

TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
'INCLUDES JOINT MEETING WITH FINANCE COMMITTEE
MONDAY, JULY 10, 2023
Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.

Present:

Audrey LaBrie, Chair
Rick Ward, Vice-Chair
Barbara Anderson arrived at 6:55pm
Danielle LaPointe
Melissa Blanchard

William McKinney, Interim Town Manager
Mary Calandrella, Executive Assistant
Debra Dennis, Administrative Assistant

List of Documents Presented at Meeting:

- FY23 Year End Transfers
- Letter of Interest-Cultural Council-Linda Dellasanta and Joanna Draugsvold
- Resignation Letter-Park & Recreation Commission-David Alexander
- Entertainment Permit Application – United Parish Church- Concert – WCP 7/14/23 7pm
- Bids for Town Manager Search Consultant-Municipal Solutions and Municipal Resource Inc.
- Conservation Restriction Amendment-Robbins Road Land Mount Grace
- General Code Project Summary
- Town Clerk General Code Project Support Letter dated July 10, 2023
- Email from Dr. Maureen Ward dated July 5, 2023 pertaining to the review of bylaws/general code changes
- Minutes for Approval-July 8, 2023-Special Meeting

6:30 P.M. 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

6:30 PM Call meeting to order
Pledge of Allegiance to the Flag of the United States
Announce audio/video recording disclosure

1. **SELECTMEN’S COMMENTS AND ANNOUNCEMENTS:**
Chair LaBrie introduced the new Interim Town Manager – Bill McKinney.
2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** Jill Sackett/Cultural Council said the Council has a survey that the circulating to ask how to reward grant money from the state. Mary Harrington introduced herself. She is the newly elected Chair of the Historical Commission.
3. **SENATOR JO COMERFORD VISIT-**This was tabled and will be reschedule in the fall.
4. **BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS**
JOINTLY HELD MEETING WITH THE FINANCE COMMITTEE
Finance Committee Chair Tom Kane called the meeting to order.
4.1 FY23 End of Year Transfers - Discussion and Votes

Transfer \$35,000 from Sped Transportation to Snow & Ice Material-Finance Committee member Dr. Maureen Ward said there is only \$18,000 in Sped Transportation. Brian Croteau, DPW Director said there is a purchase order that will be released. **LaPointe moved to approve the transfer of \$35,000 from Sped Transportation to Snow & Ice Material, Ward seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, and LaBrie aye. Finance Committee member Delay moved to approve the transfer, Kane seconded. Vote: Corts aye, Delay aye, Guerrero aye, Reid aye, Dickson aye, Ward abstained, and Kane aye.**

Transfer \$200 from Community Development Salary to Internet Expense- **Ward moved to approve the transfer of \$200 from Community Development Salary to Internet Expense, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, and LaBrie aye. Finance Committee member Delay moved to approve the transfer of \$200 from Community Development Salary to Internet expense, Kane seconded. Vote: Corts aye, Delay aye, Guerrero aye, Reid aye, Dickson aye, Ward aye, and Kane aye.**

The Finance Committee Chair Tom Kane said we have until Monday to vote on these. We don't have the paperwork before us to make informed decisions. He proposed voting on these at a different meeting. The Board of Selectmen decided to wait until the July 13th meeting to vote on the end of year transfers.

5. APPOINTMENTS/RESIGNATIONS:

5.1 Cultural Council – Linda Dellasantia -3 yr. Term-**Ward moved to appoint Linda Dellasantia to the Cultural Council for a three-year term, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

5.2 Cultural Council- Joanna Draugsvold- 3 yr. term -**Ward moved to appoint Joanna Draugsvold to the Cultural Council for a three-year term, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

5.3 Parks & Recreation – Resignation of David Alexander- **Ward moved to accept the resignation of David Alexander from Parks & Recreation Commission, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

6. PERMIT/LICENSE APPLICATIONS:

6.1 Entertainment Permit – United Parish Church- Concert – WCP 7/14/23 7pm-There were no concern with department heads. Ward commented if it is raining it will be at the church. **Ward moved to approve the entertainment permit for United Parish Church Concert on July 14, 2023 at the Winchendon Community Park, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

7. NEW BUSINESS:

7.1 Acting Interim Town Manager- Chair LaBrie said the Interim Town Manager Bill McKinney will be on vacation from July 27- August 12, 2023 and out of the country. Chair LaBrie asked the Board if they felt a need to appoint an Acting Interim. LaPointe suggested getting clarification of the process and discuss it further at Thursday's meeting.

7.2 Discuss Request for Proposals Bid – Town Manager Search-Mary Calandrella said we received two bids. The bids were from Municipal Resource Inc. @ \$14,800 and Municipal Solutions @ \$24,000. She said the RFP packets will be handed out on Monday night. Chair LaBrie asked if the Board wanted to carry it over until Thursday. LaPointe said she would like this postponed until Thursday and to also get access to the 2nd proposal. Chair LaBrie said this will be tabled until Thursday.

8. OLD BUSINESS:

8.1 Conservation Restriction Amendment-Robbins Road Land Mount Grace-Erin Nelson a Project Manager with Mount Grace Land Trust came forward. He said he is here tonight to ask the Board to review, approve and sign an amendment to a conservation amendment previously signed in 2019. This was prompted by a new Federal IRS law. The amendment pertained to boundary lines and extinguishing the conservation restriction. **Anderson moved to approve the change in language for the previously approved conservation restriction with Mount Grace of the parcel on Robbins Road discussed tonight, Ward seconded. Anderson amended her motion to include removing South, Selectman Ward seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

8.2 General Code Discussion-Linda Daigle went over the changes to the general code. **LaPointe moved to continue to move forward with the general code project, Ward seconded.** Anderson said this needs to be thoroughly gone through to make sure we are following our charter. Chair LaBrie said the next step would be the board to go through the general bylaws and review the charter. The Planning Board would do all the zoning bylaws. If passed, then place it on the Fall Town Meeting warrant. Linda Daigle said the Town Clerk is very supportive of this. **Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

9. TOWN MANAGER'S REPORT: Interim Town Manager Bill McKinney said he met with all the department heads and had the first staff meeting.

10. MINUTES:

10.1 Regular Meeting Minutes 6/8- **Ward moved to approve the meeting minutes of June 8th, LaPointe seconded. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.**

11. COMMUNICATIONS:

12. AGENDA ITEMS: The next meeting will be Thursday July 13th at 6:30pm.

13. EXECUTIVE SESSION: The executive session did not take place this evening.

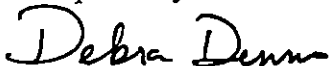
MGL, 30A, Sec 21 (a) # 2 – To discuss strategy sessions in preparation for negotiations with non-union personnel and to conduct collective bargaining sessions or contract negotiations with non-union personnel. - **Interim Town Manager Contract**

14. ADJOURNMENT

LaBrie moved to adjourn, Selectman Ward seconded. All aye. Vote: Blanchard aye, Ward aye, LaPointe aye, Anderson aye, and LaBrie aye.

The meeting was adjourned at 7:33pm.

Respectfully submitted



Debra Dennis, Administrative Assistant