

**TOWN OF WINCHENDON
BOARD OF SELECTMEN MINUTES
JOINT MEETING WITH FINANCE COMMITTEE AND SCHOOL COMMITTEE
MONDAY, JANUARY 22, 2018 6:30 P.M.
Town Hall, 2nd Floor Auditorium
109 Front Street, Winchendon, Mass.**

Present:

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

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

Mike Barbaro (Present 7:15 pm – 7:26 pm)

List of Documents Presented at Meeting:

- FY18 Six Month Financial Update Prepared by Town Accountant (attached)
 - FY18 Six Month Revenue and Expenditure Reports (attached)
- Town Manager's Memo regarding the Transfer of Funds Request from the Finance Committee Snow and Ice Reserve Fund to the FY18 Snow and Ice Budget (attached)
- Montachusett Regional Vocational School District Agreement - 5th Amendment (attached)
- Notice of Vacancies for January (filed)
- DRAFT AFSCME Collective Bargaining Agreement for 7/1/1-6/30/19 (filed)
- Guide to FY19 Budget and STM-ATM Timelines for May 21, 2018 (filed)
 - Special and Annual Town Meeting Schedule for May 21, 2018 (filed)
- Town Manager's Report (attached)
- Minutes for Approval:
 - Monday, January 8, 2018 Regular Meeting
 - Monday, January 8, 2018 EXECUTIVE SESSION

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

No one announced that they would be recording this evening.

The Board moved to Item No. 3, the Joint Session of the meeting.

3. JOINT MEETING WITH SCHOOL COMMITTEE AND FINANCE COMMITTEE:

School Committee members present: Lawrence Murphy, School Committee Chair, Dawn Fronte, and Greg Vine. Also present were Steve Haddad, Superintendent and Richard Ikonen, Business Manager.

Finance Committee Members present: Thomas Kane, Chairman, Christian Orobello, Charles C. Corts, Tonya Dokulil, Douglas Delay, and James F. Robichaud.

Chairman Kane called the Finance Committee meeting to order.

Chairman Murphy called the School Committee meeting to order.

3.1 FY18 Six Month Financial Update

Hickey introduced William Schlosstein, Town Accountant, to go over the one page summary of the finances through December 31, 2017.

Schlosstein said the agenda indicates that it is a six month financial update. The way the calendar falls, the big component of the general fund is payroll. In the seven page report, pay attention to only the middle two columns. 48% of the general fund has been expended at this point, and adjustments have been made to show what the numbers will be when motor vehicle excise payments are due in February and March. The estimated revenue for Medicaid, SPED eligible cost reimbursements we received was \$25,000, as a tribute to first quarter costs. That represents 49.6 percent of the estimated budget. There are further opportunities in SPED costs and more tax deferment. Schlosstein is hopeful to get above 100% by the end of the year.

On the expenditure side, in the Munis report at the bottom of page seven, the revised budget and adjusted budget show the year to date spent amount. The percentages and other columns are more budget targeted. Schlosstein also noted that many costs for the whole period are paid in advance or the first part of the fiscal year. He spoke of the adjustments he made to make it appropriate.

Greg Vine, School Board member, asked if by June 30th the figures will be at 100%, and if there is still a chance to see a bit left over. Schlosstein answered that it could be just around that number, and as of now the “train is on track and running on time.”

Tom Kane, Chair of the Finance Committee, asked if Medicaid would be close to what is projected. Richard Ikonen, Business Manager at Winchendon Public Schools, replied that he is hoping to get the request done; the amount is much smaller in quarter one than quarter two.

James Robichaud of the Finance Committee asked about the Water and Sewer accounts. Schlosstein replied nothing was prepared particularly for tonight, but their budgets remain tight and challenged. There is nothing to be alarmed about.

Vine asked if excise taxes are due for March 1st, when the bills would be going out. Schlosstein replied that bills will be going out in February, and due in March, but dates are not set yet.

