

**TOWN OF WINCHENDON**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**MONDAY, OCTOBER 3, 2016**  
**Town Hall, 2<sup>nd</sup> Floor Auditorium**  
**109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman	Keith R. Hickey, Town Manager
Audrey LaBrie, Vice-Chairwoman	Linda Daigle, Executive Assistant
Amy Salter	Debra Dennis, Recording Secretary
Austin Cyganiewicz	
Michael Barbaro	

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List of Documents Presented at Meeting:

- Notice of Pole Petition Public Hearing-Pleasant Street-1 pole request of National Grid (filed)
- Early Voting Announcement (attached)
- Letter of Interest from Tina Santos-Parks and Recreation Commission and Cultural Commission Appointment (filed)
- Letter of resignation from the Planning Board as an Alternate Member-Gregory Vine (filed)
- Notice of Vacancies-September 2016 (filed)
- One Day Road Race Permit for Clark YMCA for October 29, 2016 (filed)
- Three Day Entertainment Permit Parks and Recreation Committee for October 7, 2016, November 4, 2016 and December 2, 2016 (filed)
- Council on Aging Director Sheila Bettro-The Old Murdock Senior Center Handout (filed)
- Council on Aging History and Current Status Memo from Council on Aging, dated October 28, 2016 (filed)
- Abatement of Water/Sewer Charges-6 Duval Court B (filed)
- Memo from Public Works Director dated September 28, 2016-Private road maintenance(attached)
- Draft letter to The Commonwealth of Mass dated September 21, 2016 - Regarding Support of Mylec (Filed)
- Memo from Chief David Walsh dated September 26, 2016-Parking Recommendations (attached)
- Letter from Planning Board Chairman Guy Corbosiero dated September 28, 2016 regarding recommendation for Toy Town Lane (filed)
- Report of the Town Manager (attached)
- Minutes Approved: (filed)
  - Monday, August 8, 2016 Regular Meeting
  - Monday, August 22, 2016 Regular Meeting
  - Monday, September 12, 2016 Regular Meeting
  - Thursday, September 15, 2016 Tri-Board Meeting

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The meeting was called to order by Chairwoman Anderson at 6:31 p.m. with the *Pledge of Allegiance to the Flag of the United States*.

**1. POLE PETITION PUBLIC HEARING:**

Pleasant Street – 1 Pole Request of National Grid – By reading the public hearing notice into the record the public hearing was called to order. Mr. Harey Maralis came forward for National Grid. There was no one in attendance in opposition. Selectwoman LaBrie asked which pole currently services the library. He said usually when upgrading

service you have to run an intermediate pole. Mr. Hickey said this pole is being set specially for the improvement project of the library. **Selectman Barbaro moved to close the public hearing; Selectwoman Salter seconded.**  
ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

**Selectman Barbaro moved to authorize National Grid to install the pole as presented; Selectwoman Salter seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

## 2. SELECTMEN'S COMMENTS:

Early Voting Announcement – Chairwoman Anderson read the notice with the hours and dates for early voting. Selectwoman LaBrie said on a personal note, last week, she worked at the high school and there are multiple young people eligible to vote. She congratulated them on taking the steps to vote.

Selectman Barbaro said he wasn't able to attend the last meeting. He thanked the Fire Department for their response to the Front Street fire. They did an outstanding job.

Selectwoman LaBrie mentioned the grand opening of the new store in town called the Crafty Cauldron. She also mentioned that on Sunday at GAR Park there was a wonderful ceremony rededication. She was introduced to "President Lincoln". She said it was a good weekend to be a resident of Winchendon.

Chairman Anderson also said it was a great rededication ceremony. She thanked Representative Zlotnik, Senator Gobi and Congresswoman Niki Tsongas for attending. She thanked the committee for the fabulous job planning the park and seeing it through.

Chairman Anderson talked about the Fall Festival. She said it was a wonderful turn out. The committee did a fabulous job.

## 3. PUBLIC COMMENTS AND ANNOUNCEMENTS: None at this time

## 4. APPOINTMENTS/RESIGNATIONS:

Appointments-Parks and Recreation Committee and Cultural Council – Ms. Tina Santos came forward and spoke of her interest to serve on this Council. She feels it's important to be involved in the town. She's spearheading Project Playground. **Selectman Barbaro moved to appoint Tina Santos to the Parks and Recreation Committee and also the Cultural Council; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Resignation – Planning Board Alternate Member, Greg Vine – Chairman Anderson noted his resignation. Mr. Vine came forward. He said he found a full time job that conflicts with him serving on the Planning Board and also the School Committee. He thanked Mr. Hickey and the Board of Selectmen and his colleagues for their support. Chairman Anderson said it is our loss and they will miss him terribly. Selectwoman LaBrie thanked him.

