

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MINUTES  
MONDAY, MAY 7, 2018  
Town Hall, 2<sup>nd</sup> Floor Auditorium  
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman  
Audrey LaBrie, Vice-Chairwoman  
Charles Husselbee

Keith R. Hickey, Town Manager  
Linda Daigle, Executive Assistant

Absent:

Michael Barbaro  
Austin Cyganiewicz

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List of Documents Presented at Meeting

- Entertainment Permit; Road Race Permit – The Winchendon School “Spring into Action” Community Festival (filed)
  - Three (3) Requests for FY18 Year End Budget Transfers (attached)
  - Report of the Town Manager (attached)
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The meeting was called to order by Chairwoman Anderson at 6:03 P.M. followed by the Pledge of Allegiance to the Flag of the United States of America.

Announce audio/video recording disclosure – Doneen Durling announced that she would be audio recording the meeting this evening.

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

LaBrie noted she is involved with the Agricultural Commission and the season is starting this Thursday for the Toy Town Outdoor Market. There will be vendors, produce, handmade crafts, etc. The new location is the corner of Spring and Glenallen Streets by the bike path parking lot. The hours are Thursday 4:00 p.m. to 7:00 p.m. and Saturdays 10:00 a.m. to 1:00 a.m.

Anderson mentioned she walked to Town Hall and noticed the tulips displayed at the Toy Town Horse look beautiful. She thanked the Garden Club for their work.

Anderson also noted it is Election Day in Winchendon today. She thanked those who voted and who intend to vote.

**2. PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were no Public Comments this evening.

**3. PERMIT/LICENSE APPLICATIONS:**

3.1 Entertainment Permit; Road Race Permit – The Winchendon School “Spring into Action” Community Festival, May 12, 2018 – Ms. Miranda Jennings came forward representing this application. She said she works at the school which is hosting the 2<sup>nd</sup> Annual Community Festival on Saturday from 11:00 to 2:00 p.m. The festival is open to the public with a free

barbeque, bounce house, dunk tank and other activities at the skating rink on Ash St. It will also be a chance for students to showcase their community work. She noted the event also contained a 5K race that will be run by students from the school that focus on health and nutrition. Ms. Jennings is working with Lt. Wolski on the route for the race.

**LaBrie moved to approve as presented; Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

**4. NEW BUSINESS:**

4.1 Requests for FY18 Year End Budget Transfers – The Town Manager spoke of the three budget transfers before them this evening. Now that we are beyond May 1<sup>st</sup>, we can officially request transfers from one department to another. The Town Accountant has asked me to bring these transfers forward. If the Board approves these transfers, he will be attending the Finance Committee's meeting tomorrow for their approval.

Hickey said the first transfer is for \$30,000 from the Public Works MS4 line item that is no longer need to the Snow and Ice account. With this transfer being approved, we still need to find an additional \$46,000. This will take care of a good amount of the shortfall in FY18. Anderson asked what the MS4 account was. Hickey explained MS4 is the permit we receive for drainage every year. We've had prior discussions at meetings that once the EPA decides to have these new requirements in place for FY18, we would need funding. We budgeted \$30,000 because we expected them to go in to place at some point in FY18. Because of the pushback the EPA is receiving from Town's all over the country, they have withheld the start of it. This \$30,000 has not been spent and we would like to apply that money to our snow and ice overage if the Board will allow. The other \$26,000 will have to come from some other budgetary savings identified in the current budget.

**LaBrie moved to approve the transfer of \$30,000 from DPW MS4 account to the Snow and Ice Materials account; Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

Hickey said the second requested transfer is moving \$10,500 from the Highway Operator wage account to the Cemetery Laborer wage account. We had a retirement January 1<sup>st</sup> and because he was hired prior to June 30, 2012 he is entitled to 20% of his accumulated sick leave up to sixty days. This amount will fund that unanticipated retirement costs.

**LaBrie moved to approve the transfer of \$10,500 from the DPW Highway Operator account to the DPW Cemetery Labor account; Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

Hickey said the third transfer he is requesting to move \$2,034.43 from the contract negotiations line item in the Town Manager's budget to the Collector/Treasurer wage line item to fund a wage adjustment for the Tax Collector to be consistent with the wage salary survey that was done early in FY18. This will be retroactive for March 1, 2018. LaBrie asked if there are similar situations with the policy and wage study that might come down the pike. Hickey said he approved a wage adjustment for the Town Accountant as well but he is able to fund that through savings he has in another wage line item. He said these are the two and he is not sure if there are any more as he sits there this evening.



**LaBrie moved to approve the transfer of \$2,034.43 from the Town Manager Contract Negotiations Account to the Collector/Treasurer's account; Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

4.2 Request from Town Manager to Allow the Buy Back of Vacation Time – Anderson said the next order of business is to allow the Town Manager to buy back two weeks of vacation from FY18 to address a personal situation. Hickey said he included in their Board packet an explanation of the request. This is not typically something the Board supports and he is asking a little bit of leeway from the Board if that is at all possible. Anderson noted the Board has expressed its disinclination towards allowing people to buy back vacation time trying to avoid those golden parachutes that the Board has been stuck in the past years when people retire or leave. This does not qualify for that reason.