3.2 Transfer of Funds Request from the Finance Committee Snow and Ice Reserve Fund to the FY18 Snow and Ice Budget

Included in the Board’s packet is a memo from Town Manager Hickey to the Finance Committee to request that \$93,000 be transferred from the reserve to the Snow and Ice account for the FY18 budget. The original budget for Snow and Ice was \$210,000, an increase from what was previously \$184,000, with an additional \$93,000 put into reserve to be used as needed. To date, the DPW has spent nearly all of their appropriation, and though the salt shed is full, there was a need to purchase a new sander in the amount of \$17,000 to replace the old sander as the bottom rotted out. With this transfer, the DPW and Hickey feel that it will satisfy the needs of the department for the balance of the year if the winter continues at its current rate. Hickey respectfully requests for the transfer to occur.

Kane believed Hickey’s explanation to be clear enough for a transfer from the reserve fund.

Orobello asked what the needed materials were and was it just the sander body that needed replacement? Hickey replied that it is a separate piece of equipment that sits on the back of the truck; it does not impact the life of the truck as it is a separate piece.

Robichaud noted that this does not mean the budgeted amount goes up \$93,000. Hickey added to Robichaud’s comment, noting that for anyone who is not aware, the Town cannot request more money in a future year if their current budget isn’t fully spent.

Robichaud moved to approve the transfer, motion seconded by Orobello, with a vote of all ayes.

3.3 Capital Improvement Committee Discussion

Kane noted that clarifications need to be made as to which member of the Finance Committee is on the Capital Planning Committee as last year's member's term expired in June, and there hasn't been any communication from the Capital Planning Committee about meetings or actions that have alerted the Finance Committee to appoint a member. It has caused the Finance Committee to look back and have a discussion about what the Capital Improvement Committee may be doing in the off budget time to get ready for the budget. Kane wants to ensure that a Finance Committee member is on the committee to get some new ideas and is looking for the information on the current status.

Anderson noted that the Capital Planning Committee (CPC) member for the Board of Selectmen is Mike Barbaro, who is not in attendance at this meeting. Larry Murphy, Chairman of the School Committee stated he is not aware of who the School Committee's representative is for the CPC. Vine believes that because there hasn't been a meeting called since he was appointed, whoever was appointed may not be aware that they are part of the committee.

Hickey stated that in his time here, the CPC has met seasonally, as needed. Capital improvement requests have been provided in his office, and he has begun developing the Capital Improvement Plan (CIP) for FY19. He is trying to find a meeting date, someday next week, to present the recommended CIP to the committee to review and discuss. In the past, the School Committee member has been Danielle LaPointe, who needs to be reappointed or another member of the School Committee needs to be appointed. The Board of Selectmen will see the CIP at their second meeting in February. Kane asked if it was fair to say that the CPC hasn't met since the last regular Town Meeting. Hickey stated that the Committee hasn't met since last February, and there wasn't much of a need for them to meet. There isn't much to do until the following year after their plan is approved.

Kane noted that part of the CPC's job is to get work as early as August to develop understanding of the Town's needs. His understanding is a twenty-five and five year plan have both been formulated. Hickey believes that a 25 year plan is not reasonable, to which Kane replied a five year plan is certainly more operable. Hickey also mentioned, in his time here, no one has talked about wanting to meet earlier. Why not suggest to the appointed committee member, and if they chose to change the meeting schedule, then they may do so. Kane said that the Bylaw states the Finance Committee should be invited as well as the Town Manager to the CPC meetings.

Vine asked if in recent years the committee has met at the behest of the Chairman of the committee or has Hickey called for the meetings to be set up? Also, to follow up, the capital planning is more than a form of process for Town Meeting; it's a process, where Kane suggested earlier, that the five year plan is done. He would like to see a committee that meets once a month and talks to department heads rather than just rushing through for Town Meeting. They could better provide for the Town to see what they are planning for in the next five years.

Anderson asked who the head of the CPC is, to which Hickey replied it is Mike Barbaro. Murphy noted that Danielle LaPointe is their member for the CPC, and if the school's request plan is still in effect.

