

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MEETING MINUTES  
MONDAY, DECEMBER 19, 2016  
Town Hall, 4<sup>th</sup> Floor Conference Room  
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman  
Audrey LaBrie, Vice-Chairwoman  
Amy Salter  
Austin Cyganiewicz  
Michael Barbaro

Keith R. Hickey, Town Manager  
Linda Daigle, Executive Assistant  
Debra Dennis, Recording Secretary

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List of Documents Presented at Meeting:

- Letter of Interest to be appointed to the Ingleside Utilization Committee from Guy Corbosiero (filed)
- Public Hearing Notice FY17 Community Development Block Grant Application (filed)
- Draft Letter to Dept. of Conservation and Recreation to Review Whites Mill Pond Dam (filed)
  - Certificate of Non-Compliance and Dam Safety order from DCR in 2007 (filed)
- Report of the Town Manager (attached)
- Minutes Approved:

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|---------------------------|-----------------|
| Monday, November 21, 2016 | Regular Meeting |
| Monday, December 5, 2016  | Regular 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 of America*.

Announce audio/video recording disclosure – There was no one who announced they would be audio or video recording the meeting this evening.

**SELECTMEN’S COMMENTS:**

Holiday Schedule – Chairwoman Anderson announced Town Hall’s holiday schedule for Christmas and New Year’s.

Selectwoman LaBrie asked to put the landfill hours on Facebook. Mr. Hickey didn’t think the landfill hours were changing.

Selectwoman LaBrie announced that Shaquille O’Neal was in Gardner over the weekend. He has a girlfriend from Gardner. They threw a huge party for families and the Gardner CAC. She complimented newspaper reporters thanking those who still print the news in a written form and she is using it at the school. Kids were excited to see him.

Selectman Barbaro thanked the DPW for working over the weekend on the storm. They are doing an outstanding job trying to keep roads clear.

Chairwoman Anderson asked about the landfill being closed on Saturday while they were snow plowing and asked that it be posted when it gets closed in the future.

**PUBLIC COMMENTS AND ANNOUNCEMENTS:** None.

**APPOINTMENTS/RESIGNATIONS:**

Ingleside Utilization Committee Appointment – Mr. Guy Corbosiero came forward with his interest to be appointed to this new committee. It was noted members are needed. He said this committee looks like fun and would like to utilize his planning expertise and hopes for a very diverse committee. **Selectman Barbaro moved for the appointment; Selectwoman LaBrie seconded.**

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

**PERMIT/LICENSE APPLICATIONS/PUBLIC HEARINGS:**

CDBG Public Hearing - Fiscal Year 2017 Grant Application – Chairwoman Anderson read the Public Hearing notice into the record. **Selectwoman LaBrie moved to open the Public Hearing; Selectman Barbaro seconded.**

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

Ms. Tracy Murphy and Mr. Les Goodrich came forward. She explained the application process. She wanted to try something different and have different members of the Steering Committee come forward and speak to the Select Board to find out about the process. Les Goodrich, Ruth DeAmicis and Art Amenta were here from the committee. Les Goodrich thanked the Board. He said they started a year ago this month. They have processed through the Community Block Grant and received one million dollars that was shared with Ashby to resurface and redo Walnut Street and we will be able to rehabilitate eight houses. They will put aside \$25,000 for fuel assistance. They are now working on a new grant for FY17 for around \$500,000. This is earmarked for Chestnut Street.

Ms. Murphy said if there is any money left over, the committee is talking about housing rehab. Selectman Barbaro thanked them for the work they are doing. He said if there is any money left, he would like to see some go for fuel assistance.

Selectman Cyganiewicz asked if Chestnut Street proves to be more expensive, is there an alternate plan. Ms. Murphy said Chestnut Street, in two parts, might be an option. Ms. Murphy said she feels confident after speaking to engineers that this project will come in line with this. She explained the grant process and commented that she is being mentored by MRPC staff members so it can be brought back in house. **Selectman Barbaro moved to continue the Public Hearing until the Select Board's meeting on January 23, 2017; Selectwoman Salter seconded.**

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

**BOARDS/COMMITTEES/DEPARTMENT HEADS:**

**NEW BUSINESS:**

Authorize Letter to be sent to the Commonwealth Regarding the Condition of Whites Mill Pond Dam – Mr. Hickey explained that the Conservation Commission and Conservation Agent are requesting the enclosed draft letter be authorized by the Board and be sent to the Department of Conservation and Recreation to review Whites Mill Pond Dam's condition and refresh their review done by the state nine years ago. To our knowledge, little to no work has been done on the dam. They are hoping to get a response from DCR if the Board could authorize to send the letter out seeking the Commonwealth to inspect and hoping to make the current owners of the property make the necessary repairs to make it acceptable.

