



Office of the Board of Selectmen
Webster Town Hall
350 Main Street
Webster, MA 01570

Phone: (508) 949-3800 x 1005
Fax: (508) 949-3888
selectmen@webster-ma.gov

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

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday June 1, 2020 6:00 P.M.**

Selectmen's Meeting Room
Webster Town Hall, 350 Main Street, Webster, MA
via conference call in accordance with Governor Baker's
emergency "Order Suspending Certain Provisions of the
Open Meeting Law, G.L. c. 30A, §20"
6:00 p.m.

MEETING OPENING: At 6:03 p.m., Chairman Becker called the meeting to order in the Selectmen's Meeting Room, Webster Town Hall, 350 Main Street, Webster, MA. The following individuals were present: Chairman Becker, Selectman Don Bourque, Selectman Andrew Jolda, Selectman Lisa Kontoes, Selectman Earl Gabor, Town Accountant Timothy Bell, Water/Sewer Superintendent Greg Woods (via Zoom Meeting), Jessica Valby (via Zoom Meeting), Robert Kirsch (via Zoom Meeting), Thomas Klebart (via Zoom Meeting), Town Administrator Doug Willardson, and Executive Assistant Courtney Friedland. The Board stood and took the Pledge of Allegiance.

Chairman Becker stated on March 12, 2020, Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing as fully stated on the agenda. The Executive Order relieves public bodies from the requirement in the Open Meeting Law that meetings be conducted in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body through adequate, alternative means.

Meeting Minutes

Motion by Selectman Gabor, seconded by Selectman Bourque, to approve the meeting minutes of May 11, 2020. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

STAVE & STILL, INC. DBA CASK & VINE - LIQUOR LICENSE APPROVAL: Jessica Valby stated she is a Massachusetts native and grew up in Oxford. She stated she moved to Florida and got into event management. She said she moved back to Massachusetts at the beginning of the COVID pandemic. She said she has a great support system. She said she is very excited to become part of the Webster community and is seeking a Downtown Liquor License. She stated Cask & Vine will offer a different ambiance and offer outdoor seating and

hand-crafted cocktails. She stated she signed the lease and the contractors are starting next week. They are hoping the project is complete by July 14, 2020 and hope to open by the third week of July.

Motion by Selectman Bourque, seconded by Selectman Jolda, to open the Public Hearing for the all alcohol pouring license application for Stave & Still, Inc. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Mr. Klebart asked the status of the downtown liquor licenses. Mr. Willardson stated, if this license is given, all of the five downtown licenses have been granted to establishments. He said the town is seeking additional licenses for the downtown area.

Motion by Selectman Bourque, seconded by Selectman Jolda, to close the Public Hearing for the all alcohol pouring license application for Stave & Still, Inc. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion by Selectman Bourque, seconded by Selectman Kontoes, to approve the all alcohol pouring license application for Stave & Still, Inc. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

LITTLE GREEK, LLC – LIQUOR LICENSE APPROVAL: Mr. Willardson stated the Board voted at their last meeting to move forward with a hearing for the Wine & Malt pouring application for Little Greek, LLC. He said this location previously had a liquor license.

Motion by Selectman Bourque, seconded by Selectman Kontoes, to open the Public Hearing for the Wine & Malt pouring application filed by Little Greek, LLC. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

There were no questions raised during the hearing.

Motion by Selectman Gabor, seconded by Selectman Kontoes, to close the Public Hearing for the Wine & Malt pouring application filed by Little Greek, LLC. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion by Selectman Gabor, seconded by Selectman Bourque, to approve the Wine & Malt pouring application filed by Little Greek, LLC. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

LOVELAND ROAD - DISCUSSION: Chairman Becker stated there will not be a Public Hearing on Loveland tonight and read a statement. He stated Mr. Willardson, Selectman Gabor and himself held an onsite visit to Loveland Road. He stated according to the By-Law 2/3 of the primary owners of linear footage can petition to have the road paved. He said the linear footage of 31 Loveland Road cannot count because there is a dispute over who owns the property. He stated this recent petition cannot move forward because they do not have enough primary linear footage owners who support the project. Robert Kirsch stated he will return and seek the road to be paved at another Town Meeting. Selectman Kontoes asked what was meant by dispute of the land at 31 Loveland. Chairman Becker stated the two adjacent property owners claim ownership of the land. He said it is difficult for the town to take a side and this will need to be determined through land court. Mr. Kirsch asked if a petition could be submitted to change the primary linear footage to 50%. Selectman Jolda stated any citizen can petition a change to a By-Law. Chairman Becker stated the next Town Meeting will be held in October and Mr. Kirsch would be able to submit a citizen's petition.