Hickey asked that Superintendent Haddad and all of the department heads provide their capital needs for the next five fiscal years. All were combined into a plan to level the funds in a capital way as much as possible. The Board of Selectmen (BOS) and the CPC approve a five year plan. It incorporates the departments budgets into FY19 through FY23 and each year an additional year will be added on. We are trying to have as level funding as possible so there aren't too many peaks in requests. The plan also depends on funding availability. The Board of Selectmen has been forwarded the five year plan of requests, the second summary of funding of requests, and how they can be paid for. The total is about \$19,000,000 for the fiscal period, and with the 2019 requests, we will be at that amount at least. We can certainly add comments if the committee wants to discuss any potential projects significant outside of the project period. Hickey stated that he has never heard of a twenty five year Capital Improvement Plan; it is over speculative, and even six years is pushing it.

Mike Barbaro arrived at 7:11 P.M.

Barbaro said he wasn't feeling well and was watching at home. He wanted to clarify some misconceptions. He noted that the CPC met last year and laid out a five year plan to include school needs. Every member was given the list and it went even further out to about 10 years to some things that were being looked at. The community has not spent money in many years and now it has been addressed. An ambitious plan has been laid out for all to share. Another meeting is planned to be held as requests are coming in, and the Town is budgeting for free cash. We are on track to stay within the plan.

Orobello stated he is not saying there wasn't work being done, but that they don't have an idea of what was being done. A presentation could be informal and helpful.

Barbaro noted that Robert Gunther resigned, and there is behind the scenes work that needs to be taken care of.

Kane replied that behind the scenes work isn't committee form. It needs to be transparent so everyone understands it. Kane also would like a presentation of what the expenditures are.

Barbaro stated that recommendations are given to the Town Manager to be looked over, chosen and to be properly documented. The CPC meetings are posted and public. Anyone is welcome to come, and Barbaro stated he would be more than glad to present at Town Meeting.

Hickey noted that items brought forward were on the FY18 CIP. Documents are posted on the website and meetings are public. The process is not rushed, is public, and developed by him and the department heads. Each board has a member of the CPC. Each committee can ask things of their member. It is up to the boards.

Vine noted that there is no such thing as too much communication. Not everyone may have access to the internet, and he is not faulting anyone for anything. He agrees with the Finance Committee stating that communication could improve. Hickey agreed there is always room for improvement, but it can happen within committee members themselves.

Kane noted that the vision for the CPC is to frequently understand the capital needs of the Town in a process that precedes the budget making period, and makes recommendations to the Town Manager what priorities will be. Hickey stated that the CIP needs to be approved by the BOS prior to the budget process. Timelines are met just as they have been in the past two years. They meet as often as they feel necessary. The three boards in attendance tonight are the majority of the CPC members. Just ask a member to request the committee meets more often.

Mike Barbaro left at 7:26 P.M.

Anderson noted that the Finance Committee does not have a member and they need to appoint a member.

3.4 Solar Pilot Revenues

Kane said the DOR report suggested looking at the dedicated revenue stream forecasted items. A member did research to find the 2013 Town approved warrant article that suggests Payment in Lieu of Taxes (PILOT) revenue from solar projects be dedicated to the capital stabilization fund. Kane is wondering where it is, and if it has been followed through with; if the fund is regularly coming into play. Hickey replied that the Town is not doing that, and it is the first time he has heard of it. The Town has not set up solar revenues for the stabilization account. He can make sure this will happen in FY19. He assures them they have spent more than half in solar revenues. A few solar projects have received recent approval and have begun.

3.5 Continued Discussion on Request to Withhold Payment to Montachusett Regional Vocational Technical School District

Hickey stated in a January Selectmen's meeting, a resident asked that the Board consider potentially withholding payment to Monty Tech as they have not addressed letters sent to the Monty Tech School Committee by the Town of Winchendon, Gardner and other communities. The BOS tabled the request until

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this meeting to allow him to gather additional information on the request and find out what happened with the request made by various communities. Hickey spoke with Monty Tech twice, the request originally received was sent to the policy subcommittee, who have met a few times since November and have finalized a 5th amendment to the agreement which has been provided to all members present this evening. This amendment addresses all of the issues with the timing and budgets. Mayor Hawke's request to open the agreement for has been satisfied by what is in the 5th amendment. The matter will be raised at the February 7th Montachusett Vocation Technical School Committee Meeting. As far as withholding payment, legal counsel said the Town does not have the legal capability to withhold payment from Monty Tech from an approved budget.

