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**BOARD OF SELECTMEN
REGULAR SESSION MEETING MINUTES
Monday, September 11, 2017**

Webster Town Hall, 2nd Floor Board of Selectmen's Meeting Room
350 Main Street, Webster, MA 01570

MEETING OPENING: At 6:00 p.m., Chairman Jolda called the meeting to order. The following individuals were present: Chairman Andrew Jolda, Secretary Mark Dowgiewicz, Selectman Robert Miller, Selectman Donald Bourque, Town Administrator Doug Willardson, and Executive Secretary Jennifer Cederberg. Vice Chairman Randall Becker was absent.

The Board and audience stood and took the Pledge of Allegiance.

PROCLAMATION FOR ADULT DAY SERVICES WEEK: Chm. Jolda read the Proclamation which was prepared for Adult Day Services week whose theme this year is "Celebrating Diversity in Adult Day Services". He presented the Proclamation to Joseph Rizzo, Executive Director and Owner of Accord Adult Day Center in Webster.

HOLIDAY BAZAR SPONSOR: Ms. Carole Marchand came before the Board to request that they serve as a sponsor for an upcoming holiday bazar on 12/9/17 from 11 am – 4 pm to be located at one of the schools, probably the Park Ave Elementary School. She explained that if the Board sponsors the Bazar, the school will allow her to use the space for free. Ms. Marchand invited the Selectmen to participate in the bazar.

Motion by Sel. Bourque, seconded by Sel. Miller, to sponsor a holiday bazar to be held at one of the schools on 12/9/17 from 11 am – 4 pm. The motion passed unanimously.

APPOINTMENT TO THE COUNCIL ON AGING:

Motion by Sel. Dowgiewicz, seconded by Sel. Miller, to appoint Elaine Gould to the Council on Aging. The motion passed unanimously.

DISCUSSION WITH JASON PAIDER OF THE WEBSTER LAKE ASSOCIATION: Mr. Jason Paider from the Webster Lake Association reviewed the contributions the organization has made to the Town over the past year. He discussed opening up the mouth of the brook toward the lower Gore Road overpass. Mr. Paider requested permission for the Highway Department to install a gate in this area which is owned by the Town. He stated that the Lake Association would provide the gate.

Motion by Sel. Miller, seconded by Sel. Dowgiewicz, to grant permission for the Highway Department to install the gate provided by the Webster Lake Association. The motion passed unanimously.

CHARTER REVIEW COMMITTEE PRESENTATION: The Charter Review Committee called their meeting to order at 6:17. Mr. Earl Gabor, Chairman of the Charter Review Committee, informed the Board that the Committee was formed in April of 2016. He stated that they have engaged committees and boards and involved Town Counsel during the review and revision process. Mr. Gabor stated that the Charter Review Committee will be holding a Public hearing on 9/18/17 at 6 pm. He informed the Board that the proposed changes to the Charter will be incorporated into the Warrant for the Special Town Meeting 10/30/17. Mr. Gabor went on to review a slide presentation with the Board. He stated that the focus of the review was to clean up the charter and put Webster on par with other communities. He further stated that the committee proposes to remove parts which are subject to change and move to them into a by-law format. Mr. Gabor highlighted that substantive changes include: changing several elected positions to appointed positions as recommended by DOR. These would include Treasurer, Collector, and Assessor. It would also include the creation of a Water and Sewer Commission. Mr. Gabor noted that it is proposed that the Finance Committee be reduced from 15 to 9 members: 3 elected, 3 appointed by the Board of Selectmen, and 3 appointed by the Moderator. The Board of Health would also be increased from 3 to 5 members with two being appointed by the Town Administrator. He stated that Charter changes require 2/3 vote at Town Meeting to go to a ballot vote and he is hoping for citizens buy-in. The Board did not voice any opposition to the proposed changes. Mr. Gabor stated that the people in the positions being proposed to change from elected to appointed support this change. The Town Administrator thanked the Charter Review Committee and Courtney Freidland for preparing the slide presentation. He stated that Town Meeting will not be to approve it: a favorable vote will allow it to be put on the ballot.

At 6:47 pm, Charter committee adjourned.

APPOINTMENT TO THE FINANCE COMMITTEE: Laura Bauckus appeared before the Board and her letter of interest was reviewed. She stated that she works in Finance/IT, has an MBA in business, and sees the need for fresh blood to bring skills and fresh set of eyes to help the Town.

Motion by Sel. Bourque, seconded by Sel. Dowgiewicz, to appoint Laura Bauckus to the Finance Committee for one-year term. The motion passed unanimously.

CONSENT ITEMS:

Motion by Sel. Miller, seconded by Sel. Bourque, to accept the meeting minutes from June 19, 2017. The motion passed unanimously.