26 PARK ROAD - DISCUSSION: Mr. Willardson stated the Water/Sewer Commission proposed that the town seek proposals to section out a portion of land on Park Road. He stated the Board approved the non-binding solicitation to go out. The town received one bid back, which consisted of nine proposed lots for three bedrooms houses. The submitted bid was for \$250,000. He stated he would like to mention the bids were due in the middle of the COVID pandemic, so that may have played a factor in why only one bid was received. Chairman Becker stated he was a little concerned about the timing of when bids were due because of COVID. He said the offer price seems low to him. Mr. Willardson stated that nine single family homes would be constructed on roughly a .58-acre lot. He said with an assumed home valuation of \$270,000, the increase in taxes would be \$36,600 annually. Sewer would have to be extended up a portion of Park Road and the bid took this into account as a cost of the bidder's construction. He said the next step would be to have the Board put an article on the Town Meeting warrant to declare the property surplus.

Motion by Selectman Jolda, seconded by Selectman Bourque, to move forward with a Town Meeting article to declare the property surplus as depicted in the map submitted. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

COVID-19 CONDITION AND RESPONSE UPDATE: Mr. Willardson stated we are still in Phase I, but are quickly approaching Phase II. He stated Governor Backer will make an announcement on Phase II Friday or Saturday. He stated in Phase II restaurants will be able to serve outdoors. He said he is currently working with local restaurants to make sure they have everything they need from the town. He said numbers throughout Massachusetts are going down. He said Webster is not out of the woods yet. Selectman Kontoes stated there was an article in the local newspaper regarding Brookside Retirement Home. Mr. Willardson stated the town has reached out to Brookside and their information in the system had not been updated. He said they are up to date on their serve safe requirements and the data provided was not accurate. Selectman Kontoes asked if there was any discussion regarding the start of school in the fall. Mr. Willardson stated the Department of Education have not received any guidance on the fall start of the school yet at this point.

1/12 BUDGET OF JULY, AUGUST, & SEPTEMBER: Mr. Willardson stated Mr. Bell has put in an enormous amount of time into creating the budget and the 1/12 budget scenarios. He said they are asking the Board to approve a 1/12 budget for July, August, and September as a back up plan, incase Town Meeting does not occur. He stated the town is proposing a FY21 budget at Town Meeting that is \$1.5 million less than the originally proposed FY21 budget proposal for June 22nd Town Meeting. He said if the Town Meeting is cancelled or postponed the town will rely on the 1/12 budget. He said State Aid might be reduced up to 20% but the revised budget is his and Mr. Bell's best estimate. He said other revenue net deduction could possible be \$150,000, with a total potential decrease of \$2.5 million as an estimated worse case.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 general fund budget for July 2020 in the amount of \$4,025,270.19. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 general fund budget for August 2020 in the amount of \$5,715,166.00. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 general fund budget for September 2020 in the amount of \$4,024,127. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 water fund budget for July 2020 in the amount of \$667,369.93. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 water fund budget for August 2020 in the amount of \$215,624.00. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 water fund budget for September 2020 in the amount of \$215,614. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 sewer fund budget for July 2020 in the amount of \$771,123.79. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 sewer fund budget for August 2020 in the amount of \$375,938.00. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Jolda, seconded by Selectman Bourque to approve the 1/12 sewer fund budget for September 2020 in the amount of \$375,938.00. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

SPECIAL AND ANNUAL TOWN MEETING WARRANTS: Mr. Willardson stated articles 1, 2, & 3 on the Special Town Meeting Warrant were placeholders for prior year bills. He stated article 4 is for snow and ice. He said he is hoping to find funding within the budget to fund the deficit. Article 5 is to fund capital projects. Article 6 is for water improvement projects. Article 7 is the last step in the infiltration study. Lastly, article 8 is to transfer money from cable/PEG access account to fund a salary line item. Selectman Kontoes asked what was wrong with the current tennis courts. Mr. Willardson stated the ground is bad and can't be repaired. It will need to be replaced. Mr. Bell stated that if this project doesn't take place the school will not be able to host tennis tournaments because it won't be in compliance.

Regarding the Annual Town Meeting Warrant, Mr. Willardson stated articles 2, 3 & 4 are budget items. Article 5 is standard borrowing language. Article 6 is adding funds to the stabilization fund. Article 7 is to approve the departmental revolving accounts. Article 8 was to create a budget for cable access. Article 9 is to declare 26 Park Road surplus property. Article 10 is to accept a parcel donated to conservation. He stated the lot is not buildable. Article 11 is to put a conservation restriction on a parcel on lower Gore Road. He said he feels comfortable with the restriction. Article 12 is to accept a donation of land on High Street Article 13 is requesting a special act of legislation to grant two additional all alcohol license to the downtown area. Article 14 is requesting a special act of legislation to remove the Webster Police Department from Civil Service. Article 15 is to adopt the Mullin Rule. Article 16 is to amend the noncriminal disposition wetland protection by-law. Chairman Becker stated article 12 should be authorized by the Selectmen and should not include the Conservation Commission. Selectman Jolda stated the Board can't change the Conservation Commission's wording in their article they submitted. Chairman Becker stated they Board of Selectmen will sponsor the article with the change.

