

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
MONDAY, JUNE 12, 2017 6:30
Town Hall, 2nd Floor Auditorium
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:

- Note of Interest in Serving as Monty Tech Representative from Greg Vine, Austin Cyganiewicz and Corey Bohan (filed)
 - Letter of Resignation from School Committee member Janet Corbosiero (attached)
 - Quitclaim Deed-Town Farm Road (attached)
 - Letter of Interest for appointment to the Council on Aging from Diane Alexander (filed)
 - BOS Appointment Renewal List for July 1, 2017 (attached)
 - Entertainment Permit Application-Winchendon Parks and Recreation-Summer Concerts (filed)
 - Email from Bao Lang, Mass DOT, regarding Winchendon Route 140 Safety Enhancements (attached)
 - Street Scan PowerPoint Documents (filed)
 - Memo from Town Manager-Proposed FY18 Road Projects (attached)
 - Report of Town Manager (attached)
 - Minutes: Monday, May 8, 2017 – Regular Meeting
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The Selectmen's meeting was called to order by Chairwoman Anderson at 6:35 p.m. with the Pledge of Allegiance to the Flag of the United States of America.

School Committee Vice-Chairwoman, acting as Chair this evening called the School Committee meeting to order at 6:35 p.m.

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

1. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS

JOINT MEETING WITH SCHOOL COMMITTEE and TOWN MODERATOR

Town Moderator, Rick Morin was present. School Committee members present were Acting Chair Janet Corbosiero, Members Danielle LaPointe, Dawn Fronte and Felecia Nurmsen.

Appointment of Winchendon's Representative to the Montachusett Regional Vocational Technical School District –
Prior to addressing this appointment, Selectman Barbaro thanked Mr. Burton Gould for his forty years of service in this position. He has been present from the infancy of Monty Tech until today. He has helped shepherd through countless projects. The next person has some big shoes to fill. He appreciates Mr. Gould and recognized his service. Mr. Gould, who was not present for the meeting was applauded.

Acting School Committee Chairwoman, Janet Corbosiero, thought there might be a conflict having Selectman Cyganiewicz up at the table. Selectman Cyganiewicz removed himself from the table and sat in the audience.

Mr. Greg Vine was asked to come forward on his interest. He also wanted to thank Mr. Gould for his service to the Town. He read a statement. He talked about the reasons he put his application in. The role of the representative of the School Committee is to represent the Town. He will do his best to serve the community. He would like to work on re-examining the Monty Tech district agreement. He said he would also like to represent the students being shut out that would benefit the most. He had one recommendation that they examine the possibility to rotate their meeting places. Mr. Vine was thanked.

Ms. Danielle LaPointe asked, she believes the relationship between Monty Tech and the Winchendon Public School is strained, what he would do to make it flourish. Mr. Vine said frankly it's how you approach your positions. There are ways to approach some people and working together. He said he has a lot to learn and one of the things is to try and get better acquainted and to sit down with Mr. Gould and ask for his ideas. After serving for forty years, he would be a good teacher.

Acting Chairwoman Corbosiero said she is interested in putting the needs of our students ahead of most everything else. We have an almost fifty year old contract that has not been changed, yet the admitting process has changed dramatically. Do you have any ideas how you will could bring it up to date. Mr. Vine said he would like to do that and the proposal that Mayor Hawke put forward a couple of months ago is a good start. He feels it needs to be modernized.

Chairwoman Anderson said his voice is only one vote, how would you work with the other School Committee members to have them more interested in your own ideas. Mr. Vine said he would get to know other community members first, if you don't present goals to begin with you will never change. Someone needs to become a member of the committee and work with members there. Change takes time. Mr. Vine was thanked.