**LaBrie moved the Board approve the request from the Town Manager to allow the buyback as presented; under these circumstances, Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

Mr. Hickey thanked the Board for their generosity and said he really appreciated it.

5. **OLD BUSINESS: N/A**

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

1. **Financial Updates-**

- a. There are no financial updates this week.

2. **Personnel Updates-**

- a. There are no personnel updates this week.

3. **Project Updates-**

- a. The wastewater infiltration/inflow study has begun by a vendor placing cameras strategically in the wastewater system. The study will identify areas where rainwater is flowing into the waste stream due to damaged wastewater pipes. The final report will be presented to the Board later this fall. He expects to have to replace pipes that are leaking significantly that they are not aware of. This is part of the requirements from the Commonwealth to assure rainwater is not going into our wastewater system and having to be treated. People who have their sump pumps drain into the sewer system, it is illegal. Later this year we will do smoke test to identify those illegal connections and bring before the Board.
- b. The Fire Department has begun marking abandoned buildings that are dangerous for emergency responders to enter with "red X" signs. If owners have concerns they will be directed to call the Fire Chief to address their concerns. Below are the buildings that have been marked. There will be more to follow in the coming weeks. Unless there is a known issue for public safety response to enter the building, they will not to protect themselves from unsafe structures. He noted the addresses below and said there will be more
  - 212-220 Central Street
  - 154 Mill Street
  - 155 Mill Circle
  - 273 Lincoln Ave

- 283 Lincoln Ave
- c. MassDOT expects the temporary Royalston Road North Bridge to be open to traffic around June 1<sup>st</sup>. No official date has been set yet but he expects it to be by Memorial Day.
- d. I received and returned all of the streetlight acquisition paperwork from National Grid. National Grid expects to return the completed paperwork to the town in approximately one week. I have also notified the contractor who is upgrading the streetlights of the anticipated timeline. They will be in Winchendon sometime in June and believes the project will be finished before July 1<sup>st</sup>.

#### **4. Miscellaneous Updates**

The Town Manager said he was scheduled to meet with a representative from Brandywine last week but he had a conflict. Tracy Murphy met with him last Thursday and another meeting will be scheduled. There have been some postings on social media from Brandywine Farms that were inaccurate. He has reached out to the individual they will be meeting with and told him they are completely inaccurate and he believes they have since been taken down. We remain hopeful the Brandywine project comes to fruition and hopes this individual has more luck moving this forward than the people that have come before him.

Hickey reported the Public Works Department continues to do patching and paving in areas in Town. The Transfer Station revenues for demolition materials have increased significantly from last year. We are going into the heavy demolition disposal season. We are in good shape.

He is meeting with a company who takes our recycling. There has been a significant swing in the market. Recyclables, what he is being told, are basically worthless. Other communities around them are seeing increases in their recycling costs per ton. Our recycling company has asked for an increase from \$30 a ton to \$100 a ton. He will be having a discussion on that on Thursday. There is no secondary market now for these recyclables. Other communities are having the same problem.

LaBrie noted there is a lot of activity on River Street by the landfill. There are many National Grid trucks. Hickey said they are gearing up and we will be online as expected later on this month. National Grid has made all the improvements necessary to the substation. The Town has been working with Onyx energy to finalize our accounts and what our needs are for power. We should be running shortly in May and enjoy savings we anticipated for FY18.

#### **7. COMMUNICATION:**

7.1 KENO Monitoring Notification from Mass. State Lottery Commission for Mike Mart, 234 Spring St. – Hickey said we have been made aware of the fact that they have been approved to offer KENO at their establishment. LaBrie said they already take KENO and now it will be visible. Daigle explained there is KENO on site and also KENO-TO-GO. You can purchase tickets and go home and look up the game results electronically on your computer or smart phone to see if you are a winner. This notice is that they are putting in a monitor so you can view the results at the store. If the Board has any concerns or objections, a letter can be sent to the Lottery Commission.

LaBrie was concerned about people at the business congregating at the monitor possibly causing a problem. Hickey explained that each building has a capacity based on the size of the building.

If it becomes an issue, the appropriate agency will deal with it. He didn't think it would be a problem.

**LaBrie moved the Board take no action on this issue; Husselbee seconded. By a vote of all aye, the motion carried unanimously.**

8. **AGENDA ITEMS:** Anderson noted the Board's next meeting is Monday, May 14<sup>th</sup> at 6:30 P.M. The Town Meeting is May 21<sup>st</sup> at 7:00 PM at the High School.

9. **ADJOURNMENT:**

**Husselbee moved to adjourn; LaBrie seconded. By a vote of all aye, the meeting adjourned at 6:26 p.m.**

Respectfully submitted,



Linda Daigle  
Executive Assistant

