

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, APRIL 11, 2022**

Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass

Present - Selectmen:

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

Justin Sultzbach, Town Manager
Linda Daigle, Executive Assistant
Tamarah S. Estes, Administrative Assistant

Absent –

Amy Salter

Documents presented at the meeting:

- Earth Day Announcement May 7th, 2022 (filed)
- Town Manager Memo dated 4/11/2022 RE: CNA Stores- Community Outreach Meeting(filed)
 - Notice of Community Outreach Meeting
 - Host Community Agreement CNA Stores, Inc. dated 10/26/2020 (filed)
 - CNA Stores, Inc. Cultivation and Manufacturing Presentation (filed)
- Email communication dated 3/25/22 from Linda Hofhaug RE: Recreation Commission Resignation (filed)
- Email communication dated 3/28/2022 from Laura Gaydos RE: Recreation Commission Resignation (filed)
- Email communication dated 4/6/2022 from Kyle Bradley RE: CPA Exploratory Committee (filed)
- BoS Notice of Vacancies dated 4/11/2022 (filed)
- Entertainment Permit Application Senior Center Musical Celebration 5/1/2022(filed)
- Entertainment Permit Application YMCA 5k Morin Road Race 6/18/2022 (filed)
- Entertainment Permit Application YMCA Summer Solstice 6/18/2022 (filed)
- Entertainment Permit Application Family Appreciation Brunch – Winchendon Community Park Programming Committee 5/7/2022 (filed)
- Entertainment Permit Application –June 24, 2022 - Food Truck Festival / Battle of the Bands - Recreation Commission (filed)
- Entertainment Permit Application– July Friday Nights Summer Concert Series – Winchendon Recreation Commission (filed)
- Hawkers/Peddler/Solicitation Permit Application – Nadav DeSharone, Trinity Solar (filed)
- Town Clerk Dept Head Update List (filed)
 - Voter Registration Overview Presentation (filed)
- Senator Jo Commerford Introduction via email dated 2/15/2022(filed)
- FY23 Updated Proposed Annual School Budget (filed)
- Town Manager Memo RE: Draft Special and Annual Town Meeting Warrant (filed)
 - Draft May 16, 2022 STM-ATM Warrant (filed)
 - BylawCharter 2022 Updates (filed)
 - Chapter 9 Signs Final Draft (filed)
- Town Manager memo dated 4/11/2022 RE; Veolia Contract for Water and Sewer (attached)
 - Amendment One 2/21/2022 Winchendon WWTP O&M Contract (filed)
 - Amendment One 5/31/2022 Winchendon WWTP O&M Contract (filed)
 - Amendment Two 11/20/2006 (filed)
 - AWJWA Contract 8/1/2001 (filed)
 - AWJWA Extension 2021 1/26/2021(filed)

- Winchendon WWTF O&M Agreement January 29, 2021 Executed Copy
- Town Manager Memo dated 4/11/2022 RE: Water Sewer Budget Two Options (attached)
 - Winchendon Water and Wastewater 3/11/2022 Rate Study Report by Raftelis (attached)
 - Winchendon FY23 Water and Sewer Rate Study Updated Power Point Presentation by Raftelis 4/7/2022 (attached)
- Town Manager Memo dated 4/11/2022 RE: ARPA Update (attached)
 - ARPA Spread Sheet (attached)
- Town Manager Memo dated 4/11/2022 RE: Acceptance of Deed in Lieu of Foreclosure -3-11 Beech Street (filed)
 - Deed in Lieu of Foreclosure (11 Beech Street) (filed)
 - Deed in Lieu of Foreclosure (1-3 Beech Street) (filed)
 - Winchendon Beech Street Map (filed)
- Town Manager's Report (filed)
- BoS Meeting Minutes 3/28/2022

Chairman LaBrie called the meeting to order at 6:30 p.m. All rose for the Pledge of Allegiance. LaBrie asked if anyone in the audience was video or audio recording, to which there was no response.

1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:

- 1.1. Earth Day – May 7, 2022 8:00AM to 2:00PM – LaBrie shared Winchendon would be celebrating Earth Day on May 7th from 8 am to 2 pm. We are asking people to take some time to pick up trash around town. Gloves and trash bags will be provided across from town hall. It is posted on our website and social media if you are interested.