**Selectwoman LaBrie moved to accept Greg Vine's resignation as the Alternate Member of the Planning Board; Selectman Barbaro seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

## 5. PERMIT/LICENSE APPLICATIONS/PUBLIC HEARINGS:

Race Permit October 29, 2016 Utilizing the Bike Path – Zombie Fun Run, Clark Memorial YMCA – Ms. Julie Whittemore, aquatics instructor at the Clark YMCA and their race coordinator, came forward. She said the Zombie run is a 2 mile race. There are volunteers that dress up as zombies and hang out on the bike path. **Selectman Barbaro moved for the applicant; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Entertainment Permit – Parks and Recreation Committee, First Fridays, Oct. 7, Nov. 4, and Dec. 2, 2016 – Mr. Dickens came forward. He explained First Fridays event which are held from 6-8p.m. He said they will have acoustic people only. **Selectman Barbaro moved for the applicant; Selectwoman LaBrie seconded.**  
**ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)**

#### **6. BOARDS/COMMITTEES/DEPARTMENT HEADS:**

Council on Aging Director Sheila Bettro - Ms. Sheila Bettro came forward and explained what they do at the Senior Center. She said there are 2,366 elders in town that we service. She noted all the services the Winchendon Senior Center provides. Senior wellness day is on October 25<sup>th</sup> and they will have many vendors. She mentioned the common issues impacting the seniors. She mentioned Family Pharmacy who used to absorb some of the cost if seniors couldn't pay for their medicine.

Some of their goals are having more staff, having capital planning for the center and having more transportation for the seniors. She discussed Friends of Old Murdock and the meals served or delivered. Chairman Anderson said every time she goes to the Senior Center she is impressed. Ms. Bettro was thanked.

MART Contract and Insurance Transfer – Selectman Barbaro recused himself and sat in the audience. Mr. Hickey explained the changes made to the contract that will happen by MART. MART is requiring the town to cover the insurance costs but will reimburse the town. The hope is that some communities will have more careful drivers. The contract will be ready at the end of this week. He said we will discuss the three year contract at the October 24<sup>th</sup> board meeting. Mr. Hickey said he would like to increase services. Selectman Barbaro came back to the table.

#### **7. NEW BUSINESS:**

Abatement of Water/Sewer Charges – 6 Duval Ct. B - Mr. John Harden came forward. It seemed that his water meter had frozen. Selectwoman LaBrie said she is reading Mr. Gallant's memo but seems contradictory to the application. Mr. Hickey pointed out that Mr. Gallant means not to provide an abatement for the water portion but approval for the sewer. Mr. Hickey reviewed how the DPW Director Al Gallant determined the amount. The total bill shows consumption back to 2007, circled \$479.47 which is when the break occurred. Al Gallant reviewed and took what was averaged for sewer. \$224.82 and that is what he recommended. Mr. Harden said he would like to look at past sewer bills. Chairman Anderson asked if they could postpone so they could look at that. Mr. Harden said he would just rather get it over with. Mr. Harvey said he is happy to accept the proposal.

**Selectwoman LaBrie moved to approve an abatement of \$224.76 for 6 Duval Court B; Selectman Barbaro seconded.**

**ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)**

Residents Request to make Repairs on a Private Road Hillside Drive

-Christine Babineau and her husband came forward. She spoke about runoff and how hard it is in the winter months for sand trucks to get up there. She said it is an ongoing problem. She had a letter from her neighbors Tammy and Terry St. Pierre with their concerns. Mr. Hickey commented this is not a town road, it is private. DPW Dir. Al Gallant has gone out and assessed the road for drainage and proper runoff. Mr. Hickey said the town does not own the road and is not responsible to pave it. They plow it in the winter for safety. He said he and Al Gallant don't have the authority to use town funds to repair the road. He said if the road was brought to town standards and then the town could possibly accept it. **A motion was made by Selectman Barbaro to table this until October 24<sup>th</sup> so they can get more information; Selectwoman Salter seconded.**

**ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)**

Request of Letter of Support for Mylec, Inc. to the Commonwealth of Massachusetts - Mr. Rick Lapierre came forward, President of Mylec. He said he is looking for a letter of support to give to the state. He said it is important to keep the TIF with the town. He said he wants to create more jobs but because of the economy it has had an effect on this. He said his focus is to maintain the jobs they have and create more product lines and get to the level to complete the TIF. Mr. Hickey said it is his point of view that the town and Mylec are jointly at fault for not meeting the TIF. Mylec hasn't reached the job creation and we haven't reached out to Mylec. Chairman Anderson said it is

difficult to make a decision without getting the TIF information. **Selectwoman LaBrie moved to table the letter of support for Mylec until the October 24<sup>th</sup> meeting; Selectman Barbaro seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Establish Parking Spaces for Police Vehicles Only on Central Street – Chief Walsh came forward. Chief Walsh mentioned the spots needed in front of the Police Station. He said it is for emergency vehicle parking and is standard in many towns to have police vehicle parking only. **Selectman Cyganiewicz moved to designate two parking spots as requested for emergency vehicle use; Selectman Barbaro seconded for discussion.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Establish Parking Lot Hours for the Parking Lot Abutting the Police Department – Chief Walsh is recommending no overnight parking in the municipal parking lot. He doesn't want to see vehicles after midnight. The hours suggested was 6a.m. to 11p.m. **Selectman Barbaro moved the parking lot hours are from 6a.m. to 11 p.m. moving forward with appropriate signage; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Board Vote Intention to Lay Out Toy Town Lane (Portion) as a Public Way - Pamela Sparling and Jeff Albright came forward. Mr. Hickey said the Planning Board has to recommend approval. He said the Board has to accept the lay out of the roadway and then come back at the October 24<sup>th</sup> meeting for the final vote. The next step is to go to the town for acceptance. **Selectman Cyganiewicz moved that the Board of Selectmen vote its intention to layout the remainder of Toy Town Lane as a public way, all as shown on a plan entitled "Toy Town Heights Definitive Subdivision" prepared by Edmond J. Boucher, said plan on file with the Town Clerk; Selectman Barbaro seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Board Vote Intention to Lay Out Royalston Road North (Portion) as a Public Way and Refer to the Planning Board for Recommendation – Mr. Hickey explained they will put up a one lane bridge to use during construction. He knows it's certainly inconvenient but hopefully less in the spring and the project should be done in 2017. Selectwoman LaBrie recused herself and left the table. He said all the landowners impacted support the realignment of the road. **Selectman Cyganiewicz moved that the Board of Selectmen vote its intention to lay out Royalston Road North (Portion) as a public way, all as shown on a plan entitled "Plan of Road at Bridge No. W-39-015 Royalston Road North in the Town of Winchendon, Massachusetts," dated June 14, 2016, prepared by BSC Group, Inc., said plan on file with the Town Clerk, and to forward this vote and the plan to the Planning Board for its comments and recommendations pursuant to G.L. c. 41, §§81G and 81I; Selectwoman Salter seconded.**

ANDERSON(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

Selectwoman LaBrie returned to the table.

Special Town Meeting set for Monday, November 14, 2016, Schedule the Opening and Closing of the Warrant – **Selectman Barbaro moved to open the Special Town meeting warrant on October 4, 2016 at 8:00 a.m. and to close it on October 19, 2016 at 5:00 p.m. They will finalize the draft warrant on October 24<sup>th</sup> and vote on the articles on October 26<sup>th</sup>; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)

The Board discussed scheduling a meeting for October 24<sup>th</sup> just for the Special Town Meeting warrant.

Set Halloween Trick or Treat Day/Time

Halloween is on Monday October 31, 2016. The Board discussed having it on the weekend because of issues with having it on Monday. Selectman Cyganiewicz said having it on Sunday evening has been done in the past and it

makes it easier for more people to participate. Chief Walsh was asked his opinion. He said he has no concerns either way. **Selectwoman LaBrie moved to set Trick or Treat on Monday October 31, 2016 from 5:30 to 7:30 p.m.; Selectman Barbaro seconded.**

**ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(N) SALTER(N)**

It was passed by a majority vote to have Trick or Treat on October 31, 2016 from 5:30 p.m. to 7:30 p.m.

#### **8. OLD BUSINESS:**

BOS Policies and Procedures Continuation of Review – **Selectman Barbaro moved to table this until the October 24<sup>th</sup> meeting; Selectwoman LaBrie seconded.**

**ANDERSON(Y) LABRIE(Y) BARBARO(Y) CYGANIEWICZ(Y) SALTER(Y)**

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

Mr. Hickey said we have started submitting the year end reports to the Commonwealth prior to the September 30<sup>th</sup> as required. The Town Accountant, Mr. Schlosstein, has been working with the School Business Manager, Mr. Ikonen, on a regular basis. The Audit is starting two weeks from tomorrow. The yearend financials are going to be very strong.

