

Select Board  
December 16, 2021

Stanley Wysocki  
Robert Czekanski  
Jonathan Keep

Via Zoom Remote Conferencing\*

Don Lowe, Town Administrator  
Jenny Jacobsen, Town Secretary

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

#### FULL-TIME POLICE OFFICER

Police Chief Nelson appeared before the Board to introduce Officer Dylan Reney. Officer Reney has been a part-time police officer for 2 ½ years. Prior to that he was an officer at St. Vincent Hospital. At the Chief's recommendation, Officer Reney was hired as a full-time police officer for the Town of Bolton. Officer Reney was in attendance. The Board welcomed Officer Reney to his new position.

#### UPDATE REGIONAL AGREEMENT AMENDMENT ADVISORY COMMITTEE (RAAAC).

Brian Boyle who was appointed to the committee at the October 28<sup>th</sup>, 2021 meeting was in attendance. Mr. Boyle reported back to the Board that after the meeting, Bolton resident Lorraine Romasco was added to the committee bringing the total to 3 Bolton representatives with Dr. Mary McCarthy as the third. Officials from DESE reviewed the agreement and provided substantive comments and suggestions. The RAAAC has met three times to go through those recommendations. The RAAAC has a vacancy for a single Lancaster representative. The goal is to get the amendment to the 2003 agreement town meeting in May. Dr. McCarthy provided background and noted that our agreement is valid and in compliance, but inside the agreement we are not in compliance in some ways but the law supersedes the agreement.

#### MEMORIAL FIELD LIGHTS AND BATTING CAGES

Michael Gorr was in attendance representing Bolton Youth Baseball to the Board to accept the lights and batting cages at Memorial Field as a gift to the Town. Ed Sterling, Chair of the Parks and Recreation Commission was in attendance and commented that the Commission is grateful for the improvements.

**On a motion made by Czekanski and seconded by Keep the Bolton Select Board voted by roll call unanimously to accept the gift of the lights and batting cages at Memorial Field. (Czekanski-yes, Wysocki-yes, Keep-yes)**

#### WAIVER FOR SIGN DIMENSIONS

Jane Houde, owner of Country Cupboard appeared before the Board to request a waiver to dimensional requirements for a sign to be installed at 476 Main Street. The bylaw limits the size of a sign to 36 square feet. Ms. Houde informed the Board that the sign would be elevated to allow for visibility for traffic entering and exiting the parking lot. The Board reviewed the sign which is 9'6" in width and 10' high. Comments were heard from residents Don Cole and Martha Remington. The sign will sit on a strip of land owned by the state with an easement held by the Town.

**On a motion made by Wysocki and seconded by Czekanski the Board voted by roll call unanimously to grant the waiver to the dimensional requirements for the sign at the Country Cupboard as presented. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Ms. Houde will be pulling the building permit for the sign.

#### TOWN ADMINISTRATOR REPORT

Covid-19 Update-Mr. Lowe reported that the last two weeks were 5 new cases and 11 new cases respectively. Our vaccination rate for eligible residents was at 84.5%.

MassWorks Grant Update-Mr. Lowe is working with Representative Hogan's Office on an event to highlight this project and the culvert replacement as a major improvement to the Town. The tentative date is the Friday before Martin Luther King Day weekend.

Grant Update-Mr. Lowe reported that we have received a grant in the amount of \$5,700 for safety equipment from MIAA for safety equipment. Rebecca Longvall secured a \$2,000 grant to identify important species near Spectacle Hill Road.

Mr. Lowe asked Chief Legendre to report on a development in his department related to grants. Chief Legendre reported that they have been able to secure a replacement for Engine 4 that we have discussed the need to replace in the past. This is a \$100,000 savings to the Town and will cost the Town nothing. Engine 4 is mainly used for brush fires and for pumping at fire ponds during a fire if needed. The Board commended the Chief on the news.

#### ACCESSORY APARTMENT PLANS

Building Inspector Michael Sauvageau appeared at the Board's request to discuss a rudimentary drawing that had been presented to the Board for an accessory apartment. The Board asked Mr. Sauvageau to clarify what the requirements are for submitted drawings. Mr. Sauvageau explained that the plan that was submitted, he had not reviewed prior to its submission. In the future Mr. Sauvageau will require scaled drawings with dimensions, highlighting on the section of the plan being added, calculations of the accessory portion and calculation of the square footage of the house. Mr. Lowe noted that the applicant submitted a new plan. Ms. Jacobsen noted that the plan was submitted on Tuesday but missed the deadline for the meeting and is therefore on the January 13<sup>th</sup> agenda.

Mr. Sauvageau commented that he has seen a lot of temporary storage containers popping up around town and invited the Select Board to consider an amendment to the bylaws for these containers to keep the Town looking nice. The Board will discuss at a future meeting.