Mr. Corey Bohan came forward. He said he is a lifelong resident of Winchendon, a graduate of Monty Tech, President of his class. He commented he went through the process of applying to Monty Tech and was passed over once. Communication is not great, he wants to see someone energetic and represent the children of Winchendon, in an open and positive fashion. Monty Tech instilled in him his civic pride. It's a great organization and it couldn't have helped him more in his teen years when he needed it most. The district isn't suffering financially. He believes recreational activity and sports user fees can be looked at. He would also educate himself on fiduciary responsibility being a member of the Monty Tech School Committee. He would attend Finance Committee meetings to see how things are spent. It's a bit of a learning curve and would need some time to get acclimated to be informed and involved. He definitely wants to put his best foot forward for the sake of children wishing to have a vocational education. He doesn't think it's right how AP students going into that institution that is not designed for college but preparing for a trade. He feels that is a tragedy. As a Winchendon representative to Monty Tech, he has only one vote. Winchendon is the second largest contributor. Constructive conversations can be employed. He thinks the one vote is louder and more resounding vote when the second largest contributor to one district. The fifty year old contract does not sound right and needs to be looked at. Educational climate around the world has changed drastically and education law has changed. He would recommend a review. He is in a place to dedicate the time. He is Chairman of the Historic Committee and also on the Master Plan Committee which is wrapping up. Availability is key; he would be available twenty four hours a day. It's important, communication, open minded, we are all accountable to someone. If not working out, he would offer his resignation.

Ms. LaPointe asked how would you approach making it a more collaborative relationship. Mr. Bohan said sitting down with the board/committees and meeting which is appropriate. He looks forward to working with them. Ms. LaPointe noted the Charter states a quarterly meeting. Mr. Bohan said this is a position he has pursued for more than ten years.

Ms. Felicia Nurmsen said she feels every student should have the opportunity to apply. She talked about changes now in the twenty first century. She said they need to meet the needs of the community and the needs of employers. There are plenty of people looking to limit the opportunity and potential. Mr. Bohan said he definitely agrees with what she said the workforce is a changing thing. He said he believes the champion of tradesmen, Mike Rowe's publications he

put out. Mr. Bohan said the original construct of vocational education is students not going to college. There is now an influx of applicants. He doesn't want to see anyone not have the potential. He wants to fight for the students. He wants everyone that wants and needs a vocational education to get the chance. Ms. Nurmsen said she thinks of it as collaboration with the Town but also with Monty Tech. She asked Mr. Bohan how he feels about the idea. Mr. Bohan said he is looking into that, collaborate, a think tank, like minded work towards the common goal; children get the education they need. He was thanked.

Mr. Austin Cyganiewicz came forward. He thanked the Select Board and School Committee. He feels he has no choice, like Mr. Bohan and Mr. Vine he has been excited for this opportunity for a while. He agrees with Mayor Hawke's letter concerning the district agreement. A fifty year old document should be reviewed especially by an independent committee. It would be one of the first things he would recommend to simply review it if selected. Mayor Hawke mentioned he was not able to get a copy of the full agreement. There are four or five amendments but not sure that's all of the amendments. Monty Tech should forward the complete agreement to each community. The relationship between Monty Tech and Winchendon is a unique one. The one hundred and fifty five students that attend Monty Tech are also Winchendon students. As a representative, he would make sure he is available. He has prior experience and would once a month provide a written report to each committee and board member. He feels that Monty Tech can integrate special educational students more. One final point on collaboration when student representatives participate in brain storming session, an idea is having Monty Tech collaborate with the community and do a joint vocational venture. Create a vocational program with the district. Monty Tech is a member of the Winchendon Public Schools and Winchendon students are a member of Monty Tech.

Ms. Nurmsen thanked him for pointing out and saying Monty Tech students are members of the Winchendon Public School system. She doesn't think people understand that. We have an opportunity to bring programs to Winchendon Public Schools, and that we have the wrong view and it shouldn't be adversary. She thanked him for pointing out the special education students.

Acting Chairwoman Corbosiero said no, Monty Tech is not school choice. We do spend more money sending school children to Monty Tech. Our school choice students are our students as well.

Chairwoman Anderson asked, as only one voice how he would convince others of his goals. Mr. Cyganiewicz said fortunately he was a member not too long ago and feels he has their respect. He thinks they will be willing to listen to him. He also knows the administration and teachers and some of the students still.

Selectwoman LaBrie asked if faced with a decision to prioritize Winchendon over Monty Tech, how he would justify his decision. Mr. Cyganiewicz said as a Monty Tech alumnus he would make sure they have everything they need. This position is a Winchendon appointed position. You have to represent constituents of Winchendon responsibly. If a decision would impact Monty Tech, he would sleep well knowing Winchendon was represented well.