The Police Station is substantially complete. There were a couple issues that they are working on. They want a water bubbler installed on the 2<sup>nd</sup> floor which they are working on a waiver for. The other is putting in a sink for the janitor's room.

The storage tank bid was opened last week. The budget is \$180,000 and the bid came in at \$149,000.

Ms. Tracy Murphy met with the Green Energy representatives. It looks very promising. We could save money on the electricity and that money saved could be used somewhere else.

Mr. Hickey talked about the Community Aggregation Program. The low bidder was Constellation Energy with a low bid of .093663 per kWh, down 3% decrease. The link is on the town website, you can enroll. He said he will put the information out on Facebook and in the newspaper. Everyone was enrolled in and they have the opportunity to opt out if they want.

The representatives from the Mass State Police Wives Association placed blue ribbons on poles on Friday. He asked them to put them in the center of town and they agreed. The ribbons will be taken down by November 1<sup>st</sup>.

The Police Department moved into the new Police Station last week. October 22<sup>nd</sup> is the Open House. Chief Walsh worked hard to get this project done. He spoke to Chief Walsh about the chain link fence and he said if the abutters don't want a chain link fence, then with the Board's blessing, they will ask the Planning Board to amend the recommendations. The fence wasn't a security issue it was to shield the neighbors.

Mr. Hickey said single stream recycling started last week. He said we have had positive comments on Saturday concerning the single stream recycling.

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

Monday, August 8, 2016 - Regular Meeting – **Selectman Barbaro moved to approve as presented; Selectman Cyganiewicz seconded.**

**ANDERSON(Y) LABRIE(A) BARBARO(Y) CYGANIEWICZ(Y) SALTER(A)**

Chairman Anderson asked about the memorial for Mr. Gandy. Mr. Hickey said we are planning to have it in the spring to make it more convenient for his daughter and everyone else to be present.

Monday, August 22, 2016 - Regular Meeting – **Selectwoman LaBrie** move to approve as presented;  
**Selectwoman Salter** seconded.

ANDERSON(Y)      LABRIE(Y)      BARBARO(A)      CYGANIEWICZ(Y)      SALTER(Y)

Monday, September 12, 2016 Regular Meeting - **Selectwoman LaBrie** moved to approve as presented;  
**Selectwoman Salter** seconded.

ANDERSON(Y)      LABRIE(Y)      BARBARO(A)      CYGANIEWICZ(Y)      SALTER(Y)

Thursday, September 15, 2016 - Tri-Board Meeting –**Selectman Barbaro** moved to approve as presented;  
**Selectwoman Salter** seconded.

ANDERSON(Y)      LABRIE(Y)      BARBARO(Y)      CYGANIEWICZ(Y)      SALTER(Y)

11. **COMMUNICATIONS:** None at this time.

12. **AGENDA ITEMS:** None at this time.

**13. EXECUTIVE SESSION:**

**Chairman Anderson** moved to enter into Executive Session under Exemption No. 3 to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares - **Subject: Dispatch - AFSCME Council 93, Local 1717; Selectwoman LaBrie** seconded adding we will convene into public session after executive session.

**Roll call vote** was taken **Selectwoman LaBrie** aye, **Selectman Barbaro** aye, **Selectwoman Salter** aye, **Selectman Cyganiewicz** aye, **Chairman Anderson** aye, passed by majority.

**14. RECONVENE OPEN SESSION:**

The Board reconvened in open session at 9:36 p.m.

Ratification of any vote taken in Executive Session – **Selectman Barbaro** moved to approve the agreement as presented with **AFSCME Local 1717** representing the **Police Dispatchers; Selectwoman LaBrie** seconded.

ANDERSON(Y)      LABRIE(Y)      BARBARO(Y)      CYGANIEWICZ(Y)      SALTER(Y)

**15. ADJOURNMENT:** A motion to adjourn was made by **Selectman Barbaro; Selectwoman LaBrie** seconded.

ANDERSON(Y)      LABRIE(Y)      BARBARO(Y)      CYGANIEWICZ(Y)      SALTER(Y)

The meeting was adjourned at 9:36 p.m.

Respectfully submitted;

Debra Dennis  
BOS Recording Secretary