



**Town Of Webster**  
Massachusetts Est. 1832

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Randall V. Becker Chairman  
Donald D. Bourque, Vice-Chairman  
Andrew Jolda, Secretary  
Lisa Kontoes  
Earl Gabor

**BOARD OF SELECTMEN**  
**REGULAR SESSION MEETING MINUTES**  
**Monday, February 10, 2020, 6:00 P.M.**

Webster Town Hall, Board of Selectmen's Meeting Room, 2<sup>nd</sup> Floor  
350 Main Street, Webster, MA 01570

**MEETING OPENING:** At 6:00 p.m., Chairman Becker called the meeting to order. The following individuals were present: Chairman Randall Becker, Selectman Donald Bourque, Selectman Earl Gabor, Selectman Lisa Kontoes, Town Administrator Douglas Willardson, and Executive Secretary Courtney Friedland. Selectman Andrew Jolda joined the meeting at 8:09 p.m. The Board stood and took the Pledge of Allegiance.

**Meeting Minutes**

**Motion by Selectman Kontoes, seconded by Selectman Bourque, to approve the meeting minutes of January 13, 2020. The motion passed unanimously.**

**Chairman Becker recused himself for the next agenda item. Selectman Bourque took over the meeting.**

**ELAINE F. DAVIES – APPOINTMENT TO THE HISTORICAL COMMISSION:** Selectman Bourque thanked Elaine Davies for attending the meeting. Ms. Davies stated she currently serves as the historian and archivist at the Church of the Reconciliation which just celebrated its 150<sup>th</sup> anniversary. Preparing the history of the church in preparation for the anniversary reminded her of Webster's rich history and the need to preserve and celebrate it. Selectman Kontoes stated she loved that Ms. Davies was so passionate about the town's history and believed she would bring a great deal of knowledge to the commission.

**Motion by Selectman Gabor, seconded by Selectman Kontoes to appoint Elaine Davies to the Historical Commission. The motion passed unanimously.**

**Chairman Becker returned and Selectman Bourque turned the meeting over to him.**

**CHIEF MICHAEL SHAW – BI-ANNUAL POLICE DEPARTMENT REPORT:** Chief Shaw stated there have been two lateral transfers; Officer Phil Hurton and Officer Joe Stephens. He stated Officer Francheska Cedeno graduated from the Police Academy in November. He stated they increased the marine patrol. Officer Christopher Trainor was promoted to Sergeant in October. He stated they are currently doing background checks on four applicants for permanent intermittent. He stated they will conduct interviews shortly. He stated Bryan Blomgren and Selma DeSantis are undergoing training for Reserve Officers. He stated the arrest and citations have gone up in 2019

from the prior year. He stated the increase is due to having younger officers and a fuller staff in the department. He stated Detective Hamm was a very active traffic officer. Chairman Becker asked if the town looks at surrounding communities to compare if we are stricter or less strict with writing citations. Chief Shaw stated he does not compare but would assume they are in line and somewhat lenient. He stated in 2019 there were many noteworthy incidents. On July 17, the kidnapping suspect was caught. On August 21, a 2<sup>nd</sup> kilo of cocaine was seized. On August 23, a large amount of marijuana and cash were seized. On September 19, an arrest was made for stalking which involved a GPS being placed on a women's car. On September 23, the Department conducted a warrant sweep. On October 15, a shotgun shell was found at the school. He stated they conducted several community outreach events. He started looking into 2020, there are currently two vacancies due to retirements. He stated the department will request a Special Act of Legislation to be removed from Civil Service. He stated they are also looking at obtaining a full-time Social Worker. He stated the town has a need for social services. Chairman Becker commended the great job the Police Department does every day.

**WEBSTER AUTO SALES, LLC – CLASS II LICENSE APPLICATION:** Mr. Willardson stated that Ted Tetreault has recommended approving this license. He stated there is currently one Class II License issued to the property but it is large enough to split. He said this might also help cleaning up the area of debris.

**Motion made by Selectman Bourque, seconded by Selectman Gabor to approve the Class II License Application for Webster Auto Sales, LLC. The motion passed unanimously.**

**MANNY CAMPOVERDE – DOWNTOWN LIQUOR LICENSE APPLICATION:** Mr. Willardson stated Mr. Campoverde has a very successful restaurant in Thompson, CT and also run the concession stand at Memorial Beach. He stated he is excited for Manny to move his business to Main Street. Mr. Campoverde stated he is very thankful to the Board of Selectmen for this opportunity and is excited to open a restaurant in Webster.