Anderson asked to have the matter placed on the Tri-Board meeting agenda; although it is ultimately a BOS decision, she wanted the blessing of the School and Finance Committees.

Murphy stated that he wrote a response, hopefully received by all, hoping to highlight the unspoken issues that the present agreement does not address. He is not sure what the proper course is as far as withholding funds, but there is a strong need for school districts such as Winchendon to look at the entire agreement, not just an amendment. This was discussed at the School Committee meeting. There are several issues that are important to be a viable school district. If the course is continued, we will no longer be a district; it will be unaffordable. Murphy verified he is not anti-Monty Tech, but the biggest issue is fairness in equity. There are better opportunities to meet goals of students, while public schools struggle. Of the eighteen schools in the agreement, Winchendon is the poorest, yet sending the most students. Draining funds where we are directly impacted with what we can do. The middle school lost a whole team of teachers last year, facility and academics are impacted, and needs the most improvement. The next issue not being addressed is the selection of students. Murphy stated he is bothered by that the formula used can deny students that need Monty Tech for college and career readiness, as they are judging students on their 6th, 7th, and 8th grade records. The process is selective and unfair. The poorest of the poor, Winchendon, Narragansett and Gardner are asked to fill seats of wealthy communities and fund seats that cannot be afforded. If Winchendon could offer better programs, students would want to stay, but when students chose Monty Tech, the money goes with them. We need to take back local control and have more of a say in the education they get at Monty Tech, what programs are offered, how many students and how to handle poorly performing students. It can't be dictated to.

Anderson mentioned that she spoke with Mayor Hawke and offered to go to the February 7th meeting. She recommends that anyone who can attend, attend the meeting.

Orobello stated that this is a great conversation, but the original complaint was that the agreement did not reflect current policy. It was not about re-writing the policy. Children and or parents make the decisions and choices. In terms of looking at the agreement to hold current practice, Hickey believes the amendment puts the agreement into current practice. In terms of funding, the funds don't belong to us, they belong to the student. Our job is to come up with strategy; we need to take energy to come up with strategy for our schools, measurable and realistic, and to vote for additional funds for the school. We have our own issues that need to be dealt with here. First step is to get strategy and then put money into the picture.

Vine does not agree that the amendment satisfies what complaints were that evening, and could certainly get into detail, the selection process was mentioned along with other issues. Vine does not want to put the Town in legal jeopardy, rather get the attention of Monty Tech. He is unsure what the Monty Tech School Committee is afraid of getting the agreement redone; our own constitution has been amended twenty-seven times, and the fifty year old agreement has hardly been touched. Perhaps withholding funding isn't a great idea, but I'd almost like to see if there is a legal course to reopen the agreement as a member.

Cyganiewicz noted that he hopes people do come to the meeting; they are welcome to introduce themselves and make comments. A lot of the issues regarding admissions funding are policy and state issues. State Representative John Zlotnik has acknowledged that other districts are having issues with vocational schools. Monty Tech is working on policies in order with current state laws, though the admissions policy is something that should be looked at, as it appears in some instances, there are possible fairness issues. Monty Tech is creative in policy and has room for improvement. Cyganiewicz also mentioned that withholding money is not in the interest of students, but only detrimental to them. It is a poor reflection on us and our good faith to the

agreement. It is a state wide issue, not a district agreement issue. We need to exercise marketing Winchendon schools, but if a student chooses to attend Monty Tech, that is their choice, and it is unfair for them to be persuaded otherwise. Cyganiewicz thanked everyone for their thoughts, and said he would do his best to move forward these thoughts to the committee next week and in the years coming. He is aware that this issue is bigger than just the agreement, but he is hopeful that the changes made will help satisfy some of the concerns.

Vine asked Cyganiewicz if the letters from Winchendon, Gardner and other communities will be on the agenda for the February 7th meeting. Cyganiewicz said he believes the topic is being addressed, but he does not believe the letters will be respectively addressed. Every member of the School Committee is aware of these letters, and he believes they will be mentioned at the meeting. The agreement amendment will be tended to at the meeting. Anderson and Mayor Mark Hawke of Gardner will both be attending the meeting as well to remind the members that the letters were sent.

