

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, FEBRUARY 26, 2018
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman
Audrey LaBrie, Vice Chairwoman
Mike Barbaro
Austin Cyganiewicz
Charles Husselbee

Keith R. Hickey, Town Manager
Linda Daigle, Executive Assistant
Lindsay Kuchta, Recording Secretary

List of Documents Presented at Meeting:

- Pole Petition and Public Hearing Notice - Brown Street Plan No. 25197144 (filed)
 - Pole Petition and Public Hearing Notice - River Street Plan No. 20810883 (filed)
 - Board and Commission Current Vacancies (filed)
 - Tighe & Bond Blair Square Presentation (filed)
 - Draft letter to Glen Eaton, Executive Director Montachusett Regional Planning commission Re: DLTA Round 2 Grant (filed)
 - Letter of request to overspend funds in Department of Public Works Snow and Ice Account (filed)
 - Town Manager's Report (attached)
 - Executive Session Minutes, February 12, 2018
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Anderson called the Board of Selectmen meeting to order at 6:30 P.M. followed by the Pledge of Allegiance.

Doneen Durling disclosed she was recording the meeting this evening.

1. SELECTMEN'S COMMENTS:

There were no comments from the Selectmen.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Rick Lucier of 236 Maple Street came forward, and apologized for not getting his topic of discussion on the agenda for this evening's meeting. He stated that he would like the Town to de-certify the TIFF agreement with Mylec as they have not complied with the agreement, nor have they met the terms and conditions. The agreement stated they would be providing more jobs for the Town, and they have not satisfied that portion of the agreement.

Hickey noted that he will look into it and get back to the Board and Mr. Lucier regarding the matter.

3. PUBLIC HEARINGS:

- 3.1. National Grid and Verizon New England, Inc. Pole Petition Public Hearing – Brown St.
LaBrie read the public hearing notice into the record.

Barbaro made a motion to open the public hearing. Motion was seconded by Husselbee with a vote of all ayes.

Kathy Van Dyke came forward petitioning to have a pole removed to replace in a way to work on the road and further the interest in getting the Miller's Run subdivision complete. Kim Tavallaimola of National Grid came forward; she noted the pole had to be moved to not have a cross wire across the property.

Barbaro moved to close the public hearing, seconded by LaBrie with a vote of all ayes.

Barbaro move for applicant; LaBrie seconded with a vote of all ayes.

3.2. National Grid and Verizon New England, Inc. Pole Petition Public Hearing – River St.
LaBrie read the public hearing notice into the record.

Barbaro moved to open the public hearing, seconded by LaBrie with a vote of all aye.

Tavallaimola of National Grid noted that the petition is pretty straight forward; a pole is needed between pole numbers 77 and 78 to feed to the new solar farm across the street. DPW Director Al Gallant noted this is not the Town's landfill solar array; it is Mabardy's solar array.

Additionally, Hickey noted that National Grid is committed to having the landfill solar array to give power to the grid by May 2018. Hickey also mentioned that we don't get answers from National Grid as often as we would like regarding the landfill solar project.

Late last week, Hickey received an email stating the streetlight project could begin, but shortly after, Hickey was notified that the Town received authorization to begin the project by the wrong person, and the project cannot continue until further notice.

It was asked if any existing poles that no longer can be utilized will be removed, to which Tavallaimola replied she has no problem getting some answers from the individual who handles that matter.

There were no abutters that came forward when asked if they would like to speak.

Barbaro made a motion to close the hearing, seconded by Husselbee with a vote of all ayes.

LaBrie moved to approve the pole petition as presented, seconded by Husselbee with a vote of all ayes.

Barbaro noted this should be the last approval until we get a resolution.

4. APPOINTMENTS/RESIGNATIONS:

4.1 Board of Selectmen Designee to the Substance Abuse Committee-Anderson is looking for someone to take over as she has been on the committee for three years. The meetings start at about 4:00 p.m. and meet about four or five times a year. Anderson is looking to step down as it overlaps with other meetings. Anderson found no other interest and will remain in the position.

4.2 BOS Board and Commission Vacancies - LaBrie read the notice of vacancies on the Board of Selectmen's Boards and Commissions.

5. PERMIT/LICENSE APPLICATIONS:

There were no permit or license applications at this meeting.

6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS:

There were no board, commission, committee or department matters at this meeting.

7. NEW BUSINESS:

Barbaro made a motion for a five minute recess, seconded by Husselbee. With a vote of all ayes the Selectmen entered recess at 6:50 P.M.

The Board returned from recess at 6:55 P.M.

7.1 Update on Central Street Reconstruction Project Plan Presented by Engineers Tighe and Bond- David Loring and Alex Fagnand of Tighe and Bond came forward and presented the updated project plan for Blair Square. Central Street is being repurposed to better suit pedestrians traveling on the street on foot, on a bike, or in cars.

A survey has been done by residents, as well as a pavement investigation and a traffic survey. Feedback that was received was focused mainly on bicycle and parking accommodations. The project is on schedule.