**Motion made by Selectman Bourque, seconded by Selectman Gabor to approve the downtown liquor license to Manny Campoverde for 140 Main Street. The motion passed unanimously.**

**MANNY CAMPOVERDE – BYOB APPLICATION:**

**Motion by Selectman Bourque, seconded by Selectman Gabor, to open approve the BYOB application for Manny Campoverde for 140 Main Street until such time as the full liquor license is approved by the ABCC. The motion passed unanimously.**

**PARK STREET – LAND DISPOSITION DISCUSSION:** Mr. Willardson stated the proposed land is owned by the town. He stated the Water Sewer Commission has been looking at the property. He stated the land would be surveyed and sectioned off. He stated the Water Sewer Commission would like to put the proceeds from the sale towards infrastructure. He stated the Board has a copy of the draft RFP. He stated they could ask for formal approval to dispose of the property at the May Town Meeting. Selectman Gabor stated the goal of the Water Sewer Commission is to find a way to raise revenue for funding infrastructure projects. He stated this would benefit everyone. Mr. Willardson stated this is zoned single-family residential. He stated if there is a need for a zoning change it would have to be approved at Town Meeting. He stated Town Meeting would also allocate where the proceeds would go. Selectman Gabor stated the Water Sewer Commission voted on supporting this disposition and has authorized the use of funds to market the land. Tim Bell asked if the town would hold any liability if the water tower leaked. Mr. Willardson stated the town would be liable for any damage caused by the water tower leaking. Greg Woods stated the tank was rehabilitated eight years ago. Mr. Willardson stated it would be beneficial to move forward to see if there is any interest in the property.

**Motion by Selectman Bourque, seconded by Selectman Gabor, to authorize sending a non-binding RFP for the property located on Park Street. The motion passed unanimously.**

**WATER/SEWER COMMISSION REQUEST FOR TOWN TO PAY WATER/SEWER USER CHARGES:** Selectman Gabor stated many towns charge water/sewer user fees. He stated this would be an offset with a meter reading from spring. Mr. Willardson stated twenty-six thousand is a lot from the general fund but also agrees that upgrades are needed for water/sewer. Chairman Becker stated the School Department currently pays for their usage. He stated each department would lose money with an already tight budget. Tim Bell stated that if the Water Sewer Commission asked the town to pay the usage fee it should implement payment in lieu of taxes. He stated this is not common but is allowed. Selectman Gabor stated they are trying to get money for improvements and believes this is fair and equitable. He stated it put money in needed areas. Selectman Bourque asked if a public hearing has been held on this. Selectman Gabor stated there has not been a public hearing. Selectman Bourque stated it is important for transparency.

**Motion by Selectman Gabor, seconded by Selectman Becker, to have the town to pay water/sewer user charges. Selectman Gabor – yes, Selectman Kontoes – no, Selectman Bourque – no, and Chairman Becker – no.**

**GREG WOODS – IMPROVEMENT FOR FUTURE WATER DISTRIBUTION SYSTEM:** Mr. Woods stated future improvement of cleaning and relining are scheduled for First Street, Lincoln Street, Nelson Street, Whitcomb Street, School Street, and Lake Street. He stated new water mains will be done on Worcester Road, Old Worcester Road, and Bigelow Road. He stated with a proposed 3% increase this will allow them to accomplish these projects over seven years. He stated they have been receiving less discolored water calls. He stated there was a spike in January when the new treatment plant went online due mostly to changing waterflows.

**WEBSTER-DUDLEY POST AMERICAN LEGION #184 – CHANGE OF MANAGE APPLICATION:**

**Motion by Selectman Bourque, seconded by Selectman Kontoes, to approve the Change of Manager Application for the Webster-Dudley Post American Legion # 184 located at 9 Houghton Street. The motion passed unanimously.**

**ANNUAL TOWN ADMINISTRATOR PERFORMANCE REVIEW DISCUSSION:** Mr. Willardson stated it would be beneficial to have a one-on-one sit-down with each of the Selectman. Selectman Bourque asked if the form could be converted to a writable PDF. Selectman Kontoes stated she would like to discuss implementing a 360 review. She said this would involve the Board, Department Heads, and residents. Mr. Willardson stated he often feels he has multiple constituents. He stated he supports that idea. Chairman Becker stated he would be cautious with Department Heads' names being used. Selectman Bourque stated they can take 1-2 questions from each section and make a public survey. Chairman Becker stated he would like this to be a single item agenda when the completed review is discussed. He stated this is very important and deserves its own agenda. Chairman Becker suggested that he and the Town Administrator sit down and formulate a series of questions for the citizen's survey.

**SUSPEND SICK BANK POLICY:** Mr. Willardson stated the Personnel Advisory Board and himself worked hard to adopt the new Sick Bank Policy. The bargaining unions had some hesitation in approving the policy. He said the unions did not vote to adopt the policy which leaves the town with two policies. While he works with the union to adopt the new policy he is asking the Board to suspend the policy until all unions have agreed. They will revert to the old Sick Leave Donation Policy.

**Motion by Selectman Gabor, seconded by Selectman Kontoes, to suspend the new Sick Bank Policy contingent upon Personnel Advisory Boards' approval and revert to the old Sick Bank Policy. The motion passed unanimously.**

**CDBG FY2020 GRANT APPLICATION APPROVAL:** Carol Cyr stated she hasn't received the paperwork for FY20. He stated the projects this year will consist of the sidewalks from Granite Street to Cutler Street and the Riverwalk. Chairman Becker asked if the Board could review the paperwork when it is received.

