

**TOWN OF WEBSTER
BOARD OF SELECTMEN
DONALD BOURQUE, CHAIRMAN
MARK DOWGIEWICZ, VICE CHAIRMAN
ANDREW JOLDA
WILLIAM STARZEC
RANDALL BECKER**

A Board of Selectmen's Meeting was held in the Selectmen's Meeting Room at the Town Hall on Monday, July 20, 2015. Chairman Bourque called the meeting to order at 6:00 p.m.

Attendance: Randall Becker, William Starzec, Andrew Jolda and Mark Dowgiewicz, Don Bourque

Pledge of Allegiance: Chairman Bourque led the Selectmen in the Pledge of Allegiance.

Adjournment

Chairman Bourque adjourned the meeting to Executive Session at 6:01 P.M. in accordance with MGL Chapter 30A, Section 21a, Item 3, to discuss strategy with respect to 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.

Motion: made by Selectman Starzec, seconded by Selectman Jolda to go into Executive Session and to come back into open session.

Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque – yes.

Regular Session reconvened at 7:00 p.m.

APPROVAL OF MINUTES

Motion: made by Selectman Starzec, seconded by Selectman Dowgiewicz to approve the meeting minutes of July 6, 2015

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - abstain.

Motion: made by Selectman Jolda, seconded by Selectman Dowgiewicz to approve the executive session meeting minutes of July 6, 2015 and to hold them until they are reviewed by Kopelman and Paige.

Vote: Selectman Becker - no, Selectman Starzec - no, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - abstain.

Selectman Starzec stated the executive session meeting minutes are public knowledge and should be released. He asked Selectmen Jolda if he feels there is an outstanding issue that warrants not releasing the executive session meeting minutes. Selectman Jolda stated he feels there are outstanding issues.

Motion: made by Selectman Becker, seconded by Selectman Starzec to approve the executive session meeting minutes of July 6, 2015 and release them to the public.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - abstain.

Motion: made by Selectman Starzec, seconded by Selectman Becker to approve the meeting minutes of July 18, 2015.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – abstain, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Barbara Kottori – Appointment to the ADA Committee

Barbara Kottori and Anne Marie Peperato came forward. Ms. Peperato stated the ADA Committee currently has five members. She stated anyone can attend the meetings. She stated the purpose of this group is to be a liaison for people with disabilities. She stated they meet with different groups and bring awareness about disabilities. She stated she will be headed to Boston to celebrate the 25th anniversary of the signing of the ADA Act. She stated the Committee is in need of a sitting Selectmen. She stated Mr. Miller was on the Committee when he was on the Board of Selectmen. She stated the Committee also needs a coordinator. She stated she would

like to have this Committee keep making steps to move forward. She stated the Committee will meet again in August. Chairman Bourque asked to have the Selectmen's ADA Committee Delegate and the ADA Coordinator on the next agenda.

Bill Burke, Sewer Superintendent – Water/Sewer Abatements

Mr. Burke stated for the property located at 1402 Thompson Road there was a misread on their meter which resulted in an overcharge of \$95.68.

Motion: made by Selectman Becker, seconded by Selectman Starzec to approve the sewer abatement in the amount of \$95.68 for the property located at 1402 Thompson Road.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Mr. Burke stated for the property located at 52 Point Pleasant Road there was a misread on their meter which resulted in an overcharge of \$626.55 (\$243.83 Water & \$382.72 Sewer).

Motion: made by Selectman Starzec, seconded by Selectman Becker to approve the water abatement in the amount of \$243.83 and the sewer abatement in the amount of \$382.72 for the property located at 52 Point Pleasant Road.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Mr. Burke stated for the property located at 148 Gore Road there was a sewer double charge when a seasonal meter was not made inactive.

Motion: made by Selectman Jolda, seconded by Selectman Dowgiewicz to approve the sewer abatement in the amount of \$294.40 for the property located at 148 Gore Road.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Mr. Burke stated for the property located at 43 Lake Parkway there was a water leak in the basement. He stated the water flowed into a sump pump.

