

**TOWN OF WINCHENDON  
BOARD OF SELECTMEN MEETING MINUTES  
MONDAY, APRIL 23, 2018  
Town Hall, 2<sup>nd</sup> 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

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List of Documents Presented at Meeting:

- Notice of Vacancies as of April 23, 2018 (filed)
- Board of Selectmen Appointment Renewal List for Review (filed)
- Permit Application for Voluntary Toll Booth/Boot Drive for 8/18/18 - Friends of Old Murdock Senior Center (filed)
- Permit Application for Voluntary Toll Booth/Boot Drive for 4/29/18 - North County Pop Warner (filed)
- Application for Abatement of Sewer Charges, 102 Front Street (filed)
- Draft Letter of Non-Opposition to Cypress Tree Management to Operate a Registered Marijuana Dispensary (filed)
  - Cypress Tree Management Overview Document (filed)
- Town Manager Memo Re: Proposed Modification to Police Sally Port (filed)
  - FY18 Town Meeting Presentation May 15, 2017 pertaining to the Warrant Article 7 to Request to Fund the Police Station Sally Port (filed)
- Draft Special and Annual Town Meeting Warrant for May 21, 2018 (filed)
  - Town Manager Email regarding FY19 Warrant Article Voting (filed)
  - Winchendon Public Schools Fiscal Year 2019 Proposed Budget (filed)
  - Draft Special and Annual Town Meeting Warrant Motions (filed)
- Town Manager's Report (attached)
- Minutes, March 26, 2018 (filed)
- Massachusetts State Lottery Commission Letter Notifying the Board that the American Legion has Applied for a Keno License (filed)

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*Chairwoman Anderson called the meeting to order at 6:30 P.M. followed by the Pledge of Allegiance to the Flag of the United States of America.*

Doneen announced that she was audio recording tonight's meeting.

**1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:**

LaBrie noted that Saturday was a gorgeous day for the town wide Earth Day cleanup, and thanked all of the participants, Cub Scouts, Brownies, students from The Winchendon School, each of those who provided food and refreshments, Gabby's and Gourmet Donuts. She also thanked Ed Bond and Rick McAllister for their donation of the use of dump trucks and the Board of Health for organizing the event.

Anderson commented that Lionel Cloutier did a wonderful job organizing, as well as Jim Abare who was there the entire time.

Husselbee noted that the Saturday previous to Earth Day Cleanup, he, Barbara and Audrey attended the celebration at the American Legion for their prestigious honor. He stated a delicious meal was provided by Hometown Café. Anderson congratulated the Legion on their award, and noted how much they do for everyone in town.

Anderson then noted that at the last meeting she forgot to recognize James Abare for opening up the shelter in town when we lost electricity. Sergeant Wolski transported people back and forth to the school where the shelter was located to ensure that all citizens were warm if they didn't have access to electricity. Anderson also commented on the vandalism in town that has been taking place, particularly at the bike path located near the Clark. She asked if anyone saw someone damaging property to please say something. It is up to the citizens to bring it to someone's attention.

2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There were none this evening.
3. **PUBLIC HEARINGS:** There were no public hearings this evening.

*LaBrie moved to take Agenda Item 5. Permit/License Applications out of order, seconded by Barbaro with a vote of all ayes.*

5. **PERMIT/LICENSE APPLICATIONS:**

5.1 Toll Booth/Voluntary Boot Drive Application for August 18, 2018 – Moe Ward came forward to represent the Friends of Old Murdock Senior Center. She reminded the Board that the Friends of Old Murdock Senior Center are an advocacy group that assists the elderly with Meals on Wheels, medical appointments, grocery trips, food service, recreation and social activities, as well as host events with public speakers. All of the fundraising done by the Friends of Old Murdock Senior Center is totally for the seniors.

LaBrie noted that the Police Chief would prefer the boot drives be limited to three hours to which Ms. Ward responded she was agreeable to.

*LaBrie moved to approve the Toll Booth/Voluntary Boot Drive Application for August 18, 2018, seconded by Husselbee with the amendment of the time to three hours. The motion passed with a vote of all ayes.*

5.2 Toll Booth/Voluntary Boot Drive Application for Sunday, April 29, 2018 – Eric Johnson, President of North County Pop Warner, and Ashley Kheti, the fundraiser organizer, came forward to explain their need for the boot drive. Mr. Johnson noted that the seven scholars have been nominated by North County Pop Warner for their excellence in the classroom and on the field out of thousands of kids throughout the country. The players will be going to Florida on Memorial Day weekend.