Motion made by Selectman Jolda, seconded by Selectman Bourque to recommend approval for articles 1-8 of the Special Town Meeting Warrant. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

Motion made by Selectman Bourque, seconded by Selectman Jolda to recommend approval for articles 1-16 of the Annual Town Meeting Warrant with the change of article 12 being sponsored by the Board of Selectmen and removing “and/or Conservation Commission”. Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes and Chairman Becker – yes.

FY21 BUDGET: Mr. Willardson stated the best-case rumors are return to FY20 State Aid Numbers—\$1 M to \$1.2 M cut. The worst-case rumors return to FY09 State Aid Numbers—\$5 M cut. He said Local Revenues will be down as well. He said the Town & Schools would split the difference 70% schools/30% town after adjusting for shared costs. He stated the bulk of the cuts will be on the school side. He stated the budget is very fluid and is changing.

DEVELOPMENT OF FY21 AND LONG-TERM GOALS: Chairman Becker stated with all of the uncertainty with the budget, he would recommend the Board putting this topic off until later in the year when we know more about the budget.

TOWN ADMINISTRATOR’S REPORT:

- Stay Home, Stay Safe
- High School Seniors graduation parade this Friday morning.
- Town Election June 15th. Encourage to vote absentee.

1. Public Health and Safety
 - a. Peaceful protest requested and in coordination with the Police Department
2. Economic Development
 - a. COVID-19 Adjustments: outdoor dining, sidewalk sales, etc.
 - b. Two businesses applied to vacant storefront program
 - c. 41 Main Street has been demolished—clean up in process
3. Maintain Infrastructure
 - a. Lake Parkway/Klebart Ave project bids received. Amorello won bid. Very familiar with them. Will start in August.
 - b. Memorial Beach—reviewed initial concept.
 - i. Public hearing on June 16th.
 - c. Municipal lot behind Mapfre reconstruction out to bid. Conservation approved.
 - d. East Main Street sidewalk project bids received. Moving forward with Burger King through Walgreens.
 - e. High School Boiler project moving forward
 - f. Paving of Main Street from railroad tracks to bridge will begin on Tuesday.
4. Effective Delivery of Services/Operations
 - a. Fireworks have been cancelled.
 - b. Compost not open regular hours.
 - c. Library offering curbside pickup.
 - d. DPW employees no longer furloughed.
5. Transparent, Open and Friendly government
 - a. Election and town meeting

Chairman Becker stated the Board will hold their next meeting on Monday, June 22, 2020 at 5:30 p.m.

**Motion by Selectman Bourque, seconded by Selectman Jolda, to approve the Town Administrator’s Report.
Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes
and Chairman Becker – yes.**

Chairman Becker stated he wanted to take a moment and acknowledge Selectman Bourque for his years of service. He stated this is his last meeting before retiring from the Board of Selectman. He read a citation which stated Donald D. Bourque practices the true meaning of giving back to his community through time, talent, and treasure. Don served in numerous capacities for the Town, beginning as a Firefighter on the Webster Fire Department from 2001 until 2010. In 2011, he was elected to the Board of Selectmen and served nine years, two of which as Chairman. During the year he did not serve on the Board of Selectmen he was the Chairman of the Finance Committee. In early 2020, he made the difficult decision to not seek re-election. Donald D. Bourque embodied all of the qualities needed to be a Selectman. He showed strength and compassion when it was needed and proved to be a vital voice for residents. He remained grounded and was able to guide Webster into the direction it is headed today. He will be remembered for his caring and generous personality to residents and employees within the community.

The Webster Board of Selectmen proudly recognize Donald D. Bourque upon his retirement from a successful tenure serving on the Webster Board of Selectmen. The Webster Board of Selectmen and the community wholeheartedly thank-you for your service and dedication. We are all indebted to you for the sacrifices you have made to make the Town of Webster what it is today.

Selectman Bourque stated the town has come along way since he was elected. He said he is very honored to have served. He stated Thomas Klabart will do a great job filling in his role.

ADJOURN: At 8:02 p.m.,

**Motion by Selectman Bourque, seconded by Selectman Jolda, to adjourn.
Call Vote: Selectman Gabor – yes, Selectman Kontoes – yes, Selectman Jolda – yes, Selectman Bourque – yes
and Chairman Becker – yes.**

Respectfully Submitted,

Courtney M. Friedland, Executive Secretary to the Board of Selectmen