

Approved: 5-22-2023

TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, May 8, 2023
Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.

WINCHENDON TOWN CLERK
RCUD MAY 23 2023 PM1:08

Present:

Audrey LaBrie, Chair
Rick Ward, Vice-Chair
Barbara Anderson
Danielle LaPointe
Amy Salter (arrived at 6:38pm)

Justin Sultzbach, Town Manager
Mary Calandrella, Executive Assistant
Debra Dennis, Administrative Assistant

List of Documents Presented at Meeting:

- Email from Don O'Neil-Resignation Historical Commission
- List of Board of Selectmen Appointed Committees and Boards-List of Renewals for 7/1/23
- Entertainment Permit Application-Parks & Recreation-Movie Nights June/July Winchendon Community Park
- Entertainment Permit Application-Parks & Recreation-Medium Bonnie Page-July 16, 2023 Winchendon Community Park
- Solicitors Permit Application-Poppy Flower Sale-Woman's Auxiliary-American Legion
- Special One Day Liquor Licenses (5)-Wine/Malt-Bull Spit-May Fest
- Memo from Town Manager-ARPA Balance update
- ARPA Funding Spreadsheet
- Memo from Town Manager-Destination Winchendon Discussion (filed)
- Winchendon Public Schools Destination Town Project-Project Prospectus dated May 2, 2023-Stonegate Alliance
- Memo from Town Manager-Colonial Power Group (filed)
- Memo from Town Manager-Authority to File-Winchendon Water line and Stormwater Asset Management
- Town Manager Report (attached)
- Draft Meeting Minutes March 30, 2023, April 24, 2023, and April 27, 2023 (attached)

Chair LaBrie called the meeting to order at 6:30P.M. All rose for the Pledge of Allegiance. LaBrie asked if anyone would be audio or video recording this meeting tonight to which there was no response heard.

1. **SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:** Ward pointed out the third annual Taste of Winchendon will be this Saturday on the library lawn. It's a great way to spend a Saturday afternoon. He thanked the Board of Health and the volunteers who cleaned on Earth Day. LaPointe expressed a residents concern about the gap in number between votes at the town election between the BOS and School Committee. LaBrie said some people vote for some but not others. Anderson thanked the Board of Health for the work they did with the Earth Day cleanup. LaBrie thanked everyone who threw their hat in the ring at election. She also thanked the poll workers. LaBrie said Amy Salters term is expiring and this is her last meeting. She thanked Salter for all the work she has done and said her financial background will be missed. Ward said he benefited greatly by Salter's knowledge. He said Welcome Melissa Blanchard who will be joining the board.
2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** Jane LaPointe-recruiting a new Town Manager. She expressed hope going forward looking for someone who can manage operations in the town and someone who is a leader.

Rick Lucier-recommended the Board of Selectmen look at article 9 to pass over or rescind since the new town manager would have to implement the plan that he has no knowledge of. Let new guy figure out on his own. LaPointe said she shares his reservations. Sultzbach the items in the article, shared DPW Director wasn't his idea. There is a cost savings there. Economic Development-benefit is having Town Manager in the seat at that time since he had the background. Planning and Development wasn't his idea it just happened. Recreation position is already here.

