

**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, August 17, 2015. Chairman Bourque called the meeting to order at 7:00 p.m.

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

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

**APPROVAL OF MINUTES**

**Motion:** made by Selectman Becker, seconded by Selectman Starzec to approve the meeting minutes of August 3, 2015.

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

**Motion:** made by Selectman Dowgiewicz, seconded by Selectman Becker to approve the executive session meeting minutes of August 3, 2015.

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

**Public Hearing – Proposed BYOB Policy**

Chairman Bourque opened the Public Hearing. He stated several people have approached him wanting to open up a restaurant but wanted to serve alcohol. He stated Webster does not have any liquor licenses available and didn't want to discourage restaurants from opening. He stated if Webster adopted a BYOB Policy then new restaurants could open using this policy. Nancy Healy came forward. She stated she is in favor of a BYOB Policy. She stated she has a person interested in opening a restaurant but does not want to open without being able to serve alcohol. She stated she would suggest a time limit on the BYOB licenses. She suggested 9:00 p.m. on weekdays and 10:00 p.m. on weekends. She stated she would also suggest they these establishments be required to serve some sort of food. Chairman Bourque closed the Public Hearing. He stated a draft policy will be on the next agenda for the Board's review. Selectman Starzec stated he doesn't want to limit the BYOB licenses to just restaurants because there are many entertainment venues that could utilize these licenses. He stated his wife enjoys pottery places that offer wine during the class. He stated this policy could help local businesses. Selectman Dowgiewicz stated he suggested that every establishment would need the Board of Selectmen's approval. Selectman Becker suggested that these establishments be TIPS Certified. Ray Travis asked if there will be a fee charged for the licenses. Chairman Bourque stated the secretary will contact the ABCC.

**Debilitating Medical Condition Treatment Center – Brian Lees – Cultivation Proposal**

Brian Lees came forward. He stated DMCTC has received approval to go to the next level. He stated they are looking for a letter of support or non-opposition. He stated they wanted to be good neighbors. Richard Marchese stated he will be working for DMCTC as their security advisor. He stated he spent 35 years as a police officer on the Longmeadow Police Department. He stated 15 of those years he was the Chief of Police. He stated now that he is retired he has been working on projects the last couple of years. Selectman Dowgiewicz asked if Mr. Marchese has looked at the facility. Mr. Marchese stated he has not seen the facility. He stated he will adhere to everything that is required from the State regarding security and will also get suggestions from the local Police Department. Chairman Bourque asked what the screening process will be for employees. Mr. Lees stated they will have a very detailed application that will require a CORI check. He stated there are very specific guidelines. Selectman Becker asked if there will be drug testing. Mr. Lees stated they will require drug testing. He stated that will be part of the hiring process. Selectman Becker asked if they had a chance to speak with Chief Bent. Mr. Marchese stated he has not spoken to the Police Chief yet because they wanted to approach the Board first. Chairman Bourque asked why they wanted to do a cultivation facility in Webster.

Mr. Lees stated the build out would be less expensive. He stated the facility they are looking at is one floor and will fit what they are looking to do. Selectman Dowgiewicz asked what the benefits would be for Webster. Mr. Lees stated that would be part of the next phase. He stated they will work with the Town and will give back to the community. Selectman Becker stated he would like to have the opportunity to speak with Chief Bent. Selectman Starzec stated he would like to get more information. He stated he is looking to get a general overview of the business. He asked if there were any predictions on the amounts of product the facility will produce per year. Mr. Lees stated that information is not required in the first round of the application. Selectman Starzec stated he would like to have information on transportation. Mr. Lees stated he would be happy to provide the Board more information as the process moves forward. Selectman Starzec stated he would like to understand the security levels that will be in place. He asked who will inspect the operation. Mr. Lees stated he did not have that information during this part of the application. Selectman Becker stated on page six of their application it says DMCTC's application was denied during the last licensing round because of a State audit. Mr. Lees stated the State did have some questions. He stated DMCTC did not have their review yet so they had to reapply once everything was cleared from the audit. He stated no money was owed. He stated DMCTC would like to know sooner rather than later if Webster will issue a letter of support or non-opposition. He stated he does not have any more information at this point of the process. He stated he can always come back to the Board and give updates. Selectman Starzec stated he would like more information in a detailed plan. He stated this would provide something the Board could fall back on if things are not being run as they were presented. Selectman Becker stated he would also like a more detailed plan. Chairman Bourque asked Mr. Lees if it would hinder anything if the Board held off until August 31, 2015. Mr. Lees stated he needs to know in order to move forward. Selectman Becker asked if they would set up a meeting to speak with the Police Chief. Chairman Bourque stated the Board will hold a meeting on Monday, August 24, 2015 starting at 6:00 p.m. He stated they will go directly into Executive Session to speak about security then come out to discuss in open meeting.

Chairman Bourque called for a five minute recess.

### **Deborah Keefe – Senior Center – Update**

Deborah Keefe stated the new Senior Center has starting getting the furniture delivered. She stated they have outfitted the entire Senior Center except for the Salon and Medical Center. She stated they will be getting their old furniture inspected to see what can be declared surplus. She stated they have purchased a new convection oven and new blinds. She stated they are looking to have a ribbon cutting at the end of September. She stated she would like to get a list from the Board of who they would like to invite. She stated they will be coordinating with Pam and the Highway Department for the move. She stated they have some money left over. She stated the seniors are very excited to go to the new facility. She stated they are currently pricing out a handicapped door opener. She stated once the Senior Center is open they will send a letter to the Board asking them to disband the Committee. She stated they are still looking for historical artwork.

### **Deborah Keefe – SWCCC Board of Directors Alternate – Board of Selectmen**

Ms. Keefe stated the Board of Selectmen should vote an alternate member to the SWCCC Board of Directors just in case one of the members can't make it. She stated they meet from 10:00 a.m. to 11:30 a.m. the second Thursday of the month.

