



Office of the Board of Selectmen
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Randall V. Becker, Chairman
Andrew Jolda, Vice-Chairman
Earl Gabor, Secretary
Lisa Kontoes
Thomas Klebart

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES**

Monday, February 8, 2021 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 Andrew Jolda, Selectman Lisa Kontoes, Selectman Earl Gabor (via Zoom meeting), Selectman Thomas Klebart (via Zoom Meeting), Police Chief Michael Shaw, Michelle Boulay (via Zoom meeting), Jerry Day (via Zoom meeting), Eugene Buckley (via Zoom meeting), National Grid Representative Jay Lucier (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. As further explained 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.

Chairman Becker announced the name of each member/attendee who attended via Zoom.

Meeting Minutes

Motion by Selectman Jolda, seconded by Selectman Kontoes, to approve the meeting minutes of January 11, 2021. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

CHIEF MICHAEL SHAW – BI-ANNUAL WEBSTER POLICE DEPARTMENT UPDATE:

Chief Shaw stated he would go over several different areas regarding the Police Department; Personnel, Noteworthy Activity, Community Events, Statistics, and COVID-19.

Personnel:

- Hired Thomas Motyka – lateral transfer
- Hired Eric Hinchliffe – Building Custodian
- Detective Reed promoted to Sergeant
- Officers Yukevicius and Sergeant Perry retired
- Administered first non-civil service entry exam. Subsequent physical fitness exam
-

Noteworthy Activity:

- 8/1 – Fatal motor vehicle accident
- 8/2 – Search Warrant Administered
- 8/11, 8/28 – 7-11 robbed, arrest made
- 10/5 – Arrest – recovered crack, cocaine, and marijuana
- 10/6 – Fentanyl arrest
- 10/14 – Warrant arrest
- 10/28 – Firearms arrest
- 11/20 – Arrested murder suspect
- 11/20 – Car stop, found counterfeit packaging
- 11/21 – Car pursuit
- 12/15 – Proactive patrol
- 12/21 Search warrant administered

Community Events:

- Blood drive
- Cruise night
- Sts. Constantine & Helen community meal
- Kickball game
- Annual Junior Police Academy
- Main Street trick or treating
- Coat drive
- Toy drive

Six Month Statistics:

	7/19 – 12/19	7/20-12/2-
Offense Reports:	558	652
Arrests:	693	643
Citations	1342	461
Crashed:	223	161

COVID-19:

- Purchased Personnel Protection Equipment
- One Officer infected in 2020 (4 in 2021)
- Changed procedures and opened the Police Station back-up.

Chairman Becker asked what the impacts will be with the passage of the Police Reform Bill. Chief Shaw stated his department will see minimal changes, as they hold themselves to a very high standard professionally already. He said there will be minor changes to policies, but nothing that will have a major impact. Selectman Kontoes asked if there has been an increase in LTC licensing. Chief Shaw stated there has been a large increase in LTC licensing applications. Chairman Becker asked what the biggest challenge to the Police Department was at this current moment. Chief Shaw stated staffing. He stated he currently has two officers out on injury and a few vacancies. On behalf of the Board, Chairman Becker thanked Chief Shaw and the Webster Police department men and women serving and protecting our citizens through these difficult times.

APPOINTMENT OF OLIVIA MASON – WEBSTER HISTORICAL COMMISSION:

Motion by Selectman Jolda, seconded by Selectman Kontoes, to appoint Olivia Mason to the Webster Historical Commission. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

APPOINTMENT OF LAUREN TIBBETTS – CULTURAL COUNCIL:

Motion by Selectman Klebart, seconded by Selectman Jolda, to appoint Lauren Tibbetts to the Cultural Council. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

APPOINTMENT OF HELEN KESNER – CULTURAL COUNCIL:

Motion by Selectman Gabor, seconded by Selectman Jolda, to appoint Helen Kesner to the Cultural Council. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

APPOINTMENT OF CAROL CYR – CULTURAL COUNCIL:

Motion by Selectman Kontoes, seconded by Selectman Klebart, to appoint Carol Cyr to the Cultural Council. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

APPOINTMENT OF MICHAEL STOLIKER – ADA COMMITTEE:

Motion by Selectman Gabor, seconded by Selectman Jolda, to appoint Michael Stoliker to the ADA Committee. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

APPOINTMENT OF MARK KONICKI – ADA COMMITTEE:

Motion by Selectman Kontoes, seconded by Selectman Jolda, to appoint Mark Konicki to the ADA Committee. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

REQUEST EXPANSION OF MEMBERSHIP ON THE CONSERVATION COMMISSION: Mr. Willardson stated the Conservation Commission is seeking to add two additional alternate members. They would be non-voting members. This would allow them to start educating/training potential new members since it takes a long time to get new members up to date. He said this will be good for future vacancies. These two positions would be appointed by the Board of Selectmen.

Motion by Selectman Gabor, seconded by Selectman Klebart, to approve the expansion of membership on the Conservation Commission to include two alternate members, who would be appointed by the Board of Selectmen. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

PUBLIC HEARING – NATIONAL GRID – BROOKSIDE AVENUE:

Motion by Selectman Gabor, seconded by Selectman Kontoes, to open the Public Hearing for National Grid's request to install 1 SO Pole on Brookside Ave beginning at a point approximately 640' feet northwest of the centerline of the intersection of Westview Drive continuing approximately 15 feet in a westerly direction. National Grid to install a new 40 class 2 pole. P-12 in front of the Brookside Ave, for service to a new house that is being built. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

There were no comments from the public.

Motion by Selectman Klebart, seconded by Selectman Kontoes, to close the Public Hearing for National Grid's request to install 1 SO Pole on Brookside Ave beginning at a point approximately 640' feet northwest of the centerline of the intersection of Westview Drive continuing approximately 15 feet in a westerly direction. National Grid to install a new 40 class 2 pole. P-12 in front of the Brookside Ave, for service to a new house that is being built. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

Motion by Selectman Jolda, seconded by Selectman Klebart, to approve the petition from National Grid's to install 1 SO Pole on Brookside Ave beginning at a point approximately 640' feet northwest of the centerline of the intersection of Westview Drive continuing approximately 15 feet in a westerly direction. National Grid to install a new 40 class 2 pole. P-12 in front of the Brookside Ave, for service to a new house that is being built. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

PUBLIC HEARING – NATIONAL GRID – LOWER GORE ROAD:

Motion by Selectman Klebart, seconded by Selectman Jolda, to open the Public Hearing for National Grid's request to install 1 JO Pole on Lower-Gore Road beginning at a point approximately 31 feet southeast of the centerline of the intersection of Lower-Gore Road and Scenic Ave and continuing approximately 10 feet in a northeast direction. Install Stub Pole 38-84 with Anchor and guy wire. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

There were no comments from the public.

Motion by Selectman Kontoes, seconded by Selectman Jolda, to close the Public Hearing for National Grid's request to install 1 JO Pole on Lower-Gore Road beginning at a point approximately 31 feet southeast of the

centerline of the intersection of Lower-Gore Road and Scenic Ave and continuing approximately 10 feet in a northeast direction. Install Stub Pole 38-84 with Anchor and guy wire. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

Motion by Selectman Jolda, seconded by Selectman Kontoes, to approve the petition from National Grid’s to install 1 JO Pole on Lower-Gore Road beginning at a point approximately 31 feet southeast of the centerline of the intersection of Lower-Gore Road and Scenic Ave and continuing approximately 10 feet in a northeast direction. Install Stub Pole 38-84 with Anchor and guy wire. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

CLASS II LICENSE APPLICATION – 26 POLAND STREET: Jerry Day stated he currently runs a transportation business out of 26 Poland Street and was looking to be granted a Class II License. He stated he was looking to be granted a license for ten vehicles. Mr. Willardson stated he has spoken with the Building Commissioner and he has approved this request. He stated there is enough parking spaces for ten vehicles. Mr. Day stated he will start off small, with roughly five vehicles. Selectman Kontoes wanted to make sure there would be no issues with the additional activity given the same location housed a local gym.

Motion by Selectman Gabor, seconded by Selectman Jolda, to approve the Class II License Application for Jerry Day, 26 Poland Street, Webster. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Chairman Becker – yes.

Chairman Becker recused himself for the next agenda item as it dealt with property across the street from property owned by a family member.

