

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, AUGUST 15, 2022**
Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.

Present:

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

Justin Sultzbach, Town Manager
Linda Daigle, Executive Assistant

Documents presented at the meeting:

- Letter from Tiffany Newton resigning from Recreation Commission (filed)
- Letter from Glenn LaRochelle with his interest to serve on the Conservation Commission
 - Email from Nicole Roberts noting the Conservation Commission recommends appointment (filed)
- Entertainment Permit Application – Snowbound Club, Inc., “Snowbound Goes Country Band Concert” (filed)
- Entertainment Permit Application – Snowbound Club, Inc., “Snowbound Brewfest” (filed)
- Entertainment Permit and Special One Day Applications – Jim Hunt, 2022 Pop Up Brew Yard, 4 Summer Drive (filed)
- Planning Board Memo dated 6/21/22 re: Site Plan Approval Amended for Class III license, Like New Auto Parts, 401 School St. (attached)
- Proclamation for K-9 Clyde (attached)
- Letters of Commendation of Police Officers/Dispatchers dated July 27, 2022 (filed)
- Town Manager memo dated 8/15/22 re: Update on Temporary Traffic Patterns School St. and Blair Square (filed)
- Joint Water Authority Proposal for the Operations and Maintenance of the Ashburnham & Winchendon Joint Water Authority Water Filtration Plant (filed)
- Town Manager Memo dated 8/15/22 re: Salary Study Discussion (filed)
- Town Manager FY22 Goals and Objectives and draft FY23 Goals and Objectives (filed)
- Draft Special Town Meeting Warrant of 10/24/22 (attached)
- Town Manager Memo dated 7.25.22 re: Opioid Settlement Funds (filed)
 - Estimated Maximum Municipal Abatement Payments to Participating Subdivisions
 - Municipal Use of Abatement Funds
 - Rough Draft Agreement between the City of Gardner and GAAMHA
- Town Manager’s Report (filed)
- Minutes:
 - Monday, July 11, 2022 - Regular Meeting including a jointly held meeting with the Audit Committee, Finance Committee and School Committee
 - Monday, July 25, 2022 EXECUTIVE SESSION (approval only)

Chair LaBrie called the meeting to order at 6:30 p.m. All rose for the Pledge of Allegiance to the Flag of the United States of America.

No one announced they would be audio or video recording the meeting this evening.

1. **SELECTMEN’S COMMENTS AND ANNOUNCEMENTS:** There were no Selectmen’s Comments or Announcements this evening.

2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were no public comments or announcements this evening.

3. **PUBLIC HEARINGS:** There were no public hearings this evening.

4. **APPOINTMENTS/RESIGNATIONS:**

4.1. Recreation Commission Resignation – Tiffany Newton – With Tiffany Newton being appointed to the Recreation Commission Coordinator position, she has submitted her resignation as a member of the Commission.

Anderson moved to accept Tiffany Newton's resignation from the Recreation Commission and thank her for her service on this Commission. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

Ms. Newton was thanked for her work as a member of the commission and was wished good luck moving forward.

4.2. Conservation Commission Appointment – Glenn LaRochelle – LaBrie noted Mr. LaRochelle submitted a letter with his interest to serve on the Conservation Commission and the Commission voted unanimously to recommend his appointment. Mr. LaRochelle would be filling the vacant seat left by Ken Wante. Mr. LaRochelle came forward with his interest and stated he has lived in Winchendon all his life and wants to give back to the town. He is now working for the Dept. of Public Works and would fill out the proper paperwork and recuse himself if there was a matter pertaining to the Dept. of Public Works.

Anderson moved to appoint Glenn LaRochelle to the Conservation Commission with the term expiration of June 30, 2023. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

5. **PERMIT/LICENSE APPLICATIONS:**

5.1. Entertainment Permit August 27, 2022 – Snowbound Club Inc. - Snowbound Goes Country Band Concert – Dean Sweeney was present on his application to hold an outdoor Country Band Concert from 1PM to 7PM on August 27th. There are no issues from Dept. Heads.

Anderson moved to approve the Entertainment Permit for the Snowbound Club, Inc., 130 Baldwinville Rd. for Saturday, August 27, 2022 to host an outdoor Country Band Concert at the Club from 1PM to 7PM as presented this evening. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

5.2. Entertainment Permit September 10, 2022 – Snowbound Club Inc. – Snowbound Brewfest – Dean Sweeney was also present on his application to hold an outdoor Brewfest from 2PM to 7PM on September 10th. There are no issues from Dept. Heads and the fee has been paid. The Club is permitted to serve alcoholic beverages in their outdoor pavilion.

