaks and what can be done to address them. Croteau responded that he shares this concern and he has been working with the Town Manager to address infrastructure. There is talk of infrastructure bills and funding being made available, so he is working to have plans in place to obtain the money as soon as it is made available.

LaBrie said she sees a lot of complaints on social media regarding the quality of the water and discoloration and asked if this is a systemic problem. Croteau explained that the recent water main breaks do not help the quality of the water and that the system is still recovering from the last break. With the recent hot weather, the system has seen an increased usage which creates turbulence in the system. He explained his department is looking at connecting different areas in Town and is experiencing difficulty with the aging pipes.

Anderson thanked Josh at the DPW, saying he works hard and does a good job. LaBrie reminded everyone that Transfer Station stickers will expire on July 1st.

Tina Santos of 117 Mill Street said she recently joined the Garden Club and has seen that they use water for the flowers under the Toy Town Horse on Tannery Hill. She asked who pays for that water and said it is not fair for water users to absorb the cost of this use.

8. NEW BUSINESS:

8.1 Request of Converse Funds for Grout Park and Old Center Park - DPW Director Brian Croteau came forward and explained that he is requesting funding in the total amount of \$20,040 from the Converse Funds for Grout Park and Old Center. He read aloud his following request:

Grout Park

The seating area in Grout Park, incomplete due to lack of funding, has grown in with weeds. I have met with a contractor and we can install pavers in this area for the sum of \$9,800.00. This installation would close out the unfinished portion of this park and really bring some curb appeal. We also propose that the Welcome to Winchendon "Working Together" sign be placed at the park rather than the Carriage House for more visibility. With this move, we would replace the current sign with a newer one in better condition. The sign would be placed in a raised flower bed, making it much more visible to people entering the community.

Old Center Park

This park currently has a small pole that is leaning and installed incorrectly. I would like to remove and install a new 40' flag pole with paver walkway from road to newly installed flagpole. Also, we would install a light on the pole to light up the flag.

Cost Break Down:

Picnic area Grout Park: \$9,800

Welcome to Winchendon Sign: \$2,000

Flag pole & installation: \$ 4,000

Walkway to flag pole: \$4,240.00

Total Cost: \$20,040.00

Mr. Croteau has spoken with Burton Gould, the representative of the Converse family and he agrees this request is in line with what the Converse Fund's intentions are. Town Manager Sultzbach has been coordinating with Mr. Croteau to identify additional potential funding sources for these initiatives. This would include a pre-existing "Wayfinding Grant" to replace existing "Welcome to Winchendon" signs at major gateways throughout the town.

LaBrie expressed support in investing in the infrastructure and noted that there is a "Welcome to Winchendon" sign at the Carriage House, one across from Lickity Splitz and one on Route 12 coming down from New Hampshire. She asked Sultzbach if the Wayfinding Grant would be enough to replace all three signs, to which Sultzbach answered yes, this grant fund is exclusively for signs.

Ward asked if the sign would be in the park or in the island between the two roads. Croteau said in the island is cement and the sign would be in a raised flower bed at the park so you can see it driving down 202 to 12.

Anderson asked if Croteau checked with the Historical Commission about replacing the flagpole; Croteau said he spoke with the Chair, Don O'Neil, who said they would be happy with any effort there, especially with the falling-down flagpole.

Ward moved to approve the request of \$20,040 from the Converse 100-year Fund for upgrades to Grout Park and Old Center Park, seconded by LaPointe. With a vote of all aye, the motion carried unanimously.

LaPointe moved to take the agenda out of order and discuss item 9.2, seconded by Anderson. With a vote of all aye, the motion carried unanimously.

9.2 Discussion on Mellen Road's Next Step— Sultzbach noted that he has been in conversations with legal counsel, who could not be here this evening, and he is seeking feedback from the Board in order to approach this topic at a different angle and find a resolution that works for all parties.

Anderson expressed frustration with the lack of attendance from legal counsel and said she feels very strongly that the Board can come to a decision tonight. She explained that she had met with MJ Galat, a resident of

Mellen Road and physically walked the road over the weekend which gave her new insight. She said that at the end of Mellen Road where it looks like a driveway, it is actually Mellen Road. It has been overgrown with brush and is easily mistaken for a driveway. She said that this is the area of the road that was previously discontinued. She also stated that Mellen Road is the only public access to the State Forest, therefore, it must be a public road and that Approval Not Required's (ANR's) were issued and that MGL chapter 41 section 81 mandates ANR's can only be issued for public roads.