Selectwoman LaBrie asked Mr. Bohan the same question. Mr. Bohan said it is difficult to believe when faced with a decision what's best for students and what's best for the town might not be in line with each other. He said without a specific instance at hand, it's difficult to answer. He said open minded, and get facts. Collaboration is necessary. He doesn't have all the answers and can't stress enough, when parties disagree on things, it's important groups of people may come to two different decisions to have decorum, practice civil discourse and move forward for the sake of the Town and the Town's children.

Chairwoman Anderson commended all three applicants. She asked if any more discussion. Chairwoman Anderson explained the process for voting. She said she will entertain nominations and then vote their choice and come up with a majority.

Moderator Rick Morin nominated Mr. Cyganiewicz; Selectman Barbaro seconded.

Chairwoman Corbosiero nominated Mr. Vine; Ms. LaPointe seconded.

Ms. Nurmsen nominated Mr. Bohan; Chairwoman Corbosiero seconded.

Moderator Rick Morin moved the nominations be closed; Selectwoman LaBrie seconded. All aye.

Roll call vote:

**Town Moderator Rick Morin voted for Mr. Austin Cyganiewicz.
Selectwoman Salter voted for Mr. Austin Cyganiewicz.
Selectman Barbaro voted for Mr. Austin Cyganiewicz.
Selectwoman LaBrie voted for Mr. Greg Vine.
Janet Corbosiero voted for Mr. Greg Vine.
Danielle LaPointe voted for Mr. Greg Vine.
Dawn Fronte voted for Mr. Corey Bohan.
Felicia Nurmsen voted for Mr. Austin Cyganiewicz.
Chairwoman Anderson voted for Mr. Austin Cyganiewicz.**

With the vote being five for Mr. Cyganiewicz, three for Mr. Vine and one for Mr. Bohan, the newly appointed member to the Monty Tech School District Committee is Mr. Austin Cyganiewicz.

Mr. Morin said the community is very fortunate to have a school like Monty Tech, and thinks it fulfills the needs since technology is changing, schools evolve greater with technology and in the meantime support our local school and can dovetail with this outstanding institution and benefit from that.

Discussion on Filling School Committee Vacancy – Ms. Janet Corbosiero submitted her letter of resignation with the date as of her seat being filled. There was discussion of filling a spot not vacant since Ms. Corbosiero isn't resigning before July 1st. They are looking to post the vacancy for the School Committee tomorrow for fourteen days. Chairwoman Anderson thanked Ms. Corbosiero for her work.

Ms. LaPointe voted to suspend the School Committee meetings for the summer. Mr. Hickey said he looked at the summer meeting schedule and they could have a meeting on July 17th if agreeable. Ms. LaPointe said post the vacancy on June 27th. Selectman Barbaro asked to not post it until July 1st until the seat is vacant. Mr. Hickey said he agrees to some extent with Selectman Barbaro but believes they can advertise now and go through the process of interviewing and ultimately select a candidate. **Ms. Danielle LaPointe moved to post the vacancy tonight; Ms. Dawn Fronte seconded for discussion.** Ms. Nurmsen said she wants to find out what the process is first. She said she will not vote.

Vote – Ms. Nurmsen abstain, Ms. Fronte aye, Ms. LaPointe aye, Ms. Corbosiero aye, Selectman Cyganiewicz aye, Selectwoman LaBrie no, Selectwoman Salter no, Selectman Barbaro no, Chairwoman Anderson abstain. The motion carried by majority vote.

Ms. Corbosiero stated if it was determined she has to resign by a specific date she would do so. Superintendent Haddad said he would check with legal counsel tomorrow to confirm the process.

Ms. LaPointe moved to adjourn; Ms. Dawn Fronte seconded. With a vote of all aye, the School Committee adjourned at 7:43 p.m.

Selectwoman LaBrie moved the Board take a five minute recess; Selectman Barbaro seconded.
ANDERSON (Y) LABRIE (Y) BARBARO (Y) CYGANIEWICZ (Y) SALTER (Y)

The Board took a recess at 7:43. The Board of Selectmen reconvened their meeting at 7:50 p.m.

JOINT MEETING WITH CONSERVATION COMMISSION – Members of the Conservation Commission present were Mr. Lionel Cloutier, Mr. Kyle Bradley, Chairman Garriet Davieau, Conservation Agent David Koonce and Ms. Janet Morrison, Esq., Land Conservation Consultant.

