

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

A Board of Selectmen's Meeting was held in the Selectmen's Meeting Room at the Town Hall on Monday, February 23, 2015. Chairman Miller called the meeting to order at 7:10 p.m.

Attendance: William Starzec, Mark Dowgiewicz, Andrew Jolda, Don Bourque and Robert Miller

Pledge of Allegiance: Selectman Miller led the Selectmen in the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion: made by Selectman Starzec, seconded by Selectman Dowgiewicz to approve the meeting minutes of February 10, 2015.

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – abstain, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Motion: made by Selectman Jolda, seconded by Selectman Bourque to approve the executive session meeting minutes of February 10, 2015 and hold until the issue is resolved.

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Chairman Miller stated the agenda items "Waterfront Mary's – Pledge of License and Board of Health – Open Position Appointment" have been tabled.

Tighe and Bond/ Scott Charpentier – Water Department CIP

Scott Charpentier and Mike Schrader came forward. Mr. Charpentier stated that they are currently in the process of developing a Capital Improvement Plan. He stated this was required by Mass DEP. He stated the CIP includes several different items. Mr. McAuliffe stated this process was started some time ago. He stated the Town has started a bunch of project that were required by Mass DEP. He stated the next step for the Town would be to adopt a Capital Improvement Plan. He stated the Town is moving towards a model that will show water speed, direction and why residents are having water issues. Mr. Charpentier stated the SCADA system is capturing all the data. Mr. Schrader stated all of Webster's water comes from wells. He stated Webster has plenty of capacity but not all of it can be used. He stated Webster has a varying degree of iron and manganese in its water which impact the usage. He stated there are five wells at Pump Station 1 (Memorial Beach Drive). He stated two of those wells are out of service due to water quality issues. He stated there is one well at Pump Station 2 (Memorial Beach Drive) that is also out of service due to water quality issues. He stated there is one well at Pump Station 3 (Bigalow Road) that is used for the primary source of water for the Town. He stated Mass DEP regulated water very heavily. He stated the Town can treat the iron and manganese but would have to build a treatment plant. He stated these wells sitting unused will not treat themselves. He stated the Town has made significant improvements since 2012. He stated the water quality complaints are down and most calls involving rusty water can be linked to a major event. He stated the Town is now tracking complaint calls. He stated Webster faces many challenges. He stated a large portion of the system is old and many of the sources of water are unusable without treatment. He stated years of iron and manganese are built up in the system and the age and condition of the pipes make them hard to clean. He stated Webster only has one source that can meet its daily demands. He stated more than 50% of the system is over 50 years old. He stated the system needs to replace undersized pipes in order to have the system process the water more efficiently. Mr. McAuliffe stated this is a great time to start a discussion about upgrades before the Board sets the water/sewer rates. He stated they are looking to start a couple of project. Mr. Schrader stated they have broken the priority list into a gradual timeline. Chairman Miller stated the Selectmen knew this was coming for a long time. Mr. McAuliffe stated they will continue the discussion moving forward.

Town Administrator's Report

Mr. McAuliffe stated he held his Financial Team Meeting. He stated the Accounting Department is continuing work on the balance sheet for submittal to the Department of Revenue. He stated he met with the Veteran's Agent during budget reviews to discuss the increased cost for benefits. He stated the increase is over \$100,000 for next year. He stated they have been working with the Treasurer on the methodology to enhance reconciliation of the Health Insurance Trust Fund. He stated he is not sure what next year will look like.

He stated the Treasurer's Office is working on a succession plan. He stated Linda Slota retires on March 31st. He stated they continue to work on health insurance renewal with Blue Cross Blue Shield and the Town's consulting firm. He stated there is a new hire in that office.

He stated the Assessor's Office is working through an open position in the office. He stated they continue to review abatements for real estate bills and auto excise.

He stated the Town Clerk is working on the election census. He stated they have begun the planning process for improvements to Town Meeting with the Town Meeting Review Committee. He stated they will be seeking a new Registrar soon.

He stated the Water Department has had numerous water issues regarding frozen services and water main breaks. He stated they are preparing for a new hire. Lawrence Didio of Shrewsbury will start this week. He stated this will raise the staffing level to the equivalent of 4 ½ full time positions. He stated they will be presenting the Capital Improvement Plan to Commissioners.