Ward mentioned the Easter Egg Hunt being put on by the Recreation Commission was re-scheduled until 10 AM on the 16th

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Rick Lucier, from Maple Street, came forward to suggest the Board of Selectmen and Town Manager engage with the school committee and the Finance Committee to possibly strip out the 2 ½ % override that has been buried in their budget since 2014. During that time when it was passed, it was greatly needed by the school system. But things have changed since that time and they are better funded today by the state then they ever were before and that money that is in the 2 ½ % override belongs to the taxpayers of Winchendon. He said he understand why it was done, but said the money could now be used for capital improvements, fixing the roads or a number of other things other than the school using it in their budget. Based on the law of the 2 ½ % override, it should be voted on every year and should be moved back to the town for capital improvement and it's supposed to be voted on every year by the townspeople. LaBrie thanked him for his comments and clarified that the Board did vote and it came before them each time while she has been a part of the Board.

3. COMMUNITY OUTREACH MEETING

- 3.1. 6:30 PM Community Outreach Meeting, CNA Stores, Inc., West St. – LaBrie noted there was a Community Outreach meeting and turned it over to Town Manager Sultzbach for explanation. CNA Stores, Inc. last held a Community Outreach Meeting December 21st, 2020 at a Board of Selectmen meeting. This meeting is part of the process that is required by the Cannabis Control Commission. This process officially started with the BoS approval of a Host Community Agreement dated October 26, 2020. CNA Stores, Inc. is before the Board again tonight with representatives in attendance with a presentation.

Robert DiFazio, Chef Executive Officer, Billie Haggart, his business partner and co-founder, Michelle Whitley, Chief Operations Officer and Dan Magoon, Director of Security, were all present at the meeting. CNA Stores, Inc. is a disabled Veteran led Company. They currently have two stores open in Haverill and Amesbury. They have just gotten a 3rd license in Boston. We currently have site control on over 14 acres on West St for a cultivation and manufacturing site. Our goal is to employ Winchendon residents and veterans. If we can create veterans housing near our facility that would help us to retain employees as well. Our whole system is built off of efficiency, 90 % of what we use goes back into the plant. CNA security plan, Crime prevention through environmental design (CPTED), closed-circuit video surveillance, alarm systems which will be monitored 24/7/365, bio-Metric Electronic Access Control, safe

Transportation Procedures and minimal signage is part of their plan. We will also utilize seed-to-sale software to limit diversion to minors. They are currently working on making all their products biodegradable. Mindful of their customers and their community, 3% of their sales goes to the community.

LaPointe said she was astounded in the amount of detail that they put into the design of their business, being thorough and reassuring. Selectwoman Anderson stated that she does not like the idea of building a manufacturing plant in a residential area. This particular area has a lot of homes and homeowners that we will be disrupting. She is concerned with the possible odor, the increases traffic as well as the impact to the environment. CNA responded that they are building ventilation will be "odor free" so there will not be any smell outdoors. They own property there, that is why they chose that area. He doesn't think the neighbors will even notice that they are there. Anderson replied that she is confident they will notice. He stated that he is not from Winchendon, so he doesn't know, but there are no neighbors within 200 yards. He stated that they will be conducting traffic studies to make sure there would not be an impact. Anderson asked about the environmental impact. CNA responded that there is always some environmental impact. Anderson clarified that currently, there is a lot of wildlife living in that area, and the response was that there are always animals. The property getting developed would obviously impact the animals there is no avoiding that.

Ward thanked him for the thoroughness of his presentation and the way they help veterans.