Anderson moved to approve the Entertainment Permit for the Snowbound Club, Inc., 130 Baldwinville Rd. for Saturday, September 10, 2022 to host an outdoor Brewfest at the Club from 2PM to 7PM as presented this evening. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

5.3. Entertainment Permit and Special One Day Malt and Wine Licenses – Jim Hunt, 2022 Pop Up Bull Yard, 4 Summer Drive - Jim Hunt, from Bull Spit Brewery, was present on his application to hold a "Pop Up Bull Yard" similar to last year with it being very successful. He would like to repeat the event with the location being the property at 4 Summer Drive. He is planning on holding every Friday, Saturday and Sunday beginning September 2nd through the end of October. LaBrie asked for an update on the concern of site contamination. Sultzbach offered the remediation for soil has not yet been kicked off but they have surveyed everything that is down there and should be close to completion before the events begin to take place. He wanted to talk to the site professionals to identify any areas, if any, that might be problematic with people who might congregate in

that area. He reviewed a chart provided by BETA showing data of where there might be contaminations; the area of concern will be blocked off and excluded to be safe. There are no issues noted by Department Heads. Mr. Hunt noted the times of operation will be Friday from 3:00pm to 9:00pm, Saturday noon to 9:00pm and Sunday noon to 7:00pm. He noted any food trucks will be pulled from already authorized food trucks in town but he is planning on utilizing restaurants that are downtown with deliveries made right to the tables.

Anderson moved to approve the Entertainment Permit and twenty-seven Special One-Day Malt and Wine Licenses to Jim Hunt for the 2022 Pop Up Bull Yard to be located at 4 Summer Drive as long as the site is safe for human habitation and as presented this evening. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

5.4. Class III License Review - Warren Field, dba Like New Auto Parts, 401 School St. – LaBrie noted last December the Board approved a Change of Business Structure for Like New Auto Parts. At the time, Mr. Field was asked about the fence requirement in the original site plan approval. Mr. Field had noted he would be addressing this with the Planning Board. Mr. Field was present and came forward. LaBrie noted the Planning Board addressed this issue and they agreed the fence wasn't necessary because nothing is visible from the road. She asked if Mr. Field has complied with the request from the Planning Board to remove the cars and items for sale on property located at 411 School Street with that location not part of the site plan approval. Mr. Field confirmed the items have been removed per the Planning Board's request.

6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:

6.1. Information Technology Dept. Update, IT Director Don O'Neil – With the recent Ransomware attack on Town systems, Mr. O'Neil was present with an update to the Board. He mentioned he has been busy for the past ten days but all is in good shape. He attributed good backups to the success against the Ransomware attack but noted it did take time to download the backups but no data had been lost. Overall, we are in good shape he said but it was a learning experience and knows what to do to be better. He instituted a stricter password policy. He replaced the old email server with a brand new one with up-to-date software and antivirus. Computers were reformatted and refreshed with updated Windows software. He noted it was a Russian attack that hacked in. For the future, he is looking at a couple solutions to have a quicker restore time and other solutions that are bullet proof for viruses and can restore on the fly. He does have another spare server. When asked if there are any trainings for town employees, Mr. O'Neil said he will be doing fake phishing email tests to train people. Mr. O'Neil was thanked for updating them this evening.

7. NEW BUSINESS:

7.1. Canine Officer Clyde Retiring (Ceremony) – Chief Walsh came forward along with Officer Jim Wironen and K-9 Clyde who is retiring. The Chief noted his observations surrounding Clyde in his seven year career. He was amazed how the town received and supported him. He attributes that to Officer Wironen who has been Clyde's handler but also to Clyde himself. As a team, they exemplify what a K9 program should be. As Officer Wironen has said some dogs may excel at one aspect of the canine program but Clyde was an exception and excelled with all the aspects of the canine program. He truly accomplished one of the benefits when originally proposed to do this program by strengthening the relationships they have had with other departments and with the community. He's established the standard of what the Winchendon Canine Program should be and is well deserving of a relaxing retirement with his family. Chairwoman LaBrie came forward and read a Proclamation to recognize Canine Clyde naming Wednesday, August 31, 2022 as "K-9 Clyde Day" in the Town of Winchendon, in gratitude for his 49 years of service to the Winchendon Police Dept. with their wishes for a happy retirement with his handler Officer Wironen.

