

**ROBERT MILLER  
BOARD OF SELECTMEN  
TOWN OF WEBSTER  
ANDREW M. JOLDA  
RANDALL V. BECKER  
MARK G. DOWGIEWICZ  
DONALD D. BOURQUE  
ROBERT J. MILLER**

A Board of Selectmen's Meeting was held on in the Selectmen's Meeting Room at the Town Hall on Monday, May 22, 2017. Chairman Jolda called the meeting to order at 6:03 p.m.

**Attendance:** Robert Miller, Donald Bourque, Mark Dowgiewicz, Randall Becker and Chairman Jolda

**Pledge of Allegiance:** Chairman Jolda led the Selectmen in the Pledge of Allegiance.

#### **MEETING MINUTES**

**Motion:** made by Selectman Miller, seconded by Selectman Bourque to approve the meeting minutes of April 24, 2017.

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

**Motion:** made by Selectman Miller, seconded by Selectman Bourque to approve the meeting minutes of May 6, 2017.

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

**Motion:** made by Selectman Miller, seconded by Selectman Bourque to approve the meeting minutes of May 8, 2017.

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

**Motion:** made by Selectman Miller, seconded by Selectman Bourque to approve the executive session meeting minutes of April 24, 2017.

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

#### **Swearing-In Ceremony – Kevin Adams – Captain, Paul Konieczny – Captain, and Henry Fontaine - Lieutenant**

Kevin Adams, Paul Konieczny and Henry Fontaine come forward. Town Clerk Robert Craver swore them in. Chief Hickey stated these men have worked very hard to achieve these ranks. He stated they have spent countless hours in classes and preparing for exams. Chairman Jolda stated he is very proud of the Webster Fire Department. He stated he would like to congratulate all three men on an outstanding job.

#### **Webster School Committee/Board of Selectmen's Joint Meeting – Interview and Vote to Appoint Candidate to Fill a Vacancy on the School Committee**

Mr. Hurton came forward. He stated the Board of Selectmen received on letter of interest for the vacancy on the School Committee. He stated Kathy Napierata was not in attendance but had a very good background. He stated Mr. Napierata would serve until the next election.

**Motion:** made by School Committee Chairman Hurton, seconded by Selectman Becker to appoint Kathy Napierata to the School Committee until the next election.

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

Selectman Becker recused himself for the next agenda item.

**WEF Properties LLC, 114 Point Breeze Road owned by James R. Alkire – Vote to amend the underground storage license for 5,000 gallons of gas and the above ground storage license for 1,950 gallons of propane.**

James Alkire came forward. He stated he was seeking to transfer the license from the prior owner to WEF Properties, LLC. He stated nothing other than the license name was changing.

**Motion:** made by Selectman Dowgiewicz, seconded by Selectman Bourque to amend the underground storage license for 5,000 gallons of gas and the above ground storage license for 1,950 gallons of propane

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

### **Town Treasurer James Chauvin – Vote to Authorize the Treasurer to File an Application with the Municipal Oversight Board for the Use of the State Qualified Bond Act.**

**Motion:** made by Selectman Dowgiewicz, seconded by Selectman Bourque to authorize the Town Treasurer to file an application with the Municipal Oversight Board for the use of the State Qualified Band Act.

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

### **Vote and Sign Closing Documents on the Bond Anticipation Notes in the Amount of \$9,234,434.00**

**Motion:** made by Selectman Bourque, seconded by Selectman Miller to approve the Bond Anticipation Notes in the Amount of \$4,040,551.00 for the Park Avenue Elementary School Project.

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

**Motion:** made by Selectman Bourque, seconded by Selectman Miller to approve the Bond Anticipation Notes in the Amount of \$5,193,883.00.

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

### **Kenny Pizzetti – Safety Committee Recommendations**

Kenny Pizzetti came forward. He stated the Safety Committee met on April 19, 2017 to conduct its quarterly meeting. He stated the Board received a memo with their recommendations. He stated the first recommendation was to request permission to place 4 (ONE SIDE PARKING ONLY) signs on the left side of the roadway starting on Lincoln Street going until Cody Street.

**Motion:** made by Selectman Miller, seconded by Selectman Dowgiewicz to approve the Safety Committee's request to place 4 (ONE SIDE PARKING ONLY) signs on the left side of the roadway starting on Lincoln Street going until Cody Street

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

Mr. Pizzetti stated the second recommendation was to request permission to place a (NO PARKING EITHER SIDE) starting from Mechanic Street to Lake Street.

