



Town Of Webster
Massachusetts Est. 1832

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Randall V. Becker, Chairman
Earl Gabor, Vice-Chairman
Thomas Klebart, Secretary
Lisa Kontoes
Donald Bourque

**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES**

Monday, September 12, 2022 6:00 P.M.

Selectmen's Meeting Room
Webster Town Hall, 350 Main Street, Webster, MA

MEETING OPENING At 6:00 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 Randy Becker, Selectman Lisa Kontoes, Selectman Earl Gabor, Selectman Thomas Klebart, Selectman Donald Bourque - via Vonage Conference, Town Administrator Richard LaFond, Assistant Town Administrator Courtney Friedland, and Executive Assistant Kelly Lyman. 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. On July 16, 2022, Governor Baker signed an extension of this law. The new law, an Act Relative to Extending Certain State of Emergency Accommodations, includes an extension until March 31, 2023, of the remote meeting provisions of the Governor's March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law.

Meeting Minutes

Motion by Selectman Gabor, seconded by Selectman Klebart, to approve the meeting minutes of August 15, 2022. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Klebart – yes, Selectman Kontoes – abstain, and Chairman Becker – yes.

Motion by Selectman Gabor, seconded by Selectman Klebart, to approve the meeting minutes of August 30, 2022. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Klebart – yes, Selectman Kontoes - yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE "ONE-DAY" LIQUOR LICENSE SUBMITTED BY THE FRIENDS OF THE LIBRARY

Selectman Klebart recused himself. Motion by Selectman Gabor, seconded by Selectman Kontoes, to approve the “One-Day” liquor license for the Friends of the Library , for a fundraiser to be held at the Gladys E. Kelly Public Library, 2 Lake Street, Webster, MA on November 4, 2022 from 6:00 p.m. to 9:00 p.m. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Kontoes - yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE "ONE-DAY" LIQUOR LICENSE SUBMITTED BY BUMSKI'S LLC

Motion by Selectman Gabor, seconded by Selectman Kontoes, to approve the “One-Day” liquor license for Bumski’s LLC, for the food truck festival to be held at Memorial Beach, Webster, MA on September 24, 2022 from 11:00 a.m. to 7:00 p.m. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Klebart – yes, Selectman Kontoes - yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE "ONE-DAY" LIQUOR LICENSE SUBMITTED BY SACRED HEART CHURCH

Selectman Kontoes recused herself. Motion by Selectman Gabor, seconded by Selectman Klebart, to approve the “One-Day” liquor license for Sacred Heart Church, for the Parish Banquet to be held at Parish Hall, 11 Day Street, Webster, MA on October 1, 2022 from 5:00 p.m. to 9:00 p.m. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Klebart – yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE ENTERTAINMENT LICENSE SUBMITTED BY SALOON NO. 6

This request for approval is for indoor acoustic guitar music and is not required by law. Saloon No. 6 Inc. was recently granted an All Alcohol license and Common Victualler license.

Motion by Selectman Gabor, seconded by Selectman Kontoes, to approve the Entertainment license for Saloon No. 6, 141 Worcester Road, Webster, MA to allow indoor acoustic guitar music on Monday – Saturday from 8:00 p.m. to 1:00 a.m. Call Vote: Selectman Bourque – yes, Selectman Gabor – yes, Selectman Klebart – yes, Selectman Kontoes, and Chairman Becker – yes.

PROCLAMATION – CHILDHOOD CANCER AWARENESS MONTH, SEPTEMBER 2022

Motion by Selectman Klebart, seconded by Selectman Kontoes to declare September, 2022 Childhood Cancer Awareness Month. Call Vote: Selectman Bourque – yes, Selectman Klebart – yes, Selectman Gabor – yes, and Selectman Kontoes – yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE APPLICATION FILED BY PMG NORTHEAST, 137 EAST MAIN STREET, FOR AN AMENDMENT TO A LICENSE FOR FORTY 5-GALLON ABOVEGROUND STORAGE TANKS WITH A MAXIMUM QUANTITY OF 200 GALLONS OF LP GAS, AND 2 UNDERGROUND STORAGE TANKS; 1 15,000 GALLON TANK FOR REGULAR GASOLINE; AND 1 15,000 GALLON TANK SPLIT FOR 8,000 GALLONS DIESEL AND 7,000 GALLONS OF PREMIUM GASOLINE; FOR A TOTAL AGGREGATE QUANTITY OF LP-GAS TO BE STORED OF 30,200 GALLONS

The public hearing closed on August 15, 2022; no public comments or testimony were taken.