Winchendon/Gardner Landscape Connection Project: Vote to Accept, Convey and Execute Deed to Conservation Commission for Town Forest Land - Chairman Davieau called the meeting to order at 7:50 p.m. He stated they are here this evening to consider a transfer of town forest and deferred to Mr. Koonce to explain. Mr. Koonce introduced, Ms. Jan Morrison, stating she has provided the Commission with crucial assistance on the project. Mr. Koonce

reminded the Board of Winchendon's contribution in 2014 transferring the Winchendon Town Forest to the Conservation Commission protecting it. It cannot be developed. They are here tonight to formalize that transaction and to have the Board of Selectmen vote to convey the property to the Conservation Commission and to vote to sign the deed to the Conservation Commission. The Conservation Commission then needs to vote acceptance of the deed from the Board of Selectmen.

Selectman Barbaro asked if this was the project talked about in November. Mr. Koonce replied yes. He also reminded them of the landscape partnership grant to the project. Winchendon pays for certain expenses that the Conservation Commission will incur or incurred such as survey title work that the grant paid for. This is one of the requirements of that grant. Only a few hundred dollars will come out of conservation funds.

Selectwoman LaBrie moved the Board vote to accept and convey the deed as presented before us to transfer parcels to Conservation Commission; Selectman Barbaro seconded.

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

Chairman Davieau moved the Conservation Commission sign and accept the land transferred to the Winchendon Conservation Commission; Mr. Cloutier seconded. All aye.

Selectwoman LaBrie asked if they would see anything further on this. Mr. Koonce said they are all set. We will just get reimbursed.

Mr. Bradley moved to adjourn; Mr. Cloutier seconded. All aye. The Conservation Commission adjourned at 7:58 pm.

2. SELECTMEN'S COMMENTS:

Toy Town Partnership Flag Project Thank You – Selectwoman LaBrie read the Toy Town Partnership Flag Project Thank You – On behalf of the Town I would like to thank everyone that has volunteered with the installation of American Flags on telephone poles in the center of Town. Doug Stone made an initial donation of \$5,000 to get the project off the ground and the Robinson-Broadhurst Foundation has since donated an additional \$5,000. What has been completed to date is phase one. The goal is to have flags flying from the Spring Street Bridge down to the Glen Allen Bridge, and eventually continue from Clyde Park (Toy Town Horse) all the way to the American Legion on School Street. In addition we will need ongoing funds to make upgrades to the flags and equipment for years to come. The following people –have played a part in the flag project:

Arthur Amenta, Chad Blair, Don Blair, Mark Casavant, Linda Daigle, Curt Fitzmaurice, John Goan, Les Goodrich, Keith Hickey, Deidra Holt, Vicki LaBrack, Ken LaBrack, Herbert Murphy, Mark Robichaud, Toy Town Partnership Committee and Chief Dave Walsh

The group was thanked and applauded.

Selectman Cyganiewicz reminded the residents that the Town Election is Monday June 20, 2017 from 12:00 noon to 7:00 p.m. The Election is for the upcoming override vote. He asked listeners to take a moment to vote on this on Tuesday.

Thank you to Margaret Giacobone, Administrative Assistant – Chairwoman Anderson announced Margaret's retirement. Margaret has worked for the Town of Winchendon for seven years. Margaret was asked to come out of the broadcast booth and was presented with a bouquet of flowers in appreciation for her service to the town. On behalf of the Town of Winchendon she was wished a happy retirement. She was applauded.

Chairwoman Anderson said on Sunday she went to the Fire Department memorial procession off of Glen Allen Street. It was a wonderful event. She wants everyone to remember that the second Sunday in May, the Fire Department has this memorial.

Chairwoman Anderson mentioned the ribbon cutting at Cruisin 12 Diner which she, Selectwoman LaBrie and Selectman Cyganiewicz attended. It was a wonderful event, good food. She wished them success.

Selectman Barbaro said kids are out of school next Thursday and to be aware of children.

3. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were none.