3. PUBLIC HEARINGS: There were no public hearings this evening.
4. APPOINTMENTS/RESIGNATIONS:
4.1 Accept the resignation of Don O'Neil from Historical Commission- LaPointe thanked him for all he has done. Anderson said it is such a loss. **Ward moved to accept the resignation of Don O'Neil on the Historical Commission and thanked him for all he has done. LaPointe seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, LaBrie aye.**
- 4.2 Board of Selectmen Appointed Committees and Boards – List of Renewals for 7/1/2023 for review- Calandrella said this is just for review. We will have a clean list at a future meeting.
5. PERMIT/LICENSE APPLICATIONS:
 - 5.1 Entertainment -Parks & Recreation- Movie Nights June/July Winchendon Community Park-Tiffany Newton came forward. Ward asked are they free. Newton said \$5 for one or \$25 for all. Library has movie nights in August. LaBrie asked what time? Newton said starting at dusk. LaPointe said she understands the need to make the Amphitheater self-sufficient. Newton said we can't do everything for free. We are trying to make it cost effective as possible. Anderson asked what if raining. Newton said we can pick rain dates. **Ward moved to approve the Winchendon Community Park movie nights for June 22nd, June 29th, July 6th, July 13th, July 20th, and July 27th as presented this evening. LaPointe seconded. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.**
 - 5.2 Entertainment – Parks & Recreation- Medium Bonnie Page – 7/16/2023 Winchendon Community Park- Ward asked \$25 fee do we make a profit. Newton said this will be a profitable event. **Ward moved to approve the Winchendon Parks and Recreation give date and rain date. Seconded LaPointe. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.**
 - 5.3 Solicitor's Permit – Poppy Flower Sale – Woman's Auxiliary- American Legion #193- Month of May- Ward moved to approve the solicitor's permit for the woman's Auxiliary American Legion #193 to be in May at the following location, Gracie's, To Each His Own, and Cumberland Farms. LaPointe seconded it. All aye.
 - 5.4 Special One Day Liquor Licenses – Wine/Malt -Bull Spit – May Fest-Jim Hunt, Manager explained the event. Sultzbach explained the license process. He said they are waiting for official word from the state. Once approved by the state they shouldn't have to do this. **Ward moved to approve the special one-day liquor licenses for wine/malt for Bull Spit for the following dates as presented this evening. LaPointe seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.**
6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS
 - 6.1 ARPA Balance update-Sultzbach projected remainder is roughly \$250,000. Central Street Water Line (100,000) is our match. Central Street plantings cost \$25,000 looking for a way to do it in house. Front St Bridge Repair Design-Brian Croteau said currently we have a hole in the bridge. If we don't fund it then it would stay a one lane. The state will do a full assessment of the bridge to see what it would cost. Anderson said to repair the bridge we could use the million being requested at town meeting to pave the roads. Croteau said he wouldn't recommend it. Sultzbach said we have a better shot to secure funds to repair the bridge then to pave the roads. If expenditures are agreeable will bring balance down to \$160,000.
7. NEW BUSINESS:
 - 7.1. Destination Winchendon discussion-Sultzbach said we have enlisted the expertise of Stonegate Alliance in a consultant capacity to assist the Town of Winchendon in packaging parcels in three areas: downtown Winchendon, Winchendon Springs, and Waterville. This town-side initiative would include extensive public input sessions, coordination with various private property owners, and the identification of potential investment partners that would have resources available to develop these sites. An exploratory phase of "Destination Winchendon" will include a final report outlining research and executable strategies to move forward on this initiative. The proposed fee is \$18,000. He said it would be recommended to fund this utilizing ARPA funding. Some of the identifying parcels in the town are on Front St –Green Building, Waterville area, and Whites Mill. LaBrie went over the scope of services. Anderson said she has a hard time

spending town funds on looking into properties that are privately owned. Sultzbach said helping people with privately owned properties in Winchendon benefits the town by getting further tax revenue down the road. LaBrie question they proposed was give a couple areas in town. You need to spend some money to get a plan in place. Give us a jumping off plan to improve the town. Ward this is a natural tie in to the Master Plan. We would have the plan and know what direction to go. Ward said there are many towns that took the plan and went forward themselves. Salter questioned what do we get for \$18,000. Sultzbach said we are paying them for the public process identify parcels, perspective on each parcel. Shop around for investors. Services would help consultant identify grants/funding resources. **Ward made a motion to authorize the Town Manager to enter into an agreement with Stonegate Alliance to conduct a destination Winchendon study as proposed for the fees described above. LaPointe seconded. Vote: Salter aye, Ward aye, Anderson no, LaPointe aye, and LaBrie aye.**

7.2. Colonial Power Group – Review of Energy Aggregation-Sultzbach said the current energy aggregation agreement set to expire in December 2023. Sultzbach said he has engaged Colonial Power Group to pull updated numbers in advance of this agreement expiring. He recommended giving early indications of pricing to extend this agreement for one more year with the hopes that energy prices continue to cool off. Anderson said she has heard from some residents that there are several suppliers with lower rates. LaPointe said National Grid has told some residents they are going down 30% in the coming months. Jane LaPointe said National Grid lowers rates in the summer but they will go back up in the winter.

