

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MEETING MINUTES
MONDAY, JUNE 25, 2018
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present:

Barbara Anderson, Chairwoman
Audrey LaBrie, Vice Chair
Austin Cyganiewicz
Charles Husselbee

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

Absent:

Michael Barbaro

List of Documents Presented at Meeting:

- Winchendon Winds Presentation (filed)
- Snowbound Club Entertainment Permit & Special One Day Outdoor Liquor License Application- July 21, 2018 (filed)
- Snowbound Club Special One Day Outdoor Liquor License Application-September 16, 2018 (filed)
- Snowbound Club Special One Day Outdoor Liquor License Application- September 29, 2018 (filed)
- Draft Solar Payment in Lieu of Taxes Agreement for Personal Property between West Street 1 Solar, LLC and The Town of Winchendon, MA (filed)
- Draft Solar Payment in Lieu of Taxes Agreement for Personal Property between West Street 2 Solar, LLC and the Town of Winchendon, MA (filed)
- Town of Winchendon Board of Selectmen Policies & Procedures Policy Review 2018- 1st Reading 2/28/18 continuation (filed)
- Town Manager's Report (attached)
- Minutes Approved:
 - May 14, 2018 Regular Meeting
 - June 11, 2018 Regular Meeting

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 Durling announced she was audio recording tonight's meeting.

1. SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:

- 1.1 Moment of Silence for Germaine Brooks – Anderson asked that everyone stand and have a moment of silence for the late Germaine Brooks.

LaBrie stated that Germaine Brooks was a lifelong Winchendon resident who passed away on Tuesday, June 19th. LaBrie first met Ms. Brooks in the seventies. Her family would always stop into Germaine's Country Kitchen. After moving out of Town for some time, LaBrie returned to Winchendon, and in the nineties, accepted a position on the Finance Committee. She started getting involved in politics and remembered Ms. Brooks as the woman who was always in the front row of a meeting recording it. She was one of the first female Selectwoman in Winchendon, and paved the way for Beth Hunt, Amy Salter, and current Selectwomen Barbara Anderson and LaBrie. Ms. Brooks' calling hours will be held tomorrow, Tuesday, June 26, 2018 at Immaculate Heart of Mary located at 52 Spruce Street in Winchendon.

- 1.2 Winchendon Winds- Gail Sacket and Inana Arthen came forward to inform the community of their Winchendon Winds ensemble. Ms. Sacket and Arthen took over the ensemble when their father passed

away. The ensemble was originally started in 2015 by Jon Nicholson and his wife, a very service and community oriented couple. Ms. Sacket stated she wants to further engage the community and is seeking any suggestions of the community for the group. The ensemble is built of a various range of ages and loaded with talent with all musicians being at a collegiate or professional level. Currently, the ensemble is conducted by James Chesebrough who previously conducted at Keene State College. Winchendon Winds has performed at the Fall Festival, worked with The Winchendon School, and would like to keep pushing. They hope to become a cultural institution that will be integrated into the town. Ms. Sacket then noted there will be a Veteran's Tribute event held on July 15th, and a roll call of all of the veterans will be done by name.

Anderson noted she hasn't seen the group play since 2015, and would like to make an effort to come out and see them play again this year.

LaBrie noted she also saw the band play and as an old clarinet player it was great to listen to.

After Ms. Sacket noted some of the events the ensemble would be hosting, Hickey commented that the ensemble needs to ensure they acquire the proper licenses and permits if there will be any food served that isn't prepackaged at these events. The Board thanked both Ms. Sackett and Arthen for coming forward.

Anderson then noted she would like to thank the Clark YMCA and all who helped to organize the Summer Solstice; it was a wonderful event and she was lucky to have been invited to march in the parade. LaBrie, Husselbee and Anderson all marched in the parade this year. Additionally, Anderson thanked the Parks and Recreation Committee as they have started their summer concert series at GAR Park. Thanks also went to the Lake Monomonac Association for asking her to attend their annual meeting, also attended by Senator Ann Gobi as she was instrumental for gaining access through the State grants as well as working on other things the Lake Association is appreciative of. Anderson also acknowledged Al Gallant, Director of the Winchendon Public Works Department, saying that any time there are issues, he is very receptive, and for that she is grateful. Anderson mentioned she stopped by the Strawberry Festival, and lastly gave thanks to Keith Kent, a resident of Winchendon, who took the liberty to trim back bushes and branches to help ensure sidewalk safety on some busy streets.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Dave Romanowski, Chair of the Ingleside Utilization Committee and Jane LaPointe, Vice Chair of the Ingleside Utilization Committee came forward to give an update on the progress of work at Ingleside. They noted that Bob Curley of the North Quabin Trail Association and his crew have been at the property rough cutting trails and have also produced many other great recommendations for the property as they have been in business for twenty five years. Mr. Curley also specializes in tick eradication, and he and his crew have been working on trimming back the trails to help reduce the amount of ticks. Additionally, Mr. Curley is very involved with helping challenged veterans, which the Committee is also very interested in looking further into. Mr. Romanowski added the Committee is looking to name the property Winchendon Community Park at Ingleside to which Anderson commented she thought it was a good name.