Ms. Kheti came forward and noted that the boot drive would be located where other drives are typically held. The funds are needed to help send three of the seven selected to go to Florida. LaBrie asked Ms. Kheti which time frame she would like to which Ms. Kheti replied the morning from 9:00AM to 12:00PM.

Husselbee asked where the scholars are from, to which Mr. Johnson replied none of the scholars are from Winchendon. Ms. Kheti added that there are Winchendon students in the scholastic program; they were just not selected for this trip to Disney.

*Cyganiewicz moved for the applicant, seconded by Barbaro with a vote of Husselbee no, Anderson no, all others aye.*

*LaBrie moved to take Agenda Item 7. New Business out of order, seconded by Barbaro with a vote of all aye.*

7. **NEW BUSINESS:**



7.1 Sewer Abatement Application – 102 Front Street- Lewis Drakeman of Front Street came forward to the Board to request abatement on sewer charges as there is no sewer at his property. He just paid the bill without paying attention to it.

Husselbee noted that the application states Al Gallant, the DPW Director, approves of this abatement.

*Husselbee moved for the applicant for the amount of \$83.51, seconded by Cyganiewicz with a vote of all ayes.*

7.2 Request a Letter of Non-opposition of Marijuana Growing Facility at the Hillview Business Park by Weston Roots Management- Eric Liebman and Victor Chiang came forward and stated they are looking to construct a cultivation and manufacturing site for cannabis.

Anderson asked if the company was expecting or hoping to construct at Hillview Business Park, to which Hickey replied the Redevelopment Authority owns the property and has been working with the organization for two or three months now. Dave Connor, Chair of the Redevelopment Authority, is present and can answer any questions.

Anderson asked if the facility was purely going to be for growing and not retail.

LaBrie noted there is a distinction between cultivation and manufacturing, though they go hand in hand.

Anderson asked how many people are expected to be employed at the facility, to which Mr. Chiang replied around thirty full-time employees. Anderson then expressed her concern with the amount of traffic that may be going through the lot. Mr. Liebman replied that the facility will not be open to the public and there won't be any big 18 wheelers, just smaller van size box trucks.

Hickey noted if the project does move forward and the company looks to construct, they would have to go through the Planning Board process. To put things into context, there will be about two or three trucks a week coming in and out of the facility.

LaBrie noted that as more businesses move into the Hillview Business Park, she would like to see improvements made to the intersection, as she believes it could have been done better. Additionally, LaBrie stated with Town Meeting coming up in May, if this non-opposition is agreed to by the Board, it will specifically be for Hillview Business Park.

Hickey noted that the agreement will be null and void that the property allows a business like that; if the motion fails at Town Meeting.

Anderson stated another concern she would have if the project were to go through is the location is right near the bike trail. It would be necessary to work with the Chief of Police on security.

Hickey stated that the Winchendon Redevelopment Authority has worked with the Planning Department knowing that the buffer will be at least five hundred feet from Mylec and the bike trail. Our discussion with Cypress Tree Management is that they are what he believes them to be, very interested in constructing a first class facility. Additionally, the Redevelopment Authority has spoken with Mylec and the individuals have spoken to Mylec and to individuals that use Mylec. Hickey asked Mr. Laperriere to write a letter of non-opposition as he is open to the idea at this point, but he was not prepared to attend the meeting tonight. He is concerned with what he's heard that potential orders might come from the facility. It is Cypress Tree's intention to have no odor leaving the site. They want to ensure that neighboring businesses are still marketable.

Mr. Chiang noted that a key card will be needed to gain access to the facility, and there will be twenty-four hour security as well as video cameras and two security personnel at all times.

Husselbee asked what type of skills they are looking for in their employees, to which Mr. Chiang replied anyone with cultivation and agricultural backgrounds, or who can follow a standard operating procedure. The manufacturing side is more technical; they are looking for chemistry and biology backgrounds. He is hopeful for level headed employees in potentially stressful situations. Husselbee then asked how the jobs would be marketed, to which Mr. Chiang replied through job fairs and postings in local papers and in the surrounding area.