7.2 Blair Square Rotary and Traffic Signal Concept Plans Presented by Engineers Tighe and Bond - Loring presented different traffic layouts through a power point presentation.

LaBrie asked how long the traffic light would be red if it were installed at the Blair Square intersection. Loring replied the lights would be in a sixty-ninety second cycle; each light would have fifteen-twenty seconds at each approach. Additionally, emergency vehicles would be able to access right away.

Hickey asked if the roundabout could be made smaller and still accommodate needs without having an impact on abutting properties. Hickey also asked how many parking spaces would be impacted to which Loring replied about two hundred feet of parking will be eliminated from either a roundabout or traffic lights. In order to meet design standards with the Massachusetts Department of Transportation (Mass DOT), there will be loss of parking. Loring also noted that a mini roundabout is smaller, and large trucks can drive over the center of the island. It functions as designed, to slow traffic down, with a much smaller footprint. Mass DOT typically requires to design on a larger scale. The mini roundabout shows the best way to avoid impacting any abutters.

Hickey mentioned a concern of traffic stopping at the top of Spring Street during inclement weather, as some vehicles may not be able to make it up the hill once they stop. Hickey also asked if there were any concerns that the State may have with either design. Loring stated that the DOT likes the roundabout for safety concerns, and it is low maintenance. A traffic signal is about a third of the cost of a roundabout. There is little room to play within the design to potentially avoid impacting some abutters. Barbaro asked if a smaller roundabout would qualify for MassWorks funding, to which Loring replied, yes, though it would need to be reviewed by Tighe and Bond first.

Hickey stated that he and staff are at a point where they would like some direction from the Board as to how they would like to move forward from here for the intersection. It could be left as is, a roundabout could be installed, or a traffic light. It would be best to make a decision that doesn't require taxpayer's money. He asked which design the Board would like to work with, to which Anderson replied she would like to speak with Al Gallant, Director of the Public Works Department for some clarification.

Al Gallant came forward and noted that his concern with either option would be trucks. It would become a maintenance issue as well. If a light goes down, the police are required to stand in to direct traffic until the light is fixed, and lights are also expensive to replace. Anderson asked Gallant if he were driving a truck, would he prefer a mini or a large roundabout to which Gallant replied a mini roundabout to avoid taking a hard turn in a long truck. Cyganiewicz asked Gallant if he had any concerns with the Spring Street slope, to which Gallant replied a mini roundabout would allow traffic flow to continue; even though it is a state plowed and salted road, it would be a better option to have a mini roundabout to allow large trucks to keep crawling.

Hickey asked if a small roundabout could be designed to not allow traffic to be driven over it. He mentioned that the intersection was designed to be used similar to a roundabout back in the days of horse and buggies. A roundabout design would be consistent with what was there before. Hickey also likes the decorative idea of the roundabout and asked if a hybrid of size is doable. Loring replied that from a design perspective, if a roundabout is made smaller, it is made mountable. If an eight inch curb is put on the middle, it can't be driven over. He clarified that it is only large vehicles that have the ability to drive over the rotary; it is uncomfortable for smaller vehicles to drive over the roundabout.

Cyganiewicz noted that the current presented layout is 100ft in diameter. Size could be accommodated through the layout or it could be smaller, and have decorations in the center or not. Loring commented that decorations in the center could cause a fatality.

Husselbee asked if the continuation of Front Street is made into a one way, could it add more parking spaces with the loss of a lane. LaBrie stated that she would like input from the public through a survey perhaps. Hickey

noted that he wanted the Board to be addressed first; if they chose to hold a public hearing that can be done as well.

Barbaro asked if it was possible to hang a four way yellow flashing light in the middle to which Loring replied yes, but they are not used often.

Husselbee noted he would rather a slightly smaller roundabout. Barbaro commented that he disliked all of the options and would rather a stop sign at the end of Central Street and keeps traffic flowing up the hill. Anderson stated she doesn't want a stop sign at the end of Central Street but rather a roundabout as they are safe and to avoid traffic issues would prefer a larger roundabout. Cyganiewicz noted he would like to see a roundabout go in. Hickey stated that he would try and get a survey out and to talk to property owners. He thanked the Board for their time, and Anderson thanked Tighe and Bond for their time.

7.3 Request from Planning Director Tracy Murphy to Support District Local Technical Assistance Grant for Additional Master Plan Funding:

Tracy Murphy, Planning Director for Winchendon, requested a second round of grant funding for the Master Plan, as their first round was successful. She decided to put in another application to ensure it was finished the right way. The Master Plan Committee has compiled a lot of work, and the work that has been put in deserves extra attention and money.

Barbaro moved to support the District Local Technical Assistance plan for local funding, seconded by Husselbee with a vote of all ayes.