**Motion:** made by Selectman Becker, seconded by Selectman Bourque to approve the Safety Committee's request to place a (NO PARKING EITHER SIDE) starting from Mechanic Street to Lake Street.

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

Mr. Pizzetti stated the third recommendation was to request permission to place a (STOP) sign on the north side of the roadway circle on Union Point.

**Motion:** made by Selectman Miller, seconded by Selectman Bourque to approve the Safety Committee's request to place a (STOP) sign on the north side of the roadway circle on Union Point.

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

## **Town Administrator's Report**

Town Administrator Doug Willardson stated the Firefighter Muster was held at Memorial Beach on May 21, 2017.

He stated the Memorial Day Parade will be May 29, 2017 at 11:00 a.m.; Ceremony at Town Hall at noon.

He stated the Town offices will be closed on Memorial Day.

He stated the Summer Reading Program will start June 19, 2017 for both children and adults. He stated to visit the Library's website/Facebook page for more information.

He stated under Public Health and Safety the Opioid Taskforce held its 2<sup>nd</sup> meeting. He stated there has been 12 overdoses in the past two months. He stated this is down by roughly half compared to a year ago. He stated out of the 12 that have overdose; 25% accept help and are in rehabilitation programs. He stated Lt. Shaw, Gary Milliard of the Webster EMS and the Webster Resource Center have been phenomenal. He stated there was a shooting Saturday on Maynard Avenue. He stated it is the third shooting in the last six months. He stated the Recreation Program brochures for summer camps will be distributed in May. He stated there will be an article in the Yankee Shopper publicizing our summer camps. He stated online registration will be available next year and we will also offer beach stickers online. He stated the beach will open on the weekends starting Memorial Day weekend.

He stated under Financially Responsible the FY16 Free Cash has been submitted and approved. The FY17 budget for Snow and Ice has a deficit of \$155,000. He stated legal is \$77,429 spent of \$100,000 budgeted. He stated the FY18 budget was approved at Town Meeting. He stated he is looking to put together a five year forecast. He stated the Independent auditor has been onsite for the past two weeks. He said the Town should expect a draft audit by mid-June.

\$62,063. He stated the School Committee is voting on the FY18 budget on April 24, 2017. He stated they received an additional \$54,000.00 in State Aid. He stated he met with DOR for the town's audit. He stated they will provide a memo shortly with recommendations. He stated one of their recommendation would be to hire a new auditor. He stated he will be holding a Finance Team Meeting every Tuesday at 9:00 a.m. He stated the Town Meeting is May 8, 2017.

He stated under Economic Development the new Town Planner, Anne Morgan and himself sent out letters to all businesses. He is coordinating with the Chamber and local Business Alliance. He stated he attached CME weekly status report to his report.

He stated under Maintain Infrastructure the Davis Street construction is underway. He stated National Grid will be fixing gas leaks along Main Street within the next two weeks. He stated the Water Treatment Plant will bid in July with construction to start in September. He stated the Library Project is on budget and mostly on schedule.

He stated under Effective Delivery of Services/Operations he reviewed analysis for LED streetlights conversion. He stated National Grid can retrofit with a savings of \$27,000.00 annually. He stated he met with the Personnel Advisory Board and will continue to meet to develop a personnel handbook. He stated the Library will have their performance report at the next Board of Selectmen's Meeting.

He stated under Clean and Beautiful the French River Park/Davis Street business signs are ready to be installed. He stated the vacant store fronts will have art put in them.

He stated under Transparent, Informative, Engaged and Customer Friendly Government that they will soon have an updated website. He stated the Board of Selectmen's packets, Town Administrator's Report, Audit and ereport will be online. He stated there will be a citizen's survey on our website for residents to take. He stated the 4<sup>th</sup> of July fireworks will be held on July 1<sup>st</sup> at dusk.

