

Board of Selectmen
February 28, 2019

Jonathan Keep
Robert Czekanski
Stanley Wysocki
Don Lowe, Town Administrator
Linda L. Day, Town Secretary

Mr. Keep called the Board of Selectmen's meeting to order at 7:00 p.m.

RECOMMENDATION TO PROMOTE PATROLMAN WALTER NADEAU TO SERGEANT
Police Chief Nelson recommended that Patrol Officer Walter Nadeau be promoted to the open position of Sergeant vacated by Sergeant Warnken. The selection process included a written exam followed by an interview conducted by two Police Chiefs selected by the Commonwealth Police Services. Patrol Officer Walter Nadeau had the top score well ahead of his opponent. Police Chief Nelson stated that Patrol Officer Nadeau is everything he would like to see in a Bolton Officer.

On a motion made by Wysocki and seconded by Czekanski, the Board of Selectmen voted to promote Walter Nadeau to Sergeant. (Keep – yes, Czekanski – yes, Wysocki – yes) Sergeant Nadeau's wife Kelly, with several family members present, pinned the badge on Sergeant Nadeau's uniform and he was congratulated by everyone.

REVIEW OF PROPOSED TRANSFER STATION BYLAWS AND REGULATIONS
Mr. Lynch, DPW Director and Ms. Caisse, DPW Administrative Assistant reviewed the draft bylaws and regulations for the operation of the transfer station with the Board of Selectmen. The transfer station provides services to the Town of Bolton for the disposal of household trash and recycling. The bylaw must be approved by Town Meeting and provides the statutory authority for the operation of the transfer station. The regulations, which don't require approval at Town Meeting, provides the details for the operation of the transfer station including the noncriminal disposition for violations.

Mr. Keep suggested that signage at the transfer station be improved along with educating the public about the do's and don'ts at the transfer station and recycling center.

Mr. Lynch will attend the Board of Selectmen's meeting on Thursday, March 7, 2019 to discuss the submission of an article for the Annual Town Meeting warrant to adopt the transfer station bylaws. Mr. Lynch welcomed comments from the Board of Selectmen in advance of the meeting.

REQUEST FROM MAYFLOWER COUNCIL, BOY SCOUTS OF AMERICA TO PLACE AN ARTICLE ON THE ANNUAL TOWN MEETING WARRANT

Mr. Bryan Feather, Scout Executive and Chief Executive Officer and Mr. Hank Rauch, a representative from Mayflower Council, Boy Scouts of America met with the Board of Selectmen to request an article be placed on the Annual Town Meeting warrant granting a utility and access easement in, on and under a portion of Town property abutting Little Pond, known as Person's Park. The Mayflower Council is working on a master plan to improve the utilities and sanitation facilities for the camp at Little Pond and due to ledge an easement is required from the

Town. The Mayflower Council will follow the building code requirements and will return the terrain to its natural condition.

Mr. Czekanski expressed his concern that the utilities and septic system easement could foreclose any opportunities the town may have to use the Persons Park property as a town beach in the future.

The Board of Selectmen suggested that the Mayflower Council speak with the Conservation Commission, Parks and Recreation Commission and the Friends of Persons Park regarding the proposal and follow up with the Board of Health before coming back to the Board of Selectmen with proposed plans. In the meantime, Mr. Rauch agreed to flag the area.

UPDATE ON FY20 BUDGET

Mr. Brian Boyle, Chairman of the Advisory Committee provided an update on the FY20 budget. After March 5th, the Advisory Committee will have met with all the departments and on March 12th they will meet with the Capital Planning Committee to discuss the capital expenditure requests. The estimated revenue is \$25,705,749 and the estimated expenditures is \$25,908,225 for an estimated deficit of \$202,476 not including \$100,000 for the snow and ice deficit. Certified free cash is \$829,630. If \$459,022 is used to fund 7 out of 18 capital requests it would leave \$370,609 in free cash. If the free cash was used to balance the operating budget as well, the free cash remaining at the end of FY20 would be \$168,133. According to the Financial Policies the Town should try to start the next fiscal year with certified free cash at 3% to 5% of the previous year's total budget.