Motion to approve the fuel storage license amendment requested by PMG Northeast LLC, 137 North Main Street, Webster, MA for forty above-ground storage tanks with a maximum quantity of 200 gallons of LP gas and two underground storage tanks; one 15,000 gallon tank for regular gasoline and one 15,000 gallon tank split for 8,000 gallons diesel and 7,000 gallons premium gasoline; for a total aggregate quantity of 30,200 gallons made by Selectman Gabor, seconded by Selectman Klebart. Call Vote: Selectman Bourque – yes, Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes – yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO APPROVE THE DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST

Mr. LaFond explained that Ann Morgan, Director of Planning and Economic Development, asked the members of the Planning Board and Zoning Board of Appeals to contact the Ethics Commission themselves to ensure there is no perception of a conflict. This disclosure, if approved, would allow Mr. LaFramboise, Chairman of the Planning Board, to vote on an upcoming hearing involving Lakeview Marine, 300 Thompson Road. As noted in the disclosure, Mr. LaFramboise is a customer of Lakeview Marine, but does not store a vessel there. The public hearing is scheduled for September 26, 2022.

Motion by Selectman Kontoes, seconded by Selectman Gabor to approve the Disclosure of Appearance of Conflict of Interest as Required by G.L. c. 268A, § 23(b)(3) submitted by Paul LaFramboise. Call Vote: Selectman Bourque – yes, Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes – yes, and Chairman Becker – yes.

REQUEST AND POSSIBLE VOTE TO REAPPOINT CHARLOTTE V. COSTEN TO THE BOARD OF REGISTRARS

Motion by Selectman Gabor, seconded by Selectman Klebart to appoint Charlotte V. Costen to the Board of Registrars. Call Vote: Selectman Bourque – yes, Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes – yes, and Chairman Becker – yes.

REVIEW AND APPROVE THE ANNUAL TOWN MEETING WARRANT:

Mr. LaFond explained some of the warrant articles. He stated articles 1-4 are standard articles.

Article 5 is the Cable Access budget. This was an oversight at the previous Town Meeting. The salaries and other charges are paid for through the revolving fund that the Town receives from the cable provider.

Article 6 is requesting funding for the design of the PFAS water treatment plant upgrade, including an advanced water meter replacement plan. \$2,000,000.00 will be requested.

Article 7 is seeking an inventory of lead service lines for replacement. Selectman Gabor stated that this is mandated by the State. \$50,000.00 will be requested.

Selectman Bourque left the meeting at 6:25.

Article 8 is requesting a transfer of \$15,000.00 for a Human Resources and Policy review. This article is supported by the Personnel Advisory Board.

Article 9 requests \$150,000.00 for replacements to the door security systems at the Police Station and Fire Station, including dispatch and Town Hall. Door safety has been an issue since the Police Station was built. The majority of funding would go to the Police and Fire Stations. The warrant article language was edited to include Town Hall.

The Board reviewed Article 11 next. Ann Morgan presented a handout to the Board with existing and proposed conditions. The owner of the properties at 516 South Main Street and 15 Prospect Street is requesting that the properties be re-zoned from Multi-Family Residential (MFR) to Business (B-4) zoning district in order to entice buyers of the property in order to develop it. There is not enough land on the B-4 district lot to produce a commercial retail investment that is worth development. There is not enough land to include parking and stormwater management, which is part of the commercial site plan requirements. Ms. Morgan explained that this is not an example of spot zoning; this is an expansion of an existing district to encompass both lots. If this article is approved there will be a public hearing with the Planning Board on September 26. Chairman Becker stated if this article passes at Town Meeting, it would be good for the Town.