8. OLD BUSINESS:

8.1. Review Winchendon Water Line (Sherbert Rd, Main Transmission Line) Documents-Sultzbach said now that DEP has authorized the project, two votes are required from the Board of Selectmen to allow us to move forward with the scheduling of this project. Failure to submit these forms in a timely fashion could result in the loss of the \$2,000,000 in forgiveness we were recently awarded to this project. The first document titled “Sherbet Road Authority to File”, authorized my office to file applications and execute agreements for “grant and/ or loan assistance as well as furnishing such information, data, and documents pertaining to the applicant for a grant and/or loans as may be required; and otherwise to act as the authorized representative of the applicant in connection with this application. The second document titled “Stormwater AMP Authority to File” provides the same authorization but for the upcoming Stormwater Asset Management project. This is pending town meeting approval, and such language should be incorporated into the motion. **Anderson motion to authorize the Town Manager to file applications and execute agreements for “grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the application for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Application in connection with this application in relation to the Winchendon Main Transmission Line for Ashburnham and LaPointe seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.**

Anderson motion to authorize the Town Manager to file applications and execute agreements for “grant and/or loan assistance as well as furnishing such information, data, and documents pertaining to the applicant for a grant (s) and/or loans (s) as may be required; and otherwise to act as the authorized representative of the Applicant in connection with this application in relation to the Winchendon Stormwater asset Management Plan pending Town Meeting Authorization and LaPointe seconded the motion. All aye.

9. TOWN MANAGER’S REPORT: Sultzbach went over his report: which included the following updates, financial, personnel, project and miscellaneous.

- Financial-ARPA reporting has been submitted.
- Personnel-Interviews for the Part-Time Planning and Development vacancy scheduled for this week
- Project-Central Street work continues, Amphitheater is on target for the June 10th Grand Opening Ceremony, Fire Station Addition working group met last week, dumpster is in place at the two family residence on Beech Street, and lining up appropriate paperwork for 4 Summer Drive
- Miscellaneous-Thank you to Clerk’s Office and Poll Workers for a smoothly run Annual Town Election, Annual Town Meeting is Monday, May 15th at 7pm at the High School.

Ward asked if the electronic sign will be up and running on Thursday. Croteau said yes. Ward motion booklets? Sultzbach said they will be available on Wednesday. LaBrie wanted discussion of Water and Wastewater rates as a future agenda item.

10.1 Meeting Minutes 3/27/23-Anderson made a motion to approve the meeting minutes of March 27, 2023 and Ward seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.

10.2 Regular Meeting Minutes 4/24/23- Anderson made a motion to approve the meeting minutes of April 24, 2023 and Ward seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.

10.3 Meeting Minutes 4/27/23- Anderson made a motion to approve the meeting minutes of April 27, 2023 and Ward seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.

10. COMMUNICATIONS: Next meeting will be May 22nd @6:30pm

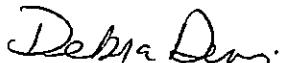
11. AGENDA ITEMS:

12. EXECUTIVE SESSION:

LaBrie moved the Board go into executive session MGL, 30A, Sec 21 (a) # 2 to discuss strategy sessions in preparation for negotiations with non-union personnel and to conduct collective bargaining sessions or contract negotiations with non-union personnel. - Town Manager and to reconvene in open session for the sole purpose of convening. Ward seconded the motion. Vote: Salter aye, Ward aye, Anderson aye, LaPointe aye, and LaBrie aye.

13. ADJOURNMENT-The Board went into executive session at 8:12pm.

Respectfully submitted


Debra Dennis
Administrative Assistant