

**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, October 26, 2015. Chairman Bourque called the meeting to order at 7:01 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 Regular Session Meeting Minutes

Chairman Bourque stated they will table the approval of the minutes until November 9, 2015.

Approval of Executive Session Meeting Minutes

Chairman Bourque stated they will table the approval of the minutes until November 9, 2015.

Carol Cyr – Downtown Design Project Reconstruction – Contract Award for Design Services

Mrs. Cyr stated the Office of Community Development received qualification on behalf of the Town for design and related services for the Downtown Design Project. She stated this project will complete design and related services for all future phases of the intended construction of the Riverwalk and streetscape improvements, consistent with the recommendation of the 2012 Pedestrian Access and Circulation Plan. She stated the Town received eight proposals.

Motion: made by Selectmen Dowgiewicz, seconded by Selectman Jolda to award a contract to ICON parks design of Boston, Massachusetts, to provide design and related services for the Downtown Design project. Further, that the Director of the Office of Community Development is authorized to negotiate a contract fee with the firm, with the maximum fee not to exceed \$257,000.00. This award is further conditioned on said awardee agreeing to the terms and conditions provided in the Town's Request for Qualifications.

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

Carol Cyr – Frederick Street Reconfiguration – Contract Award for Design Services

Mrs. Cyr stated the Town issued a Request for Qualifications for the design and related services for the reconstruction of Frederick Street. She stated the Town received four proposals. She stated this project will also include the paving on Davis Street. Selectman Starzec stated the sidewalk going down Davis Street is very steep. He asked if there was something that could be put into place to help people walking on the sidewalk. He suggested a railing or grooving in the pavement. Mrs. Cyr stated she was aware of the situation. She stated with funds remaining in the Tourism Grant the Town will be installing railings. She stated a local gentleman have offered to install them.

Motion: made by Selectmen Dowgiewicz, seconded by Selectman Jolda to award a contract to CME Associates, Inc., Woodstock, Connecticut, to provide design and related services for the reconstruction of Frederick Street and the paving of Davis Street. Further, that the Director of the Office of Community Development is authorized to negotiate a contract fee with the firm, with the maximum fee not to exceed the amount budgeted for such services in the Town's FY 2015 Massachusetts CDBG grant. This award is further conditioned on said awardee agreeing to the terms and conditions provided in the Town's Request for Qualifications. In the event the Town is unable to successfully negotiate a contract with CME, it will award said contract to McMahon Associates, subject to the same stipulations as in the intended award to CME Associates.

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

Jason Piader – Appointment to the Zoning Board of Appeals

Chairman Bourque stated they will table the appointment of Jason Piader until November 9, 2015.

Brett Condon – Appointment to the Personnel Board

Brett Condon came forward. He stated he's lived in Webster for around ten years and would love to give back to the community. He stated he works for a company that does business analysis. He stated he is interested in both the Economic Development Committee and the Personnel Board. He stated he is more interested in serving on the Economic Development Committee.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Starzec to appoint Brett Condon to the Economic Development Committee.

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

Beau Saad – Appointment to the Conservation Commission

Beau Saad came forward. He stated he is a lifelong Webster resident. He stated he works as a Finance Manager and would love to be involved in the Town.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Jolda to appoint Beau Saad to the Conservation Commission.

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

Joseph Kabala – Re-Appointment to the Conservation Commission

Richard Franas came forward and stated Mr. Kabala was ill and was unable to attend the meeting. Chairman Bourque stated the Board will add him to the next agenda.

Joseph Kunkel – Re-Appointment to the Conservation Commission

Joseph Kunkel came forward. He stated he has been on the Conservation Commission for over twelve years. He stated he wished to continue serving on the Committee.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Starzec to reappoint Joseph Kunkel to the Conservation Commission.

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

Alan Jeskey – Re-Appointment as Constable

Alan Jeskey came forward. He stated he is seeking reappointment as Constable. He stated he has been a Constable in Webster for three years.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Jolda to reappoint Alan Jeskey as Constable.

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

Katie O'Neill – Appointment to the Webster Recreation Committee

Chairman Bourque stated they will table the appointment of Katie O'Neill until November 9, 2015.

Chairman Bourque recused himself.

Donald Bourque – Appointment to the Economic Development Committee

Selectman Starzec stated Don Bourque would fill the position as business owner on the Economic Development Committee. He stated Mr. Bourque is a well-rounded member.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Jolda to appoint Donald Bourque to the Economic Development Committee.

Vote: Selectman Becker - yes, Selectman Starzec - yes, Selectman Jolda – yes and Selectmen Dowgiewicz - yes.

Chairman Bourque rejoined the meeting.

Hisham Zaky – Class II License Application

Hisham Zaky came forward. He stated he was looking to obtain a Class II license in order to make a little extra money. Acting Town Administrator Pam Leduc stated Scott Charpentier has reviewed the application and signed off on the approval.

Motion: made by Selectman Starzec, seconded by Selectman Jolda to approve the Class II License Application filed by Hisham Zaky for 49 Hartley Street.

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

Town Administrator Screening Committee – Update

Selectman Becker passed out handouts to the Board of Selectmen. He stated the Committee elected himself as Chairman, Representative Joseph McKenna as Vice Chairman and Robert Miller as Secretary. He stated the Committee held a total of eleven meetings. He stated the Committee is providing the Selectmen with a list of three candidates that they believe would make an excellent Town Administrator. He stated the Committee unanimously agreed to put forward Derek Brandisi, Jim Montgomery and Carter Terenzini. Selectman Dowgiewicz asked if background checks have been done. Selectman Becker stated the Committee had done some reference checking. He stated no extensive background checks have been performed. Representative McKenna stated the Committee performed Google searches and information checks. Selectmen Becker stated the Committee was questioning who would perform the background checks. Selectman Starzec stated he believed it was a good idea to have the background checks done right away. He said this could determine whether a candidate should be disqualified. Selectman Becker stated he encouraged the Board to set up interviews this week or early next week. He stated he has been in contact with all three candidates and they are all aware that their names will be released.