Multiple residents approached the Board to reiterate their belief that the road has always been public and to urge them to take a vote to recognize the road by prescription tonight. David Watkins of 235 Mellen Road had a list of questions for the Town's legal counsel, which Sultzbach asked to be forwarded to him.

Anderson said she'd like to take a vote tonight so that the DPW can add Mellen Road to their list of roads eligible for Chapter 90 funding.

Ward noted that Watkins had many good questions that should be addressed by Attorney Jon Eichman of KP Law. He expressed he was not interested in voting tonight, as one member of the Board was not present and neither was legal counsel. He would prefer to wait until the next meeting so that the Board can have all the information needed to make an informed decision.

LaPointe moved that the Selectmen recognize Mellen Road by prescription, from house number 565 to 195, seconded by Anderson.

Sultzbach noted that in a May 24, 2021 email from Town Counsel, it advised that there are several risks to recognizing a road by prescription. He stated he will support the Board in whatever they wish to accomplish but asked them to keep that email in mind. LaPointe said if it comes to it, title searches are tedious but not impossible.

The motion was revisited and with a roll call vote of Ward, no, Anderson, aye, LaBrie, aye, and LaPointe, aye, carried 3-1.

- 8.2 Discussion of Illegal Dumping of Trash - At the request of Selectwoman LaPointe, this was placed on the agenda this evening. Town Manager Sultzbach has been working with town staff to remove abandoned items within the immediate vicinity of Town Hall. This new effort to "lead by example" will carry throughout town wide properties. We are currently working with Public Safety, DPW, and the Board of Health to identify trouble areas in town. We will increase patrols, post signage, and where appropriate install trail cameras to try to deter individuals looking to dump in hot spot areas.

Keith Kent of the Board of Health came forward to discuss his frustration with the trash in Town. He explained that for Earth Day this year, the Town sponsored a forty-yard dumpster for volunteers to fill with trash cleaned up from public ways. This was filled quickly and they could have filled many more. He would like to see education and outreach done to prevent littering in Town. He also suggested having certain roads in Town examined, such as Lincoln Avenue Extension. He shared that he was disappointed with the low turnout at the Earth Day cleanup, describing the attendance of 35 people appreciated but a small amount considering the population of roughly 10,000 people in Winchendon.

Sultzbach agreed that the littering is a problem and said that he will increase signage and put trail cams in the areas that see a lot of dumping. He thanked Kent for coming forward and for all his efforts to help Winchendon.

8.3 Remote Participation of Board/Committee Meetings for Citizen Participation – Sultzbach explained that Town Staff have compiled quotes for equipment that would be necessary to implement long-term citizen participation. This can be covered by CARES act funding. We would be required to hire a part time individual to manage Zoom meetings for every public meeting that is broadcast live. Sultzbach suggested creating a policy if Zoom was to continue to prevent from it becoming a platform to harass staff and volunteers again. Ward expressed support for this hybrid platform but reminded everyone that the Open Meeting Law will still require a quorum of members physically present. He would like to see the cost that this hybrid model will bring to the

Town. He said attendance at other meetings, such as the Finance Committee, are historically slim to none. He agreed with the idea of enforcing a policy to help keep chat a constructive place.

9. OLD BUSINESS:

9.1 Not Grampa's/Izapa Stela 5 LLC Community Host Agreements April 2021 Votes Revisited - On April 26, 2021, the Board voted to enter into a new Community Host Agreement with Izapa Stela 5 LLC for 703 School St. and null and void the current Host Community Agreement with Not Grampas Tobacco. Since that vote, the current owners of Not Grampas has informed the Town that the State process for approval of their Adult Use Retail and Cultivation Marijuana Establishment is entering its final stages of approval. In order for this transfer to happen, Not Grampas needs to retain their Host Community Agreement. Once State-approved, the process to transfer it can begin again. The new Host Community Agreement has not been executed yet which helps in this process. Attorney Nicole Constanzo with KP Law has confirmed that the Board has the authority to rescind a vote. Doing so will revert the process back to where it was prior to the April 2021 vote.

