

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, DECEMBER 5, 2016**

**Town Hall, 4th Floor Robinson-Broadhurst Conference Room
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman
Audrey LaBrie, Vice-Chairwoman
Amy Salter
Austin Cyganiewicz
Michael Barbaro

Keith R. Hickey, Town Manager
Linda Daigle, Executive Assistant
Debra Dennis, Recording Secretary

List of Documents Presented at Meeting:

- Common Victualler License Application-Francesco's Cruisin 12 Diner, 241 School Street (filed)
- 2017 Board of Selectmen List of Annual License Renewals (filed)
- 2017 Annual Retail Beverage Licenses: Authorization to Attest to Local Licensing Authority's Action Taken (filed)
- Approval of Conservation Commission Landscape Partnership Grant (filed)
- Request for Water/Sewer Abatement 176 Spruce Street (filed)
- Report of the Town Manager (attached)
- Minutes Approved:
Monday, November 7, 2016 Regular Meeting

The meeting was called to order by Chairwoman Anderson at 6:30 p.m. with the *Pledge of Allegiance to the Flag of the United States of America*.

Announce audio/video recording disclosure – There was no one who announced they would be audio or video recording the meeting this evening.

1. SELECTMEN'S COMMENTS:

Winter Parking Ban - Dec. 1 through April 15, 2017 – Chairwoman Anderson reminded everyone of the Winter Parking Ban. There will be no overnight parking on any town road.

Selectwoman LaBrie said she attended the Girls on the Run Relay race on Sunday. She also said there were a couple ribbon cuttings over the weekend.

Selectman Barbaro thanked everyone who attended the tree lighting ceremony.

Chairwoman Anderson said she attended the Small Business Saturday and also the last First Friday concert. The Fire Department is holding a toy drive until December 10th. The Historical Society is having a Tea Social this weekend.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Mr. Snow came forward. He said he is resigning effective immediately from the Zoning Board of Appeals. He also talked about how he was threatened with having his dealer license taken away. Ms. Linda Daigle came

forward and said she looked into it because he had told her his plate was taken away by the Registry of Motor Vehicles. She said his Class II license isn't in jeopardy this evening.

Mr. Rick Lucier came forward. He said he wants to talk about some inaccuracies of the Winchendon School District teacher salaries. He said the Town of Winchendon pays the teachers more than many towns which include Gardner, Templeton and Worcester. The town also pays more than those town's per pupil. He said we take care of the school more and would like to see some money go towards the Fire, Police or the DPW.

3. APPOINTMENTS/RESIGNATIONS: N/A

4. PERMIT/LICENSE APPLICATIONS/PUBLIC HEARINGS:

Common Victualler License Request-Francesco Cruisin' 12 Diner, 241 School Street-Mr. Frank Lombardo came forward. He said he is changing the name to Francesco Cruisin 12 Diner. **Selectman Barbaro moved for the applicant; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

2017 Board of Selectmen Annual License Renewals-Ms. Linda Daigle said you have a list of license renewals for 2017. This was a comprehensive project to do. She thanked the departments and Ms. Margaret Giacobone for the hard work they did. She noted that Little Anthony's has some repair work that needs to be done before the license is issued. Selectman Barbaro said this is the same from last year and the repairs weren't done. Mr. Hickey said he understands Selectman Barbaro has concerns but if the Select board approves the license of Little Anthony's with a stipulation that the license will not be issued unless all repairs are done. Ms. Daigle pointed out under the Class 2 licenses Warren Field should be listed under the Class 3 license category. **Selectman Barbaro moved to approve the licenses with a stipulation that the license of Little Anthony's will not be released until hood repairs are done; Selectwoman LaBrie seconded. Selectman Barbaro amended his motion to say no extensions will be granted to Little Anthony's after December 31, 2016; Selectwoman LaBrie seconded the amended motion.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

Selectwoman LaBrie noted there are four pages of businesses. She said she appreciates all the small businesses in Winchendon.