Acting Town Administrator’s Report

Acting Town Administrator Leduc stated she met with Fire Chief Hickey and Deputy Chief Jolda to discuss the procurement of the new tower truck on Thursday, October 15, 2015.

She stated she conducted interviews for three candidates to fill a vacant position in the Highway/Parks Department on Friday, October 16, 2015.

She stated she attended a town meeting prep session with Town Clerk Craver, Moderator Ralph, Deputy Moderator Dupont and Town Counsel Hewig on Monday, October 19, 2015.

She stated she attended the Finance Committee meeting on Monday, October 19, 2015.

She stated she attended the Annual Town Meeting on Monday, October 19, 2015.

She stated she attended the Library Planning and Building Committee meeting on Tuesday, October 20, 2015 for the purpose of conducting interviews of firms selected in response to the RFQ for design services.

She stated she attended a SWCCC Board of Directors meeting on Thursday, October 22, 2015.

She stated the FY16 2nd quarter real estate and personal property tax bills are due on Monday, November 2, 2015. She stated the Town Hall will be open from 8:00 a.m. to 7:00 p.m.

She stated the Chief of Police had scheduled Trick or Treating for Saturday, October 31, 2015 from 5:30 p.m. to 7:30 p.m.

She stated the Webster Police Department will be sponsoring a Gun Buy Back program on Saturday, December 12, 2015. Deputy Chief Budrow came forward and stated this is the first year Webster will be participating in the program. He stated all guns collected will eventually be destroyed. He stated they will start advertising the program soon which will include instructions on how to participate in the program. He stated gift cards to local supermarkets will be given in exchange for the guns. Selectman Starzec suggested having a sign at the entrance to the parking lot to leave all guns in their vehicles.

Ms. Leduc stated the Town's compost facility will be ending its seasonal operation on Saturday, November 14, 2015.

She stated as an update on the A.J. Sitkowski Apartments she is pleased to announce that they have only five vacant units. She stated the publicity from the age restriction issue really helped with generating interest.

She stated the 2nd Annual Big Old Turkey Bowl has been scheduled for Saturday, November 21, 2015.

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

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

Old Business

Chairman Bourque asked what the status was for the dedicated trees. Ms. Leduc stated she is waiting for responses for all three Chiefs on what they would like on their plaques.

Selectman Starzec stated he would like to get an update on SWCCC communication with other communities. Ms. Leduc stated they are still in talks with other communities. She stated they have a representative from 911 at all of their meetings which is very beneficial.

New Business

Chairman Bourque stated the Board received a letter from St. Louis School requesting a "One Day" liquor license for Saturday, November 14, 2015 from 5:00 p.m. to 12:00 a.m.

Motion: made by Selectman Dowgiewicz, seconded by Selectman Becker to approve the "One Day" liquor license for Saturday, November 14, 2015 from 5:00 p.m. to 12:00 a.m.

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

Selectman Becker stated his appointment to the Memorial Beach Advisory Committee had to resign. He stated he would recommend appointing Pastor Robert Fredrickson to the Committee.

Motion: made by Selectman Becker, seconded by Selectman Bourque to appoint Pastor Robert Fredrickson to the Memorial Beach Advisory Committee.

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

Selectman Starzec stated the Board received an email asking why Board members did not hold office hours. He said he would like to bring up for discussion a resident comment section on the agenda. He said other towns have a resident comment section on their agenda. Selectman Jolda stated any complaints, concerns or issues a resident brings up during the meeting could not be addressed due to the Open Meeting Law. Selectman Becker stated not all residents' concerns need to be on the agenda. Most complaints can be handled by the Acting Town Administrator.

Selectman Dowgiewicz stated he has held Selectman's hours and they were not very well attended. Selectman Becker stated there are very strict rules regarding the Open Meeting Law. Ms. Leduc stated she was an elected official in another community and would not recommend the Selectmen put a resident comment section on the agenda without first adopting a formal set of rules and regulations.

Selectman Dowgiewicz stated he has been hearing about the dirty water complaints for over a year. He stated residents pay a lot in taxes and deserve clean drinking water. He stated he would like to make three motions; 1st to stop the Unidirectional Flushing Program, 2nd to put an article on the next Town Meeting Warrant to transfer \$250,000 from retained earnings to fund the Ice Picking Program, 3rd to put an article on the next Town Meeting Warrant to borrow \$300,000 from the Water Resource Low Interest Loan Program and 4th to petition Representative McKenna for a budget amendment in the amount of \$250,000 to the Town of Webster. Selectman Starzec stated he would like to get the opinions of Doran Crouse and Scott Charpentier to see if the Flushing Program is beneficial. He stated he does not want to lose ground that the Town has gained in flushing the hydrants. Selectman Becker stated he too would like to hear from Doran Crouse. Selectman Dowgiewicz stated he will hold off on his motions until the next Selectmen's meeting in order to have Doran Crouse attend the meeting. He asked that the Board come up with other ideas between now and the next meeting.

Adjournment

Motion: made by Selectman Starzec, seconded by Selectman Jolda to adjourn the meeting at 8:25 p.m.

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

Respectfully submitted,
Courtney M. Friedland
Executive Secretary