Anderson moved to approve the Proclamation for K-9 Clyde as presented this evening and thank him for his outstanding years of service to the Winchendon Police Dept; LaPointe seconded. With a vote of all aye, the motion carried unanimously.

Clyde was applauded and presented with a new dog bed on behalf of the Town.

7.2. Commendation of Police Officers – Chief Walsh came forward asking the Board to recognize police officers and two dispatchers for their outstanding response to a reported armed individual threatening to hurt himself or responding officers. Under the initial direction of K-9 Handler Officer Jim Wironen and ultimately Lt. Wolski, the incident was resolved without any injuries. The coordination of the responding police agencies and the professionalism of the communication between officers and the two dispatchers was remarkable, as was the ability of them all to remain calm, in control under very stressful circumstances. Each accommodation notes the asset they are to the Winchendon Police Department. Chief Walsh added they are also an asset to the Town and the community as a whole. The following individuals were recognized:

Lieutenant Kevin Wolski
Officer James Wironen and K-9 Clyde
Officer Joseph Champney, III
Officer James Maynard
Officer Brandon Lucier
Dispatcher Dillon Walsh
Dispatcher Dylan Mei
Reserve Officer Daniel Caputi
Sgt. Dan Wolski

The individuals were applauded and thanked.

The Town Manager asked to take the agenda out of order and move to Item 8.1 and then to 7.4.
LaPointe so moved; Anderson seconded. By a vote of all aye, the Board moved to item 8.1.

7.3. Update on Temporary Traffic Patterns - School St. and Blair Square –The Town Manager reviewed what the intention for Blair Square is noting they have received a \$5,000 placemaking grant from the Northeast Association of Realtors to formalize the area with curbing, a tree and a bench. He didn't want to do too much more with the broader Blair Square project coming in two or three years. The work could be done in November. Anderson was concerned about the one way. Croteau commented that there are much less accidents at the location since this was done. MassDOT has suggested the Town make the road a one way.

Sultzbach addressed School Square and the closure on Front St. With a series of crashes there, they are looking to do mild improvements. He wasn't sure it will be completed before the winter. Anderson noted the 18-wheelers that start to take that turn and realize the road is closed and then have to back up onto Rt. 12. Sultzbach added they could add more and better signage and once it's physically closed off, the visual indication should trigger something to not go that way. Anderson asked about the procedure to change the layout of town roads. Sultzbach noted the Board and staff can change town roads. He's hoping the barrels will provide input from the public as he doesn't want to just make permanent changes without getting the feedback from the community. LaPointe was hoping there was a way to reach out to the state to somehow update GPS data with the updated road changes. Croteau advised he has reached out in the past without any success.

The Chair asked if they could have the public and neighbors who will be impacted invited to a meeting to address this topic. Sultzbach agreed to reach out on social media.

7.4. Review of Ashburnham/Winchendon Joint Water Authority Proposal Providing Contract Operations and Maintenance Services –The Town Manager noted at a recent meeting they discussed the RFP for water services that is shared with the community of Ashburnham. DPW Director Brian Croteau and George Cornwall from the Ashburnham Winchendon Joint Water Authority were present this evening on this topic. He reviewed with the Board that when the RFP went out for water services, there were four parties that were interested but only one proposal was received from Veolia, our current operator. The feedback that they have received from the other three, was that the plant is being run so efficiently, there is not much value in putting out a proposal. He is bringing before the Board this evening to talk about it and get their perspective before moving forward.

LaBrie asked how long Veolia has run the Ashburnham/Winchendon plant. Mr. Cornwall explained originally it was run by US Filter that was then absorbed by Veolia. He is a lifelong resident of Ashburnham and has

been involved with the Joint Water Authority since its inception. He was on the committee to help design the building through engineering firms. Veolia has been involved basically since the beginning and has done a very good job.

DPW Director Brian Croteau informed the Board the contract is currently up but continuing with COVID provisions and planning on going live by November 1st. Town Manager Sultzbach added at a recent meeting we addressed the short request to continue for six months, but he was in favor of doing three months.

LaPointe has concerns with the history of Veolia's court cases and can't say in good faith, "yes, let's go with them." She would like another company to come in that might be cheaper or bring the work in house. Sultzbach noted the valid points and the court cases Veolia is entangled with has been the largest criticism but would offer other water operators are also caught in the same cases. It's sad but an industry standard; you would not be able to find anyone with a clean record with a lot being due to aging infrastructure across the board in municipalities combined with stricter state regulations. He asked Mr. Cornwall to speak about the inhouse option. Mr. Cornwall said it has been brought up in the past and discussed at length but their DPW Director is dead set against it; he felt they were not qualified to run the plant properly and it would be a mistake of epic proportions if they were to try and run it themselves.