Chairman Becker recused himself for Article 10. This article involves the expansion of the French Riverwalk and the request comes from the Redevelopment Authority. Mr. Becker explained this article, as an individual, to the Board and the audience. He noted that MAPFRE legal counsel had worked with Carol Cyr and there are some very uneven lines with small plots of land in the area behind Bateman's Electric and back to the MAPFRE building. Some land would be swapped with MAPFRE and the Town, so that the next phase of the French River project can begin. Mr. LaFond stated that there is no money involved in this. Some maps should be presented at Town Meeting. This swap will clean up easements and property lines so that the project can move forward.

Motion by Selectman Klebart, seconded by Selectman Gabor to approve the Warrant Articles 1 through 9 and number 11, excluding Article 10, and with the correction to the language in article 9 to include Town Hall. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes – yes, and Chairman Becker – yes.

Motion by Selectman Gabor, seconded by Selectman Klebart to approve Article 10 only. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, Selectman Kontoes – yes, and Chairman Becker – recused.

REVIEW THE GOALS AND OBJECTIVES WITH THE TOWN ADMINISTRATOR

Infrastructure: Mr. LaFond stated that most of the administrative goals are already in the planning stage. Some of the goals are infrastructure based, and there will be an ongoing review of the Master Plan, which needs updating every 10 years. Also, the Health, Building and Fire departments are working hard on the Nuisance Properties process. Nuisance issues take time and money to resolve.

Human Resources: Each department should have a succession plan, and also an employee that can be trained for transition. Exit interviews also should be utilized for possible improvements.

Community: The Selectmen would like to engage Webster's Spanish speaking community. Selectman Gabor suggested creating an inclusive environment with groups and meetings for Spanish speakers to see what we can do better, and find out what more can be done for the Spanish Community. We can possibly provide translation on the Town website. Selectman Kontoes suggested focus groups to generate interest for committees.

Lake Issues: Mr. LaFond discussed the pros and cons of the suggestion of a Lake Commission or Lake Advisory Group. He will be meeting with the Webster Lake Association next week. There are currently many issues with docks that the state DEP needs to be involved with. Selectman Klebart stated that there is more activity on the Lake than ever and there should be more surveillance. Chairman Becker stated that some buoys are too far out in the Lake causing navigation problems. Funding and a focus on safety and environment must be considered, to involve discussions with the Webster Harbormaster.

Economic Development: The Town of Webster should be prepared when people are looking to start a business in Town. The process should be easy to follow and business friendly. Enhancements can be made to the Town's website to make the information simple and easy to find. Follow-up should be done after a business opens to make sure they can be successful and stay in Webster. Chairman Becker stated that the Business Association and Chamber of Commerce are good resources.

Chairman Becker requested that one or two Selectmen work with Mr. LaFond to define, consolidate and prioritize these goals for submission to the full Board for their review and approval. Selectman Klebart and Selectman Kontoes volunteered.

TOWN ADMINISTRATOR'S REPORT:

1. The Classification Study is almost complete. Most of the job descriptions are done and the Salary Survey is completed. Mr. LaFond and Ms. Friedland are meeting with the Personnel Advisory Board. The evaluation format will be discussed at the next department head meeting. A system will be developed once the Classification Study is completed.
2. There is a Cable Advisory Board meeting next week. The goal is to catalog the technology needs of each department and put together a package. IT Director Greg Robert can help define those needs. The Town's Cable Agreement does not include internet service and residents can choose from other internet providers. There will be a public hearing for education.
3. The application deadline for a Conservation Agent was extended to the end of next week. Currently, Ann Morgan is working very hard in the additional role of agent, and she hopes to work with a new agent to make the Conservation permitting process more user friendly. Mr. LaFond and the Board thanked Ms. Morgan for her extra efforts.
4. The Recycling Center contract is up next month. The Highway Superintendent, Kenny Pizzetti, and other Town officials are satisfied with the current service. However, the Town owns the equipment and if there is an issue, it is a Town Issue. The current company agreed to take over, maintenance and help with infrastructure with a possible 5 year contract. The Town will retain ownership and responsibility for the scale. Chairman Becker suggested Rep. McKenna may have

information on other town sponsored hazardous waste days. He also suggested Rep. McKenna and Senator Fattman may want to attend an upcoming meeting to give a legislative update.