Cyganiewicz stated he is interested in the history of Cypress Tree, where their current locations are and more about the company. Mr. Chiang replied that he and Eric are childhood friends. They started looking into this a year and a half ago and decided to enter this field and the required licenses. They have gone out on their own in search of local communities who are willing to support their business. Currently, they are actively working in Boston. From the cultivation perspective, they look for an area with good power, optimal physical size and away from population as the property is cheaper. It is a long process.

Cyganiewicz then asked if Cypress would be servicing medicinal marijuana as well to which Cypress replied yes. Cyganiewicz also asked if there are any medicinal marijuana facilities in the area, to which Cypress replied yes, there are a few in the area, including several in Fitchburg.

LaBrie noted that the proposed letter does not specify where the facility would be, to which Hickey replied it is a formal letter required by the State; it can be modified to have the exact location.

Hickey stated that what this potential development does for the Redevelopment Authority is create jobs, and generates revenue for the Town with the facility's use of water as well as the use of three phase power. As far as employment goes, the Town has been mandated to create jobs with the acceptance of State funds from the Winchendon Redevelopment Authority. This will put a significant dent in this requirement. In terms of the lease once signed and taken ownership of the building, the Winchendon Redevelopment Authority will be paid \$2,000 a month which will increase to \$5,000 per month once in the building for ten years, and can be renewed to run as long as twenty years. The facility will use up about five acres of the park, and the intent to lease a large solar facility in the park has also been discussed. Hillview Business Park is starting to take shape. The Redevelopment Authority unanimously signed a letter of intent to lease to Cypress Tree. It is understood that the terms of the lease still needs to be tidied up.

***LaBrie moved that the Board authorize the Chair to sign the letter of non-opposition as presented, seconded by Barbaro with a vote of all ayes.***

7.3 Proposed Changes to Sally Port Design- Hickey stated in regards to the proposed construction of the Sally Port, bids have gone out again, but there is discussion on whether or not the information had been brought to the Board with the revised concept of the Sally Port. Rooms along the external wall of the Sally Port have been removed in the new design, and all of the rooms are being utilized in the existing Police Station. The only room that isn't being addressed or had is a holding cell, for when the police bring someone in to be retained. The lack of a holding cell puts the officer, prisoner, and public somewhat at risk. Hickey added that when the adjustments were made to the design, it was done so without putting the integrity of the department's needs in jeopardy. The most important factor of this project is to bring a cruiser into a controlled environment and not allow prisoners the potential to escape.

Hickey then stated that bids are still \$150,000 more than the approved spending amount. The Board is going to have to decide whether they would like to go back to the Town and ask for the additional funds. The design has been modified as much as possible. The Town is funding less than 30% of the construction of the Sally Port if additional funds are approved; we have used the largest Robinson-Broadhurst Foundation grant ever given, as well as State 911 Grants. Hickey noted he is unsure of where the Board would like to go with this topic at this point. He just received this information late last week, and the architect is still working with the contractor to see what options can be given to get us with the given bid amount.

LaBrie asked Chief Walsh if the Sally Port does not include all of the things that currently exist in the building, will it interfere with plans for things to move into the rooms that are currently being utilized?



Chief Walsh replied that as the Town Manager stated, the original project took a long time, and once it was finally done it was well received. After describing the layout and use of different rooms in the Police Department, Chief Walsh noted that the Police Department has a great relationship with the Greenfield house of Correction if there is a need to send someone to be held. What the Police Department is lacking is the Sally Port; it will provide safety for the prisoners, officers, and the public. Hickey added that it was always in the plan for the Sally Port to be added onto the building.

Anderson noted there is a fundamental issue with what was presented at the last meeting, and what was shown at Town Meeting when the voters approved of it. What the Town is getting is something different, and she is not comfortable with getting something less than what was expected.

Walsh added that after speaking to Police Chiefs in other communities, he found it is not an unusual process with budget issues. It is basically said that the project needs to be done within the budget; it may not be what was wanted, but it will get the job done.

Hickey added, in hindsight he certainly should have brought the revised design to the Board, and he apologizes for that. To Chief Walsh's point, the number one priority was to not have to go back to vote for the revised plan. The project has been scaled back, but we will not accept something that doesn't meet the current architecture of the buildings in the area. There will have to be a discussion with the Board at some point about how we will move forward on this. Looking at the timeline, he would suggest for fall town meeting if the Board wants to bring another warrant forward and construction wouldn't begin until next spring. It's the Board's decision.

