

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

A Board of Selectmen's Meeting was held in the Selectmen's Meeting Room at the Town Hall on Monday, April 10, 2017. Chairman Bourque called the meeting to order at 7:00 p.m.

Attendance: Robert Miller, Mark Dowgiewicz, Andrew Jolda, Randall Becker and Don Bourque

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

Chairman Bourque stated he would like to send his respects to Aaron Suss and Chief Bent on the passing of our retired K-9 dog officer Radar. He stated Radar was an intricate part of our k-9 system. He stated he would like to take a moment of silence.

APPROVAL OF MINUTES

Motion: made by Selectman Miller, seconded by Selectman Jolda to approve the March 13, 2017 meeting minutes.

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

Motion: made by Selectman Miller, seconded by Selectman Jolda to approve the March 27, 2017 meeting minutes with corrections.

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

Motion: made by Selectman Jolda, seconded by Selectman Becker to approve the January 5, 2015 executive session meeting minutes.

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

Motion: made by Selectman Jolda, seconded by Selectman Becker to approve the August 31, 2016 executive session meeting minutes.

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

Motion: made by Selectman Jolda, seconded by Selectman Becker to approve the March 13, 2017 executive session meeting minutes.

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

Selectman Becker stated he will recuse himself from the next agenda item.

Kretschmann Brewing Co, LLC, 9 Fredrick Street – Alteration of Premises Application

Brian Kretchman came forward. He stated he has acquired the upstairs space at 9 Fredrick Street. He stated he had built a bar upstairs and will offer unique entertainment. He stated events will be catered. Chairman Bourque stated he had the opportunity to tour the upstairs space and it is a wonderful venue. He stated this is another great destination stop for our downtown area. Selectman Miller stated it was a wonderful venue and will attract people downtown.

Motion: made by Selectman Miller, seconded by Selectman Dowgiewicz to approve Kretschmann Brewing Co, LLC's request for an Alteration of Premises.

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

Town Administrator's Report

Town Administrator Doug Willardson stated the Town Election will be held on May 1, 2017 from 7:00 a.m. to 8:00 p.m. He stated precincts 1 & 2 vote at the United Church of Christ. Precincts 3, 4 & 5 vote at the Senior Center. He stated the last day to register to vote is Tuesday, April 11, 2017.

He stated the Town Hall Offices will be closed Friday, April 14, 2017 and Monday, April 17, 2017.

He stated the electronic voting system demonstration for Town Meeting will be in the Selectmen's Meeting Room on Thursday, April 13, 2017 from 4:30 p.m. to 6:30 p.m.

He stated there will be a Public Hearing on Tuesday, April 25, 2017 at 7:00 p.m. to inform the public of the proposed project on Klebart Ave/Lake Parkway to add sidewalks and bike lanes.

He stated the 4th quarter real estate taxes are due May 1, 2017.

He stated beach and compost stickers are now available in the Town Administrator's Office for purchase.

He stated Earth Day cleanup will be hosted by EBT Environmental Consultants, Inc. on April 22, 2017. He stated they will be removing trash from Mill Brook and along Route 12 from K-Mart Plaza to Mill Brook. He stated those interested in volunteering should arrive at the Mill Brook Plaza at 9:00 a.m.

He stated there will be a Spring Cleanup hosted by the Webster Arts and Recreation Group on May 6, 2017. He stated individuals and groups can register online. Supplies will be available at the Webster Town Hall between 8:00 a.m. and 1:00 p.m.

He stated the Retirement Board is holding an election. Nomination papers are due May 8, 2017. You must be a member of the retirement system to submit papers.

He stated the Little League Parade will be Sunday, April 23, 2017 at noon.

He stated under Public Health and Safety he stated Governor Baker visited the Sheriff's Office to discuss the success of the drug courts. He stated he has been working with the Recreation Committee to open a Farmer's Market in Town. He stated it will either be located at Memorial Beach or the French River Park. He stated the Board of Health will be meeting on April 24, 2017 at 5:00 p.m. to talk about the proposed United Medical waste Transfer Station.

He stated under Financially Responsible the FY15 Free Cash has been certified at (\$3,089,420). He stated the FY17 budget for Snow & Ice is \$155,000. He stated they have spent \$310,030 so far this year. He stated the FY17 budget for legal is \$100,000. He stated they have spent \$62,063 so far this year. He stated the School Committee is voting on the budget on April 25, 2017. He stated he met with the members of the Finance Committee to develop Town Financial Policies.