Husselbee moved to designate the name of Ingleside to Winchendon Community Park, seconded by Cyganiewicz.

LaBrie noted she likes Winchendon Community Park but asked if park was a big enough word for Ingleside to which Romanowski replied it seems to be the most encompassing word for the property.

By a vote of all ayes, the motion carried.

Anderson thanked Romanowski and stated she hopes the community likes the name of the park.

Mr. Romanowski then added that a community kickoff day will be held on July 14th at 10:00AM. The day is intended to get people interested to go to the property and help out. The North Quabbin Trail Association (NQTAA) will be bringing the necessary equipment for the project.

Mr. Romanowski also wanted to take a moment to honor Germaine Brooks. She let him know that in this town, anybody was welcome to participate and it meant a lot to him. Mr. Romanowski thanked the Board.

3. **PUBLIC HEARINGS:** There were no public hearings this evening.
4. **APPOINTMENTS/RESIGNATIONS:** There were no appointments or resignations this evening.
5. **PERMIT/LICENSE APPLICATIONS:**
 - 5.1 Entertainment Permit and One Day Special Outdoor Liquor License for July 21, 2018 – Snowbound Club – Mr. Dean Sweeney, Treasurer of the Snowbound Club, came forward and noted the Club is asking for three event permits and a yearly Entertainment Permit. He spoke of the three annual events.

Anderson said let's take up the outdoor concert first on July 21st. **LaBrie moved for the applicant; seconded by Husselbee with a vote of all ayes.**

- 5.2 Special One-Day Outdoor Liquor License for Sept. 16, 2018 – Snowbound Club, Tom Fors Memorial Benefit – Mr. Sweeney noted the event benefits local Emergency Management Services (EMS).

LaBrie moved to approve the applicant, seconded by Husselbee with a vote of all ayes.

- 5.3 Special One-Day Outdoor Liquor License for Sept. 29, 2018 – Snowbound Club, Jim Braun Memorial Benefit – Mr. Sweeney noted this event is for a member who loved baseball that had passed away. The club wants to give back to the local community and schools.

LaBrie moved for the applicant, seconded by Husselbee with a vote of all ayes.

Cyganiewicz moved for the approval of the Entertainment Permit, seconded by Husselbee with a vote of all ayes.

Cyganiewicz stated on behalf of the Board, he is happy to support events like these and appreciates that they give back to the community.

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

7. **NEW BUSINESS:**

7.1 Two (2) West St. Solar PILOT Agreements – Hickey noted that Harald Scheid, Town Assessor, and Alan Clapp of Nexamp were present to answer any questions regarding the proposed Solar PILOT Agreements. Both solar arrays are providing electricity to the grid, and Mr. Scheid has negotiated contracts to be consistent across the board. The arrays will be up for twenty years as approved at the 2017 Spring Town Meeting, and increase the revenues generated by 2% annually. Once the useful lives of the arrays are over, they will be removed. Nexamp has an agreement with the power company to go live June 30, 2019.

Cyganiewicz asked about the tax assessment of the properties to which Mr. Scheid replied the planning agreements negotiated with the PILOT payment and underlying evaluations are roughly equivalent to how they are assessed. Cyganiewicz then asked if there is language if something happens to affect the value of the property to which Mr. Scheid replied the Town benefits through the PILOT agreement as it anchors payments and the underlying evaluation for the twenty year period. Cyganiewicz asked if the PILOTs affect any of the abutters in a negative manner to which Mr. Scheid replied where developments abut residential areas there could be some detriment of value but abutters won't know until four or five years down the line. Towns consider an overlay district in a predefined area where solar arrays can be built; in my estimate if they are located in lower impact areas even close to commercial industrial, there is probably little or no impact on the properties.