LaBrie noted that she did not attend the January 8th meeting, and as far as withholding payment, it's a commitment that needs to be honored as we sit now. As Chairman Murphy stated unspoken issues that seems like this is the first step to open doors. The subcommittee feels that they have done their job and it's over and done. We need to pursue, but need to get specific on unspoken issues. LaBrie also said that she plans on attending the February 7th meeting.

Haddad is hoping to go to the meeting with information from the schools. There is a lot of work to do, and it shouldn't be competitive. It is easier for schools to select students. We have a kid that gets C's and they can't get into Monty Tech and would do well in a carpentry course, that we hope we can still help and send to a possible afternoon program to help students in regular schools but would rather be hands on.

Cyganiewicz noted that Murphy's letter was insightful and will be forwarded to the district committee. It is beneficial to fellow school committee members. He thanked Murphy for his letter. The idea of more collaboration has been raised before, but since hasn't been pursued.

Anderson noted that the town of Athol has worked out a collaboration program, and they are fortunate to have a precision measuring class through Starretts. Students will be able to graduate and work at Starretts. The problem with the initiative is we cannot duplicate a program that Monty Tech offers. She is not sure that Winchendon could apply the same.

Murphy said that we could get creative with collaboration and find what benefits everyone, this should be a joint effort and everyone should have better opportunities. Monty Tech should also expand to work with special education students. There aren't special education programs, but they could work. It is not a competition but collaboration. Right now we are losing our competition. We want collaboration.

Burt Gould stated that the agreement was not written by Monty Tech but by the Department of Education. They tell Monty Tech what to do and how to do it. Secondly, "you people" wouldn't be where you are now if the school wasn't rewired by the students at Monty Tech, at no cost. Go ahead and withhold money, but the agreement says you have to pay it. It is like a mortgage. You cannot tell students where to go to school. It's a decision made by students. Come down to real ground and help them get settled.

LaBrie moved that the Board do nothing at this time in regards to anything due to Monty Tech and to pay the bills as scheduled. Motion seconded by Husselbee with a vote of all ayes.

LaBrie also stated that she agrees with Murphy; education has become competitive. We want to serve the kids. She noted that she will be in attendance at the meeting on February 7th.

Cyganiewicz moved for a ten minute recess, seconded by Husselbee with a vote of all ayes. The joint meeting was adjourned at 8:14 p.m.

The Board of Selectmen reconvened the meeting from recess at 8:25 P.M.

1. SELECTMEN'S COMMENTS:

Cyganiewicz noted all of the Board of Selectmen had a great time at the MMA Conference. The full board attended along with the Town Manager and the Finance Committee Chair, Tom Kane. There were some interesting workshops, and it was beneficial to learn some useful information that somehow applies to Winchendon. Thanks to the community for letting them attend.

LaBrie asked everyone to drive safe, and mentioned that the MMA Conference was great; there were some really good workshops followed by a nice breakfast on Saturday, and Lieutenant Governor Polito stopped into the conference as well. LaBrie believes that a civics class should really be a part of graduation requirements.

Anderson mentioned that civics is an elective; it's a great way to learn how to analyze news feeds. Anderson also reminded everyone that this coming Saturday is the Annual Bonfire and family fun day at the American Legion. Hickey stated they are offering hamburgers and hot dogs at 5:30, fireworks at 7:00 and a large bonfire afterwards.

Husselbee routed the Patriots on.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS:

Richard Ward, a member of the public wanted to follow up on the Capital Planning Committee. He was not sure who the members of the committee are, and believes the public should know too.

Hickey replied it is Mike Barbaro for the Board of Selectmen, the School and Finance Committee spots are open, MJ Galat fills the Town Moderator's selection, and Guy Corbosiero takes the spot for the Planning Board.

Ward also noted that the website is inaccurate, and there are only three or four sets of minutes posted by the Committee. When the public looks and only see July of 2014 minutes it would look as if it is not an official meeting. Ward emphasized the website needs to be updated.

3. JOINT MEETING WITH SCHOOL COMMITTEE AND FINANCE COMMITTEE:

This was addressed at the beginning of the meeting.