Motion: made by Selectman Jolda, seconded by Selectman Dowgiewicz to approve the sewer abatement in the amount of \$1,356.32 for the property located at 43 Lake Parkway.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Mr. Burke stated for the property located at 80 Main Street they received an abatement application. He stated based upon prior usage he denied the request. Chairman Bourque stated he spoke with the owner of 80 Main Street and he stated the owner was unable to fix a leak because the ground was frozen. Mr. Burke stated it is the owner's responsibility to fix a leak.

Motion: made by Selectman Jolda, seconded by Selectman Starzec to approve Bill Burke's recommendation to deny the water/sewer abatement for 80 Main Street.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Mr. Burke stated for the property located at 35 Bayview Road service line was frozen and he was advised to run his water continuously to avoid another freeze. He stated the water did not enter the sewer.

Motion: made by Selectman Becker, seconded by Selectman Starzec to approve the sewer abatement in the amount of \$147.20 for the property located at 35 Bayview Road.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Acting Town Administrator's Report

Acting Town Administrator Regis stated she attended a Board of Health Meeting on Monday, July 6, 2015.

She stated she held a DPW Team meeting on Tuesday, July 7, 2015.

She stated she held a Finance Team meeting on Tuesday, July 7, 2015.

She stated she participated in Dispatcher contract negotiations on Tuesday, July 7, 2015.

She stated she attended a SWCCC Board of Directors meeting on Thursday, July 9, 2015.

She stated she attended the joint Board of Selectmen/Finance Committee meeting on Monday, July 13, 2015.

She stated she attended the Library Building Committee meeting on Tuesday, July 14, 2015.

She stated she attended the Retirement Board meeting on Wednesday, July 15, 2015.

She stated she attended the Police/Fire Building Committee meeting on Thursday, July 16, 2015.

She stated she attended the SWCCC Board of Directors meeting on Friday, July 17, 2015.

She stated she attended the Board of Selectmen's meeting on Saturday, July 18, 2015.

She stated the Town's auditors were here on Wednesday, July 8, 2015 to begin the FY2015 audit by reviewing payroll and accounts payable documentation. They will return in October to perform most of the required audit field work.

She stated the FY16 1st quarter real estate and personal property tax bills are due on Monday, August 3rd. She stated the Town Hall will be open from 8:00 a.m. to 7:00 p.m.

She stated the 32rd Annual National Night Out crime and drug prevention event will be held on Tuesday, August 4, 2015 from 5:00 p.m. to 8:00 p.m. at Memorial Beach. In addition to the Webster Police Department, Webster and Paxton K9 units, the following department/organizations will be on site: Webster and Dudley Fire Departments, Webster EMS, Webster-Dudley Boys and Girls Club, a race car from Thompson Speedway, Community Health Link, Webster Community of Success, Enough Abuse Campaign, a bouncy obstacle course, a dunk tank, clown, DJ Vity, face painting, a selfie booth, and other events are scheduled. There will be food and beverages, as well as snow cones and popcorn given away. This is a free to the public.

She stated The Providence and Worcester Railroad Company will be undergoing construction at their Main Street crossing from Monday, July 27, 2015 through Friday, July 31, 2015. Detour signs will be posted. Flyers have been hand delivered to Main Street businesses and MAPFRE Insurance has been notified.

She stated the Sewer Department has begun cleaning the collection system using the newly purchased high pressure sewer jetter. The initial phase of the cleaning program focuses on known trouble areas within the collection system. As of Friday, July 10, 2015 approximately 7,347 feet or 1.4 miles of the 20,065 feet or 3.8 miles of sewer line categorized as trouble areas has been cleaned. Among the areas cleaned were East Main Street, West Main Street, Maynard Avenue and Granite Street. Cleaning will continue for the remainder of the calendar year at the rate of 3 or 4 days per week while the weather conditions remain favorable.