TOWN ADMINISTRATOR'S REPORT: Mr. Willardson recapped the Civil War Reenactment, the upcoming Street Fair, the hours for Trick or Treating and the Blessed Backpack Brigade's Fellowship Meal. He noted that he would be receiving a report from the hearing officer who conducted the disciplinary hearing with the Police Sargent on 9/29/17. The Open Space Committee is still looking for volunteers. The FY16 Audit is complete and will be presented at the Board's 10/2/17 meeting. There is a survey on the Town's website about what banners residents would like to see downtown. He gave an update as to the status of the Water Treatment Plant bid process and the Library Building Project. The Sheriff's Office has been working hard to clean up outside near the Veterans Memorials and the French River Park.

Motion by Sel. Bourque, seconded by Sel. Miller, to accept the Town Administrator's Report. The motion passed unanimously.

HILL STREET AUTO EXPANSION OF LICENSE:

Motion by Sel. Dowgiewiz, seconded by Sel. Bourque, to approve the expansion of the Class II License for Hill Street Auto, 31 Hill Street, to increase the amount of cars to a total of 30. The motion passed unanimously.

ADOPT MGL CH 32B SECTIONS 21-23: Mr. Willardson reviewed a slide presentation explaining what the Group Insurance Commission (GIC) is, defining the differences between premiums, deductibles, and co-pays as well as the differences between PPOs, HMOs, POS and Indemnity Plans. He stated that the purpose of reviewing this information is to discuss whether or not to join the GIC, join a consortium, or stay with Blue Cross Blue Shield. Mr. Willardson stated that the GIC offers the most savings to Town employees and the Town itself. He informed the Board that the GIC is undergoing procurement to go out to bid for new health plans. He stated that the new plans and their costs and benefits will be ready in March. Mr. Willardson informed the Board that they can adopt the statutes tonight but defer making a decision until the GIC's rates and plans are available in March. He stated that the GIC is able to negotiate much better rates than single Town due to the number of covered lives and bargaining power. They offer good health plans, high quality care, lower premiums, and more generous packages. Mr. Willardson said that if the Town were to go with the GIC, he would assume a July 1, 2018 enrollment. He informed the Board that he will be meeting with all unions. Sel. Dowgiewicz stated that whatever insurance offered needs to be comparable to what we currently offer for all employees.

Motion by Sel. Miller, seconded by Sel. Dowgiewicz, to adopt MGL Ch. 32b, Sections 21-23. The motion passed unanimously.

CHANGE OF MANAGER – ALCOHOL LICENSE WEBSTER-DUDLEY POST:

Motion by Sel. Dowgiewicz, seconded by Sel. Bourque, to approve the change in Manager Application on the Alcoholic Beverages License/Club License (All Alcohol) from the Commonwealth of Massachusetts Alcoholic Beverages Control Commission for the Webster-Dudley Post #184 American Legion, Inc., DBA American Legion Post #184, 9 Houghton Street, Webster, to name Mark Allen Landry as Manager on the Alcohol License. The motion passed unanimously.

AMEND LICENSE FOR CAR AND TRUCK WHOLESALERS:

Motion by Sel. Miller, seconded by Sel. Bourque, to Amend the Class II License for Car and Truck Wholesalers, 181 Thompson Road, under the name Francis E. Mello, to place an additional name on the license: his son, Francis Mello, Jr. The motion passed unanimously.

CHANGE OF OWNER ON COMMON VIC LICENSES FOR HONEY DEW DONUTS AND HONEY FARMS:

Motion by Sel. Dowgiewicz, seconded by Sel. Miller, to approve the applications for a change of owner on the common victualler licenses for Honey Dew Donuts #3827 and Honey Farms #3827, 188 Gore Road, from Wilfred L. Iandoli to Global Montello Group Corporation. The motion passed unanimously.

REVIEW TOWN FINANCIAL POLICIES: Mr. Willardson reviewed the list of financial policies noting that most are general policies that have been customized to fit the Town. He stated that some are policies that were developed specifically for the Town and have been grouped together so that all policies are in one location. Sel. Bourque asked Mr. Willardson to develop an Executive Summary highlighting the proposed changes so that the Board can review it and vote on the packet at the next meeting.

TOWN OF WEBSTER RENTAL CONTRACT: Mr. Willardson reviewed the updated proposed rental contract to be used when individuals of groups request to use Town facilities. He stated that this is a draft rental contract which includes a fee structure and requirements in terms of insurance. Mr. Willardson stated that fees depend on who requestor is and that some are not charged if the function is Town-related. Mr. Willardson stated that he has the authority to waive fees but that fees are always charged when the Town incurs costs.

Motion by Sel. Dowgiewicz, seconded by Sel. Miller, to approve the Town of Webster Rental Contract with Guidelines and Fees. The motion passed unanimously.