4. PUBLIC HEARINGS: No public hearings were held at this meeting.

5. APPOINTMENTS/RESIGNATIONS:

5.1 BOS Board and Committee Vacancies

LaBrie read the vacancies as of January 16, 2018 for Selectmen Committees. If interested in any, please contact Town Hall or go online.

6. PERMIT/LICENSE APPLICATIONS: There were none addressed this evening.

7. BOARDS/COMMISSIONS/COMMITTEES/DEPARTMENTS: Not applicable.

8. NEW BUSINESS:

8.1 AFSCME Collective Bargaining Agreement

Hickey said in your packet there is an agreement for employees of the Town Hall support staff; the Library and Senior Center support staff are included as well. The tentative agreement is for a one year contract and will allow all contracts to expire in June of 2019. The agreement better identifies positions within the union, and modified hours reflect the current hours of the Town offices and other buildings. The amount of time off for union workers has been reduced around Christmas, New Years and the Veteran holidays. Personal time has been reduced to twenty seven hours rather than thirty, and health insurance has been modified. The agreement that the Board accepts will be posted on the Town website later this week. I believe it addresses the needs of the community. It is fair to both the community and employees.

Anderson asked when the agreement will be approved by the union to which Hickey replied it has already been approved.

LaBrie moved to accept the agreement as presented. Motion seconded by Husselbee with a vote of all ayes.

8.2 Schedule Special and Annual Town Meeting – May 21, 2018; Approve Town Meeting Schedule, Schedule Dates to Open and Close the Special and Annual Town Meeting Warrants

Hickey said a calendar and bulleted list of key dates have been provided in their packets. It is being proposed to have the Annual Town Meeting on Monday, May 21, 2018; the third Monday in May to stay consistent with the scheduling in past years. The Board of Selectmen will receive a presentation of the Capital Improvement Plan on February 26th, and March 5th. The proposed FY9 budget will be presented by the Town Manager to the Board of Selectmen on March 12th and to the Finance Committee on March 13th. A Final and balanced budget will be presented to the BOS on March 26th and tentatively on March 27th to the Finance Committee. On April 9th the Board of Selectmen will close the warrant at 10:00 A.M. and present it to the Board later in the evening. The draft warrant will be presented to the Finance Committee on April 10th. The Board will vote on the articles and final votes Monday, April 23rd and on the 24th the Finance Committee will have their public hearing. Town meeting will be held on Monday, May 21st. Hickey noted the proposed warrant will open this evening and remain open until April 9th at 10: A.M.

Anderson asked if the bylaws state that the Board of Selectmen approve the warrant before the Finance Committee, to which Hickey replied no, but we are trying to comply with deadlines. If the Board would like to have their votes on articles after the Finance Committee, we could go back and refine the schedule to ensure statutory requirements are met. We may have to move dates a bit. With that, Anderson noted she did not want to move the dates.

LaBrie moved that the Board of Selectmen schedule the Special Annual Town Meeting for Monday, May 21st at 7:00 P.M. at Murdock Middle High School, and open the Special Annual Town Meeting warrants at 8:46 P.M. this evening, and to close the warrant on Monday, April 9th at 10:00 A.M. Motion seconded by Husselbee, with a vote of all ayes.

The warrant is officially opened.

9. **OLD BUSINESS:** No Old Business this evening.

10. TOWN MANAGER'S REPORT:

1. Financial Updates-

- a. Capital Improvement Program funding requests were due to the Town Manager on January 18th. I will compile the requests and present my recommended CIP to the Capital Improvement Committee in late January or early February.
- b. The Town's cash balance continues to improve from previous years. Below are the December 31st cash balances for FY16, FY17 and FY18.

<u>Fiscal Year</u>	<u>December 31st Cash Balance</u>
FY16	\$3,337,325
FY17	\$6,284,355
FY18	\$6,485,469

Prior to FY16 cash flow was not tracked in any manner.

Hickey added the Town's cash balances have a lot to do with collection practices of the Treasurer and policy the Board has improved on. The financial condition of the town continues to improve. He heard at the MMA conference from the auditor reviewing with the Dept. of Revenue the communities that are

on the watch list. Winchendon is no longer on that watch list. It is good to know the DOR is comfortable with the way the Board of Selectmen are managing the Town.

2. Personnel Updates-

- a. Fire Lieutenant Rick Peters has announced his retirement effective January 31, 2018.