Cyganiewicz moved to approve the PILOT agreements as presented this evening and to sign each agreement including West Street One Solar LLC with the Town of Winchendon and West Street Two Solar LLC with the Town of Winchendon. Motion seconded by LaBrie and with a vote of all ayes the motion carried.

LaBrie moved for a two minute recess, seconded by Husselbee with a vote of all ayes at 7:35PM.

Anderson called the meeting back to order from recess at 7:42PM.

8. OLD BUSINESS:

8.1 Board of Selectmen's Policies and Procedures Review and Amendment – The Board reviewed the policies needing to be addressed.

After some discussion on Policy No. 400-26, *LaBrie moved the sentence, "The organization must commit that the proceeds of the boot drive shall be used exclusively for charitable purposes for the residents of Winchendon," be reworded, "The organization must commit the proceeds of the boot drive shall be used for the benefit of Winchendon and the surrounding towns." Motion was seconded by Cyganiewicz. With a vote of Cyganiewicz and LaBrie aye, Anderson and Husselbee no, the motion failed.*

LaBrie moved to strike the sentence in its entirety, seconded by Cyganiewicz. With a vote of Anderson and Husselbee no, and Cyganiewicz and LaBrie aye, the motion failed.

Husselbee made a motion to move from the Second Reading of the Board of Selectmen's Policies and Procedures to the Final Reading at the next meeting, seconded by LaBrie. By a vote of all ayes, the motion carried.

9. TOWN MANAGER'S REPORT:

1. Financial Updates-

- a. The Town was informed that the cost of recycling will be going up dramatically in July. Al Gallant and I will attend a July Board meeting to present options and a recommendation on what, if any changes in recycling should be considered to minimize the impact from the increased costs.

Hickey added that many items that are currently being recycled have been cost inhibiting to recycle and the company the Town is currently using has notified us of a tripled increase in fees. The option the Town has is to separate out only cardboard as there is a recycling market for it as it is heavy. It will provide significant savings for the Town. It is the most viable option.

Anderson stated if we are looking at throwing everything away and have to pay \$4.00 a trash bag to do so, then the rate increases for the users. Hickey responded noting that everything currently being recycled would remain the same, apart from the need to separate out the cardboard. We can sit down to go over options to minimize the impact.

- b. The next Tri-Board meeting that is being hosted by the School Committee is tentatively scheduled for Thursday, August 23rd.

2. Personnel Updates-

- a. No personnel updates this week.

Hickey added that Linda Bredberg announced her retirement from the Beals Memorial Library, effective October 31st 2018. The Town wishes her well in her future endeavors and thanks her for what will be twenty-eight years of employment with the library.

3. Project Updates-

- a. The Chestnut Street Notice to Proceed was issued on June 11th. Construction will begin June 18th with the project being substantially complete by August 25th.

Hickey added the project should be done by Labor Day, or Fall Festival the latest. There will be some traffic delays due to construction.

- b. The Old Gardner Road parking lot that is used for the bike path has been scheduled to be graded and paved. Funds for this project are begin provided by the Bike Trail Fund. Thank you to Cindy Boucher and her committee for the funding.

Hickey added that remaining funds from the bike trail account will be used to grade and pave the parking lot. Paving will happen later in the summer.

- c. I will be meeting with a potential donor who is interested in funding improvements to the bike trail parking lot property on the corner of Glenallen and Route 12. The funding would expand the parking lot, plant grass and trees, install picnic tables as well as a variety of other improvements. It will dress up the Town.

Additionally, Hickey stated that the State is closing on FY18 and came upon \$400,000 of unused grant funds from another community. The money has been offered to the Town for the engineering cost for the Whitney Pond Dam. The total cost of the project is \$4.2 million. The money will provide the engineering plans and reduce the cost of the remainder of the project. We are hopeful that the State will provide funds for future dates. It is a phenomenal opportunity to get the engineering work done, and he is thankful that we were reached out to.

4. Miscellaneous Updates –

- a. The deadline for Brandywine Farms, Inc. to appeal the Land Court's Decision on the ownership and flow rights to the Red Dam and Lake Monomonac Dam was June 18th. No appeal was filed. Therefore, the Town retains ownership of both dams.