4. **PUBLIC HEARINGS:** N/A

5. **APPOINTMENTS/RESIGNATIONS:**

Council on Aging Appointment – Ms. Diane Alexander came forward. She said she has lived in Winchendon for thirty three years. She became involved with Council on Aging a year or two ago, enjoyed being there and wants to give seniors in this community a voice. She said she is enjoying helping out and finding out what some of the issues are.

Selectman Barbaro moved for the applicant; Selectwoman LaBrie seconded.

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

FY18 Board of Selectmen Appointment Renewals –

Chairwoman Anderson said they have a list of appointment renewals. She said they will have openings on the Communication's Committee, Parks and Recreation Committee, Student Representative, and the Board of Appeals.

Selectman Cyganiewicz said he would like to serve on the MRPC and the MART Advisory Board and spoke to DPW Director Mr. Gallant, and feels he would be a better representative to serve as the Board of Selectmen representative on MJTC.

Selectman Cyganiewicz moved to nominate Al Gallant to be the Board of Selectmen representative on MJTC; Selectman Barbaro seconded.

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

Selectwoman LaBrie moved to approve appointment renewals as presented and discussed; Selectman Barbaro seconded.

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

Selectwoman LaBrie thanked everyone who stepped forward and volunteered.

6. **PERMIT/LICENSE APPLICATIONS:**

Mass. 33rd Annual State Chili Cook-off / Kiwanis Family Fun Day Information – Mr. Bruce Cloutier came forward on this annual event that was approved at a prior meeting. He explained the family fun day which will be on August 5, 2017. One hundred and ten percent of the proceeds go back to the town. Ten percent involves The Masons. Fifty percent is a matching grant, and they donate the difference. It's a great day. It will be held at the American legion, and they are looking for volunteers. Chairwoman Anderson said she would love to volunteer. Mr. Cloutier said they will be selling food the next weekend at the Summer Solstice at the Kiwanis booth. Chairwoman Anderson said the Kiwanis are an extraordinary group. Mr. Cloutier said it is open for new members. They meet every Wednesday night at the Carriage House. He invited them to show up and help them out.

Entertainment Permit Application – Summer Concert Series – Winchendon Parks & Recreation Committee – Mr. Brian Dickens came forward on his application. Chairwoman Anderson noted the events were going to be held on Fridays from June 16 through July 28th with a Family Fun Day August 4th. They will be held at GAR Park from 6:30 to 8:00pm. He said bring a lawn chair, friends and bug spray. Mr. Dickens talked about the bands playing each Friday.

Selectwoman LaBrie moved to approve, Selectman Barbaro second.

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

Mr. Dickens said the Park's Committee is on line at Facebook/parks. They have two adult member vacancies, and one student vacancy. It's fun being on this Committee. Mr. Dickens was thanked.

7. NEW BUSINESS:

Rt. 140 Safety Improvement Recommendations – Mr. Hickey spoke about the Route 140 improvements recommended by Mass DOT. The Public Works Director and Police Chief have recommended supporting these. Mass DOT is looking for a letter of support on the recommended changes from the Board. Mr. Bao Lang was present for this meeting. He passed out paperwork. He understood the Town had safety concerns about a section of Route 140. They came up with what the Town wanted. This would consist of installing rumble strips, enter flexible stations. He thinks the safety enhancement will make a difference. Data from 2011 through 2016 of that area shows the majority of accidents are weather related. The second cause is driver inattention. He thinks rumble strip will make a big difference.

Selectman Barbaro asked about the center poles. He asked if they can be removed for the winter since they cost \$100 a piece and the Town is responsible from Teel Road to Route 12. Mr. Hickey said mediums will be six feet wide between lanes that will help out with preventing accidents.

Selectwoman LaBrie thinks it will help traffic flow to have limited passing. Chief Walsh said he isn't in favor of passing lanes. Selectman Cyganiewicz agreed with Chief Walsh, eliminate passing, there are a lot of houses and driveways right off of Route 140. It's dangerous, and agrees with the recommended changes of Town portion road. Selectman Barbaro said he is concerned about the speed and asked Mr. Lang why the lower speed. Mr. Lang said it was set after the engineering study. He said they can do another speed study if warranted to reduce it. Chairwoman Anderson said she doesn't think you will change people's driving habits. She feels it's reasonable for Route 140.