LaBrie asked where the \$148,000 will be coming from, to which Hickey replied there are two options that he can think of without knowing where we are financially at the end of the year with other challenges that Free Cash will have to deal with. We've talked about paying for the building in cash over three years, as the tax payers will pay about \$23,000 a year, Robinson-Broadhurst is paying \$500,000 over three years and the remainder coming from the 911 grant. If we wanted to look at funding this over a longer period of time, we could use the 911 grant for over a three year period and a bond anticipation note that we pay some amount of money annually for an additional two, three year period. There would be an impact to the tax payers but he is unsure of the amount at this time. The Board can decide if there is a way to move forward, whatever that would be.

Chief Walsh noted the original breakdown was Robinson-Broadhurst paying at least 72%, the 911 Grant at 10%, and 18% was paid by tax payers. It's a tremendous benefit to the community.

Barbaro noted the longer we sit on the project, the higher the taxes will go. From the get-go this project has been dragged on and cut back. We need to figure out a way to get this done as soon as possible. God forbid if something were to happen in the meantime, and someone were to get hurt or a prisoner escapes. The longer we wait the longer the possibility of that happening is there. He wants the project done as soon as possible and wants to figure out the funding to get the ball rolling.

Husselbee stated that ultimately, it comes down to public safety, the needs of the entire town, and the need for a sally port. He does not want to go back to the taxpayers and vote; they have been generous in getting it done. Chief Walsh has done an excellent job, even with funds not present, making plans for the Town's needs. Husselbee urges that we support just getting it done and voting on putting the project in place as is. No matter how many times we vote, it will keep going up.

LaBrie noted she disagrees with the project being sub-par, though it will do the job. At one point the plan has to be brought back to the people, potentially in November.

Hickey stated he is unsure if a Special Town Meeting would occur for one article. The reason the project was more expensive the first time around was due to winter work. That is why it would be brought up in the fall. Pending the approval at Town Meeting, the project could be bid out and numbers would be in by November.

He feels confident that the numbers wouldn't change. This project is a priority and it is the Board's decision if they would rather wait for the override.

LaBrie commented that for the new bids in later summer and fall, and their knowledge that it will construct next spring, it would be quoted at next year's prices. Hickey added that it is not to exceed the price starting November/December.

Husselbee asked if there was any possibility of the Robinson –Broadhurst Foundation pulling funds on the project as its being pushed off, to which Hickey replied it has not been mentioned, nor does he believe it will happen. The Robinson-Broadhurst Foundation understands the importance of this project.

Anderson noted she would like to get the real numbers and bring them to the voters to show them what they are really getting. Transparency is paramount.

7.4 Review and Vote to Finalize Special and Annual Town Meeting Warrant of May 21, 2018- Anderson asked if any changes have occurred in the warrant, to which Hickey replied he sent an email to the Board that a couple changes were made and will review any proposed changes with the Board as they go over the Warrant.

Hickey noted the Special Town Meeting warrant proposes four separate articles. Article 3 has to do with the use of \$70,000 of Free Cash to fund the remediation of lead in the Winchendon Public Schools. Prior to the meeting, Winchendon Public Schools Business Administrator Richard Ikonen informed Mr. Hickey that the School had received a grant in the amount of \$7,000 from the insurance company to use toward the cost of project; therefore the requested amount of \$70,000 can be reduced to \$63,000.

Hickey then noted that article 4 is for the request to rescind the vote of November 13, 2017 to use \$50,000 of Free Cash from the FY17 budget for fixing sidewalks. Al Gallant, DPW Director and Tracy Murphy, Planning and Development Director have been working on this. Board members are concerned if the grant will be in by June of this year. If so, the reconstruction of sidewalks can begin this season rather than having to wait. Hickey added it is very doubtful if the funding is awarded in June, that construction could begin this year. He suggests that the Board vote the rescinding of the \$50,000. If we are awarded the grant, we can use Chapter 90 money and replace it with the grant funds this fall. The risk of losing the ability to do this this fall is minimal and feels confident saying that and using \$50,000 in Free Cash is a wise move.

Hickey then reviewed the Annual Town Meeting Warrant articles.

**Article 1** is the Finance Committee's report.

**Article 2** is putting officers or committees in place.

**Article 3** is to raise and appropriate \$7,500 to fund the Senior Work-off program.

**Article 4** is to raise and appropriate \$18,000 for the CAC.

**Article 5** is to transfer and appropriate from the Stabilization Fund the sum of \$94,060.09 to fund the supplemental reserve for the deficit legislation. This requires a two-thirds vote.