Chair LaBrie stated that she attended the first public hearing via Zoom, she was against giving commercial permits in an R80 residential zone. She still feels it is inconceivable to clear acres of property for commercial and manufacturing facilities. She has no qualms about the company or their integrity, she stands by her conviction that a facility like this does not belong in a residential area. She questioned the light pollution. She was assured there will be no light pollution as they will be utilizing zero dark thirty lights. She was assured by CNA that the design has been modified to avoid any wet lands. LaBrie questioned noise pollution and was assured noise would not be an issue. John LaPlante, Royalston Rd North, came forward to express his concerns. His biggest concern is the smell, he is worried that CNA will tell us whatever we want to hear to gain their permit. He emphasizes this is a manufacturing plant being put in a residential neighborhood. This area was never intended to be a commercial property. He also expressed concern about the 100+ employees coming into the plant, increasing traffic on West St. That is too much traffic for a very small road. The impact from the solar field across the street, caused irreparable harm to the abutters, due to increased noise and traffic, especially at night. He does not want to go through that again with the manufacturing plant. He is also questioning the oversight by the town on these projects to make sure the company does what it says it going to do. He questioned the amount of water that the plant will use and the town's ability to sustain the drain on our water supply. Brian Croteau, DPW, came forward to inform the board that the impact would be minimal and paid for by the company. Selectwoman LaPointe stated that she also has concerns, but stated that she lives by another manufacturing facility and she has not had an issue with odor. LaPlante asked if there was a problem with odor, what would the town's recourse be. He questioned if the town maintains the ability to do anything about it. He stated that he is very disappointed that this is going forward. He has issues with permit granting that the impact on the entire neighborhood is being taken into consideration. He feels there should be a survey of all the neighbors. David Jansen, a partner, came forward to clarify that the zoning was allowed by a vote of the town at Town Meeting. The issues with the solar field were due to a company that he leased the property to and he wasn't responsible. It was mitigated by a land donation to the town. They are willing to satisfy the town's requirements with whatever, be it walking trails, or land, whatever they need to do to see the project move forward. Sarah Montfreda, School St, came forward to explain the issues with the solar field, which she is the abutter. She also has a lot of concerns with this project and disagrees with the location. There are many other areas in town where the project would be an asset. She would like to ensure that there is accountability. She is concerned with odor, light, and noise pollution, and questioned who would be monitoring the situation. It took her years to correct the issues with the solar field and that isn't fair. She is looking for assurances that enforcement of an order of standards would be adhered to. She is also concerned with the water usage, but was assured that the system would be efficient and would recapture 60% of the water used.

LaBrie understood and noted they will be approved at the state level, the Cannabis Control Commission and the Community Host Agreement provides for enforcement. They will be back here for the Planning Board hearing and site visits. Ms. Montfreda asked if the town can handle the usage of that water. LaBrie responded there will be an

upgrade needed into the water system and this will be on the back of the facility.

Anderson asked about the clarification for 3% sales tax and the additional excise 3%. Sultzbach explained the sales tax is for the recreational retail sites; any grow facility, it does not apply.

LaPointe commented she would like to have the 3% impact fee on top of them covering the water upgrades.

Kyle Allen, of West Street, was present and asked what kind of distribution trucks they would be using. Mr. DiFazio replied they will be using Ford Focus sized vehicles.

Mr. DiFazio concluded inviting and welcoming anyone that wanted to visit his site.

Ward moved to take agenda item 7.1 out of order. LaPointe seconded

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

7.1. Senator Jo Commerford Introduction – Senator Jo Commerford was present to speak about the re-districting. She cares very much about rural Mass. Her area starts at S. Hadley to Connecticut to Royalston and she will be assisting Winchendon and running for re-election in November. The Berkshire seat picks up the Town of Winchendon. She is available at her office, Attn: Senator Jo Comerford: 24 Beacon Street, Boston, MA 02133. Her cell phone number is 413.559.1649. LaPointe and Ward welcomed Senator Commerford.

4. APPOINTMENTS/RESIGNATIONS:

4.1. Resignation of Linda Hofhaug from Recreation Commission -

Ward moved to accept the resignation of Linda Hofhaug from the Recreation Commission and thank her for her many years of service on this commission. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

4.2. Resignation of Laura Gaydos from Recreation Commission –

Ward move to accept the resignation of Laura Gaydos from the Recreation Commission and thank her for her many years of service on this commission. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

4.3. CPA Exploratory Committee Appointment – Kyle Bradley- Anderson was concerned about the appointment as his wife is a member of the CPA committee as well and Kyle Bradley would also be a second conservation committee member. Selectman Ward expressed the same concerns, and was thankful it was advertised again. He said he personally does not like having two or three family members on the same board, however because we only have one applicant, he would accept his letter and appreciates his willingness to serve on multiple communities.