5. The Town currently has two retail marijuana licenses. Another company is looking for a host community agreement. Payment negotiations will not be solely based on revenue.
6. The Selectmen attended the Town Appreciation event and football game, and reception with Nichols President Glenn Sulmasy, at Nichols College last Friday. They appreciated the time spent on “The Hill”. Nichols won the game.
7. Ted Tetreault, Building Commissioner, obtained quotes to have the fence at Curaleaf fixed.
8. Mr. LaFond and the Selectmen acknowledged the hard work of Kenny Pizzetti and the Highway crew during the past week’s significant weather.
9. The Safety Committee is meeting next week.
10. Police Chief Shaw is graduating from a 10 week FBI National Academy training program. The graduation will be broadcast live on YouTube. The Selectmen also thanked Deputy Chief Wheeler and his command staff for their extra work during the Chief’s absence.

BOARD AND COMMITTEE VACANCIES

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|--------------------------------|---------------------|
| Finance Committee | Full Member - 1 |
| Personnel Advisory Board | Full Member - 1 |
| Water & Sewer Commission | Full Member - 1 |
| Zoning Board of Appeals | Alternates - 2 |
| Economic Development Committee | Full Member - 1 |
| Historical Commission | Full Member - 1 |
| By-Law Committee | Full Members – 2 |
| ADA Committee | Full Members – 2 |
| Recreation Committee | Full Members – Open |

FUTURE EVENTS

- September 24, 2022 – Food Truck Festival at Memorial Beach
- October 1, 2022 – Kids Fest at Town Hall and Police Car Show at the Police Station
- October 2, 2022 – Fire Fighter Memorial and Ceremony at Samuel Slater’s.
- October 28, 2022 – Trunk or Treat and Main Street Trick or Treat from 4:00 p.m. – 5:00 p.m. Anyone wishing to be part of the event and decorate a trunk can contact the Recreation Department for more information.
- Town wide Trick or Treat is on October 31, 2022 from 5:00 p.m. – 7:00 p.m.

PROPOSED FUTURE MEETING DATE

October 17, 2022, 6:00 p.m. (prior to Town Meeting) Bartlett High School, 2nd Floor Conference Room, 52 Lake Parkway, Webster, MA 01570. A possible meeting for October 24th at the Selectmen's meeting Room, Town Hall, was also discussed.

ADJOURNMENT

Motion by Selectman Gabor, seconded by Selectman Kontoes to adjourn at 7:40 p.m. Call Vote: Selectman Klebart – yes, Selectman Gabor – yes, and Selectman Kontoes – yes, and Chairman Becker – yes.

**Respectfully Submitted,
Kelly Lyman, Executive Assistant to the Board of Selectmen**

EXHIBITS:

1. Draft Meeting Minutes, August 15, 2022 Board of Selectmen's Meeting.
2. Draft Meeting Minutes, August 30, 2022 Board of Selectmen's Meeting.
3. Document: Application for One-Day Alcohol License submitted by Friends of the Library, 8/24/2022.
4. Document: Application for One-Day Alcohol License submitted by Bumski's LLC, 8/30/2022.
5. Document: Application for One-Day Alcohol License submitted by Sacred Heart Church, 8/30/2022.
6. Email: Kid's Cancer Connection, Inc., Childhood Cancer Awareness Month, 8/22/2022.
7. Document: Application for Fuel Storage License and associated documents, submitted by PMG Northeast, 7/19/2022.
8. Document: Letter of interest from Charlotte V. Costen, 8/22/2022.
9. Document: Disclosure of Appearance of Conflict of Interest as Required by G.L.c.268A, § 23(b)(3), 8/12/2022.
10. Document: Town of Webster Annual Town Meeting Warrant October 17, 2022.
11. Document and Photos: Proposed Zoning Change of 516 South Main Street and 15 Prospect Street from Multi-family Residential (MFR) to Business (B-4).
12. Document: Dated August 15, 2022, Town Administrator Goals.