**Article 6** is the General Government Budget article.

**Article 7** is the Water Enterprise Budget. There are no increases proposed in the water rate.

**Article 8** is funding the Wastewater budget for FY19.

**Article 9** is to raise and appropriate the budget for the Transfer Station. There is no proposed increase in fees.



**Article 10** is to raise and appropriate or transfer from available funds \$13,379,072.10 for the operating budget for Winchendon Public Schools.

**Article 11** is to raise and appropriate the sum of \$929,176 to fund the Town's assessment for its share of the Monty Tech budget for FY19.

Hickey noted that Articles 12-16 are all regarding PILOT Solar Array agreements.

**Article 12** is the PILOT agreement for a Solar Array located off of Lincoln Avenue Extension. The Assessor has modified the language regarding the annual payment amount of \$12,000 per megawatt to \$11,000 per megawatt due to this and the next two warrant articles solar projects being under a different state program.

**Article 13** is the PILOT agreement for a Solar Array to be located off of Lincoln Ave. Extension. It is the same developer. The annual payment will also be \$11,000 per megawatt for this one.

**Article 14** is the PILOT agreement for a Solar Array off Ash and Spring St., (Winchendon School). The annual payment will also be reduced to \$11,000 per megawatt.

**Article 15** is the PILOT agreement for a Solar Array at 38 Happy Hollow Road.

**Article 16** is the PILOT Agreement for a Solar Array to be located at 135 Gardner Rd.

Barbara asked about the anticipated date they go online. Hickey replied that he didn't know with the experience he has had with National Grid. Obviously it impacts our revenue. He will research.

**Article 17** is regarding the old abandoned water tank located on High Street. The Town is trying to remain transparent; the property will be transferred with Heywood Hospital, and the Town will acquire an antenna from Comcast.

**Article 18** is to adjust the Parks and Recreation Committee bylaws to better describe the duties of the Committee.

**Article 19** is a Citizen's Petition to raise money for the expenses of Earth Day. Anderson asked how much Earth Day cleanup costs the Town, to which Hickey replied that the petition was submitted as the Town no longer has a dump truck which increases expenses for the Earth Day cleanup. Al Gallant, DPW Director stated from the audience that the Department of Public Works has eaten the cost of Earth Day; Transportation is \$225, and the fee per ton of disposed material is \$120. Additionally, tires are \$4.00 apiece.

Hickey added that Earth Day is amazing, and he is not trying to minimize it. He just wants to inform the Board that any expenses are absorbed by the Transfer Station budget. Per Legal Counsel, it is his understanding that funds cannot be placed in a revolving account; anything unspent will ultimately rollback into Free Cash.

Anderson stated that her fear of the Citizen's Petition is that it would not be funded. It is nice to get out there and see the different organizations and bags of junk being collected.

Hickey noted he wants to be clear that he is confident the \$2,500 will not be an issue to cut in the Public Work's budget.

**Articles 20 – 24** are the articles regarding the adult use of marijuana. It is the Town's local option to charge 3% local tax on marijuana sales.

LaBrie gave thanks to the department heads and those present at tonight's meeting for any questions there may have been regarding their articles.

Anderson noted before the vote, the Board should hear from the School Department on their budget.

Richard Ikonen, Business Manager of Winchendon Public Schools and Larry Murphy, Chair of the School Committee came forward to present the School's budget. Murphy asked if there were any specific questions for the school.

Barbaro started off by asking the positives in the budget for Winchendon Public Schools this year.

Ikonen replied that positions have been added to the School without a need for an override. Anderson asked how many positions were being added to which Ikonen replied four.

Murphy noted that with the budget being presented to the Town, we have worked very hard with the administration and principals to ensure that every nickel is squeezed. They are trying to be responsible with the budget, stay within their means, and to use money to focus on student improvement. Between the State report and the five year plan developed, they are hoping to save some money.

Husselbee asked about school choice, and if it is anticipated that there will be less school choice students. Ikonen replied that the school has had a lower number, but since then they have added as they are always anticipating additional students. Murphy added that school choice numbers are going up, which means revenue, and points out that we are doing a better job at marketing.

Barbaro noted the Assistant Dean of the Students position, and asked for an explanation as to why it was created when the school needs vice principals.