He stated the Sewer Department continues work on the landfill pump station. He stated they have suspended work on the clarifier unit.

He stated the Highway Department has made snow removal their top priority.

He stated SWCCC has approved the temporary collective bargaining agreement for the Dudley/Webster dispatchers.

He stated he attended the Police/Fire Building Committee Meeting. He stated they are preparing final contract documents for bidding out the Fire Station improvements.

He stated he attended the Board of Library Trustees meeting. He stated they discussed appointees for the Building Committee and were reviewing steps necessary for moving forward with the new library construction.

He stated he held DPW collective bargaining.

He stated Cathy Liberty has accepted a position in another community.

He stated the Board will open the Special and Annual Town Meeting at their next meeting. He stated the Board might want to start thinking about zoning changes.

He stated Webster will be hosting a Legislative Breakfast by the Mass Municipal Association. He stated that will be held in the Selectmen's Meeting Room on March 6th.

He stated he would like to remind the Board that there will be a BOS/School/Finance Committee Meeting on February 26, 2015 starting at 6:30 p.m. at the Filmer School.

He stated there is an open position on the Board of Assessors.

He stated he did have a need to go into Executive Session.

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

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Old Business

Chairman Miller stated Selectman Starzec asked to have the Town employee review form back on the agenda for discussion. He stated this questionnaire was to inform the Selectmen on how the Departments Heads feel about the Town Administrator. Selectman Starzec stated this questionnaire form would give employees a say. He stated this is not negative. He stated he would like to hear employee's ideas. Chairman Miller stated this could be used for Department Heads reviews also. Mr. McAuliffe asked who would be using this form. Selectman Starzec stated the form would be universal and whatever the Board decided. Mr. McAuliffe stated he would like to know what this form is about. Selectman Starzec stated this form could be used for Department Heads. Chairman Miller stated the Town Administrator gets a review from the Board and doesn't need Department Heads to review the Town Administrator also. Selectman Dowgiewicz stated this form was originally brought up because Selectman Starzec was more insight on the Town Administrator during regular business hours. Selectman Starzec stated this was just an outline and would like the Board's input. Selectman Bourque stated he was not sure this would fall within the scope of the Board and suggested Selectman Starzec sit down with the Town Administrator and revamp the Town Administrator's review form. Mr. McAuliffe stated revamping the review form would take time to fine tune. He stated the Board should have a vision of what they want Webster to be. He stated the Board gives the Town Administrator goals and objectives. He stated he needs to know the Board's vision of Webster. He stated the Town Administrator's review should be based on goals and objectives. He stated there needs to be a vision. Selectman Starzec stated he would get surrounding communities review forms and sit down and revamp the form with the Town Administrator.

Mr. McAuliffe stated the Board has already voted to approve the change to the IMA for the Regional Dispatch Center. He stated they needed to vote to approve the final document that has all of the approved changed incorporated in to it.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Bourque to approve the updated IMA Regional Dispatch Center Agreement.

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Chairman Miller stated the Board received an email from Amanda Grenier informing the Board that the Library Trustees have appointed Ken Pizzetti and Ray Travis as the community members and Rena Klebart as the Trustees appointment.

Motion: made by selectman Bourque, seconded by Selectman Dowgiewicz to appoint Ken Pizzetti and Ray Travis as the community members and Rena Klebart as the Trustees appointment.

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Chairman Miller stated the Worcester County Sheriff has invited the Board of Selectmen for a tour in March. He stated he will let the Board know the date and time.

New Business

Chairman Miller stated the Board received a letter form Barry Sims seeking reappointment as Constable.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Bourque to reappoint Barry Sims as constable on June 30, 2018.

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Informational Mail

Chairman Miller stated the Board received the Beacon and would like to congratulate Selectman Bourque for being in one of the photos from the MMA Conference.

Chairman Miller stated the Board received a report from the Webster Police informing them of a liquor license violation. He asked to have this on the next agenda.

Adjournment

Chairman Miller adjourned the meeting to Executive Session at 8:45 P.M. in accordance with MGL Chapter 30A, Section 21a, Item 2, to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

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

Vote: Mr. Starzec – yes, Mr. Dowgiewicz – yes, Mr. Jolda – yes, Mr. Bourque – yes, Chairman Miller – yes.

Respectfully Submitted,
Courtney Friedland