LaPointe noted she was disappointed there wasn't a capital plan in place. Sultzbach noted there was one, just not as good as it could be. Two pieces to it are to build a good capital plan which was recently put up to date over the past year but the other piece is the community's responsibility to fund that capital plan. When there was a capital plan in place, unfortunately, between the two communities, a failure to adequately fund that capital plan which have led to a lot of issues that we are seeing today. Mr. Cornwall said Veolia did supply them with a capital plan and was a considerable amount of money that neither the Water Department nor the Water Sewer Commission felt they could fund properly because the number was astronomical much more than Ashburnham could afford to pay.

LaBrie brought up that the town is also in need of capital planning for our Wastewater Plant as well.

LaPointe and Anderson continued to express their opinion to seek out those other companies that didn't submit a bid. The Town Manager advised they did seek out those other companies but they didn't feel they would make a profit; they went through the process and no one else wanted it.

Anderson asked if the contract is signed, will the water user rates be increased. Mr. Croteau believes he could make it work this year but increases will be needed in the future. Sultzbach added there are intangibles that hopefully can positively impact the rate, like an increase in businesses with an increase use of water.

LaBrie asked Mr. Cornwall how Ashburnham feels about the contract with Veolia. Mr. Cornwall said with Veolia's past performance and the only applicant, they should go ahead with Veolia. LaBrie asked what would happen if Winchendon didn't approve. Sultzbach replied they would have to extend the current contract, issue another RFP risking a price increase with the respondent knowing they were the only ones.

Ward commented he wants to do what is in the best interest for the town. Veolia has been doing this for twenty-one years and there have been no problems. In his memory, there have been two DPW Directors and two Town Managers who have advised the Board to go with Veolia and they are doing a good job. They are a global company but that isn't bad for Winchendon. There is no way we are going to find the expertise locally or in the immediate vicinity to try and do on their own. Leominster has the longest running contract in the state and they have been happy with them all that time. Veolia has received numerous awards from the state. They are doing a good job in the state, and doing a good job in Winchendon, why would we want to drop them because they are global and have some legal problems in other sections of the country.

Anderson clarified Veolia hasn't been our operator for twenty-one years as they bought out the company that was doing it earlier.

LaPointe noted a conference call Veolia had with stakeholders regarding their growth and net income of \$1.1 billion euros and their revenue growth of 46%. They will keep raising our rates and our residents can't afford it. LaBrie noted she was not a fan of monopolies and understands the point about profits and referenced she just read that one oil company announced profits of \$17.9 billion for the three months through June. "It's disgusting," replied LaPointe, adding that they figure out something else, possibly doing the work ourselves.

Salter asked to clarify that this was just the water contract and we have another contract with them for wastewater. Sultzbach replied correct, they are not connected but it would be advantageous for a company that was already handling water operations making it appealing to also handle wastewater operations.

Ward moved the Board authorize the Town Manager to award the Operations and Maintenance of the Ashburnham & Winchendon Joint Water Authority Water Filtration Plant to Veolia. Salter seconded. Motion passed by majority vote:

Ward (Y), Salter (Y), Anderson (N), LaPointe (N), LaBrie (Y) 3-2 Approved

LaBrie thought it would be helpful if the Town Manager could look at inhouse costs for the RFP for the Wastewater Treatment Plant. Sultzbach said that proposal is more in depth than what he felt could be done inhouse. It was a component of the rate survey and the gentlemen that did the survey mentioned his team didn't identify a benefit of doing this and would open the town up to liability in staffing if someone left. We wouldn't be able to replicate the rotation of trained employees. The other component was the buying power not being able to compete. LaBrie asked to bring that part of the presentation back to the Board with the Wastewater RFP.

Mr. Cornwall was thanked for his time this evening.

The Board returned Back to 7.3 at 8:03PM.