Murphy replied that the building is in need of some help. Some programs have been challenged and overturned. The Principal has spent much of her time on the day to day management of the building rather than the leadership portion. She is dealing with a lot of disciplinary issues that are taking up most of the day, so she cannot get to classrooms to do observations or other teacher improvement, or work on curriculum. They are trying to free up the Principal by moving forward with this decision.

Barbaro stated that he understand the disciplinary problem, but added that a vice principal has a bigger role to play versus a dean of students. A dean only works on students, and he believes the dean does not address the issue at hand. A vice principal position would free up the Principal to do their job as needed.

Murphy replied that staffing decisions need to be left with the School Department. The decisions made are based on the recommendations from administration and the principal and with all due respect the positions decided on to support the administration and teachers are on the school. Finances are fine to discuss but it is not appropriate to discuss the staffing here.

Barbaro then asked what the long term strategy is to replace the position, to which Murphy replied as they continue with money management and trying to find funds in the budget, which may not be coming this year but the following year, they will have a curriculum supervisor. There are personnel issues that may be able to be moved around, it all depends on the outcome of unexpected events. It has been determined the Principal needs immediate help, and this is how we are handling it. A curriculum supervisor will be a top priority next year if the funds allow.

Barbaro asked if the funds allowed this year, would the School reconsider going from a dean of students to a vice principal position to which Murphy replied probably not this year.

Husselbee thanked Ikonen and Murphy for coming to the meeting tonight. He then asked about the revolving account dropping significantly and why it happened, to which Ikonen replied it is the amount of what is left in the budget; the number is arbitrary based on the gate receipts and user fees which are pretty steady. Gate fees fluctuate, especially if Murdock doesn't host the Thanksgiving Day football game, or whether or not we make it to the playoffs.



Barbaro noted that the student parking fee account is missing, and asked if there is a balance or why it isn't being renewed to which Ikonen replied he didn't bring it forward, the account is at \$5,000.

Anderson commended the School for staying within the budget; it has been a long time since an override hasn't been necessary. She then asked Ikonen how many people were in the office when he worked for Monty Tech. Ikonen replied that there were six people, in comparison to the one full timer and a couple part timers in Winchendon.

Murphy thanked Tom Kane, Chair of the Finance Committee as he was helpful to the School when they were trying to be as transparent as possible and list everything in the proper pockets to make things easier for the Finance Committee, Board of Selectmen, and the public. Kane has experience and has been super spending hours helping the School to make sure monies go where they are most transparent. Additionally, Murphy noted that Ikonen spent a good amount of time with Hickey and Bill Schlosstein, the Town Accountant; kudos to them for the time spent. He also wanted to thank those who help make things happen as there was certainly a lot of help given. People from the Finance Committee and Town Administration are all working with the School to help provide a budget that we can get behind and support.

Anderson commented that the Town's success relies on the success of the School, and vice versa.

LaBrie asked how often copy machines are replaced to which Ikonen replied the School just opened a new contract and had all of the machines replaced as the other contract was not favorable. LaBrie then asked what the money allotted for the copiers would be used for to which Ikonen replied maintenance, and he believes it is a three year deal.

LaBrie made a general comment on the School Committees budget presentation and the lines referencing personnel saying it would be helpful to know how many people are under those positions. Ikonen replied that the Finance Committee had also asked about this and he would address in next year's budget. He would try and get the information for the FY19 budget.

**Barbaro moved to approve the Special and Annual Town Meeting Warrant; Husselbee seconded, with a vote of all ayes.**

7.4.1 Board Voted Recommendations of STM-ATM Warrant Articles- The Board voted their recommendations on the Warrant Articles.

**SPECIAL TOWN MEETING:**

*LaBrie moved to recommend Article 1, seconded by Barbaro with a vote of all ayes.*

*LaBrie moved to recommend Article 2, seconded by Barbaro with a vote of all ayes.*

*LaBrie moved to recommend Article 3 with revising the annual payment to \$63,000 per megawatt, seconded by Barbaro with a vote of all ayes.*

*Barbaro moved to recommend Article 4, seconded by LaBrie with a vote of all ayes.*

**ANNUAL TOWN MEETING:**

*LaBrie moved to recommend Article 1, seconded by Barbaro with a vote of all ayes.*

*LaBrie moved to recommend Article 2, seconded by Husselbee with a vote of all ayes.*

*LaBrie moved to recommend Article 3, seconded by Barbaro with a vote of all ayes.*

*LaBrie moved to recommend Article 4, seconded by Barbaro with a vote of all ayes.*

*LaBrie moved to recommend Article 5, seconded by Barbaro with a vote of all ayes.*

Anderson asked should Article 5 not pass at Town Meeting with the use of Stabilization Funds, then the cuts proposed by Mr. Hickey would go into effect. Hickey explained you will be voting each article independently. If Article 5 fails, you could vote against Article 6 and a motion will then need to be made to reduce Article 6 by \$94,000.

