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Mark G. Dowgiewicz, Secretary
Donald D. Bourque
Robert J. Miller

**BOARD OF SELECTMEN
EXECUTIVE SESSION MEETING MINUTES
July 31, 2017**

Bartlett High School, 2nd Floor Conference Room
52 Lake Parkway, Webster, MA 01570

EXIT EXECUTIVE SESSION: At 6:38 p.m., Chairman Jolda polled the Board as to whether to exit from Executive Session and enter into Regular Session. By Roll Call Vote: Jolda – yes, Sel. Becker – yes, Sel. Miller – yes. The following individuals were present: Chairman Andrew Jolda, Selectman Randall Becker, Selectman Robert Miller, Town Administrator Doug Willardson, and Executive Secretary Jennifer Cederberg. Selectman Mark Dowgiewicz and Selectman Donald Bourque were absent.

REGULAR SESSION

CONTRACT FOR PUBLIC HEALTH NURSE: Mr. Willardson reviewed the Agreement between the Town of Sutton and the Town of Webster for Public Health Nursing Services which has been in effect since 1/1/17. He stated that the Town has been unable to pay their portion of the Agreement as the contract has not been signed. He informed the Board that this is not a new contract: it is an existing contract that is being renewed and has been renewed historically. Sel. Becker asked if the contract covers the schools. Mr. Willardson stated it does not. Sel. Becker inquired as to whether or not travel expenses are included as part of this Agreement. Mr. Willardson stated that he would further review the contract and respond to the Board via e-mail with clarification on this question.

Motion by Sel. Becker, seconded by Sel. Miller, to approve the Agreement. The motion passed unanimously with Chm. Jolda voting – yes, Sel. Becker – yes, and Sel. Miller – yes.

PACC ONE-DAY SPECIAL ALCOHOL LICENSE REQUEST: The applicant for the license, Mr. Edward Deluca, was not present for the discussion. The application packet was incomplete as it did not contain an insurance binder for the outdoor property at the PACC that the event was proposed to be held on. Ms. Cederberg reported that she attempted to contact Mr. Deluca several times to discuss the recommended Police detail as Deputy Chief Shaw changed the original recommendation which reduced the cost to \$406. She stated that Mr. Deluca had not returned the phone calls. Sel. Baker stated that he would be comfortable voting to approve the one day license pending receipt of the outstanding insurance certificate.

Motion by Sel. Becker, seconded by Sel. Miller, to approve Mr. Edward Deluca's One-Day Special Alcohol License Request for the PACC upon receipt of a one-day insurance binder. The motion passed unanimously with Chm. Jolda voting – yes, Sel. Becker – yes, and Sel. Miller – yes.

SELECTMAN REPRESENTATIVE ON LIBRARY BUILDING COMMITTEE: Chm. Jolda stated that due to the time the committee meets, he is having a difficult time attending. He asked the two Selectmen present if they would be willing to volunteer to replace him as the Selectmen representative on this committee. Mr. Willardson stated that since he is already on the committee, it may not be necessary for a Selectman to be present since much of the committee's work is already complete. He stated that he would be willing to report back to the Selectmen as to the activities taking place at the meetings. Mr. Willardson also asked Chm. Jolda if it would be helpful if the meeting time was moved to 6:00 p.m. Chm. Jolda stated that this time would work better for his schedule. Mr. Willardson stated he would speak to the committee chair and report back to the Board.

SPECIAL TOWN MEETING WARRANT: Mr. Willardson discussed the additional handout that would be given to voters attending tonight's Special Town Meeting, explaining the reason for the request to purchase the additional two properties to expand the parking lot for the new Library while not asking for additional funding in order to do so. He stated that the option to purchase those properties could have been explored at the time the Library parking lot was originally being designed but it was not pursued as it was not anticipated that funding for this purchase would be available. Sel. Miller stated that if the vote tonight does not pass, perhaps the Town can look at leasing an additional 6-8 spaces from another property. Sel. Becker stated that he believes it will be a success and that people will be surprised at how many new visitors the Library will bring in and the additional parking and new design will be much safer. At 6:48 p.m.:

Motion by Sel. Miller, seconded by Sel. Becker, to adjourn. The motion passed unanimously with Chm. Jolda voting – yes, Sel. Becker – yes, and Sel. Miller – yes.

Respectfully Submitted,

Jennifer Cederberg, Executive Secretary to the Board of Selectmen