Ward moved to appoint Mr. Kyle Bradley to the Community Preservation Act Exploratory Committee with the term to expire at the completion of the committee's work, expected to be November 2022. LaPointe seconded

LaPointe(Y) Anderson (N) Ward (Y) LaBrie (Y) 3-1, Approved

4.4. Board of Selectmen Appointed Boards and Committees List of Vacancies – LaBrie ran through the list of vacancies. Ward asked to clarify that they were looking to fill two regular vacancies and one student vacancy on the Recreation Commission which was confirmed to be accurate by Town Manager Sultzbach. Ward also asked if we filled the Monty Tech School Committee Vacancy to which Town Manager Sultzbach confirmed we had received one letter of interest.

5. PERMIT/LICENSE APPLICATIONS:

- 5.1. Entertainment Permit – Sunday, May 1, 2022 - A Musical Celebration of Lives Lost during the COVID Period – Winchendon Senior Center – Bob Jordan, of 14 Benjamin St. was present to speak about the event. We are doing a musical concert that is attempting to bring the community together to have a memorial remembrance for those that have passed away from COVID in the last two years. We've chosen Sunday, May 1st hoping that we will have Spring weather. He is coordinating the event with Shelia Bettro, the Senior Center Director and also providing the music. This will be an opportunity to provide closure to those that have lost their lives in the last two years. The Winchendon Cultural Council has donated funding through grants as well as the Royalston, Ashburnham and Templeton Cultural Councils also kicked in on funding. There is a rain date of May 15th planned.

Ward move the Board approve the Entertainment Permit for the Winchendon Senior Center to host "A Musical Celebration of Lives Lost During the COVID Period" to be held on Sunday, May 1, 2022 from 1:30pm to 5:30pm to be held at GAR Park with a rain date of Sunday, May 15, 2022 as presented this evening. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.2. Road Race Permit – June 18, 2022 – Clark Memorial/YMCA – Julie Whitmore was present to speak about the event to answer any questions that they had. She said this will follow the path that has been done in previous years. She is excited to bring this event back.

Ward moved the Board approve the Road Race permit for the Clark Memorial YMCA to be held on Monday, June 18, 2022 beginning at 10:00am as presented this evening. LaPointe seconded

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.3. Entertainment Permit – June 18, 2022 - Summer Solstice Festival – Clark Memorial/YMCA- Julie Whitmore was present to speak to the event and noted they are not doing the parade this year due to the Central St. construction and events will take place in the back field due to the construction. Ward asked if there was going to be any actual construction on that day to which Sultzbach replied no but machinery would be housed there.

Ward move the Board approve the Entertainment Permit for the Summer Solstice Festival to be held on June 18th, 2022 from 11AM to 4PM as presented this evening. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.4. Entertainment Permit – May 7, 2022 – Family Appreciation Brunch – Winchendon Community Park Programming Committee- Tiffany Newton, acting Chair of the Recreation Commission and Miranda Jennings, HEAL Program Manager, were present to speak about the event. Newton stated this would begin our kick off of monthly meet-ups. We will be making May baskets to give away to families at the CAC. This event will help us to solicit stories from our community members to satisfy the requirements of our story telling component of our Community Heart and Soul. Selectperson Anderson expressed concern with the Earth Day event being the same day and would like to see some coordination. Jennings noted they were getting compostable plates and cups to use as well.

Ward moved the Board approve the Entertainment Permit for the Family Appreciation Brunch for the Winchendon Community Park Programming Committee to be held on Saturday, May 7th at 10:00am as presented this evening. LaPointe seconded

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.5. Entertainment Permit – June 24, 2022 - Food Truck Festival / Battle of the Bands - Recreation Commission – Tiffany Newton was present to speak to the event they are looking to host. This was an event that was

developed last year but thought it would be a better idea to add additional trucks in order to make for a greater event. The food trucks will be located in the "L" of Murdock Ave and the side of Morse Ave. It is not a high traffic road so it should be fine. The table and chairs will be set up closer to the gazebo to enjoy the music. There will also be craft vendors and lawn games. Selectman Ward asked if Bullspit agreed to be a part of this to which Newton said absolutely. Bullspit will be the sole alcohol provider at the event.

Ward moved the Board approve the Entertainment Permit for the Recreation Commission for the Food Truck Festival and Battle of the Bands to be held on Friday, June 24, 2022 from 5:00pm to 9:00pm as presented this evening. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.6. Entertainment Permit – July Friday Nights Summer Concert Series – Winchendon Recreation Commission- Tiffany Newton was present to speak about the event This event was shortened to 4 weeks to accommodate the budget and the opening of Bullspit. The Battle of Bands winner will take the July 27th spot. They are all repeat bands returning to provide the entertainment.