7.5. Salary Study Discussion – The Town Manager reviewed his memo with the Board with his interest in hiring an outside firm to conduct an up to date salary survey for Town Hall employees. Municipalities are finding difficulties to fill key positions in Town Hall. One of the biggest barriers is offering competitive wages and feels the Town is falling behind and would like to do a salary study in line with comparable communities. This will help in attracting qualified candidates and retain our existing hardworking employees. The last study was in 2017 and the global COVID pandemic has changed drastically the landscape in terms of hiring. He has solicited the assistance of Community Paradigm Associates who did the study the last time and also solicited from two other firms. He asked how the Board felt about appropriating a funding source not to exceed \$7,000 from ARPA funds given the issue is part due to the COVID-19 pandemic. Anderson asked about googling for the information. Sultzbach replied that they have done this for a couple positions, but on a broader scale it is time consuming and our landscape is shifting and we are stretched pretty thin and short staffed. You will get a more quality product with a firm that does this. LaPointe felt strongly that other quotes were solicited than just the one he had. LaBrie asked if the salary study could take into benefits, compensation, things specific to the town and the municipality. Sultzbach said they could include it in the scope but no communities are the same. Salter spoke of the auditor's suggestion about sharing resources with other smaller communities and maybe adding that component.

Ward moved to authorize the Town Manager to utilize ARPA funds, not to exceed \$7,000, to secure the services of an outside firm for the purposes of conducting an up-to-date salary survey for Town Hall employees; Salter seconded for discussion.

LaBrie asked about including the Finance Committee with any use of ARPA funds if this were to pass.

LaPointe noted she was uncomfortable with signing the contract at this time without the other quotes and suggested the motion be amended.

Sultzbach offered the issue is not terribly time sensitive and could wait until the next meeting to see if he has additional quotes from the other two. The Board was in agreement to wait.

Ward withdrew his motion with Salter, the second of the motion, in agreement.

- 7.6. FY23 Town Manager and Board of Selectmen Goals and Objectives – The Town Manager provided his FY22 Goals and Objectives updated for FY23 for their review. Anderson was concerned the goals didn't line up with the evaluation and thought they should be in alignment. Sultzbach reviewed his goals and objectives and noted additions were in blue. The document is in draft form he noted and asked if anyone had any changes, if they could email him or the Chair and it would be brought before them at a future meeting.
- 7.7. Review of Fall Special Town Meeting Schedule – The Town Manager reviewed the draft Special Town Meeting schedule with the Board with a couple amendments discussed.

Anderson moved the Board schedule the Fall Special Town Meeting for Monday, October 24th, 2022 at 7:00PM to be held at the Murdock Middle High School and to Open the Special Town Meeting Warrant on Tuesday, August 30, 2022 at 8:00AM and to Close the Special Town Meeting Warrant on Tuesday, September 6, 2022 at noon. LaPointe seconded. With a vote of all aye, the motion passed unanimously.

Salter (Y), LaPointe (Y), Anderson (Y), Ward (Y), LaBrie (Y) 5-0 Approved

The Board asked the notice be put out to the public in all ways it can be as soon as possible.

8. OLD BUSINESS:

- 8.1. Continued Discussion – Town of Winchendon and GAAMHA Grant Agreement re: Opioid Settlement Funds – As discussed at their last meeting, the Town Manager reminded the Board the Opioid Settlement funds will be coming soon to Winchendon and he invited Representative Zlotnik this evening to answer any questions the Board might have about the potential of regionalizing efforts with Gardner.

Representative Zlotnik came forward to give some background information on the Settlement Funds and the thought of pooling the resources to be able to do more working with groups that are already doing something with substance abuse, addiction and recovery space. The hope is by spreading it a little further, a deeper impact will be made with each town that joins in contributing the amount that they received. He mentioned he was to coordinate the efforts this evening with Shawn Hayden, the Vice-President of GAAMHA, but he has tested positive for covid. He offered to help answer any questions the Board might have.

Ward asked him about the Pathway House and Alyssa's Place being totally focused on the opioid crisis. Rep. Zlotnik said Alyssa's Place is named after a girl he went to school with who died after an overdose. It is located in downtown Gardner and coordinates recovery services out of that location. He was less familiar with specifics of the Pathway House but there are a number of inpatient and outpatient addiction services that GAAMHA provides.

LaPointe asked if the agreement is entered, what kind of input would the Board have or would Gardner or a specific entity have the final say? Rep. Zlotnik replied it is being proposed that each town would contract independently with GAAHMA but do so under the same terms. The Draft agreement provided to you was made by the City of Gardner's legal department. GAAHMA would run the program day to day. It is being proposed initially for a three to five year term agreement to look at the data and evidence of the impact. It would be renewed after that. He believes the actual settlement is for twenty to thirty years. He also explained that in year one, every town receives the most annually and then it drops down each year with a remainder available at the end. The Town could keep it for a specific use or could find other regionalized efforts to see what would be beneficial beyond the cost to run the program they are proposing.

