

Board of Selectmen
June 26, 2007

Present: Kenneth F. Troup
Panny Gerken
Curt Plante

The Board of Selectmen met at the Town Hall at 7:00 p.m.

WARRANT

#07-26A \$332,076.99

#07-26 \$ 92,643.39

BONDING OF CAPITAL PROJECTS

Donna Madden, Treasurer, Susan Miles, Assistant Town Clerk, Mary Carney and Abbey Jeffers of First Southwest

On a motion made by Troup and seconded by Plante, the Board of Selectmen voted unanimously to execute the bonds for the Wastewater Treatment Plant as follows.
(Gerken – yes, Plante – yes, Troup – yes)

I, the Clerk of the Board of Selectmen of the Town of Bolton, Massachusetts, certify that at a meeting of the board held June 26, 2007, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appears upon the official record of the board in my custody:

Voted: that the sale of the \$2,500,000 General Obligation Sewer Bonds of the Town dated June 15, 2007 to Eastern Bank at the price of \$2,538,850.00 and accrued interest is hereby confirmed. The bonds shall be payable on June 15 of the years and in the principal amounts or mandatory redemption payment amounts and bear interest at the respective rates, as follows, subject to earlier redemption at the option of the Town as provided in the Preliminary Official Statement dated June 8, 2007:

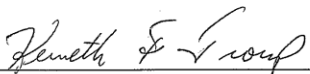
<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2008	\$125,000	4.50%	2018	\$125,000	5.00%
2009	125,000	4.50	2019	125,000	4.25
2010	125,000	4.50	2020	125,000	4.35
2011	125,000	4.25	2021	125,000	4.35
2012	125,000	5.00	2022	125,000	4.35
2013	125,000	5.00	2023	125,000	4.35
2014	125,000	5.00	2024	125,000	4.35
2015	125,000	5.00	2025	125,000	4.35
2016	125,000	5.00	2026	125,000	4.35
2017	125,000	5.00	2027	125,000	4.35

Further Voted: that the consent to the financial advisor bidding for the bonds, as executed prior to the bidding for the bonds, is hereby confirmed.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that notice stating the place, date and time of the meeting was filed with the Town Clerk and a copy thereof posted in the office of the Town Clerk or on the principal official bulletin board of the town at least 48 hours, including Saturdays but not Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bonds were taken in executive session, and that the official record of the meeting was made available to the public promptly and remains available to the public, all in accordance with G.L. c.39, s.23B as amended.

Dated: June 29, 2007

BOS111 12168599.1


Clerk of the Board of Selectmen

As a point of information Mr. Lindsay stated that he believed the Selectmen had previously voted 2 to 1 in favor of the bonding and asked how that vote would affect the signing of the bonds this evening if the Selectman voting against the bonding refused to sign the bonds. Ms. Carney stated that she had never run into such a situation. Mr. Plante explained that although the vote was 2 to 1, the majority was in favor and

therefore he felt obligated to sign the bond documents this evening. He stated that there have been instances where he has recused himself from a vote.

Ms. Carney provided methods and philosophies of bonding to the Board of Selectmen and Advisory Committee. The methods included bonding over the years versus bonding all at one time. Ms. Carney stated that it is up to the Town officials to make that decision but it is her recommendation to bond all at once to lower the costs and be fiscally prudent.

Mr. Lindsay favored phasing in the bonding to provide a more gradual tax impact.

The Selectmen will consider the scenarios for planning strategies for upcoming projects.

Ms. Ross, Town Administrator thanked Mary Carney and her staff for all their hard work.

AWARDING OF PUBLIC SAFETY BUILDING ARCHITECT CONTRACT

Present: Public Safety Building Task Force Committee Chairman Mark Giunta and members Chief Alfano, David Farrell and Margy Diaz

The Public Safety Building Task Force received eight proposals in response to the request for proposal for the design and cost estimate of the Public Safety Building. The Public Safety Building Task Force reviewed the eight proposals received and narrowed it down to three finalists that they interviewed at their meeting on Monday, June 25, 2007.

