

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MINUTES  
MONDAY, JULY 27, 2020  
-- Conducted by Remote Meeting --  
Zoom Meeting ID:**

Present:

Michael Barbaro, Chairman  
Rick Ward, Vice-Chairman  
Amy Salter  
Barbara Anderson

Keith R. Hickey, Town Manager  
Linda Daigle, Executive Assistant  
Taylor Tower, Administrative Assistant

Absent:

Audrey LaBrie

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List of Documents Presented at Meeting:

- Introduction to Remote Meeting (attached)
- Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20 (attached)
- Amended August 2020 1/12 Budget (attached)
- Letter from Burns & Levinson LLP dated July 13, 2020 re: Waiver of Right of First Option re: Parcels identified as Map 2, Block 0, Lots 12, 15 & 65 (filed)
  - Affidavit of Winchendon Lincoln Avenue Solar 1 LLC and Winchendon Lincoln Avenue Solar 2 LLC
  - Planning Board Recommendation dated July 22, 2020
  - Draft Waiver of First Refusal Option

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*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, Salter, yes, Anderson, yes and Barbaro, yes. Staff members present and responding in the affirmative were Keith Hickey, Town Manager, Linda Daigle, Executive Assistant, Joanne Goguen, Town Accountant and Taylor Tower, Administrative Assistant.

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.

All rose for the Pledge of Allegiance.

Barbaro held a moment of silence in observation of the passing of Mr. Dennis Casavant. Mr. Casavant served on the Redevelopment Authority for many years.

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.

1. **SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:** None were heard.
2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** None were heard.
3. **PUBLIC HEARINGS:** There were no public hearings scheduled this evening.
4. **APPOINTMENTS/RESIGNATIONS:** There were no Appointments or Resignations this evening.
5. **PERMIT/LICENSE APPLICATIONS:** There were no Permits or Licenses before the Board this evening.
6. **BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENT:** Not applicable this evening.
7. **NEW BUSINESS:**
  - 7.1. Amend August 2020 Recommended Budget Submitted to the Department of Revenue – Hickey informed the Board that Town Accountant, Joanne Goguen had submitted the previously approved August 1/12<sup>th</sup> budget for State approval. This budget was denied by the State on the basis that it did not meet the provisions of the statute and that it must be no less than 1/12<sup>th</sup> of what had been approved for the fiscal year 2020 budget. The submitted budget was \$409,000 less than the approved fiscal 2020 amount; as such, the Town is required to request more money in order to establish a budget that the Department of Revenue can support and approve. Hickey noted that most of the difference can be attributed to the lack of a school payroll due to there being no school during the month of August. Anderson asked which accounts are being added to and why those accounts were chosen; Hickey answered that since the budget had to be revised anyway and the opportunity was there, other departments requested funding for additional invoices that had been received. Beyond that, he said, staff placed the balance of the money into one account to allow for easier accounting. Barbaro inquired for additional information on the accounts that the money was placed into. Goguen listed the accounts as follows: In the Water Enterprise budget, \$2,200 will be placed for a DEP Assessment, and \$2,000 will be added for anticipated invoices within the Water Department. Within the general fund, \$500 has been added to the Computer Repair and Maintenance account for a Votocall invoice. In the Fire Department budget, \$4,500 has been added into for an educational incentive, \$1,400 in longevity and \$5,000 in uniforms – all of these are per their bargaining unit contracts. \$400 has been added in Fire Repair Service Alarm for a CodeRed invoice and per the Fire Chief's request, \$1,200 was added to uniforms and \$3,600 was added to an equipment account. An additional \$200 has been added to the Library for vacation coverage during the month of August and \$450,000 has been added in debt service to bring the total amount to the necessary amount, with the knowledge and understanding that it will not be spent. The School Department requested an additional \$87,433.71 for building maintenance, rubbish removal, clothing allowance and software for the Memorial School and High School, in addition to a central office hardware increase.

These additions bring the total revised 1/12<sup>th</sup> budget for the month of August to \$2,922,719.87. Anderson asked if these amendments are for the months of July and September, too; Goguen answered these amendments are for the month of August only. Barbaro noted that September will bring the increase of school payroll which will account for a significant increase.

**Ward moved the Board of Selectmen approve the August 2020 monthly budget amendments as presented this evening, seconded by Anderson. With a roll call vote of Anderson, aye, Salter, aye, Ward, aye, and Barbaro, aye, the motion carried unanimously.**

- 7.2. First Right of Refusal Option for Parcels located on Lincoln Avenue, Map 2 Lots 65, 12 and 15 – Hickey briefed the Board on this matter and noted that its property coming out of Chapter 61. The three parcels mentioned have appeared before the Planning Board and the Conservation Commission last week and both Boards voted to recommend the Selectmen waive their right of first refusal. There are solar arrays on all three parcels and staff recommends that the Board waive their right to allow them to complete this

*Board of Selectmen Minutes  
July 27, 2020*



transaction. Daigle informed the Board that while this matter was scheduled before the Conservation Commission last week, they were unable to obtain a quorum and as such, unable to vote on this matter. However, after consulting with the Conservation Agent, she indicated that it should not be an issue as the Board has already exercised their right to not do this and this is just an amendment to what they have already done to include a sliver of land to the property already addressed. Barbaro asked Hickey if there is a PILOT agreement; Hickey answered yes. Ward asked where on Lincoln Avenue these parcels are, to which Hickey described them to be on Lincoln Avenue Extension.

**Ward moved the Board hereby waive its first refusal option under the provisions of G.L.C. 61 Section 8 to purchase certain parcels of land located on Lincoln Avenue in Winchendon as discussed this evening, seconded by Anderson. With a roll call vote of Ward, aye, Anderson, aye, Salter, aye and Barbaro, aye, the motion carried unanimously.**

Daigle asked if three Board members could come to Town Hall the following business day to sign the appropriate paperwork; after some discussion it was established that three Board members would.

8. **OLD BUSINESS:** There was none before the Board tonight.
9. **TOWN MANAGER'S REPORT:** There was none before the Board tonight.
10. **MINUTES:** There were no minutes on the agenda for approval this evening.
11. **COMMUNICATIONS:**
12. **AGENDA ITEMS:**
13. **EXECUTIVE SESSION:**
14. **ADJOURNMENT:** Ward moved to adjourn, seconded by Anderson. With a roll call vote of Anderson, aye, Salter, aye, Ward, aye and Barbaro, aye, the motion carried unanimously. The meeting was adjourned at 6:50 p.m.

Respectfully submitted,



Taylor Tower  
Administrative Assistant