Ms. Linda Daigle said the ABCC doesn't accept paper forms anymore; everything is done electronically. The Select board needs to assign someone to attest to their votes take tonight. **Selectwoman LaBrie moved to authorize Executive Assistant Linda Daigle to act on behalf of the Board of Selectmen, the Local Licensing Authority, and to execute the "Attestation" page by providing an electronic signature on behalf of the LLA on any actions taken on the 2017 license renewals; Selectman Barbaro seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

New Year's Eve Closing for section 12 Liquor license holders- **Selectman Barbaro moved to extend the hours of operation for Section 12 liquor license holders until 2:00 a.m. on New Year's Day; Selectwoman LaBrie seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

5. BOARDS/COMMITTEES/DEPARTMENT HEADS: N/A

6. NEW BUSINESS:

Approval of Landscape Partnership Grant – Mr. David Koontz came forward. He said this is a standard contract agreement between the town and the state. He said as part of the grant process the Town Forest needed to be transferred from the Board of Selectmen to the Conservation Commission which was voted at town meeting. This is a contract for \$25,000 for the title and survey work on the Town Forest property. The funds will be reimbursed by the state upon completion. The second document is the Project Agreement between the town and the state. There are also two authorized signatory forms that will allow the chair and the Town Manager to sign documents on the Town's behalf for the project. Selectwoman Salter asked what if the title has an issue who pays. Mr.

Koontz said Town Council recommended the town buy title insurance. If not certified, then it would be voided. Mr. Hickey said the state is requiring a clean title. **Selectman Barbaro moved to authorize the Chairwoman to sign the state contract and the signature page; Selectman Cyganiewicz seconded.**

**ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y)
CYGANIEWICZ(Y)**

Mr. Hickey said the signatory form needs to be notarized.

7. OLD BUSINESS:

Request for Water/Sewer Abatement-17 Spruce Street –Mr. Hickey explained the recommendation of the abatement of ½ of the overpayment. This would give the owner a credit on his water bill of \$1,512.23. The owner has agreed to this. **Selectwoman LaBrie moved the town abate 17 Spruce Street in the amount of \$1,512.23; Selectwoman Salter seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(N) SALTER(Y) CYGANIEWICZ(Y)

8. TOWN MANAGER'S REPORT:

Financial Updates-

- a. The Tax rate was confirmed by the State at the expected \$17.97.

Personnel Update – None this evening.

Project Updates –

- a. Mr. Hickey said he met with representatives from Onyx Renewable Energy on Tuesday for a kickoff meeting regarding the solar project at the former landfill. As he mentioned in an e-mail to the Select board earlier this week Onyx will be changing the type of solar panel to a smaller, more efficient panel but the solar array field and the amount of energy produced will be the same. Some of the changes may require a review by the Planning Board. Onyx will be sending Ms. Tracy Murphy a letter to detail the changes to their plans so a decision can be made if a revision needs to be reviewed by the Planning Board or a review at the staff level is sufficient.

Miscellaneous Updates

- a. The Town is auctioning off vehicles and equipment. The deadline for bid submission is December 20th at 12:00 noon.
- b. The Town's property liability insurance carrier MIIA notified the Town the ice damage claim submitted for \$47,000 has been approved. This was for the water tanks. The bid was for \$149,800 and after applying the insurance less our \$5,000 deductible the project cost to the Town will be \$107,800. The work will be done in the spring.
- c. Water shut offs for unpaid bills are ongoing. The majority have paid. Out of the twelve left we have three multifamily properties that have been shut off. He said they are working with the Health Department.
- d. The Fire Chief is working on abandoned building designations. Signs have been ordered. He is working with the local Planning Commission to identify and inventory the buildings. The process is ongoing.
- e. The Building Commissioner has sent out thirty letters to owners who have properties that need to be inspected. He has heard back from a few of them to set up appointments for inspection. Mr. Hickey said we want to make sure we are compliant with state law.

Selectwoman LaBrie said a lot of progress has been made. Mr. Hickey said we have quality employees that care about what is going on. He said he has made an effort to address financial and safety issues.

9. MINUTES:

Monday, November 7, 2016 Regular Meeting – **Selectman Barbaro moved to accept the minutes as presented; Selectman Cyganiewicz seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

10. COMMUNICATIONS: N/A

11. AGENDA ITEMS: The next meeting is Monday, December 19, 2016

12. ADJOURNMENT: With no executive session scheduled this evening **Selectwoman LaBrie made a motion to adjourn; Selectwoman Salter seconded.**

ANDERSON(Y) LABRIE(Y) BARBARO(Y) SALTER(Y) CYGANIEWICZ(Y)

The meeting was adjourned at 7:23p.m.

Respectfully Submitted;

Debra A. Dennis
BOS Recording Secretary