

Approved: 2-24-25

TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, February 10, 2025 6:30pm
Town Hall, 2nd Floor Auditorium, 109 Front St., Winchendon, Mass.

WINCHENDON TOWN CLERK
RCVD FEB 25 2025 4:30

Present: Rick Ward, Chair
Andrew Beauvais
Melissa Blanchard
Erika Eitland

William McKinney, Town Manager
Debra Dennis, Executive Assistant

Absent: Audrey LaBrie

List of Documents Presented at Meeting:

- Appointment-Gail Smith-Board of Registrars
 - Solicitation Permit Application-Jordyn Lynds Edward Jones
 - Mass Community Development Block Grant Program Contract
 - Draft Board of Selectmen January 27, 2025 Meeting Minutes
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6:30 PM Chair Ward called the meeting to order at 6:30P.M. All rose for the Pledge of Allegiance. Chair Ward 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:** Selectwoman Blanchard thanked the DPW for keeping the streets cleaned up. Selectwoman Eitland suggested wearing masks to avoid the flu. Thanked the Town for opportunity for her to go to the MMA conference. Chair Ward nomination papers can be taken out and need to be returned by March 17th at 5pm. The positions up for election are one 3 year term for the Moderator, two 3 year terms for the Board of Selectmen, one 3 year terms for the School Committee, one 1 year unexpired term for the School Committee and one 3 year term for the Board of Health.
2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were no public comments and announcements this evening.
3. **PUBLIC HEARINGS:** There was no scheduled public hearings this evening.
4. **APPOINTMENTS/RESIGNATIONS:**
4.1 Appointment-Gail Smith-Board of Registrars-Chair Ward Registrars oversee audits. Gail Smith wants to renew for another three years. Selectman Beauvais thanked her.

Selectwoman Eitland moved the Board appoint Gail Smith to the Board of Registrars with a term expiration of March 31, 2028. Selectman Beauvais seconded the motion. **Vote: All aye.**
5. **PERMIT/LICENSE APPLICATIONS:**

5.1 Jordyn Lynds-Edward Jones-Solicitation Permit Application-Ms. Lynds is asking for a solicitation permit to go door to door between the hours of 9am-5pm. Chair Ward said he is against Saturday's and Sundays. He said he would prefer 9-5 Monday-Friday's. Selectman Beauvais said he doesn't personally feel comfortable approving without having more information. **Selectman Beauvais moved the Board table the Solicitation permit. Selectwoman Eitland seconded. Vote: All aye.**

6. **BOARDS/COMMITTEES/COMMISSIONS:** Chair Ward said the Charter/Bylaw members have been appointed by the Town Moderator. First meeting is February 13th 6pm to go over scope of commission and also to elect a chair.

7. **NEW BUSINESS**

7.1 Mass Community Development Block Grant Program (Mass. CDBG) contract-Nicole Roberts came forward. Applied for a CDBG block grant. We have done this pretty much every year. This grant is for info structure improvements for Beech Street. This grant is about \$950,000. Replace piping and drainage. Pioneer Valley administering the grant. Asking for approval for Mr. Ward to enter into an agreement with Pioneer Valley and be able to sign the contract. Hoping to wrap this up in a year and a half. Selectman Beauvais asked how old info-structure. Ms. Roberts said pretty old at least as old as Central Street was. It would improve the neighborhood. Have curbing and have sewer manhole covers for drainage. Will apply for phase II at a later date. Ms. Roberts said this is a state grant with no matching funds.

Selectwoman Eitland moved the Board approve the Mass Community Development Block Grant Program (Mass. CDBG) contract and authorize the Chair to sign it. Selectman Beauvais seconded. Vote: All aye.

8. **OLD BUSINESS:** There was no old business this evening.
9. **TOWN MANAGER'S REPORT:** Mr. McKinney said he attended the MMA conference. It is well run and attended. Everyone is struggling financially. Don't have the final health insurance increase from MIIA. Thanked DPW very busy with storms. Tri-Board meeting is Thursday.
10. **TOWN MANAGER FINANCIAL UPDATE:** Mr. McKinney said there has been three changes. Joanne Goguen the former Town Accountant is back. He said he signed the FEMA reimbursement which we should be getting back in a month or so. Donna Spellman has been finalizing the tailings. Chair Ward asked Mr. McKinney in his opinion with the former Town Accountant coming in does he feel we would be further along if we hired an outside firm. Mr. McKinney said he thinks we are further along. Chair Ward asked about certification of free cash. Mr. McKinney said he asked for extension. We received an extension until the end of March. Selectwoman Eitland asked what strategies do you see once our financials are reconciled? Mr. McKinney said he doesn't have an answer right now maybe next month. Selectman Beauvais said we need a timeline to get up to current. Mr. McKinney said we need to get Fiscal 24 closed first.

11. **MINUTES:**

11.1 Draft Board of Selectmen January 27, 2025 Regular Meeting Minutes

Selectwoman Blanchard moved the Board approve the meeting minutes of January 27, 2025 as presented this evening. Selectman Beauvais seconded. Vote: Eitland abstained, Blanchard aye, Beauvais aye, and Chair Ward aye.

12. **COMMUNICATIONS:** There was no communications this evening.

13. **AGENDA ITEMS:** Chair Ward said the Tri-Board meeting is Thursday February 13th @ 6:30pm. He said a lot of decisions are going to have to be made

14. **EXECUTIVE SESSION**-There were no scheduled executive sessions this evening.

15. ADJOURNMENT: Selectman Beauvais moved to adjourn. Selectwoman Eitland seconded. Vote: All aye.

The meeting was adjourned 6:59pm.

Respectfully submitted

Debra Dennis
Debra Dennis, Executive Assistant