**Motion:** made by Selectman Starzec, seconded by Selectman Jolda to appoint Don Bourque as the Selectmen's alternate for the SWCCC Board of Directors.

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

### **Carol Cyr – Office of Community Development – Update**

Carol Cyr stated the construction is underway for the Church Street Project. She stated the Riverwalk and Parking Lot Project are substantially complete. She stated the only remaining items to be completed are the installation of the light poles and the striping of the parking lot. Chairman Bourque asked what the status of the Davis Street parking lot was. Ms. Cyr stated it was a money issue. She stated the project ran out of funding. She stated she will finish the project with the new grant money. She stated in order to receive the grant sidewalks were

required to be constructed for access to the French River Park. Ray Mullins stated the sidewalk to the French River Park is very steep. Ms. Cyr stated she agrees with Mr. Mullins. She stated the sidewalk isn't ADA compliant. She stated it is for pedestrians. Selectman Starzec suggested putting up a railing to hold on to going down the steep part of the sidewalk. Ms. Cyr stated she has been looking at railings.

### **Acting Town Administrator's Report**

Acting Town Administrator Regis stated she held a DPW Team meeting on Tuesday, August 4, 2015.

She stated she held a Finance Team meeting on Tuesday, August 4, 2015.

She stated she attended a Library Building Committee meeting on Tuesday, August 4, 2015.

She stated she attended a ViewPoint Municipal Permitting Software demonstration on Thursday, August 6, 2015.

She stated she attended a Police/Fire Building Committee meeting on Thursday, August 13, 2015.

She stated she attended a Town Meeting Review Committee meeting on Thursday, August 13, 2015.

She stated the Town of Webster Cookbook is now on sale for delivery in early October. Employees, friends and family have compiled their tastiest tried and true recipes into a single book that will be treasured for generations to come. This mouthwatering cookbook contains 247 recipes – everything from appetizers to desserts. Each recipe includes the contributor's name and work location. All profits to benefit a Webster family in need. For more information or to purchase a cookbook, please contact one of the following members of the Cookbook Committee: Lisa Dumont in the Office of the Town Accountant, Kelly Ford in the Assessor's Office, Danyel Guiou or Tina Landry in the Office of the Town Treasurer.

She stated the Town's beach facility will be ending its seasonal operations on Saturday, August 22, 2015 at 7:00 p.m. She stated stickers will continue to be available for purchase from the Office of the Town Administrator during the Town Hall's regular business hours.

She stated the Recreation Committee's 2015 Summer Concert Series continued last week with a performance by Testify. 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 Grey Whisker Pickers.

She stated she has attached Town Counsel's response for the CCWL Public Records Request.

She stated she has met with the Board of Selectmen's Secretary, Town Engineer/Planner, and the Building Commissioner regarding Mr. Saindon's request for the issuance of a junk dealer's license. It has been determined that the proposed location is properly zoned and the operation as proposed is an allowable use of the property with the caveat that there be no stockpile of materials outside of the building. Mr. Saindon has been referred to the Building Commissioner to discuss additional building code issues which need to be addressed prior to the issuance of a license by the Town.

She stated she has requested a formal response from the Sewer Superintendent detailing the Town's emergency response plan in the event of a catastrophic breach of the sewer utility line in question.

She stated she met with the Town Engineer/Planner, Highway Superintendent, Building Commissioner and the Health Inspector regarding Mr. Sachetto's list of concerns. A letter of response is being drafted and will be provided to the Board upon mailing.

She stated the Town Hall is now available for night meetings Monday through Thursday.

**Motion:** made by Selectman Starzec, seconded by Selectman Jolda 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**

Chairman Bourque stated the Board is going to table everything under Old Business until the next Selectmen's meeting.

## **New Business**

Chairman Bourque read the timeline for the October 19, 2015 Annual Town Meeting.

**Motion:** made by Selectman Starzec, seconded by Selectman Becker to open the Annual Town Meeting Warrant for October 19, 2015 with all warrant articles being due Thursday, September 10, 2015 at 2:00 p.m.

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

Ms. Regis stated the Board appointed her to serve as Acting Town Administrator starting June 1, 2015. She stated her appointment is up September 1, 2015. She stated the Board could appoint her to another three months or choose to appoint someone else.

**Motion:** made by Selectman Becker, seconded by Selectman Starzec to appoint Pam Regis as Acting Town Administrator until December 1, 2015 or until a new Town Administrator is appointed; whichever comes first.

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

Selectman Becker stated the Town Administrator Screening Committee received 18 applications. He stated they will hold their next meeting within ten days.

Selectman Starzec stated he asked to have the Personnel Board on the agenda in order to get it advertised. He stated he would like to see the Personnel Board revived.

Chairman Bourque asked if the Board of Selectmen could get a master list of all the Board, Committees and Commissions for the next meeting.

## **Informational Mail**

Selectman Jolda stated the Board received a letter from the ABCC notifying them that there has been some changes to the outdoor extension of premises guidelines.

Selectman Becker stated the Board received a "One Day" liquor license request from Danielle Jacques. Ms. Regis stated she would request that Ms. Jacques submit additional information regarding hours.

Selectman Starzec stated the Board received several complaints about the water quality. He stated he would like a list of problem areas. Ms. Regis stated she will ask Doran and Scott to attend the next Selectmen's meeting. Selectman Starzec stated he would also like Scott to address the noise complaints at the next meeting.

## **Adjournment**

**Motion:** made by Selectman Becker, seconded by Selectman Starzec to adjourn the meeting at 9:25 p.m.

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

Respectfully submitted,  
Courtney M. Friedland  
Executive Secretary