Selectman Miller stated there has been a lot of reaction to the recent shootings. He stated without getting involved he feels something needs to be done. He stated he would like if the Board could offer help and give any advice. Mr. Willardson stated he would gladly accept any suggestions and input. Selectman Dowgiewicz stated he talked about this over five years ago. He stated he would definitely like to work with Mr. Willardson on coming up with ideas and/or suggestions. Mr. Willardson stated there are two new Police Officer who just started. He stated he is open to looking at different avenues. Selectman Becker stated he would caution to Board to stay out of day to day activities. Selectman Miller stated this was to help the Town Administrator. He suggested Selectman Dowgiewicz work with Mr. Willardson because he has a Police background.

**Motion:** made by Selectman Miller, seconded by Selectman Jolda for Selectman Dowgiewicz to work with the Town Administrator to coming up with ideas and/or suggestions for the Police Department and to keep the Board updated.

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

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

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

## **New Business**

Mr. Willardson stated the PACC received a three day suspension on June 13, 2016 in which they have appeal to the ABCC. The ABCC is requesting the Board vote a statement of reason for that suspension.

**Motion:** made by Selectman Becker, seconded by Selectman Bourque to adopt the following findings: 1. Violation of 204 CMR 2.05 (2) - No licensee for the sale of alcoholic beverages shall permit any disorder, disturbance or illegality of any kind to take place in or on the licensed premises. The licensee shall be responsible therefor, whether present or not. 2. Violation of 204 CMR 2.05 (8) - All premises covered by a license or storage permit shall be kept in a clean and sanitary condition at all times. 3. Violation of M.G.L. c. 138, §69 - Service of Alcohol to Intoxicated Persons; and 4. Violation of M.G.L. c. 138, §34 - Service of Alcohol to Person Under the Age of 21. 5. Violation of G.L. c. 138 §12 – allowing patron to leave the licensed premises with alcoholic beverages.

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

**Motion:** made by Selectman Bourque, seconded by Selectman Becker to approve Sts. Constantine & Helen Church request for a "One Day" liquor license for June 10, 2017 from 11:00 a.m. to 7:00 p.m. for a Gyro Festival.

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

Selectman Miller stated he just wanted to have a discussion with the Board to see what, if any, Selectmen's Policies should be reviewed. He stated the Board can prioritize them and list the top five at the next meeting. Selectman Bourque stated the Board can take two policies per month.

Mr. Willardson stated he included a copy of the proposed IMA with the Town of Oxford for the Board review. He stated it is the same contract as before. He stated Oxford have already voted to approve the contract.

**Motion:** made by Selectman Dowgiewicz, seconded by Selectman Miller to approve the Intermunicipal Agreement between the Town of Oxford and the Town of Webster for the transportation and treatment of wastewater.

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

Jean Travis came forward. She stated there was a vacancy of the Library Building Committee with the passing of her husband. She stated Shawn Young submitted a letter of interest and they would like to have him appointed.

Shawn Young came forward. He stated he submitted a letter because he would like to get involved.

**Motion:** made by Selectman Bourque, seconded by Selectman Miller to appoint Shawn Young to the Library Building Committee.

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

Mr. Willardson stated they have come up with a new form of “One Day” liquor license requests. This will be put online and will now be the formal application.

Mr. Willardson stated he will be putting out a town wide survey. He stated he did send it to the Department Heads for their feedback. He stated some of them said it was too long. He stated it will be distributed online.

Mr. Willardson stated he is sorry to announce that the Board of Selectmen’s Secretary has accepted the position as the Town Administrator’s Secretary. He stated the Board will need to advertise this position. Selectman Becker would like this posted internally for two weeks.

**Motion:** made by Selectman Bourque, seconded by Selectman Becker to post the Board of Selectmen’s Secretary vacancy and authorize the Chairman and Vice-Chairman to conduct interviews.

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

Selectman Becker stated he would like to have “Permanent Beach Committee” on the next agenda.

### **Informational Mail**

Mr. Willardson went through each informational mail item.

### **Adjournment**

Chairman Bourque adjourned the meeting to Executive Session at 7:15p.m. in accordance with MGL c. 30A sec.21 (a) (7); and MGL c. 265 sec. 24B and 24C, to approve and amend the February 27, 2017 Executive Session meeting minutes by adding the name of a case which must be kept confidential under MGL c. 24B and 24C.

**Motion:** made by Selectman Miller, seconded by Selectman Dowgiewicz to go into executive session at 7:15p.m. and not to come back into regular session.

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

Respectfully submitted,  
Courtney M. Friedland  
Executive Secretary