

Office of the Board of Selectmen
Webster Town Hall
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Andrew M. Jolda, Chairman
Randall V. Becker, Vice Chairman
Mark G. Dowgiewicz, Secretary
Donald D. Bourque
Robert J. Miller

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
January 8, 2018**

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

MEETING OPENING: At 6:00 p.m., Chairman Jolda called the meeting to order. The following individuals were present: Chairman Andrew Jolda, Vice Chairman Randall Becker, Selectman Donald Bourque, Town Administrator Douglas Willardson, and Executive Secretary Jennifer Cederberg. Selectman Mark Dowgiewicz and Selectman Robert Miller were absent. The Board stood and took the Pledge of Allegiance.

RECOGNITION OF OFFICER ROCKWOOD: Chm. Jolda invited Police Chief Timothy Bent, Deputy Police Chief Michael Shaw, Lieutenant Toby Wheeler, and Officer Robert Rockwood to come to the front of the room. Chm. Jolda read a Proclamation for outstanding service to Officer Rockwood. Chief Bent stated that on 12/9/17, Officer Rockwood did exactly what he was supposed to do and that his actions were far beyond his experience. He thanked the Board for recognizing Officer Rockwood.

Sel. Miller arrived at 6:10 p.m.

LIBERTY CLUB PUBLIC HEARING: Chm. Jolda stated that the Public Hearing would need to be opened and then continued as one of the parties who needed to testify was ill and unable to attend. He said that the Board would continue the hearing until their next meeting on 2/12/18.

Motion by Sel. Miller, seconded by Sel. Bourque, to open the Public Hearing for the Liberty Club. The motion passed unanimously.

Motion by Sel. Becker, seconded by Sel. Miller, to continue the Public Hearing for the Liberty Club until 2/12/18 at 6:00 P.M. The motion passed unanimously.

TOWN ADMINISTRATOR REPORT: Mr. Willardson read his monthly report noting that the Library is on target to open in the late spring. Sel. Becker requested that the Board be provided with a 6-month financial review at their next meeting, similar to the one that is presented to the Finance Committee.

Motion by Sel. Becker, seconded by Sel. Miller, to accept the Town Administrator's Report. The motion passed unanimously.

COMMON VICTUALLER LICENSE FOR JUST WING IT:

Motion by Sel. Becker, seconded by Sel. Miller, to approve a Common Victualler License for Just Wing It. The motion passed unanimously.

AMEND AGREEMENT WITH MASS ORGANIC THERAPY: Mr. Willardson informed the Board that the company has had a name change and change of address and he is seeking permission to sign the Community Benefit Gift Agreement.

Motion by Sel. Miller, seconded by Sel. Becker, to authorize the Town Administrator to sign the amended documents. The motion passed unanimously.

TOWN ADMINISTRATOR GOALS FOR 2018: Mr. Willardson handed out a list of his goals from the last year and reviewed all seven in detail. He noted that these goals have been accomplished and explained the work that has been done to satisfy them. He then reviewed a list of other accomplishments in the areas of economic development, general government, the Senior Center, Dispatch, Recreation, Energy Management, Capital, and Finance. Sel. Becker noted that Mr. Willardson accomplished far beyond the goals that were set for last year.

Sel. Becker gave kudos to the ADA Committee for all the work that they do on behalf of others. There was a brief discussion of the Town's water system and whether or not ice pigging will continue once the new water treatment plant is up and running.

Sel. Becker requested that the Town Administrator's Goals be placed on the next agenda and that his review be placed on the March agenda when Sel. Dowgiewicz is back.

AUDIT SUBCOMMITTEE: Mr. Willardson informed the Board that the Finance Committee has requested a Board representative to sit on a newly formed Audit Subcommittee, a focus group formed to look closely at the audit management letter when it comes in. Sel. Becker volunteered to participate.

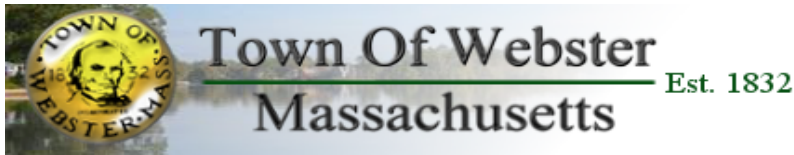
Motion by Sel. Bourque, seconded by Sel. Miller, to appoint Sel. Randy Becker as the Board of Selectmen representative to the Audit Subcommittee. The motion passed unanimously.

ADJOURN: At 6:37 p.m.;

Motion by Sel. Miller, seconded by Sel. Bourque, to adjourn. The motion passed unanimously.

Respectfully Submitted,

Jennifer Cederberg, Executive Secretary to the Board of Selectmen



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BOARD OF SELECTMEN REGULAR SESSION MEETING
DOCUMENTS AND EXHIBITS: MONDAY, JANUARY 8, 2018, 6:00 PM

1. Board of Selectmen's Meeting Agenda: 1/8/18
2. Proclamation for Officer Robert Rockwood
3. Public Hearing Notice for the Liberty Club
4. Incident Report from 11/17/17 from the Liberty Club
5. Narrative from Sergeant Patrick Perry from 11/17/17 Regarding the Liberty Club
6. Contact Information Sheet From Just Wing It
7. Workers Compensation Insurance Affidavit From Just Wing It
8. Revenue Enforcement and Protection Attestation from Just Wing It
9. Certificate of Liability Insurance from Just Wing It
10. Certificate of Liability Insurance from Just Wing It
11. Community Benefit Gift Agreement with Proposed Changes from Mass Organic Therapy, Inc.
12. Town Administrator's Report
13. Town Administrator's Weekly Status Report
14. Top Ten Proposed Goals and Other Accomplishments for the Town Administrator for 2017
15. Draft Goals for 2018 for the Town Administrator