Conservation Committee members Tony George and Chairman Garret Davieau came forward. Mr. Davieau explained at their meeting they discussed drawing down Lake Monomonoc. They decided they were not comfortable allowing the lake to be drawn down more because of concerns of property safety and decided to pull back and get more information on the dam. He said they wanted to get the higher authority involved. Chairwoman Anderson noted a report was also done in 2015. She said it is unnerving. Selectwoman LaBrie asked about the drawdown of the lake. Traditionally, Mr. Davieau said, it is done so property owners can conduct maintenance on property owners' walls and also to control milfoil. The dam downstream emergency release is nonfunctional or it hasn't been tested. There is concern that they won't be able to control a potential breach.

Mr. Hickey commented it was approved to drawdown 2 feet. The lake level was already low and public works was able to drop it by 2 feet and diverted the water to another stream. There was no added stress this year. The concern is if we have to release water towards Whites Mill Dam, it could cause the dam to fail.

Mr. Tony George said DCR has control of all private and public dams. They can take control for the safety of the public is his understanding after talking directly to them. Selectman Cyganiewicz said he is in support of the letter and thought a call should be made to the state on behalf of the Board. **Selectman Cyganiewicz moved to approve and send the letter and signed by the Chair on behalf of the Board; Selectman Barbaro seconded for discussion.** Selectman Barbaro stressed the urgency of this. The state has the ability to take over; the liability is huge. **Selectman Cyganiewicz amended his motion to include language that asked for potential other options, to request the Town Manager reach out to DCR and include a copy to the property owners as well; Selectman Barbaro seconded.**

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

Selectwoman LaBrie asked to include this on the agenda for January 23, 2017.

## **OLD BUSINESS:**

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

Mr. Hickey reported he sent Department Heads the Capital Improvement Plan documents to begin working on and he plans to report out to the Board at their January 23<sup>rd</sup> meeting.

He is working with the Town Accountant to finalize the format for the FY18 budget that department heads will complete. They will go out to them by the end of the month and he will be review the budget with them the first of February.

The Board is aware of the launch of the Town's new website this past Friday. Everything on the old website should have been transferred over. They are looking to add more content now. The benefit now is that everyone can update the website and he hopes to have a much more robust website. If you have comments, good or bad, reach out and we can make changes.

The Town Manager reported on the multi-family inspections. The Building Commissioner sent out 24 letters to property owners. Seven have reached out to him and scheduled inspections. Second notices have gone out today and fees have doubled. They will be done by late winter. If we have to go to court, we will certainly do that. We are trying to work cooperatively with homeowners. Selectwoman LaBrie asked if a report could be compiled by the Building Inspector of what he is finding. Mr. Hickey said he is happy to summarize. Mr. Hickey will keep the Board up to date.

He said they are continuing to work on the personnel policy update project. He has reviewed job descriptions with Mr. Bernie Lynch. He said he will be receiving a final copy soon. Mr. Lynch will be back before the Board with a personnel study and pay classification in early February or March.

He said before the weekend storm we've spent \$31,200 for snow and ice related costs. It is not concerning as of yet. But we did spend some time and material on this Saturday's storm.

Lastly, the Select Board signed a couple of documents in relation to the Cumberland Farms project which pertained to temporary and permanent easements. There have been a couple minor modifications proposed by our Town Attorney, nothing substantive. There were questions raised as to whether the Select Board has the authority to accept easements on private parties. He said the attorney has advised they do.

The Winchendon Fire Department put out donation boxes in town. On December 10<sup>th</sup> they completed their goal of filling a 6 x 12 fire truck trailer. There was a surprise visit with Santa and on December 13<sup>th</sup> and the toys were distributed at the Winchendon CAC. He thanked members of the Winchendon Fire Department and all those involved with this.

Selectwoman Anderson commented on how well the Fire Department keeps them up to date on Facebook and they are outstanding with their communication. They do fantastic work. Also the Police Department sent out some warnings, too, about the cold weather.

#### **MINUTES:**

Monday, November 21, 2016 - Regular Meeting – **Selectwoman LaBrie moved to approve the minutes as presented; Selectwoman Salter seconded.**

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

Monday, December 5, 2016 - Regular Meeting–**Selectman Barbaro moved to approve as presented; Selectwoman LaBrie seconded.**

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

#### **COMMUNICATIONS:**

**AGENDA ITEMS:** The Select Board will be back to its regular meeting schedule in January.

**ADJOURNMENT:** **Selectman Barbaro moved to adjourn; Selectman Cyganiewicz seconded.**

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

The meeting was adjourned at 7:39 p.m.

Respectfully submitted;

Debra Dennis  
Recording Secretary