Ward moved the Board approve the Entertainment Permit granted to the Recreation Commission for the Friday Nights Summer Concert Series to be held at GAR Park on July 8th, 15, 22 and 29th as presented this evening. LaPointe seconded.

LaPointe (Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 5.7. Hawkers/Peddler/Solicitation Permit – Nadav DeSharone, Trinity Solar – Nadav DeSharone was present and introduced himself to the Board. He clarified that he typically follows the daylight schedule. LaBrie asked the Executive Assistant what the Board had done in the past. Daigle replied in the past the Board had issued permits until dusk but no later than 7:00 p.m. Selectwoman Anderson asked about COVID protection. Mr. DeSharone replied he would be utilizing a mask and social distancing himself. Selectman Ward asked how long the permit would be active. It was confirmed it would be permitted for the calendar year.

Ward moved the Board approve the Hawkery/Peddler/Solicitation permit for Nadav DeSharone, representing Trinity Solar as presented this evening, with hours until dusk but no later than 7:00 p.m. LaPointe seconded.

LaPointe (Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:

- 6.1. Department Update from Town Clerk Wendy Stevens - Town Clerk, Wendy Stevens was present to give her Dept. Head report. 2022 Dog licenses are being collected. The late notices have been sent out giving residents an additional 30 days NOT to incur late fees. Notices have gone out to those it effected. Debit/credit card swipe now available. Flammable storage permits due April 13. Election worker training is scheduled for April 20th. Re-districting has been completed and notices went out to households of registered voters notifying them if their precinct has been changed. Last day to register to vote for Annual Town Election is April 12th and the last day to register to vote for the Annual Town Meeting is April 26th. She is in the process of certifying nomination papers for state primary candidates.
- 6.2. Voter Registration Presentation - Wendy presented a power point presentation prepared by Jill Sackett to encourage people to vote and come to Town Meeting. There are multiple ways to register to vote. If you don't fill out your census, you are marked as inactive on the voter register. You only need to declare your party in national elections. What happens to any ballot that you receive after any town election? Town Clerk Wendy Stevens clarified we are allowed to accept ballots up to 5 days after the presidential election. We hold them for 22 months sealed in the vault. Ward commented he is depressed by participation at Town Meeting. He pleaded to residents to make every effort to attend Town Meeting May 16th; "If you want the democracy, please show up for it."

7. NEW BUSINESS:

7.1. Senator Jo Commerford Introduction: This item was addressed earlier in the evening.

7.2. Review of Winchendon Public School's FY23 Budget – Thad King was present to talk about the FY2023 school budget. He reviewed the budget priorities, assumptions, expenses funded by Trust funds, staffing, enrollment by grade, grant awards and the budget forecast.

Ward thanked Mr. King for presenting the budget and helping to make it clearer. Anderson also thanked Mr. King for sharing his presentation. Anderson asked about meeting with the Town Accountant and the new school business manager. Mr. King explained that the Town had taken on a greater role in the past with the schools payroll accounts and we are working on taking back the responsibility of the school from the town and allow more transparency from us moving forward.

7.3. Presentation of Draft Special and Annual Town Meeting Warrant- Town Manager Sultzbach read his memo to the Board. There are four articles for the STM and 22 Articles for the ATM warrants. He reviewed the articles with the Board, noting some articles are highlighted with figures to be determined. He noted Town Counsel was reviewing as well.

Ward asked the Town Manager to explain Article 21. Sultzbach explained this is the authorization for a grant the DPW Director Brian Croteau received. He needs to accept funding and also vote for the town to put up the additional required \$25,000 dollars done through town in-kind services. LaBrie noted this is still a draft and we will have the final warrant on April 25th. LaPointe had other questions that she said she would review with the Town Manager outside of the meeting.

7.4 Review of Current Water/Sewer Contract- Town Manager Sultzbach read his memo pertaining to the upcoming RFP process for the shared water plant with Ashburnham and securing a firm to develop an RFP to solicit proposal to operate our waste water plant.