LaBrie added that in her own mind, she looks at them as two separate snapshots. Both are reliant on each other. If Article 5 were to fail, you can vote no on Article 6 if you wish to speak against it.

*LaBrie moved to recommend Article 6, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 7, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 8, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 9, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 10, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 11, seconded by Cyganiewicz with a vote of all ayes.*  
*LaBrie moved to recommend Article 12 as amended, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 13 as amended, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 14 as amended, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 15, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 16, seconded by Barbaro, Cyganiewicz abstained, all others aye.*  
*LaBrie moved to recommend Article 17, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 18, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 19, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 20, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 21, seconded by Barbaro, Husselbee abstained, all others aye.*  
*LaBrie moved to recommend Article 22, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 23, seconded by Barbaro with a vote of all ayes.*  
*LaBrie moved to recommend Article 24, seconded by Barbaro with a vote of all ayes.*

7.4.2 Assignment of Town Meeting Warrant Articles to be presented by Board Members on May 21, 2018-  
The Board moved for the assignment of the following articles;

**SPECIAL TOWN MEETING:**

*Article 1 Finance Committee*  
*Article 2 Barbaro*  
*Article 3 Husselbee*  
*Article 4 LaBrie*

**ANNUAL TOWN MEETING:**

*Article 1 Finance Committee*  
*Article 2 Cyganiewicz*  
*Article 3 Cyganiewicz*  
*Article 4 Anderson*  
*Article 5 Husselbee*  
*Article 6 Barbaro*  
*Article 7 LaBrie*  
*Article 8 LaBrie*  
*Article 9 LaBrie*  
*Article 10 School Committee*  
*Article 11 Cyganiewicz*  
*Article 12 Anderson*  
*Article 13 Husselbee*  
*Article 14 Barbaro*  
*Article 15 Cyganiewicz*  
*Article 16 LaBrie*  
*Article 17 Barbaro*  
*Article 18 Anderson*  
*Article 19 Citizen's Petition*  
*Article 20 Husselbee*  
*Article 21 LaBrie*  
*Article 22 Planning Board*



*Article 23 Planning Board*

*Article 24 Planning Board*

7.4.3 Motions for Special and Annual Town Meeting- Motions for the Town Meeting were provided to the Board.

**LaBrie moved to No. 4 on the Agenda. Husselbee seconded with a vote of all ayes.**

**4. APPOINTMENTS/RESIGNATIONS:**

4.1 Board of Selectmen Board and Committee Vacancies- LaBrie read off the Notice of Vacancies as of April 23, 2018.

4.2 List of Board of Selectmen Board and Committee Appointment Renewals for July 1, 2018- Anderson asked if the letters of interest have been sent out to the Board and Committee members. Daigle explained this is the list of the appointments that will be for consideration for renewal July 1st. The process is to present the list to the Board, following that a letter will be sent to the seated members asking if they would consider renewing their appointment. Recommendations would be sought from the chair of each Board/Committee. No action was needed this evening.

Agenda Item 5 was previously addressed.

**6. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS: N/A**

Agenda Item 7 was previously addressed.

**8. OLD BUSINESS: N/A**

**9. TOWN MANAGER'S REPORT:**

**1. Financial Updates-**

- a. I will be attending the Finance Committee meeting on Tuesday, April 24<sup>th</sup> to provide any support the Committee needs while discussing and voting whether to support the May Town Meeting warrant. Department heads will also be attending.

**2. Personnel Updates-**

- a. There are no personnel updates this week.

**3. Project Updates-**

- a. National Grid has informed me that they anticipate finalizing their paperwork for the streetlight acquisition by June 1<sup>st</sup>. I have contacted the vendor doing the work for the town to make them aware.
- b. The Chestnut Street reconstruction bid was opened on Tuesday, April 17<sup>th</sup>. The apparent low bidder is Caracus Construction with a bid of \$397,720. The engineers estimate for the work was \$378,200, \$19,430 less than the actual bid. I will be meeting with Tracy Murphy and Al Gallant to identify the additional funding needed for the project.