Mr. Hickey said he discussed the situation with Winchendon and Gardner Police Departments and both pledge to have a greater presence on Route 140. The state has special controls and the state can assist with funding to have additional police presence. Chairwoman Anderson commented having rumble strips and passing lanes can save lives.

Selectman Barbaro moved to approve the plan as presented; Selectman Cyganiewicz seconded.

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

Presentation of Town Road Conditions by Street Scan – Mr. Hickey spoke about street scan folks who have visited the Town, and are here tonight to do a presentation. They have driven roads in Town, created variables that will assist Street Scan in Town with cost to maintain. Mr. Hickey introduced Mr. Salar Shahini, Data Scientist and GIS Developer and Stanley Karlin, Sales and Marketing Manager for Street Scan.

Mr. Shahini reviewed the presentation with the Board which included a live demo of the software for Winchendon. He said they spent forty hours in Winchendon collecting data. He explained the technical process of gathering the data and analyzing it. He explained the ratings. Everything is mapped including manholes. The data is listed in a table of each street. The data can show what needs to be done with roads which are color coded. The data includes a parcel map and you can select part of the town and see what is needed. You can put a budget in and the software will produce what roads need repair and it prioritizes. He showed a list of the twenty worst roads but they aren't necessarily the high priority. There is a breakdown by repair type, cost assumption and summary of findings. There was a breakdown of the twenty highest priority rehabs, twenty highest priority preventive repairs and a list of twenty highest priority reconstructions. He said the estimate to repair all the roads is sixty million. He said this is very typical with other cities and towns.

Presentation of Recommended FY18 Road Projects to be Funded by Chapter 90 –

Mr. Hickey said this is a follow up to bring information to the Board and make them aware of how we are trying to improve maintaining the roads with the funding available to them. He said what they are recommending to the Board is to try to save roads. Their recommendation coming forward to the Board is to overlay some of the roads that are in tough shape. This is not reconstructing them but putting a band aid on them. This would be spending \$300,000 on these four roads and then he proposed spending \$100,000 on crack sealing roads. Some people may not be happy with this philosophy. He said Mr. Gallant has done a tremendous job with the resources he has. The Street Scan can help with inventory with this data base. It will be very helpful with the federal drainage grant. He said they have \$433,000 to spend and they want to make it

as effective as they can. The finalized recommendation is based on list by Street Scan. Mr. Hickey said in his opinion this is a step in the right direction.

Selectman Barbaro said it will cost sixty million to fix all the roads. Mr. Hickey said it can be overwhelming if you focus on that number. He said focus on the Chapter 90 money and then down the road, pay off the deficit legislation and maybe have some funds to then fund roads. He said Mr. Gallant has been working on improving road ways and has been looking at what can be done differently. Purchasing a paving box for instance so they won't have to refix potholes. He listed some of the upcoming work. Mr. Hickey talked about the benefit of this tool to justify why they chose the roads they have.

Selectwoman LaBrie said her road is pretty bad but not on any list. She said this is a big step forward and there was a lot of objectivity in the past. With the data in front of them, they can make wiser choices. Selectman Cyganiewicz said thank you, the technology is impressive and it will be helpful in the long term. Chairwoman Anderson said thank you, it was a great presentation.

Selectman Barbaro move the Board vote to support the prioritization of the roads Old County Road, Tucker Street, Whitney Street and Willoughby Avenue; Selectwoman LaBrie seconded.

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

Mr. Gallant was thanked and came forward. The good news we got a million dollar road for free this year and we have \$440,000.

Authorization for Town Manager to Sign Warrants for Payment - Selectman Cyganiewicz spoke about voting authorization from the Board. Mr. Hickey explained, his interpretation, have warrants that are to be paid on warrant, Board does a good job coming in and signing it. Last week we had a warrant that needed signatures that we couldn't get. He is seeking the Boards approval, when necessary, to have the ability to sign the warrant manifest if they cannot get the Board's signatures when time comes to sign. Selectman Cyganiewicz doesn't agree and just wants the Board to discuss. Selectman Barbaro said he is ok with this since it is only in an emergency situation. Chairwoman Anderson said this is an aid but would like the plan of action to get the Board to sign. Selectwoman Salter said she asked to be called in an emergency and she didn't get a call. In the event, the Board is given short notice she said she would be grateful if Mr. Hickey had the authorization to sign it. She said this would be only if there were extenuating circumstances and you can't get everyone here. Selectwoman LaBrie wanted extenuating circumstances defined. Mr. Hickey said the payroll warrant is pretty simple, it is direct deposit mostly. The accounts payable warrant they would reach out to the Board and give them as much notice as possible. He said this is the exception not the rule. **Selectman Barbaro moved to give the Town Manager approval to sign the warrants when the Board is unavailable to sign; Selectman Cyganiewicz seconded.** Chairwoman Anderson said she wants them to do due diligence to contact the Board first. **Selectman Barbaro amended his motion to include they will do due diligence to contact the Board first; Selectman Cyganiewicz agreed to the amended motion.**