8. OLD BUSINESS:

8.1 Water/Sewer Rate Discussion and Determination – LaBrie reviewed the ten year bar graph slide from the recent water and sewer study that shows the cash flow deficit if no rate increase is made. If we do not do anything she said, we are obviously getting deeper and deeper in the whole as years go on. It's not a matter of if the board is going to do something but what will we do. Raftelis was present at a prior meeting and they talked about staying on a strictly volume billing or they had the proposal of a flat rate fee and adjusting the volume metric rates accordingly. She turned the floor over to the Town Manager who has been working on this since the last meeting.

Sultzbach thanked DPW Director Brian Croteau and Town Accountant Joanne Goguen who have been assisting him with this. He reviewed the original balanced budget option:

ORIGINAL BALANCED OPTION

Running the Raftelis recommendation with a flat rate with usage estimates, projects a surplus for water of \$80,000 and a surplus for sewer of \$6,000. This plan calls for an 18% increase in Water and a 10% increase in Sewer for FY23, with 3% increases projected every year thereafter (barring any unforeseen circumstances). This would result in a roughly 13% increase to the total bill in FY23.

Sultzbach continued, after the last meeting and the Board's concerns, they went back to Raftelis and asked them if there was a way to spread it out and give people a little bit of breathing room. Their suggestion is the following:

NEW SUPPLEMENTED OPTION

Increase water 10% in FY23 and 8.5% FY24 and 3% thereafter. Sewer would remain the same at 10% in FY23 and 3% thereafter. The benefit with this is it eases people into the process not hitting them all at once. The downside is it will run a deficit in water projected to be \$70,000 in FY23 and would require supplementing the

budget from Free Cash or from ARPA to cover this projected deficit. This would require a Town Meeting vote.

Sultzbach offered two motions for either option that needed to be acted on this evening, the “Original Balanced Option” or the “New Supplemental Option.”

LaBrie asked what the balances were of Free Cash and ARPA. Sultzbach replied he thought Free Cash was at around \$600,000 and ARPA \$1.1 million after the items already committed.

Ward said he was thankful for the Town Manager for giving them the supplemental option and felt the Board needed to go with one or the other. He read a prepared statement. He is not for incurring a \$70,000 deficit to hold off just for one year. The water and sewer are enterprise funds and should be self-sustaining and should be providing enough to maintain it. The Board of Selectmen are directly responsible for providing a consistent viable rate structure and have failed to do so. He spoke of the depletion of retained earnings year after year putting at risk our systems. There is never a good time to raise fees. An 18% increase in sewer and 10% increase in water would amount to \$124 a year for the average homeowner on water and sewer giving us a balanced budget. He concluded saying he is for the balanced budget and is ready to make that motion.

LaPointe said reading from a prepared statement that she appreciates the effort in attempting to address the concerns related to excessive increases to our water users and thanked those involved in the effort. She also appreciates her no vote puts significant pressure in the budget process however she is disappointed efforts weren’t made in alternatives like exploring the alternative rate structure.

Anderson commented that she really hated it and she expressed concerns about not working within the budget.

LaBrie said for seven years now there has been effort to get a handle on this; it’s taken longer than it should have. She understands everyone’s point but her thoughts are if we don’t do anything, the graph shows we are just digging the hole deeper. She would like to see if the Board would consider the supplemental option with it being a benefit of everyone in town to have a working water system. The deficit would need to be covered from Free Cash or ARPA funds and would be a little bit of investment with all the citizens in town. Free Cash would require a Town Meeting vote but if it failed then we would have to readdress with another option and hold another Special Town Meeting in June or July with the Department of Revenue not allowing us to run in a knowing deficit.

Anderson spoke about the alternative method. LaPointe offered just voting on FY23 and holding off the rest for FY24 being able to put an effort in for the alternative method. Sultzbach advised the Board that two years would be more appropriate with current items already planned.

Ward moved to update the water and sewer rates as presented on the “Original Balanced Option;” LaPointe seconded.

Ward (Y); Anderson (N); LaPointe (N); LaBrie (N); 1-3, Motion Failed

Anderson moved to update the water and sewer rates as presented in the “Supplemented Option” but only for one year, FY2023; LaPointe seconded.

Ward commented this will not solve the problem at all; it is a piecemeal approach like in the past and won’t work. He doesn’t support it.

Anderson (Y); Ward (N); LaPointe (N); LaBrie (N); 1-3 Motion Failed

LaPointe moved to update the water and sewer rates as presented this evening using the “New Supplemented Option” using the figures for FY2023 and FY2024; Ward seconded.