Ward moved to rescind the vote taken of the Board of Selectmen on April 26, 2021 pertaining to entering a new Host Community Agreement with Izapa Stela 5 LLC at 703 School St. and to null and void the current Host Community Agreement with Not Grampa's Tobacco, seconded by Anderson. With a vote of all aye, the motion carried unanimously.

10. TOWN MANAGER'S REPORT:

10.1 Financial Updates; Personnel Updates; Project Updates; Miscellaneous Updates –

1. Financial Updates-

- a. The Finance Committee met on Tuesday, June 8th to discuss year end transfers. All requests were approved, and will be reviewed by the BoS at your upcoming June 28th meeting.
- b. I have applied for American Rescue Plan Act (ARPA) funding. This most recent round of COVID funding is focused on infrastructure, among other needs. We will be discussing these priorities at an upcoming meeting.
- c. I have been meeting with our Town Accountant to closely review our remaining CARES Act balance. This currently stands at around \$275k. Public Safety will be given first priority. We are also reviewing technology upgrades, as well as potential building upgrades to improve air quality and maximize available meeting space to better socially distance meeting participants.
- d. Town Hall has been collaborating with the Winchendon Public Schools to identify opportunities for more effective financial communication between entities. Last week we met with the auditing team at the Schools to discuss potential changes.

2. Personnel Updates-

- a. Former Treasurer Donna Spellman has agreed to come on board to assist in end of year reporting in our Treasurer's Office. This temporary added assistance will help us catch up posting prior to the end of the fiscal year. We are also reviewing current processes to identify opportunities for more efficient collecting operations.

3. Project Updates-

- a. The Winchendon Community Park Committee and project architects were invited to sit down members of our Planning/Development staff for a preliminary review of plans. We plan to break ground this fall 2021.
- b. I sat down with the architect for the Beals Library project to discuss logistics. We are currently working to establish a timeline moving forward.
- c. I toured the entirety of the Old Murdock to better understand the structural issues the building is facing. A meeting with architects is scheduled this week to review the various phases of the project.
- d. The Railroad St. reconstruction bids came in on Thursday at \$615k. This was the amount budgeted. An "Ad alternate" was also submitted for an additional \$164 that would allow us to replace the water infrastructure while the road is opened, rather than reopening the new road should a failure occur in

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the near future. We are working to identify funds for this ad alternate.

- e. I visited to Mabardy landfill last week to meet with the project owners. This capping project is expected to run for the next 2-3 years.
- f. I secured the assistance of BCA Architects to provide a scope of work for a future conditions assessment at Town Hall. We walked the entirety of the interior and exterior of the structure. This work was done at no cost. The conditions assessment itself could run 6k to 8k, and would pinpoint the exact needs of the building for potential phased repairs over the next three years. Smaller scale emergency masonry repairs will take place this summer in advance of winter and will require a small year-end transfer. Work will be complete prior to the end of the fiscal year.
- g. I joined our Planning/Development team at the 4 Summer property for a walkthrough with Bull Spit Brewing. This project is currently waiting for approvals for the removal of hazardous roofing materials. Once remediated, Bull Spit will commence selective demolition and build out.
- h. I met with the new Executive Director of the MVOC last week in Gardner to discuss the status of the Veteran's Outreach Center project to take place at the Poland and Streeter School site. We will be meeting with architects in the coming weeks.

4. Miscellaneous Updates –

- a. Our first department head meeting was held last week in the auditorium. These will occur biweekly, and provide an excellent opportunity for the team to share projects and initiatives they are working on across town.
- b. I met with the Robinson Broadhurst foundation last week to discuss the important work their organization does. I am looking forward to a productive partnership for years to come, and as always we appreciate their support.

Anderson asked why the trucks travelling to the Mabardy Landfill have been utilizing Hale Street and asked Sultzbach to look into that.

11. MINUTES: No minutes were presented tonight.

12. COMMUNICATIONS:

13. AGENDA ITEMS:

14. EXECUTIVE SESSION: LaPointe moved to enter into Executive Session, Exemption No. 2 to conduct strategy session in preparation for negotiations with non-union employees; Subject – Town Accountant Contract Renewal and to reconvene into public session, seconded by Anderson. With a vote of all aye, the Board entered into Executive Session at 9:42 p.m.

15. ADJOURNMENT:

Respectfully submitted,

Taylor C. Tower

Taylor Tower
Administrative Assistant