

Select Board  
October 13<sup>th</sup>, 2022

Stanley Wysocki, Chair  
Robert Czekanski  
Not Present: Emily Winner

Via Zoom Remote Conferencing\*

Don Lowe, Town Administrator  
Jenny Jacobsen, Town Secretary

Mr. Wysocki called the meeting to order at 7:00 pm. The meeting was recorded.

#### PARKS AND RECREATION HALLOWEEN PARADE

Lisa Sheppple appeared before the Board to request permission to hold the Halloween parade on behalf of the Parks and Recreation Commission to hold a parade on October 29<sup>th</sup>. Police approval was received. Board had no concerns.

**On a motion made by Czekanski and seconded by Winner the Board voted by roll call unanimously to approve the event as requested. (Czekanski-yes, Wysocki-yes)**

#### DPW UPDATE

Randy Heglin appeared before the Board to seek input on the conversion of transfer station stickers to transfer station bags. One big hurdle was the storage of the bags. Waste Zero, a company on state contract, will warehouse the bags and deliver them on demand. They are more expensive than the stickers. The stickers were \$.04 where the bags were \$.40/bag. The kitchen sized bags would be \$.25/bag. Mr. Heglin recommended the Board look to increase the fees as they have not been changed in a while. The bags come in several bright colors so they can be easily identified. Mr. Czekanski asked to separate the two issues of compliance and “breaking even” and asked Mr. Heglin to gather information from other communities on what they are charging for trash bags. Mr. Lowe agreed that compliance would have a positive impact on revenue. The Board also discussed a sticker for cars to easily identify non-residents from residents. Mr. Heglin reported that Tessa David from Devens Hazardous Recycling Program suggested that many communities have the stickers cover the fixed costs and the bag charges cover the disposal costs. The Board will continue discussion at a future meeting.

Mr. Heglin updated the Board on the changes at the state involving the recycling of textiles. Effective November 1<sup>st</sup> the DEP is going to prohibit mattresses in the disposal of textiles in the municipal solid waste. They need to go to recycled materials. Mr. Heglin is working to find a vendor and there will be an additional bin. There will be Public Service Announcements going out to the community about the change. There may need to be an adjustment of the fees to cover our costs as the cost for a mattress is \$33 with one vendor, but we currently charge \$25. They may also offer curbside pickup.

#### PUBLIC WAYS SAFETY COMMITTEE (PWSC)

Mary Ciummo appeared before the Board with an update from the PWSC along with Shandy Carpenter. Ms. Ciummo updated the Board on the new Street Sign Request form in Viewpoint Cloud. The committee has now received their fourth request since form was created in May. It formalizes the process of discussing sign requests among several departments/committees. Sometimes solutions can be found and other times they cannot. The Committee inventoried all of the stop signs and sidewalks in town. The Committee is working to prioritize the projects list for Complete Streets program which exists at <https://www.townofbolton.com/public-works/pages/complete-streets-prioritization-plan>. The first project on the list to will be the sidewalk from Clinton Savings Bank to 580 Main Street. The committee

also works to identify grant funds that can be used toward the projects. The projects need to be shovel ready. There is a lot of work to be done before and after you write the grant.

Ms. Ciummo also announced that there is one spot on the committee that is open if there is anyone that would like to join their group.

#### TOWN ADMINISTRATOR REPORT

Derby Field Update-Mr. Lowe reported that Rebecca Longvall is working to identify a couple of grant opportunities to make the project have minimal impact to the tax payers. Mr. Lowe will try to have a plan for review by the Board in December.

Cyber Security Training-The vast majority of employees have completed the training for the program which is part of the cyber security grant. The employees are way above the state average.

FY24 Budget Planning-The budget message will be going out following the Advisory meeting on October 18<sup>th</sup>. Mr. Lowe announced that he locked the Town in for electricity pricing beginning in January 2024 at 14.52 cents per kilowatt hour.

#### SELECTBOARD BUSINESS

##### Public Service Announcements-

Mr. Czekanski noted the passing of Reverend Richard Jones of the First Parish Church offering condolences to his family.

Mr. Wysocki reminded the public to bring bottles and cans to the red barn at the transfer station which funds the Scouts programs.

Mr. Wysocki also reminded the public that the state is still in a significant drought and asked residents to be conservative with their water use.

##### School Building Committee Update-

Mr. Czekanski updated the Board on his work with the School Building Committee providing a timeline of the work of the committee to date. Earlier this year they had a 3-day visioning process for Kaestle Boos, the engineering firm contracted for the project. The outcome of that process was the basis for some preliminary designs of possible renovations or new construction. The school will be on the same site. One of the limiting conditions is the gas pipeline that runs through the property has not been hardened enough for vehicular traffic. They are looking to select an outline of the building to present to the school committee with a plan to have a more detailed plan for review. Mr. Wysocki inquired about the hybrid option 4F that he had not seen prior. Mr. Czekanski had the same concern and is seeking more information which he will share with the Board at a future update.

##### Future Agenda Items-

Mr. Wysocki asked for an update on the request for an additional bin for returnable bottles and cans. Mr. Lowe will gather information for a future agenda.

##### Liquor License Fees-

Board reviewed the comps for liquor license fees and recommendations for license fee changes to bring us in line with the comps. Mr. Wysocki opined that the beer and wine on premise seemed a bit low and recommended \$1,500. Mr. Czekanski agreed. The Board briefly discussed the feasibility of creating a fee specific to for profits entities' one-day licenses and voiced an interest in discussing it further as a future agenda item.

**On a motion made by Czekanski and seconded by Wysocki the Board voted unanimously by roll call to stipulate that the one-day all alcohol license is for non-profits only and to accept the recommended changes to the liquor license fees. (Czekanski-yes, Wysocki-yes)**

Bills/Payroll Warrants-

**On a motion made by Czekanski and seconded by Wysocki the Board voted unanimously by roll call to approve bills/payroll warrants W23-7 & W23-7A. (Czekanski-yes, Wysocki-yes)**

Executive Session

The Board did not enter executive session.

**On a motion made by Czekanski and seconded by Wysocki the Board voted unanimously by roll call to adjourn at 8:02 pm. (Czekanski-yes, Wysocki-yes)**

Respectfully submitted by J. Jacobsen.