CLASS II LICENSE APPLICATION – 155 THOMPSON ROAD: Selectman Jolda stated the next two agenda items are related. Mr. Willardson explained the owners of 155 Thompson Road had requested the Pawnbroker’s and Class License renewed. Eugene Buckley stated he is currently in the process of purchasing the property. He said he currently owed a car sales dealership in Oxford and they are looking to expand. He said the property is currently on deposit and the sale should be finalized by February. He said he is looking to increase the current Class II License to 48 vehicles. Mr. Willardson stated the Building Commissioner has approved this request. Mr. Buckley stated he has no interest of utilizing the Pawnbrokers License. The Board of Selectmen decided to hold off on issuing the Pawnbroker’s License pending the sale of the business.

Motion by Selectman Gabor, seconded by Selectman Klebart, to approve the Class II License Application for Eugene Buckley, 155 Thompson Road, Webster. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, and Selectman Jolda – yes.

ACCEPT BY DONATION – 0 OXFORD AVENUE: Mr. Willardson stated the Board received a copy of the letter from the owner of 0 Oxford Avenue wanting to donate the land. He stated this would need to be approved by Town Meeting. He stated this is all primarily wetlands. He stated the Conservation Commission would be interested in accepting the land. He stated he would recommend accepting the land by donation.

Motion by Selectman Klebart, seconded by Selectman Gabor, to accept by donation a parcel located at 0 Oxford Avenue, ID # 20_A_1-2_0.. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Chairman Becker – yes.

DISCUSSION OF TOWN ADMINISTRATOR’S ANNUAL REVIEW: Chairman Becker stated he added this to the agenda so they could discuss the current format. He wanted to know if the Board wanted to change anything on

the current form. He said he would like to add the review to the next agenda. Mr. Willardson stated the current process is a 360 review. He stated the Selectmen fill out their sections and then there is a section for Department Heads and residents. He said the survey will be put on Facebook this week. The Board did not have any changes to the current review.

6 MONTH BUDET REVIEW: Mr. Willardson went over the six-month budget review. He stated not many of the line items were over budget. He discussed the following litem items:

- Sick leave/Vacation leave incentives
- Postage – Presidential Elections
- Police Cruisers – came in over, will be able to cover within budget
- Lung Cancer Screenings for Firefighters
- Harbor Master – more patrol last season
- Snow & Ice – Now in deficit spending
- Library Building & Grounds – Annual Maintenance Cost for Elevator
- Health Insurance – made 7 payments
- Employee Payouts – 2 Officers retired, Library Director
- Water/Sewer – over in sick/vacation leave incentive

Selectman Gabor asked why the Library electricity line was zero. Mr. Willardson stated they put a lot of utility credits towards the Library. They haven't had to pay a bill this year. These credits have been re-allocated to other accounts.

TOWN ADMINISTRATOR'S REPORT:

ANNOUNCEMENTS:

- o Closed on February 15th for Martin Luther King Day

1. Public Health and Safety

- a. Interviewed five police candidates in January
- b. Received \$31,000 grant to pay for social worker
- c. Coronavirus
 - i. Cases hovered at 100 over last few weeks
 - ii. Vaccine
 - 1. Enroll on website, call or come in. 1,500 responses
 - 2. Use state website or 211
 - 3. Call your doctor

2. Financially Responsible

- a. Free Cash certification:

General Fund	\$206,835.00
Enterprise Fund Sewer	\$1,585,719.00
Enterprise Fund Water	\$1,343,936.00

We put all of last year's Free Cash balance in stabilization, we took all of the FY20 unspent salaries and put them in our unemployment fund and we took a hit on the last quarter revenue collection (most came in early in FY21). FY21 should be much higher.