She stated the Recreation Committee's 2015 Summer Concert Series continued last week with an indoor performance by the Auburn Suns Trio. Concerts are held at the French River Park on Wednesday evenings from 6:30 p.m. to 8:00 p.m. She stated this week's performance will feature Mark Mandeville and Raianne Richards.

She stated the Board received a memo in their Selectmen's packets from Scott Charpentier regarding several noise complaints the Board received.

She stated the Board received a letter from Ms. Manzi regarding a water issue. She stated Doran Crouse has responded.

Selectman Starzec asked if he could get an update on the DPW Team meeting. Ms. Regis stated the Pavement Management is underway. She stated they have paved 3-4 streets. She stated the Highway Department tried to do all the paving in-house. Selectman Starzec asked if they could get an updated copy of the Pavement Management Program list for the next Selectmen's meeting.

She stated she did have a need for Executive Session.

Motion: made by Selectman Starzec, seconded by Selectman Dowgiewicz to approve the Acting Town Administrator's Report.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Old Business

Ms. Regis stated the Board received a copy of the SRF Amendment for Phase II in their Selectmen's packet. She stated this required the Board's approval.

Motion: made by Selectman Jolda, seconded by Selectman Starzec to approve the SRF Amendment for Phase II.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Ms. Regis stated the Board received a copy of the Town Counsel Use Policy in their Selectmen's packet for review. Selectman Starzec stated the draft policy reads pretty well. Selectman Becker stated he would suggest adding "with majority vote" to the end of the second paragraph. He stated he would also suggest adding "Chairman of the Board of Selectmen shall notify the remaining Board members as soon as possible."

Motion: made by Selectman Becker, seconded by Selectman Dowgiewicz to approve the Town Counsel Use Policy with Selectman Becker's suggested amendments added.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Ms. Regis asked to table Town Owned Properties Use Policy until the next agenda.

Chairman Bourque stated he asked to have a BYOB Policy on the agenda for discussion. He stated he has been approached by a business who wants to open a restaurant on Thompson Road and would like to do a BYOB since no liquor licenses are available. Chairman Bourque stated he would like to hear residents' comments and would like to hold a Public Hearing on August 17, 2015 to get feedback. Selectman Starzec stated Charlton just adopted a policy and it might be beneficial to get some insight from their Town Administrator.

New Business

Ms. Regis stated the Board needs to vote to amend the regular session meeting minutes of March 23, 2015.

Motion: made by Selectman Starzec, seconded by Selectman Jolda to amend the regular session meeting minutes of March 23, 2015.

Vote: Selectman Becker - abstain, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Chairman Bourque stated he asked to have the formation of an Economic Development Committee on the agenda. He stated he spoke with Carol Cyr and Meagan Donoghue regarding creating this committee. He stated he would like to come up with ideas to bring businesses into Town. He stated this committee could reach out to businesses and spark interest. Selectman Dowgiewicz stated he suggested the Acting Town Administrator check with other Towns in the area and see what they do to attract businesses. Selectman Starzec suggested they also work with the Master Plan Implementation Committee. Selectman Becker suggested having someone from Charlton come in to discuss this at the next meeting. Selectman Starzec also suggested having

someone from CMRPC come out. Chairman Bourque stated he wants businesses and residents involved in this committee. Chairman Bourque stated he would like to have Charlton on the next agenda. He stated he will have a representative come from CMRPC on the August 17, 2015 agenda.

Informational Mail

Selectman Starzec stated he would like to see if the Board can get an update on Alan Savides on the next agenda.

Adjournment

Motion: made by Selectman Jolda, seconded by Selectman Starzec to adjourn the meeting at 7:53 p.m.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes, Selectman Dowgiewicz – yes and Chairman Bourque - yes.

Respectfully Submitted,
Courtney Friedland