Hickey added that the funding will come from the administration support of the grant and will be no impact to the Town. We will find funding in the Chapter 90 Funds if it cannot be found in the grant.

- c. Contractor bids were received for the police sally port during the week of April 9<sup>th</sup>. The total project budget is \$691,000.

Hickey added he is hopeful to present to the Board alternatives for the Sally Port and bring back to the Board for Fall Town Meeting.

**4. Miscellaneous Updates –**

- a. I have been working with the Robinson-Broadhurst Foundation Board members on funding the replacement of the Fire Chief's vehicle. In February, I informed the Board that the Chief's vehicle failed inspection. Chief Smith had submitted a 2018 grant request for the Trustee's to consider. Rather than leasing a new vehicle I asked Robinson-Broadhurst if the needed funds could be borrowed from a previously funded grant on a temporary basis. The Trustees indicated the Fire Chief vehicle would be approved and the funds could be borrowed on a short term basis and returned once the Chief's grant request is funded. I expect the new Fire Chief vehicle to be delivered in May.

Hickey noted the Fire Chief's vehicle may have come in today. Cyganiewicz asked about the other car, if the Town was keeping it to which Hickey replied it would be auctioned off.

- b. The Ashburnham/Winchendon Joint Water Authority was recognized for outstanding performance in 2017. The Authority received one of the top scores among medium and large community systems. Representatives have been invited to attend an awards ceremony on May 8<sup>th</sup> at the Statehouse to be formally recognized.

Hickey said a lot of accolades go to Veolia as they are the ones who manage the Joint Water Authority though it is ultimately our system.

- c. I would like to request the Finance Committee support to fund \$2,600 from their Reserve Fund to send the School Resource Officer and a Sergeant to an active shooter training course. This course provides training for police responses to address the fundamental issue of what an officer does when they are either on scene alone or are the first to arrive during an active shooter situation. Prior training protocol called for officers to respond as a team. Although that protocol will not be dispensed with completely, this training will allow for a trained officer to engage the shooter alone to prevent additional injury or loss of life. Some of the skills addressed would include mental and physical skills specifically designed to draw the attention of the shooter away from victims and to confuse and frustrate the shooter. S.R.O. Tracy Flagg will be sent to the two day Level 1 operator training as she is likely to be the first responding officer. Additionally, I am interested in sending Sgt. Raymond Anair to the five day Level 3 instructor course. This would allow for the Sgt. to train and certify all of my officers. The training is being offered this year in Scarborough, Maine in June. It is not being offered again in the New England States this year or next. My estimate for the entire training for both officers is \$2,600; this would include the training, lodging and food for both officers.

Hickey added that the closest training course is in Scarborough, Maine in June. The cost of the hotel is covered, and the sergeant going would be certified as a level three instructor and can train other police officers until the end of their employment in active shooter situations. Unfortunately, it is a necessary measure needed to be taken.



Hickey also thanked all for their time spent on the FY19 Budget.

10. **MINUTES:**

10.1 Monday, March 26, 2018 Regular Meeting

*Cyganiewicz made a motion to approve the minutes from Monday, March 26, 2018; seconded by LaBrie; Barbaro abstained, all others aye. Minutes were approved.*

11. **COMMUNICATIONS:**

11.1 Letter from the Mass. State Lottery Commission regarding a Keno application for Eugene M. Connor Post 193 - LaBrie asked if there is a limit to the amount of Keno licenses to which Daigle replied she is not aware of the limit if there is one. The state oversees these licenses.

*LaBrie moved that the Board take no action, seconded by Barbaro with a vote of all ayes.*

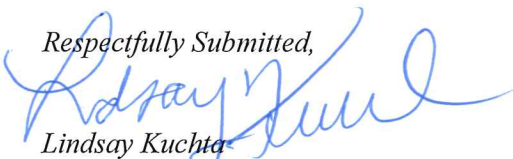
12. **AGENDA ITEMS:**

13. **EXECUTIVE SESSION:** There was no Executive Session this evening.

14. **ADJOURNMENT:**

*Husselbee made a motion to adjourn, seconded by Cyganiewicz, with a vote of all ayes the meeting adjourned at 9:02PM.*

Respectfully Submitted,



Lindsay Kuchta  
Recording Secretary