TOWN OF WEBSTER'S CITIZENS SURVEY: Mr. Willardson reviewed the compiled results of citizen's survey. He pointed out that citizens are overall happy with the value they receive for their taxes. He noted that approximately 350 people took the survey. Areas of concern noted were crime, drugs, water, while areas which scored high were Police, Fire, and employee interaction. He stated that the development of the new website will help alleviate some of the concerns in not being able to find information easily. He also noted that we are doing a better job reaching out via social media and will continue to do so. Overall, he stated that the results were better than expected with most of the categories falling into an average range with the exception of the ones noted above.

REHABILITATION PROJECT AT THE ARMORY: Mr. Willardson stated that the individuals rehabilitating the Armory came to him to speak about the \$35,000 cost to install sprinkler system. They have requested to extend the water main to the site at no cost to them (\$10,000). Sel. Dowgiewicz stated that \$10,000 is a small price to pay to get the building up and running. Sel. Bourque stated that building has been vacant for a long time.

Motion by Sel. Dowgiewicz, seconded by Sel. Bourque, to provide the water main extension to the Armory at no cost. The motion passed unanimously.

PROPOSAL OF LAND AT 0 HIGH ST.: Mr. Willardson informed the Board that the property owners of 0 High Street, which is 1.13 acres made up of 4 parcels of land across the street from old senior center, have come forward and offered to donate this land to the Town. He stated that the area has been cleaned up by property owners and that they have offered the land to the Town to avoid having problems with congregation of a homeless population in the future. Mr. Willardson stated that this would need to be accepted by Town Meeting. Sel. Miller stated that he knows someone who might be interested in purchasing a parcel. Mr. Willardson asked the Board if they would want to entertain the offer to accept the donation. He stated that once the Town owns it, we can do anything we want with it. He suggested that one idea that has been brought up is creating a Dog Park which would contribute to the neighborhood feeling in the downtown area. Sel. Miller stated that the owners are donating it to the Town to take it off of their tax rolls and that this area has been a long standing problem. Sel. Bourque reminded that Board of the need to be cognizant that we would be relocating many people and where would they go from there. Mr. Willardson assured him that a Liaison would be found before the land was cleared to work with the individuals who reside in the space to try to get them help, shelter, and provide them with other options for services that might be beneficial to them.

Motion by Sel. Bourque, seconded by Sel. Dowgiewicz, to pursue the donation of land at 0 High Street and to form a Land Use Committee to study the best use for this land. The motion passed unanimously.

ACCEPT TOWN MEETING WARRANT FOR 10/16/17: Mr. Willardson reviewed the contents of the updated Town Meeting Warrant which was reviewed by Town Counsel today. He stated that he would like to add a Recreation Director to Article 6 though it is unclear if there is funding available yet. He further recommend changing the Article 23 dollar amount to \$4,000.

Motion by Sel. Miller, seconded by Sel. Dowgiewicz, to approve Articles 1-28 and 30. The motion passed unanimously.

Motion by Sel. Becker, seconded by Sel. Miller, to defer on Article 28 and 29. The motion passed unanimously.

OPEN THE WARRANT FOR THE SPECIAL TOWN MEETING ON 10/30/17:

Motion by Sel. Becker, seconded by Sel. Dowgiewicz, to open the Warrant for the Special Town Meeting on Monday, 10/30/17, at 7:00 pm., at the Bartlett High School Auditorium, 2 Lake Parkway, with the Warrant to close on Friday, 9/15/17, at 12:00 pm. The motion passed unanimously.

APPOINTMENT OF SELECTMAN TO CMMPO:

Motion by Sel. Bourque, seconded by Sel. Dowgiewicz, to appoint Chm. Jolda to the Central Massachusetts Metropolitan Planning Organization. The motion passed unanimously.

EXECUTIVE SESSION: At 8:00 pm,

Motion by Sel. Bourque, seconded by Sel. Dowgiewicz, to enter into Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel: to review changes

and discuss negotiations for a new memorandum of agreement through June 30, 2019, with the Service Employees International Union Local 888 Water Department employees. By Roll Call Vote – Sel. Miller – yes, Sel. Bourque – yes, Sel. Dowgiewicz – yes, Sel. Becker – yes, Chm. Jolda – yes.

EMERGE FROM EXECUTIVE SESSION: At 8:20 pm,

Motion by Sel. Miller, seconded by Sel. Bourque to exit Executive Session and resume Regular Session. By Roll Call Vote: Sel. Miller – yes, Sel. Bourque – yes, Sel. Dowgiewicz – yes, Sel. Becker – yes, Chm. Jolda – yes.

ADJOURN:

Motion by Sel Dowgiewicz, seconded by Sel. Bourque, to adjourn. The motion passed unanimously.

Respectfully Submitted,

Jennifer Cederberg, Executive Secretary to the Board of Selectmen