In addition, emails from the last week or so from Brandywine has representatives letting the Town know that the project will receive just over \$1,000,000 in financing to complete the Brownfield cleanup, and address other project costs. A state financing agency will be attending the meeting to hear what Brandywine's intentions are moving forward. Previously, Bernie Lynch, Interim Town Manager for the Town of Winchendon, discussed with the Board that in 2015 or 2016 the property taxes for Brandywine were less than \$20,000. At this point, the amount of \$71,500.27 is now due in taxes. The Town will have to fill out an abatement request drafted in 2016 by legal counsel, hopefully moving us in the right direction.

- b. The Winchendon Housing Authority has donated a used ¾ ton pickup truck to the Town. The Fire Department will use the donated truck for inspections and other errands around town reducing the use of the existing pickup truck that carries the forest fire equipment.
- c. Board members may have noticed road grindings being spread at the DPW garage. Mass. Broken Stone, who was the contractor for the Route 12 paving job, used the DPW garage as a place to stockpile extra grindings. To reduce the dust and as a thank you for allowing Mass. Broken Stone to stockpile at the DPW garage, Mass. Broken Stone spread some of their grindings on the DPW property. The grindings acquired by the town were not used at the DPW garage, nor were they used by DPW staff.
- d. I have approved a request to place signs on town property publicizing the 2nd Annual Art and Music Festival on July 21st. The event is being held at the Templeton Fish and Game for the Estelle R. Ford Future Nurses Scholarship Fund that has benefitted Winchendon residents in the past.

Hickey added that the contractor for the Chestnut Street project is looking for a place to stockpile supplies and equipment; Hickey proposed that the Town allow them to store these things on a lot recently acquired by the Town located behind the Winchendon Police Department. Additionally, Hickey stated that parking spots will be lost on Central Street in 2020 when the road is reconstructed; he is hopeful that the Board is okay with that. A parking lot will be built so the back lot is closer to

Central Street, and will be nearly level. It will help and a retaining wall will limit the chance of someone going over the wall as a safety precaution.

Anderson asked when the deficit legislation would be paid off, to which Hickey replied next spring when the bond expires. He is hopeful that Town Accountant Bill Schlosstein will be able to give the public a level of comfort with the amount of change that will be generated through Free Cash. Mr. Schlosstein feels comfortable that the Town will have \$312,000 to pay off the debt in Free Cash.

Anderson then noted that it would be nice to have a celebration when the debt is paid off, and Senator Gobi, Representative Zlotnik and former interim Town Manager Bernie Lynch should all be invited. Hickey agreed that the community deserves a lot of credit for the hard work and the challenges incurred. It will be a ceremonial gesture to get beyond the legislation. Anderson added that it is amazing that all of this has been done in three years. Hickey stated that it is the community and staff that have made all of this progress possible. It will be nice to relocate monies to areas that could use additional funds to improve community.

10. **MINUTES:**

10.1 May 14, 2018 Regular Meeting –

LaBrie moved to approve the minutes of May 14, 2018 as presented seconded by Cyganiewicz, all ayes.

10.2 June 11, 2018 Regular Meeting -

LaBrie moved to approve the minutes of June 11, 2018 as presented seconded by Cyganiewicz all ayes.

11. **COMMUNICATIONS:**

Hickey stated that July 16th the Board will reorganize, and on that date three community hosts for recreation marijuana licenses will come before the Board. Each of the community outreach agreements are scheduled for fifteen minutes apiece, but are not limited to that time frame. Two of the three applicants have been reached out to regarding additional information on their community host agreements; Hickey hopes to meet with them soon to start discussing the matter.

LaBrie asked how far in advance information would be made public and when the Board would have information if in fact the decisions are to be made that night, to which Hickey replied July 11th, if that wasn't too late for the Board. Additionally, Hickey stated he would provide the Board with feedback, grading, and information provided with applicants for the Request for Qualification (RFQ) for each applicant. LaBrie noted she wants all of the information available to the public, and would like all of the information to come at once. Hickey noted that information submitted for the RFQ is confidential as it contains financial information.

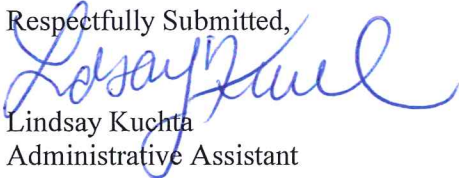
12. **AGENDA ITEMS:**

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

14. **ADJOURNMENT:**

Husselbee moved to adjourn, seconded by Cyganiewicz; with a vote of all ayes, the meeting adjourned at 9:33PM.

Respectfully Submitted,



Lindsay Kuchta
Administrative Assistant