3. Project Updates-

- a. I have allowed the contractor who will be installing the LED street lights to place a storage container at Public Works. Hickey also noted the storage container is for inventory and a large dumpster to dispose of metal. That storage container was delivered on Thursday, January 18th. The lighting will begin to be delivered next week. There has not been a start date determined but I would expect the installations to begin no later than early February. Hickey stated we should expect installation in early February; we are just waiting on inventory items to be delivered. We should assume by the first of March for street lights to be lit. If there is anyone who is paying for a street light, they can contact the Town to take over the payment. We are happy to help anyone get that resolved.

4. Miscellaneous Updates –

- a. During the 2016 calendar year, the Transfer Station processed 863.74 tons of material. The total tonnage included 293.33 tons of demolition. Of the remaining 570 tons, 315 tons was recycled materials for a recycling rate of 56%. The recycling rate for 2016 was 53%
- b. The Winchendon Fire Department has been awarded the following Fire Prevention Grants from the Commonwealth of Massachusetts Executive Office of Public Safety, DFS:
 - \$3,708.00 for Student Awareness of Fire Education
 - \$2,415.00 for Senior SAFE Grant.

Hickey stated this will help seniors in Town to be more aware of how to get help from the fire department.

These two grants have no community match and will be used for a variety of fire prevention supplies, handouts, safety props and salaries. These items will be used at various festivals and programs both in the schools and throughout the community.

Hickey also noted that he spoke with the Town's insurance broker. The Town moved two years ago to GIC insurance. The GIC Commissioners had a meeting in early January to eliminate three plans offered to their customers. The challenge is 75% of our employees are covered by these plans. The reason for dropping carriers was duplication of plan types. Conversation has been had with the insurance broker and information will be gathered and sent to inform employees soon. We are trying to prepare on making a decision on health insurance going forward. The Town will go out to bid for health insurance June 2019. Our three year contract with GIC expires on July 1, 2019.

Husselbee asked if the search for replacement insurance will be complete by July 1st, to which Hickey replied he believes there will be an open enrollment period. It may expand due to the elimination of plans that are currently running. The good news is there is no impact on the FY18 budget. Bad news, it does have an impact on the FY19 budget.

Anderson noted that there was someone in town who didn't have the ability to get to the grocery store. Hickey replied, if there is trouble getting to the grocery store, the Council on Aging offers trips periodically to the Rindge Market Basket.

Hickey noted that when the IGA closed over a year ago, the BOS approved the additional expenditure of a COA van to Market Basket and Hannaford in Rindge. There are two trips a week from the senior

center to those stores, and anybody who needs to get the transportation to the grocery store has the ability to utilize the service. Those interested are asked to contact the senior center 297-3155. It can seat 12 people. He urged those to make a reservation to ensure enough space on the bus to utilize service. It is available to anyone to take advantage of it and is free of charge.

Husselbee asked if there is any update on interest of the IGA building. Hickey replied he is having difficulty getting in touch with the owner, who reached out about a year ago. Tracy Murphy, Director of Planning and Development, has also tried reaching out with no success.

Husselbee added the Town is fortunate to have the expansion of Cumberland Farms.

11. **MINUTES:**

11.1 Monday, January 8, 2018 - Regular Meeting

Husselbee moved to approve the January 8, 2018 minutes; seconded by Cyganiewicz. LaBrie, abstained and all others aye. The minutes were approved.

11.2 Monday, January 8, 2018 - EXECUTIVE SESSION

Cyganiewicz moved to approve the January 8, 2018 Executive Session minutes; the motion seconded by Husselbee. By roll call vote of Barbaro aye, Husselbee aye, Anderson aye, Cyganiewicz aye, and LaBrie abstaining, the minutes were approved but not released.

12. **COMMUNICATIONS:**

Next Board meeting is February 12th

13. **AGENDA ITEMS:**

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

15. **ADJOURNMENT:**

*Motion to adjourn was made by Husselbee, and seconded by LaBrie with a vote of all ayes.
The meeting adjourned at 9:00 P.M.*

Respectfully submitted,



Lindsay Kuchta
Board of Selectmen
Recording Secretary