The criteria included five public safety buildings being completed in the past five years within their firm. A series of reference checks narrowed it down to two firms and the Public Safety Building Task Force voted to recommend that Jacunski Humes be awarded the contract. The principal of the firm would be the project architect. The Task Force was most impressed with the repeat business that the firm does. Mr. Giunta stated it was also worth noting they were the firm selected for the space needs assessment. Price was not a factor as part of the selection. The contract is not to exceed \$15,000 and is to provide a preliminary plan and cost estimate to take to town meeting. The space needs assessment will be the baseline for the size and scope of the project. Ms. Ross stated that if the Board of Selectmen voted to award the contract this evening a meeting could be scheduled with the architect, Public Safety Building Task Force, Board of Selectmen and Advisory Committee to discuss the public safety building space needs, size and project cost. Chief Alfano stated that this will give us an adequate figure based on the size to configure and give the Task Force and taxpayers site plans to review.

On a motion made by Troup and seconded by Gerken, the Board of Selectmen voted to award the contract for the design and cost estimate to Jacunski Humes. (Gerken – yes, Plante – yes, Troup – yes) The Public Safety Building Task Force was thanked for all their hard work.

POLICE DEPARTMENT

Appointment: Chief Alfano introduced Juan Ramos, a former reserve officer for the Town of Bolton. After careful review of over twenty Reserve Officer applicants, it was narrowed down to three finalists for interviews. Chief Alfano recommended that Juan Ramos be appointed to the position of Reserve Officer. Mr. Ramos will replace Reserve Officer Tim Charland who resigned in May of 2007 to attend the full time MBTA police academy. Mr. Ramos is a full time officer in Lancaster. On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to appoint Mr. Ramos, term expiration June 30, 2008. (Gerken – yes, Plante – yes, Troup – yes)

Transfer of Funds: Chief Alfano informed the Board of Selectmen that he had an issue with the communication wages account being overdrawn and had overage in the police wages account. The Board of Selectmen has the authority to transfer funds between departments. Chief Alfano recommended that funds from the police wages be transferred to the communications wages to resolve this issue. On a motion made by Troup and seconded by Gerken, the Board of Selectmen voted to transfer the amount of \$14,000 from police wages to communications wages. (Gerken – yes, Plante – yes, Troup – yes)

D.A.R.E Program: Chief Alfano requested permission from the Board of Selectmen to auction off or sell the D.A.R.E vehicle. It has been defunct in the town for a while and needs repairs. On a motion made by Troup and seconded by Gerken, the Board of Selectmen voted to authorize Chief Alfano to get rid of the vehicle. (Gerken – yes, Plante – yes, Troup – yes) Chief Alfano will also ask the Advisory Committee for approval to dispose of the vehicle.

APPOINTMENTS

On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to make the following appointments:

Affordable Housing Partnership, Term expiration June 30, 2010

Jim Bilancieri
Douglas Storey
Edmund W. Plante
Kevin O'Brien
Mark Duggan

Animal Control Officer, Term Expiration June 30, 2008

Susan Latham, Animal Control Officer
Phyllis Tower, Assistant Animal Control Officer

Appeals, Board of, Term Expiration June 30, 2012

Brad Reed

Ambulance Department, Term Expiration June 30, 2008

Ambulance Director: Margy Diaz

Ambulance Attendants:

Andrew Bagdonas
Chris Baker
Gigi Bonazzoli
Barbara Brown
Kileen Burgoyne
David Byler
Ethan Caless
Margaret Diaz
Wesley (Chip) Durant
Cassandra Ela
David Farrell
Lauren Ferrechio
Luis Forte
Jack Holbrook
Kate Howard
Mary Nichols
Rachel Nichols
Patricia Pultorak
Dina Rich
Curtis (Max) Roemer
Frank Smith
James Weliver
Gery Wilson

Highway Workers:

David Lauritano
Eric Fournier
Daniel Munger
Sarah Wilson

**Bolton Emergency Management Coordinator (from Civil Defense Director),
Term Expiration June 30, 2008**

Don Baum

Conservation Commission, Term Expiration June 30, 2010

Kevin Lord

Council On Aging, Term Expiration June 30, 2010

Irene Spencer
Susan Tripp

Cultural Council, Term Expiration June 30, 2012

Susan Tripp
Laura Burke

Finance Offices, Term Expiration June 30, 2008

Town Accountant: Julie Costello

Town Treasurer, Donna Madden

Fire Department Term Expiration June 30, 2008

Fire Chief: John Stephenson

Forest Warden: John Stephenson

Firefighter/EMT: David Farrell

Historical Commission, Term Expiration June 30, 2010

J. Howard Black

Insurance Advisory Committee, Term Expiration June 30, 2008

Chris Harrington

Diane Coolidge

Nathaniel Barry

Vin Alfano

Barbara Brown

Michael Murphy

Donna Madden

Marcia Prucha

Panny Gerken, Liaison

Inspectors Term Expiration June 30, 2008

Building Inspector: Frank Krysa

Assistant Building Inspector: David Drugge

Plumbing and Gas Inspector: Fred Delorey

Assistant Plumbing and Gas Inspector: Robert Janda

Wiring Inspector: James Boodry

Assistant Wiring Inspector: Peter Casello

Police Department Term Expiration June 30, 2008

Police Chief: Vincent Alfano

Lieutenant: Warren Nelson

Sergeant: Andrew Bagdonas

Patrolman: Michael Slepetz

Kimberly Denaro

Christopher Harrington

Yvette Washington

Jason Puri

Luke Hamburger

Reserve Officers: Hank Staaake

Daniel Keller

Derek Koumpis

Jacob Vicente

Mary Ann Kinirey

Juan Ramos

Public Ways Safety Committee, Term Expiration June 30, 2010

Cia Boynton
Barbara Bing
Donald Cole

Public Works Director, Term Expiration June 30, 2008

Harold Brown

Town Administrator, Term Expiration June 30, 2009

Jodi Ross

Tree Warden, Term Expiration June 30, 2008

Mark Caisse

Veterans Agent, Term Expiration June 30, 2008

Michelle Marino

Veterans Grave Officer, Term Expiration June 30, 2008

Harold E. Babcock

WHEAT, Term Expiration June 30, 2008

Brooke James

Ms. Ross stated she is working with Town Clerk Betsy Cussen and Town Secretary Linda Day to research the laws to determine what appointments are actually required by the Board of Selectmen.

TOWN ADMINISTRATOR REPORT

Tree Trimming removal service contract: On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to award and sign the tree trimming removal contract with Northern Tree Services of Palmer, MA. (Gerken –yes, Plante – yes, Troup – yes)

Bituminous concrete contract: On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to award and sign the bituminous concrete contract with E. H. Perkins of Sterling. (Gerken –yes, Plante – yes, Troup – yes)

Wastewater treatment plant construction contract: On a motion made by Troup and seconded by Gerken, the Board of Selectmen voted to award and sign the contract with Waterline Industries for the Wastewater Treatment Plant construction. (Gerken –yes, Plante – yes, Troup – yes)

Amendment to the Administrative Consent Order: On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to extend and execute the

Administrative Consent Order from April 2008 to September of 2008. (Gerken –yes, Plante – yes, Troup – yes)

Gigi Bonazzoli, South Bolton Road: Ms. Ross reported that a notice of intent has been filed with the Conservation Commission for the Bonazzoli property on South Bolton Road that the Town is accepting from Mr. Bonazzoli pending favorable testing. The Conservation Commission hearing is scheduled for July 10, 2007 at 8:30 p.m.

Municipal Insurance Services: Ms. Ross reported that in response to the Request for Quotes (RFQ) for municipal insurance services a quote was received from MIIA in the amount of \$94,676 and Murphy Insurance in the amount of \$57,444 which is lower than what we paid last year. On a motion made by Troup and seconded by Plante, the Board of Selectmen voted to accept the Request for Quote from Murphy Insurance. (Gerken – yes, Plante – yes, Troup – yes)

Audit: The Audit Report for FY06 was received. Ms. Ross reported there were three issues written up that have already been reviewed and addressed.