He stated under Economic Development he stated a letter has been developed explaining potential assistance programs and offering his assistance. He stated these letters will be delivered throughout the months of April and May. He stated he has been dealing with downtown parking issues. He stated he met with CMRPC about potential resources for economic improvements. He stated Carol Cyr has coordinated a meeting with MassDevelopment and local business owners on April 25, 2017 to connect owners with available resources. He stated he is reviewing the beach signs and needs with the Highway Department. He stated he found a potential vendor for renting kayaks. He stated he is attached CME's weekly report.

He stated under Maintain Infrastructure he stated the Fire Station roof work has been awarded to SOM Construction. He stated he attended the Library groundbreaking. He would like to thank the Fel's Foundation and Hometown Bank for their generous donation. He stated Tighe and Bond will be at the next meeting to update the Board on the water filtration plant and present and set sewer rates.

He stated he is negotiating with the Town of Oxford for an extension of the Sewer IMA.

He stated under Effective Delivery of Services/Operations that they have hired an administrative assistant for the Water Department. He stated he hired a new Town Planner/Economic Development Director. He stated he is reviewing analysis for LED streetlight conversion. He stated he is working with CMRPC to apply to be a "Green Community." If designated, the town is eligible to receive up to a \$175,000 grant. He stated he met with the Personnel Advisory Board and will continue to meet to develop a personnel handbook.

He stated under Clean and Beautiful he stated spring cleanup day will be held on April 22, 2017 and May 6, 2017. He stated street sweeping and crosswalk painting will be done this week.

He stated under Transparent, Informative, Engaged and Customer Friendly Government he stated he will hold a Town Meeting Q&A meeting on April 25, 2017 at 7:00 p.m. and May 3, 2017 at 6:00 p.m. He stated he is working with CivicPlus for a new website design.

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

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

New Business

Mr. Willardson went through the Special and Annual Town Meeting Warrants.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Miller to recommend approval of articles 1-24 on the Special Town Meeting Warrant.

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

Motion: made by Selectman Becker, seconded by Selectman Dowgiewicz to recommend approval of articles 1-13 on the Annual Town Meeting Warrant.

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

Mr. Willardson stated the FY18 budget needed an additional \$180,000 to be balanced. He stated in order to not have to make any cuts he calculated that the demand fee would increase to \$30.00. He stated the demand fee is a little higher than other communities but it is needed for the budget. He stated in the past the fee was set at \$10.00 in which the Tax Collector could waive but with the new fee increase she could not waive the fee.

Motion: made by Selectman Becker, seconded by Selectman Dowgiewicz to increase the demand fee to \$30.00

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

Mr. Willardson stated the School Committee is not voting on the budget until April 25, 2017. He stated he has been told that they are going with the budget that was presented to them at the Tri-Board meeting.

Chairman Bourque stated the Board received a copy of Mr. Willardson's goals and accomplishments. He stated they Board also received the evaluation form. He stated that all Board members should have their evaluation done by the end of the day Wednesday, April 19, 2017 and handed in to the Secretary.

Mr. Willardson stated the Board answered the March 24, 2017 Open Meeting Law Complaint filed by Patrick Higgins. He stated KP Law responded on the Board's behalf within 14 days of the receipt of the violation. He stated Mr. Higgins is refuting the 14 day window.

Mr. Willardson stated the Fire department would like a boat stored at the Armory declared surplus. He stated this boat is on longer in use.

Selectman Miller stated he would like a description of the boat.

Motion: made by Selectman Miller, seconded by Selectman Becker to declare the Fire Department's boat surplus property.

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

Motion: made by Selectman Dowgiewicz, seconded by Selectman Jolda to approve the “One Day” liquor license request for the Webster-Dudley American Legion Post #184, 9 Houghton Street, for Saturday, May 20, 2017 from 1:00 p.m. to 5:00 p.m..

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

Motion: made by Selectman Miller, seconded by Selectman Dowgiewicz to approve the “One Day” liquor license request for the Killdeer Island Club, 191 Killdeer Island Road, for Saturday, May 6, 2017 from 4:30 p.m. to 9:00 p.m.

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

Mr. Willardson stated the Board had previously asked for RFP's for the beach area. He stated that was never completed. He stated he has reached out to a couple of vendors and there isn't a whole lot of interest. He said currently the beach is being run by Highway personnel. He stated he did have a discussion with the person interested in the concession stand regarding kayak rentals. He stated he is looking into amusements.

Informational Mail

Mr. Willardson went through each informational mail item.

Adjournment

Motion: made by Selectman Jolda, seconded by Selectman Miller to adjourn the meeting at 8:05 p.m.

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

Respectfully submitted,
Courtney M. Friedland
Executive Secretary