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

8. **OLD BUSINESS:**

Town of Winchendon's Water Ban Bylaw Continued Discussion – Selectman Cyganiewicz asked why we have the water ban, and why we need it. He believes the Board should decide every year. Mr. Hickey said he did some homework. The actual permit allows the joint Board of Ashburnham and Winchendon to draw water from our water source. The state permit requires the Town to have a water ban. The minimum requirement is no non-essential watering 9-5 on odd/even days. Mr. Gallant has spent time talking to Ashburnham. They have a water ban that states non-essential use can't occur between the hours of 9-5 and Ashburnham has odd/even days but they don't have to. The Board can decide in the spring and in the interim revise the bylaws to make consistent with the state permit. Mr. Hickey said at this point you have the option to remove odd/even. The restrictions we have to comply with are 9am to 5pm. Selectman Cyganiewicz said put the sign up odd/even until Mr. Gallant can look into it more deeply. We are more stringent right now because of our bylaw. He said we've gone by tradition. In the spring, the Board can review it. The bylaw change would have to go to the Fall Town Meeting. We have to obey permit, change to 9 to 5 to follow the permit. **Selectman Cyganiewicz moved to enact a water ban to restrict non-essential water use between 9 am to 5**

pm seven days a week. Mr. Gallant asked if the Town was going to do the same as Ashburnham with odd/even days and the hours 9am to 5pm. **Selectman Cyganiewicz amended his motion to add odd/even days from 9am to 5pm; Selectman Barbaro seconded.**

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

- 9. TOWN MANAGER'S REPORT:** Below is the written Town Manager's report in full with additional comments made this evening.

1. Financial Updates-

- a. The Accounting Department has closed the month of May. Finances through eleven months of the year remain strong.
- b. The Tax Collector has collected 95% of the 2017 real estate taxes through May 31st. In addition, collections of \$322,533 have been made on prior year taxes not in tax title.

2. Personnel Updates-

- a. Linda Daigle and I have been interviewing candidates to fill the Administrative Assistant position in the Town Manager's Office. I anticipate making an offer to a candidate no later than next week.
- b. Public Works filled a vacant Public Works Operator 1 position by hiring Brian Hart. Public Works currently has an opening in the Water Department. Mr. Hickey said the position in the Water Department has been filled.
- c. Planning has hired a college intern by the name of Jordan Comeau for the month of June to assist in developing a strategy for redevelopment. The following is what will be researched:
 - 1. Exiting Conditions
 - a. Primary
 - i. Commercial Development
 - ii. Market Trends
 - b. Secondary
 - i. Vacant Parcels
 - ii. Aesthetics
 - iii. Traffic Flow
 - iv. Land Use
 - 2. Focus Area
 - a. Primary
 - i. Economic Redevelopment
 - ii. Local Open Space and Amenities
 - b. Secondary
 - i. Aesthetics
 - ii. Land Use and Zoning
 - iii. Circulation