**Motion by Selectman Bourque, seconded by Selectman Gabor, to approve the CDBG FY20 Grant Application and to authorize the Chairman of the Board of Selectmen to sign the grant application paperwork. The motion passed unanimously.**

## **OLD BUSINESS**

**MAIN STREET SPEED LIMIT CHANGE REQUEST:** Mr. Willardson stated an article was approved at Town Meeting giving the Board of Selectmen to request the reduction of speed limits within the town. He stated this was sparked by the State setting a 35mph speed limit on Main Street. Selectman Gabor initially raised this issue and Mr. Willardson said with a high population this is very dangerous. He is requesting the Board votes to request the speed limit get lowered to 25mph.

**Motion: made by Selectman Gabor, seconded by Selectman Kontoes to request reducing the speed limit to 25mph on South Main Street and Main Street until the Dudley line. The motion passed unanimously.**

## **BOARD OF SELECTMEN'S RE-APPOINTMENTS:**

**Motion by Selectman Bourque, seconded by Selectman Gabor, to affirm the Board of Selectmen's Re-Appointment with expiration dates. The motion passed unanimously.**

## **TOWN ADMINISTRATOR'S REPORT:**

The Town Administrator reviewed the following items:

### **ANNOUNCEMENTS:**

- Closed February 17th in commemoration of President's Day.
1. Public Health and Safety
    - a) Police—Chief Shaw presentation.
    - b) Police—Officer Bruce Hamm promoted to detective.
    - c) Fire—looking into overnight staffing for FY21 Budget
    - d) Fire—Fire, and Rescue have been training on ice rescues including the use of the hovercraft.
    - f) Fire—Einstein Ice Out contest underway. A portion of the proceeds used to assist the Fire Department.
  2. Financially Responsible
    - a) Met with State Municipal Finance Oversight Board for refunding current bonds. Will save approximately \$250,000 over the remaining seven-year life of the bonds.
      - I. May need to meet on 3/30 for an extra meeting to approve this April
    - b) Free Cash/retained earnings certified
      - I. Free Cash: \$1,382,711 ( Prior 10 yr average=\$135,000)
      - II. Water Retained earnings: \$1,035,159
        - i. Up over \$1 million from last year
      - III. Sewer Retained earnings: \$1,693,376
        - i. Up over \$550,000 from last year
    - c) DOR Representative impressed with the progress that we have made.

- d) Financial Statements completed. We will meet with the Audit Committee in the next few weeks. The auditor can come to the March meeting.
- 3. Economic Development
  - a) Received a grant of \$368,000 for sidewalks on East Main—roughly from Burger King to Park Ave. Met with all property owners.
  - b) Meet with ED consultant regarding the market analysis of Webster. We will incorporate this data onto our website. Focus on four sites.
    - I. Tornado area (still working on making into a park in the interim)
    - II. South Main lots (Owner indicated that he has someone interested that will be applying to Planning Board)
    - III. The lot at Cudworth and Lower Gore—an ideal site for hotel
    - IV. Kmart Plaza—researching and pursuing the "last mile" distribution center.
  - c) Proposing a BID at the next WDBA meeting.
  - d) Webster First Credit Union opened. Spoke with President and broker regarding the prior building.
  - e) Entered HGTV Home Town Takeover. Check out the video on Facebook.
  - f) Gulf gas station at Worcester Rd and East Main will be torn down and rebuilt.
  - g) Monte Bianco Restaurant relocating to Main Street.
- 4. Maintain Infrastructure
  - a) Water filtration plant—Town in full control of operations. Running eight hours a day. We will be moving to 24 hours in the next two weeks.
  - b) W&S Commission will be meeting prior to our March
  - c) Lake Parkway/Klebart Ave project bid out and on schedule for the spring.
  - d) Memorial Beach—surveyed and architect met with staff. Design underway.
  - e) Eddy Street full depth reclaim out to bid.
  - f) Highway department working with pavement engineers to determine 2020 paving priorities.
- 5. Effective Delivery of Services/Operations
  - a) Policy review. BOS to discuss at the March meeting. Send comments beforehand and we will compile.
  - b) Hired Highway Laborer (Arthur Ferrara) and Clerk in Senior Center (Karola Rachholz).
- 6. Transparent, Open and Friendly government
  - a) Selectmen office hours on Feb 24th.
  - b) Monthly update to newspapers sent with town hall highlights.
  - c) Committee Openings on the website, scheduled for social media posts and in the newspaper.

Selectman Jolda joined the meeting at 8:09 p.m.

**Motion by Selectman Bourque, seconded by Selectman Jolda, to approve the Town Administrator's Report. The motion passed unanimously.**

**ADJOURN:** At 8:10 p.m.:

**Motion by Selectman Jolda, seconded by Selectman Kontoes, to adjourn. The motion passed unanimously.**

Respectfully Submitted,

DRAFT