Ward commented even though the second option has a deficit, it is a plan to get us out of deficit and if the Board is to go with this, he would support it.

Ward (Y); LaBrie (Y); Anderson (N); LaPointe (Y); 3-1 Approved

A question arose to specify the funding source.

LaPointe moved to include in the “New Supplemented Option” just voted that the \$70,000 deficit would be covered by ARPA funding; LaBrie seconded.

LaPointe(Y); Anderson (Y); Ward (Y); LaBrie (Y); 4-0 Approved

- 8.2 ARPA Review – The Town Manager presented his ARPA review happy to report a handful of projects are coming under budget. He is seeking to re-price out the Railroad St. project with granite sidewalks instead of concrete to be consistent with the Central St. project. LaBrie said she appreciated the consistency and LaPointe said it would be more durable as well. Sultzbach mentioned also that there was a possibility the project may have an overrun in time and they would have to apply to extend the CDBG grant award. The CDBG Coordinator has asked if the Board could vote to authorize him to sign off on the extension if it was to be needed.

LaPointe moved the Town Manager have the authorization to execute an extension to the CDBG grant if it becomes necessary; Anderson seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

- 8.3 Acceptance of Deed in Lieu of Foreclosure – 3-11 Beech Street - The Town Manager reported the progress he was making with this project and had the deed acceptances before them this evening. This project will not cost the taxpayer a dime. These are exactly the type of projects that we are looking to continue moving forward with without passing the expenses onto the taxpayer. This will help beautify our community.

Ward moved to accept the properties at 3-11 Beech St. as supported by the affirmative November 8, 2021 Special Town Meeting vote and further to sign the attached acceptances for 3 Beech St. and 11 Beech St. as presented. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

9. TOWN MANAGER’S REPORT:

1. Financial Updates-

- a. The Audit Committee has been contacted and will be establishing a kick-off meeting shortly.
- b. We are in the process of reviewing Snow & Ice deficits for FY22 and will be working to identify a funding source to transfer from as numbers settle for the year.

2. Personnel Updates-

- a. No personnel updates at this time.

3. Project Updates-

- a. We continue to monitor work on Central Street. We will coordinate with residents and business owners as work progresses.
- b. RFQ’s for Designer Services for the Old Murdock Restoration have been submitted. We received two proposals by the deadline, and are currently reviewing the documents with CBI Consulting.
- c. Preliminary flagging took place over the weekend for the Winchendon Community Park Amphitheater. We are working with the contractor to put a schedule in place that will minimize the impact to citizen access to the park during construction.
- d. The CDBG Grant process for Beech Street continues. We will be soliciting input from residents along

that street, with a public input session to be announced in the coming weeks.

- e. The TIP Request for Blair Square has been submitted. This will be a several year's process. The TIP covers construction costs, however the Town will be responsible for funding the design process. To date this has been funded by a year-end transfer from the Finance Committee and Board of Selectmen, and more recently ARPA. We will be submitting a request to the Robinson Broadhurst Foundation in the fall to get us through the last leg of design fees.
- f. We are in the process of submitting Final Written Reports to the Robinson Broadhurst Foundation for outstanding projects in town. This is an annual process. The RBF will be in town in late April for a final review of request for FY22.

4. Miscellaneous Updates –

- a. The CPAEC met last Monday the 4th, with significant progress made. They have opted to meet biweekly, with the goal to deliver a determination to the BoS by August.
- b. I toured our Wastewater Treatment Facility to get a better understanding of the operations. Should any board member like to walk the plant in the future I will coordinate a time.

10. MINUTES:

10.1 Monday, March 28, 2022 - Regular Meeting including Joint Meeting with Finance Committee

Ward moved to approve the Monday, March 28, 2022 regular meeting minutes including joint meeting with Finance Committee as presented this evening. LaPointe seconded.

LaPointe(Y) Anderson (Y) Ward (Y) LaBrie (Y) 4-0, Approved

11. COMMUNICATIONS:

12. AGENDA ITEMS:

13. **EXECUTIVE SESSION:** There was no executive session this evening.

14. ADJOURNMENT:

LaPointe moved to adjourn the meeting. Seconded by Anderson. With a vote of all aye the meeting was adjourned at 9:44 p.m.

Respectfully Submitted,


Tamarah S. Estes

Administrative Assistant