The current proposal is to borrow for a culvert at Wattaquodock Hill Road (\$500,000) and a DPW Truck (\$90,000). Additional staffing requests included a new Traffic Enforcement Officer, \$47,112 but has since been pulled from the budget; new Parks and Recreation Coordinator, \$12,095 and an increase from 8 hours to 15 hours for the Council on Aging (COA) Activities Coordinator, \$2,428. The Nashoba budget is increasing 4.99% - an increase of \$732,199 and the Minuteman budget is increasing 8.10% - an increase of approximately \$47,463. Other notable increases are in the Conservation Commission, Fire and Dispatch departments, Veterans benefits, Worcester County Retirement and OPEB budgets.

The Board of Selectmen discussed options for balancing the budget that included using Chapter 90 money for the Spectacle Hill Road/Century Mill Road and Long Hill Road culverts; coming up with a short term solution for the Wattaquodock Hill Road culvert, combining the Parks and Recreation and COA Activities Coordinator and revisiting the hotel tax which is 2% in Bolton.

Mr. Czekanski agreed that he would rather budget for the Parks and Recreation Coordinator position versus the purchase of equipment and labor for live broadcasting of meetings at the Public Safety

Building. Mr. Boyle agreed to forward the information regarding the Parks and Recreation Coordinator to the Board of Selectmen.

REVIEW OF THE ANNUAL TOWN MEETING WARRANT

The Board of Selectmen did the first review of the draft warrant for the Annual Town Meeting on Monday, May 6, 2019. There are 16 articles, 9 of which are Planning Board articles; and 19 placeholders for capital requests that have not been determined as yet.

TOWN ADMINISTRATOR REPORT

Update on Minuteman: The project is going great.

Update on the Town Hall Portico: As of today the asbestos and the bat guano has all been abated. The project is on schedule and the budget is being managed tightly.

BOARD OF SELECTMEN

Public Service Announcements: The Hazardous Waste Facility opens in March. For details visit the website at www.devenshlw.com.

Mr. Keep announced that he is coming to the end of his first term as a Selectman and will be running for a second term.

Request for permission to hold the "Climb to the Clouds" Bike Ride on May 19, 2019: Mr. Steve Carlson, Chairman of the Charles River Wheelers, who couldn't be here this evening, requested permission for the riders to pass through Bolton on May 19, 2019 between 8:30 a.m. – 10:00 a.m. on their way to Mt. Wachusett and between 11:30 a.m. – 2:00 p.m. on their return. Police Chief Nelson has approved of this request. On a motion made by Wysocki and seconded by Czekanski, the Board of Selectmen voted to approve the request. (Keep – yes, Czekanski – yes, Wysocki – yes)

Board of Selectmen's Annual Report for 2018: On a motion made by Wysocki and seconded by Czekanski, the Board of Selectmen voted to approve the 2018 Annual Report drafted by Mr. Wysocki. (Keep – yes, Czekanski – yes, Wysocki – yes)

Board of Selectmen's Statement for the warrant for the Annual Town Meeting on May 6, 2019: Mr. Wysocki agreed to draft the Selectmen's statement for submission in the Annual Town Meeting Warrant.

Bills/Payroll Warrants: On a motion made by Wysocki and seconded by Czekanski, the Board of Selectmen voted to approve the bills/payroll warrant of W19-16 and W19-16A; W19-17 and W19-17A; and W19-18 and W19-18A. (Keep – yes, Czekanski – yes, Wysocki – yes)

EXECUTIVE SESSION

On a motion made by Wysocki and seconded by Czekanski, the Board of Selectmen voted 3-0 by roll call (Keep –yes, Czekanski – yes, Wysocki – yes)) to enter into executive session at 7:37 p.m. pursuant to MGL c. 30A, Section 21 (a) to discuss strategy with respect to contract negotiations with non-union personnel. The Board announced it would reconvene to open session.

EMPLOYMENT AGREEMENT BETWEEN THE TOWN OF BOLTON AND MR. DONALD LOWE
Mr. Czekanski announced that in executive session the Board of Selectmen voted to re-open the Employment Agreement between the Town of Bolton and Mr. Donald Lowe, and in doing so extended the agreement to June 30, 2022 and removed Schedules A and B in its entirety from the agreement. The Board of Selectmen will vote to execute the agreement reflecting the amendments at its next meeting.

On a motion made by Czekanski and seconded by Wysocki, the Board of Selectmen voted to adjourn at 9:10 p.m. (Keep – yes, Czekanski – yes, Wysocki – yes)

Respectfully submitted by Linda L. Day