

Board of Selectmen  
August 20<sup>st</sup>, 2020  
Via Zoom Remote Conferencing\*

Robert Czekanski, Chair  
Stanley Wysocki  
Jonathan Keep  
Don Lowe, Town Administrator  
Jenny Jacobsen, Town Secretary

Approved via Zoom  
by RC, JSW  
on 9/10/20 8/8

Mr. Czekanski called the meeting to order at 7:00 p.m.

#### CEMETERY COMMITTEE

The Cemetery Committee requested the acceptance of the gift of a hand forged gate created by artisan Jennifer Petrila to be installed at the West Cemetery. Robert and Alice Roemmer are donating the materials.

Board had no questions.

**On a motion made by Wysocki and seconded by Keep the Board voted unanimously by roll call to accept the gift as described. (Wysocki-yes, Keep-yes, Czekanski-yes)**

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to appoint Thomas Guyer as the Veteran's Grave Officer. (Wysocki-yes, Keep-yes, Czekanski-yes)**

#### BOLTON ACCESS TELEVISION

Nicki McGachey of Bolton Access Television updated the Board on activity. The summer has been strangely busy with school committee and public meetings rather than big public events or concerts. They have done a few Council on Aging exercise classes and a Buckthorn walk with Conservation.

Quarter 2 Comcast payment is in. It is down about \$500 from the previous one.

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to release \$26,148.21 from the PEG Cable Account for operations to Bolton Access Television. (Wysocki-yes, Keep-yes, Czekanski-yes)**

#### PLANNING BOARD PROJECTS

The Woods at Farm Road-Erica Uriarte, Town Planner was in attendance to update the Board on current projects. The Woods at Farm Road is a 40B that is before the Zoning Board of Appeals. They have requested the Board of Selectmen weigh in on the list of waivers requested by the applicant. The applicant is looking to do work within the 100-foot buffer and some zoning reduced frontage setbacks.

Ms. Uriarte explained that the applicant would still need to get approval from Conservation for the work in the wetland area and will also need to go to the Board of Health for approvals on the septic system and well. They are still required to meet the state wetland protection act. Mr. Keep had some concern with the long list of waivers related to the wetlands. Mr. Czekanski also shared concerns particularly related to sewage disposal system and well.

Keyes Farm- Two local action units are located at the Bonazzoli house at 258 Hudson Road which is part of Moderator way. In order to get them on our inventory there is a regulatory agreement to be executed by the Board. The units are deed restricted affordable in perpetuity.

**On a motion made by Wysocki and seconded by Keep the Board voted unanimously by roll call to execute the regulatory agreement and declaration of restrictive covenants for ownership project of Keyes Farm. (Wysocki-yes, Keep-yes, Czekanski-yes)**

#### Intermunicipal Agreement-

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to execute the IMA for regional housing consultant. (Wysocki-yes, Keep-yes, Czekanski-yes)**

#### Housing Production Plan-

Brian Boyle and Mark O'Hagan were in attendance to answer the Board's questions. The Housing Production Plan defines how to meet the 10% affordable housing inventory and evaluates housing needs

in general. Board reviewed a power point presentation. One of the strategies that the Housing Production Committee will be recommending is a large-scale rental “friendly” 40-B. Mr. O’Hagan explained that a large-scale rental is really the only way that a small town can get to the 10%.

Mr. Keep recommended that we consider eliminating the option for fee-in-lieu-of option to avoid building affordable units. Ms. Uriarte would bring it back to the Planning Board for consideration. Mr. Boyle explained that the final draft will be published to the website for a period of 30 days for public comment. Mr. Czekanski recommended that the power point be made available on the website.

Economic Development Committee- The Committee is having trouble making quorum.

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to reduce the quorum from 9 to 7 members. (Wysocki-yes, Keep-yes, Czekanski-yes)**

#### TOWN ADMINISTRATOR REPORT

Covid -19 Update- There is nothing new to report. Things are going well. The volume is low due to the remote services.

Staff Update-Ali Webb has resigned from the Parks and Recreation Coordinator position so we have reposted the position.

MassWORKS update- Mast arms are in. The lights will flash for about 10 days to give drivers a chance to acclimate. Grass strips will be replaced. ETL has been a good partner.

The truck exclusion was not approved by the Clinton Board of Selectmen. Mr. Lowe will continue to pursue it with Mass DOT.

Drought Situation-Mr. Lowe announced that we are at a level 2 drought advisory. Compliance for well owners is voluntary, but we are taking steps to inform and advise the public to take measures to conserve water resources.

FY21 Goals- Mr. Lowe presented his list of goals to the Board of Selectmen.

1. Oversee successful conversion to LED Street Lights
2. Explore the possibility of installing an electric vehicle charging station in town.
3. Continue to successfully manage Capital Planning Process including a 3-year plan with funding sources.
4. Continue to work with Advisory Committee to assist budget process for FY22.
5. Create and manage any necessary modifications to current processes relative to Covid-19 pandemic.
6. Pursue feasibility of the installation of a solar array on town-owned land.
7. Continue to support the Master Plan Committee

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to approve the Town Administrator’s FY21 goals. (Wysocki-yes, Keep-yes, Czekanski-yes).**

Mr. Czekanski requested an update on the situation with the employee who had been diagnosed with West Nile Virus. Mr. Lowe explained that the preliminary report from the state showed that it was 99.9% accurate, but more information came and it ended up being negative. No action was taken at the local level based on the presumptive positive.

#### SELECTMEN BUSINESS

##### Public Service Announcements

None.

##### Execute Warrant for 2020 State Primary

**On a motion made by Wysocki and seconded by Keep the Board voted unanimously by roll call to execute the warrant for the 2020 state primary. (Wysocki-yes, Keep-yes, Czekanski-yes).**

##### MOA for Nashoba Cadet EMT Program

Mr. Lowe confirmed that there are no major changes. It has been revised to reflect the integration of the ambulance department into the fire department.

**On a motion made by Wysocki and seconded by Keep the Board voted unanimously by roll call to execute Memorandum of Agreement Special Project Waiver for the Cadet EMT Program starting this year. (Wysocki-yes, Keep-yes, Czekanski-yes).**

Community Choice Aggregation Plan

The committee recommended that the Town Administrator be given the authority to make decisions to lock in the rates as they change rapidly.

**On a motion made by Keep and seconded by Wysocki the Board voted unanimously by roll call to authorize the Town Administrator to make decisions on the Community Choice Aggregation Plan (Wysocki-yes, Keep-yes, Czekanski-yes).**

Acceptance of Gifts

Mr. Czekanski read a list of gifts from October 2019 through June 2020.

**On a motion made by Wysocki and seconded by Keep the Board voted unanimously by roll call to accept the gifts as presented. (Wysocki-yes, Keep-yes, Czekanski-yes).**

Bills/Payroll Warrant

**On a motion made by Keep and seconded by Wysocki the Board of Selectmen voted by roll call 3-0 to approve the bills/payroll warrants W20-28 & W20-28A, W21-1 & W21-1A, W21-2 & W21-2A, W21-3 & W21-3A, W21-4 & W21-4A (Wysocki-yes, Keep-yes, Czekanski-yes).**

Minutes

**No minutes were approved.**

**On a motion made by Keep and seconded by Czekanski the Board of Selectmen voted by roll call 3-0 to adjourn at 8:18 pm. (Czekanski-yes, Keep-yes, Wysocki)**

Respectfully submitted by J. Jacobsen.

*\*All attendees participated remotely via Zoom Remote Conferencing pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A Section 18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place.*