Library Architect RFP: Ms. Ross reported that the Request for Qualifications (RFQ) for the design services for the Bolton will be released on June 27, 2007 and are due back on July 30, 2007.

HOUSE NUMBER POLICY AND PROCEDURES

Ms. Ross reported that she met with Frank Krysa, Building Inspector and Betsy Cussen Town Clerk regarding the street numbering policy and procedures. A new policy has been implemented so that the Town Planner also reviews and approves a house number when assigned by the Building Inspector. The policy and procedures document will be revised to add a sentence stating that the Town Planner will review numbers assigned by the Building Inspector. Ms. Ross reported that Cassie Ela, the summer intern working on the house numbering project is making great progress. Most residents are very appreciative and helpful in complying. Ms. Ross stated that the Police Chief, Fire Chief and Building Inspector are working to correct the critical issues and the house numbers of homeowners that are willing to change. The house numbers of those homeowners that are not willing to change will be changed when the home changes ownership. Mr. Plante reiterated his recommendation that property owners who do not want to change their house numbers to comply with the town policy be required to sign a document along with the Police Chief, Fire Chief and Building Inspector for liability purposes. The Board of Selectmen were agreeable to non-conforming house numbers remaining provided that the homeowner would sign a statement to acknowledge the non-conforming number and waive any rights to hold the Town of Bolton responsible for a delay of emergency personnel services. A sentence will be added to the policy and procedures to address this matter. Ms. Ross will report back to the Board of Selectmen with how many homeowners are not willing to change their house number at this time.

AGRICULTURAL COMMISSION

Town Secretary Linda Day received five responses to the request for volunteers to serve on the Agricultural Commission. They are Sue Storbeck, Andrea Gilbert, Neal Heeren, Joe Kovac and Nancy Caisse. The bylaw requires that the Commission consist of five members appointed by the Board of Selectmen with at least three of whom shall be representative of the Bolton farming community and one from the non-farming residential community. The Board of Selectmen recommended that the category of participation be clarified for the volunteers. The appointment of Commission was deferred to the next Board of Selectmen meeting.

SIGN REQUEST

The Board of Selectmen received a letter from members of the Nashua River Valley Folk Festival requesting permission to post signs on August 4 on Route 117, Route 495 and Route 110 to provide direction to the Nashua River Valley Folk Festival at Fairgrounds in Lancaster on August 5, 2007. The signs will not exceed 2' X 2'. On a motion made by Plante and seconded by Troup, the Board of Selectmen approved the signs contingent on Ms. Ross' review and approval of the signs.

TRANSFER STATION - PAY AS YOU THROW

The Board of Selectmen reviewed a pay as you throw survey provided by Shelly O'Toole, DPW Administrative Assistant. On a motion made by Troup and seconded by Gerken, the Board of Selectmen voted to leave the fee \$2.00 for a 30 gallon bag and \$1.00 for a 13 gallon bag for the coming fiscal year. (Gerken – yes, Plante – opposed, Troup – yes) Mr. Troup stated he liked the suggestion of Nan Shnitzler to find a way to promote the use of the facility to make the transfer station self sustaining without charging various fees.

CONSERVATION TRUST LEASE

On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to approve the Agreement between the Town of Bolton and the Conservation Trust for the lease of the office located at the Emerson School. (Gerken –yes, Plante – yes, Troup – yes)

SPECIAL TOWN MEETING

Ms. Ross stated that she believes we must have town meeting approval for the public safety building by October 14, 2007 if we are interested in the state grant. The state grant is \$2 million for the entire state but we are in a position to apply for this grant which is due July 20, 2007. Ms. Ross contacted Town Moderator Jim Anker for his availability so that the Special Town Meeting can be scheduled. Finalization of the date will be deferred to the July 11, 2007 Board of Selectmen's meeting.

On a motion made by Plante and seconded by Troup, the Board of Selectmen voted to adjourn at 8:45 p.m.