7.4 Request Board Authorization to Overspend FY18 Snow and Ice Budget - Hickey stated that with the way this winter has been, the DPW is in need of additional funds for the Snow and Ice Fund, and will need the Board's approval for over expenditure. The transfer of these funds won't be fully identified until May. After some discussion, *Barbaro moved to allow the Department of Public Works to overspend on their Snow and Ice account by \$54,500, seconded by LaBrie with a vote of all ayes.*****

7.5 Update on Outcome of Monty Tech School Committee Meeting Attended by Selectmen and School Committee Chair - Anderson noted that the meeting didn't go too well and had a tense atmosphere. The bottom line is that the issue that was presented to the Monty Tech School Committee was rectified within Amendment Five. One member of the sub-committee in charge of reviewing the policy requested that any other proposed changes should be submitted in writing. Larry Murphy, Chairman of the Winchendon Public School Committee, and Steve Haddad, Superintendent of Winchendon Public Schools, both met with Anderson to vocalize and discuss issues and what is being looked for within the policy. A power point presentation created by Murphy boils down to Winchendon having issues with the allotment of students to Monty Tech and the admissions process. This is still a work in progress, and everyone is working together. Data shows that Winchendon is far below the median income of the other towns sending students to Monty Tech. Winchendon is not part of a regional district in their school system, as many other schools that send their students to Monty Tech are; this gives them an upper hand financially over us. Anderson asked that any updates or ideas be brought to Murphy's or her attention, and noted that the amount of students the Town sends to Monty Tech speaks volumes of the caliber of students Winchendon has produced.

Anderson asked that the Board look over the policy and bring any feedback to her. She is hopeful to collaborate with other communities and bring forward clear requests to the sub-committee that handles the policy review. Anderson stated she will keep the Board up to date as another date hasn't been set for review.

8. OLD BUSINESS:

There were no old business items at this meeting.

9. TOWN MANAGER'S REPORT:

1. Financial Updates-

- a. Tony Roselli met and reviewed a draft of the FY17 Management Letter with the Audit Committee. I forwarded a copy of the draft to the Board last week. There will be some modifications to the Management Letter after meeting with the Audit Committee. There is a tentative date for a tri-Board meeting for the Audit Committee and Mr. Roselli to present the Management Letter on Wednesday, March 7th beginning at 6:30.

Hickey also stated that auditor Tony Roselli has been very cooperative in providing a list to the Audit Committee for things to be addressed, and a roadmap on how to address them. Rich Ikonen, Business Manager of Winchendon Public Schools, and Steve Haddad, Superintendent of Winchendon Public Schools, are looking to have more formal comments for the March 7th Tri-Board meeting where Roselli will present to the Board.

2. Personnel Updates-

- a. There are no personnel updates this week.

3. Project Updates-

- a. The streetlight retrofit is February 20th. The installer expects project to be finished in two to three weeks, depending on weather.

Hickey noted that this has been put on hold temporarily and he is working with National Grid to get rescheduled as quickly as possible.

- b. The FY17 Green Community Grant has been reviewed and approved by the Commonwealth. The Town will be applying for another \$250,000 grant in the upcoming months. We are leaning towards replacing lighting at Memorial School.

4. Miscellaneous Updates –

- a. Tracy Murphy organized a Marijuana Public Forum last week to discuss the zoning options that are being considered by the Planning Board. There were nearly 40 people in attendance who gave some really good feedback.

Hickey also stated that he believes when the Planning Board finishes, they will have thoroughly thought out the process of Marijuana establishments coming to town. He gives kudos to the Planning Board and staff for all of the hard work they have put in.

Anderson thanked Tracy and the Planning Board for an outstanding job on the public quorum on Marijuana. It was run very well.

Hickey wanted to make the Board aware that the Winchendon Redevelopment Authority (WRA) is working on a lease for the Hillview Business Park for a solar array. It could bring in \$100,000 to \$200,000 annually in rent to the WRA.

10. MINUTES:

- 10.1 Monday, February 12, 2018 EXECUTIVE SESSION - *Barbaro moved to approve and hold the Board of Selectmen Executive Session minutes from February 12, 2018; seconded by Husselbee. By roll call vote, Husselbee aye, Barbaro aye, LaBrie aye, Cyganiewicz aye, and Anderson aye, the minutes were approved.*

11. COMMUNICATIONS:

12. AGENDA ITEMS:

Anderson noted the upcoming meetings of the Board.

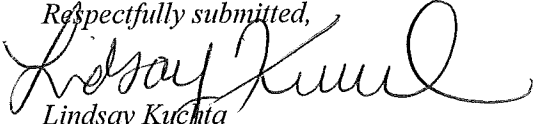
13. **EXECUTIVE SESSION:**

LaBrie moved to enter into Executive Session No. 1 – Exemption No. 7, to discuss financial information [and personal information] regarding the Converse Trust as exempt under the Public Records Law, G.L. c.4, §7(26)(g) and (c), and Executive Session No. 2 – 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; Anderson so declared, and to reconvene into open session for sole purpose of adjournment. Subject - Brandywine Farms, Inc. Barbaro seconded. By roll call vote of Husselbee aye, Barbaro aye, Cyganiewicz aye, LaBrie aye, and Anderson aye the Board convened for Executive Session.

14. **ADJOURNMENT:**

Open Session adjourned at 8:15 P.M.

Respectfully submitted,



Lindsay Kuchta
Administrative Assistant