LaBrie asked what kind of involvement the Town would have tracking or reporting. Rep. Zlotnik believed each municipality would have to report back to the Attorney General's office but day to day would be GAAHMA.

How the money is initial spent are details that would be agreed upon with the Town and GAAMHA, but it would be GAAHMA running the program.

Anderson was concerned with relinquishing control to GAAHMA maintaining the bulk of the benefit without consulting with our Police and Fire Chiefs. Representative Zlotnik recommended they consult with their Police and Fire Department as they will be the ones who will be interacted with as the program goes forward. In regards to where the needs are, Winchendon gets twenty to fifty of these calls a year. With every one of the calls, there will be an attempted referral. The uniqueness of the program in how it is laid out is not to fund a location or specific center but funding a specific service of when there is an overdose or a concern of an addiction related issue whether it be with alcohol or some narcotic. Police and fire departments in the participating towns will have access to this resource.

LaBrie asked about tapping into any CAC resources as well. She asked if the Settlement funds could be used for proactive education. Sultzbach answered the Attorney General's office has provided guidance on this and it was one of the approved use of the funds.

Ward noted on Page 4 under the "Mass. Abatement Terms" it lists massive programs and commented the CAC wouldn't have the capabilities to meet those programs that are detailed. Winchendon will be referred to the Gardner locations that have those services listed.

LaBrie asked about the time limit. Rep. Zlotnik hoped by the end of September to get close to the number of communities that will be taking part in this and that it will take a few months to get the back end set up. His objective is to have towns who would be participating to feel comfortable and have questions answered, whether it be October or even the end of the year.

Rep. Zlotnik was thanked. He asked the Board to forward any question they may have later and he would address them with Shawn Hayden at GAAMHA.

LaBrie asked to place this on an upcoming agenda.

The Board then moved to item 7.4 of the agenda.

9. TOWN MANAGER'S REPORT:

Financial Updates-

- a. Year-end reporting is nearing completion, with a few minor transfers to go before the Finance Committee.

Personnel Updates-

- a. Zoe DuPont, our Assistant Town Treasurer/Collector, has been promoted to Acting Town Treasurer/Collector. She has started work on her Treasurer/Collector Certification, and will be learning under direction of retired Treasurer/Collector Donna Spellman.
- b. We are happy to have Tiffany Newton on board as our part-time Recreation Coordinator. She has extensive knowledge of the town, the Recreation Commission, and came recommended by the Winchendon Community Park Committee.

Project Updates-

- a. I joined the Conservation Commission last Thursday evening to discuss the Bullspit project at 4 Summer Drive. I am pleased to report that the Conservation Commission gave the project the green light to move forward.
- b. The locks have been changed at the 4C's Garage on Beech St. Power will be cut this week, and I am working with DPW Director Croteau to establish a timeline for demolition. It is still our goal to get the structure down prior to winter.

Miscellaneous Updates-

- a. Comcast negotiations are nearing completion, with a final draft to go before the Communications Committee this week. Once reviewed, it will go before the Board of Selectmen for final approval.
- b. The Capital Planning Committee will be meeting on Wednesday, August 17th at 5pm to review the progress of recent capital projects.

10. MINUTES:

10.1. Monday, July 11, 2022 - Regular Meeting: LaBrie noted this meeting included a Joint meeting with the Audit Committee, School Committee and Finance Committee.

Anderson moved to approve the minutes of Monday, July 11, 2022 as presented; LaPointe seconded.
Motion passed by majority vote with LaPointe abstaining as not being present.

Salter (Y), LaPointe (A), Anderson (Y), Ward (Y), LaBrie (Y) 4-0-1 Approved

10.2. Monday, July 25, 2022 - EXECUTIVE SESSION:

Anderson moved to approve only and not release the Executive Session minutes from Monday, July 25, 2022; LaPointe seconded. With a roll call vote of all aye, the motion passed unanimously.

Salter (Y), LaPointe (Y), Anderson (Y), Ward (Y), LaBrie (Y) 5-0 Approved

11. COMMUNICATIONS:

12. AGENDA ITEMS: The next meeting is scheduled for September 12th unless there becomes a need to have one sooner.

13. EXECUTIVE SESSION: There was no Executive Session held this evening.

14. ADJOURNMENT:

LaPointe moved to adjourn; Anderson seconded. With a vote of all aye, the meeting adjourned at 9:04PM.

Respectfully submitted,



Linda Daigle
Executive Assistant