#### BERLIN ROAD CATCH BASIN

Seth Donahoe of Dillis and Roy Civil Design Group appeared before the Board to represent Woods at Farm Road that was approved by the Board of Appeals and is currently under construction located south east of the Farm Rd/Berlin Rd intersection and defined as map 3.C parcel 72.0. According to two conditions in the special permit, Select Board approval is required for replacement of the catch basin and the replacement of the yield sign with a stop sign. Mr. Czekanski inquired if the work would be done in the fall as he noted the comments from DPW Director Heglin with conditions if the plants.

**On a motion made by Wysocki and seconded by Czekanski the Board voted by roll call unanimously to grant the waiver to the dimensional requirements for the sign at the Country Cupboard as presented. (Czekanski-yes, Wysocki-yes, Keep-yes)**

#### SELECT BOARD BUSINESS

##### Public Service Announcements

Nearing the end of his second term, Mr. Keep announced that he would not be running for another term. Mr. Keep thanked Mr. Lowe, Ms. Jacobsen as well as Linda Day.

Mr. Wysocki encouraged the public to get vaccinated.

##### License Renewals

Board reviewed the common victualer licenses:

Colonial Candies	47 Sugar Road
Bolton Bean	626 Main Street
Subway	476 Main Street
Great Brook Farms	356 Main Street
Nashoba Valley Spirits Ltd	92 Wattaquodock Hill Road
Fotini's	544 Wattaquodock Hill Road
Giu Inc. DBA Classic Pizza III	1076 Main Street
Dunkin Donuts	476 Main Street

Bolton Spring Farm  
Davis Farm DBA Bolton Orchards  
The International Beverage Company

159 Main Street  
125 Still River Road  
159 Ballville Road

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to approve the common victualer licenses as listed contingent upon receipt all required documentation. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Board reviewed the common victualer licenses:

Fotini's Restaurant 544 Wattaquaddock Hill Road	Restaurant License- All Alcoholic Beverages
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Nashoba Valley Spirits Ltd 92-100 Wattaquaddock Hill Road	Farmer Series Pouring Permit-19H for Distilled Spirits, Wines and Malts
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Daigneaults Liquor Inc. 25 Forbush Mill Road	Package Store-All Alcoholic Beverages
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Bolton Bean Inc. 626 Main Street	Restaurant License- Wines and Malt
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Bolton Country Cupboard Inc. 476 Main Street	Package Store-All Alcoholic Beverages
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The International Beverage Service Company LLC 159 Ballville Road	Restaurant License- All Alcoholic Beverages
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The International Beverage Service Company LLC 295 Wilder Road	Restaurant License- Wines and Malt Beverages
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Great Brook Farms Inc. 356 Main Street	Restaurant License- All Alcoholic Beverages
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Ms. Jacobsen noted that after review, the ABCC issued a single license to Nashoba Valley Winery this year that encompasses both addresses as a single location.

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to approve the liquor licenses as listed contingent upon receipt all required documentation. (Czekanski-yes, Wysocki-yes, Keep-yes)**

#### EMT/ Fire Discussion

Chief Legendre renewed the discussion regarding his request to maintain a second ambulance. He met with the Advisory Board and reported that their vote was favorable based on the cost of maintaining the ambulance and trade-in values. Chief reported that it will be stored in the Public Safety Building with the maneuvering of equipment to accommodate it. The Board was in favor. No vote was required.

#### Opioid Statewide Settlement

Mr. Lowe reported that the Town has the opportunity to receive funds from two Statewide Settlement Agreements with three Opioid distributors. Towns in the Commonwealth have a chance to receive funds over the course of 18 years.

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to authorize Town Administrator Don Lowe to sign the participation forms for the two opioid settlement agreements. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Mr. Keep noted that it would great to have the funds allocated to working on education in the schools works.

#### Bills/Payroll Warrants

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to approve the warrants W22-11, W22-11A, W22-12 & W22-12A. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Minutes

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to approve the minutes of November 18, 2021 and November 23, 2021 regular session. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Executive Session

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to move into executive session at 8:13 pm pursuant to MGL c. 30A, Section 21 (a) for purpose 2 & 3 to conduct contract negotiations with nonunion personnel (Fire Chief) to conduct strategy with respect to collective bargaining as the Chair found that an open meeting may have a detrimental effect on the Board's bargaining position, for the Teamsters Union, Local No. 170 and the Bolton Police Union, Local 286, IUPA, AFL-CIO and to approve minutes. (Czekanski-yes, Wysocki-yes, Keep-yes)**

The Chair noted that the Board would return to open session for the purpose of adjournment only.

The Board returned to open session at 8:34 pm.

**On a motion made by Czekanski and seconded by Keep the Board voted unanimously by roll call to adjourn at 8:35 pm. (Czekanski-yes, Wysocki-yes, Keep-yes)**

Respectfully submitted by J. Jacobsen.