- b. 2022 Budget:
 - i. Chapter 70 flat; overall flat
 - ii. Bay Path Assessment up over \$200,000. Selectman Kontoes asked what conversation have the Town had with the School Department regarding the increase in kids opting to go to Bay Path. Mr. Willardson stated there is a big jump this year. He said the School Department is aware of this and they are having ongoing conversations. Chairman Becker stated the Board will be having a joint meeting with the School department and Finance Committee in March and this should be asked at this meeting.
 - c. Town Meeting warrants to open at next meeting
3. Economic Development
- a. CDBG Micro-enterprise loans now available for businesses under 5 employees; larger businesses should apply directly to the state
 - b. KMART plaza sale closing soon
 - c. Received \$30,000 for the Urban Agenda grant program—used to assist entrepreneurs, local business owners
4. Maintain Infrastructure
- a. Lake Parkway/Klebart Ave: binder coat down for a portion of the project. Project completion date June 2021.
 - b. South Main. NGrid to finished gas lines on East Main and South Main; now doing repairs on side streets. Repave trenches in the spring. Portion of Lake Street to be done.
 - c. Town Hall roof. Project cost of \$537,000. \$100,000 less than engineer's estimate.
 - d. Sutton Road Bridge. Engineering underway. Awaiting next grant for construction funds.
 - e. Water Main Improvements. Bidding in February.
 - i. Paving trenches vs paving entire roadway is same price—between the main line trunk and laterals, the roads would be a patchwork. However, if we repave the entire road, then we have to improve the sidewalk ramps to current ADA levels. Estimated cost of \$200,000. Selectman Gabor stated this is a significant amount of money and is beyond the scope of the water enterprise fund to make sidewalks ADA compliant. Chairman Becker stated they will add this on the March or April's agenda for discussion.
5. Effective Delivery of Services/Operations
- a. Reviewed Medicare eligible health insurance enrollees. Will try to move off our plans several enrollees.
 - b. Library Director final interviews on Wednesday
 - c. Home rule petitions all passed except for additional liquor licenses. Rep McKenna is resubmitting after the session expired on the first bill.
6. Transparent, Open and Friendly Government

- a. Town Hall hours returned to normal today.
- b. Committee vacancies:
 - i. Finance Committee (2 openings)
 - ii. Planning Board Associate Member
 - iii. ZBA Associate Member (2 openings)
 - iv. Conservation Commission alternate (2 openings)
 - v. Water and Sewer Commission
 - vi. Historical Commission (2 openings)
 - vii. Youth, Parks and Recreation Committee (2 openings)
 - viii. Trustees of Soldiers and Monuments
- c. Nomination papers can be taken out at the Town Clerk's office from now until Thursday, March 11, 2021. Nomination papers need 50 signatures and need to be returned to the Clerk's office for certification by 5 PM on March 15, 2021. The last day to object or withdraw is March 29, 2021 and the last day to register to vote is April 14th, 2021. Election day is May 3, 2021.
 - i. Open seats:
 1. Board of Selectmen: 3 year term 1 seat
 2. School Committee: 3 year term 2 seats
 3. Regional Vocational School Committee: 3 year term 1 seat
 4. Board of Health: 3 year term 1 seat
 5. Finance Committee: 3 year term 1 seat
 6. Trustees of the Public Library: 3 year term 2 seats
 7. Trustee of Public Library: 2 year term 1 seat
 8. Redevelopment Authority: 5 year term 1 seat
 9. Housing Authority: 5 year term 1 seat
 10. Housing Authority: 4 year term 1 seat
 11. Town Clerk: 3 year term 1 seat

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

EXECUTIVE SESSION: At 7:56 p.m.,

Motion by Selectman Kontoes, seconded by Selectman Klebart, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

- **Review and Approve the Teamsters Local 888 Firefighters Union Contract**

Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

RE-OPEN REGULAR SESSION AT 8:35 P.M.

TEAMSTERS LOCAL 888 FIREFIGHTERS UNION CONTRACT:

Motion by Selectman Jolda, seconded by Selectman Kontoes, to approve the Teamsters Local 888 Firefighters Union Contract subject to negotiating gender neutral language throughout the contract. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.

ADJOURN: At 8:37p.m.,

**Motion by Selectman Kontoes, seconded by Selectman Klebart, to adjourn the regular session.
Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes - yes, Selectman Jolda – yes, and Selectman Becker – yes.**

**Respectfully Submitted,
Courtney Friedland, Executive Secretary to the Board of Selectmen**

Next Meeting: March 8, 2021, 6:00 p.m. in the Selectmen’s Meeting Room, Webster Town Hall, 350 Main Street, Webster, MA 01570