3. Project Updates-

- a. Work on Walnut Street has begun. Public Works received approval from the Planning Board to remove two trees on Walnut Street that conflict with the final plans. Work is expected to be completed in August.
- b. I am awaiting a contract from Jacunski Humes Architects, LLC for architectural services for the police sally port. Jacunski Humes is the architect on the courthouse renovation project. The hope is to have construction begin this fall and the project be near completion by the end of the calendar year. Mr. Hickey said they have gone out to bid.
- c. The High Street Bridge repairs will begin in late June and be completed and bridge reopened by Labor Day.
- d. At the request of Senator Gobi and Representative Zlotnik, DPW Director Mr. Gallant is reviewing the Whitney Pond Dam construction budget in an attempt to break the project into two phases. The hope is if the price of the first phase drops from the budget to complete all of the project, the Governor may approve the bond to fund the first phase of the project.
- e. Work on the Library accessibility project has begun. The contractor has begun to deliver equipment to the site in preparation of the beginning of construction. Mr. Hickey noted the ground breaking is next Monday at 5:30pm. He asked the Board to let Linda or him know if they are coming.
- f. The Town has filed an application with Green Communities to pursue the following recommended energy conservation projects. A decision on whether all of the projects will be funded is expected back in late June. The savings will be applied next year.

<u>Building</u>	<u>Project Description</u>	<u>Projected Annual Cost Savings</u>	<u>Total Project Cost</u>	<u>Green Comm. Grant Funding</u>	<u>Utility Incentives</u>	<u>Town Contribution</u>
Town Hall	Lighting	\$ 6,120	\$ 70,336	\$ 49,716	\$ 20,620	
Town Hall	Weatherization	\$ 342	\$ 2,763	\$ 2,763		
Beals Library	Lighting	\$ 1,730	\$ 22,279	\$ 18,749	\$ 3,530	
Beals Library	Weatherization	\$ 392	\$ 2,843	\$ 2,843		
Senior Center	Lighting	\$ 2,236	\$ 39,451	\$ 32,331	\$ 7,120	
Senior Center	Weatherization	\$ 306	\$ 3,805	\$ 3,805		
Murdock Middle/HS	Baseline BAS	\$ 14,744	\$ 54,753	\$ 53,553	\$ 1,200	
Fire Station	Programable Therm.	\$ 1,297	\$ 3,551	\$ 3,551		
Fire Station	Lighting	\$ 2,138	\$ 19,774	\$ 8,934	\$ 5,020	\$ 5,820
Total Anticipated Savings/Project Costs		\$ 29,305	\$ 219,555	\$ 176,245	\$ 37,490	\$ 5,820

4. Miscellaneous Updates –

- a. I met with Fox 25 on the Zip Trip broadcast location. Fox 25 has approved the Legion Park location. I will be working with representatives from Fox 25 in preparation of their broadcast. The Zip Trip Visit is going well. They will be using the park across the street from Town Hall. The cannon has been moved.

- b. The Tax Collector currently has thirteen properties in Land Court. It is anticipated that an auction will be held in FY18 for some of those properties.
- c. Al Gallant, Tracy Murphy and I have been meeting with engineering consultants in preparation of filing a Complete Streets Infrastructure Grant in October. Annual grants of up to \$400,000 are awarded for traffic and safety improvements along with bicycle, pedestrian and transit facilities projects. I anticipate this year's application downtown to the High School and Grove Street from School to Central Streets.

Mr. Hickey said Cumberland Farms is going well.

Selectwoman LaBrie asked about the Solar Farm. Mr. Hickey said he is waiting for National Grid. He sent an email to ask them if they are on track but hasn't heard back yet.

10. MINUTES:

Monday, May 8, 2017 - Regular Meeting - Chairwoman Anderson asked to add the word "Converse" in front of the word "fund" in the second paragraph on page 3. Also to add the word "more" after the word anything on page 7.

Selectman Barbaro moved to approve with amendments; Selectman Cyganiewicz seconded.

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

11. COMMUNICATIONS:

12. AGENDA ITEMS:

Summer Schedule Discussion – The Board discussed the summer scheduled meeting every three weeks which would be July 17, 2017, August 7, 2017 and August 28, 2017. **Selectwoman LaBrie moved the Board approve the summer schedule as presented; Selectman Barbaro seconded.**

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

13. ADJOURNMENT:

14. EXECUTIVE SESSION: Selectwoman LaBrie moved the Board enter into Executive Session under Exemption No. 3 – To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the Chair so declares - Subject: Winchendon Firefighters Local 1751W IAFF; Chairwoman Anderson so declared; and also under Exemption No. 6 - to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body; subject use of Town property, Chairwoman Anderson declared; Selectman Barbaro seconded. The vote was by roll call at 9:50.

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

Respectfully submitted;



Debra Dennis

Recording Secretary

