

Town of Dudley

Board of Selectmen
Highway Commissioners
Cemetery Commissioners

**June 18, 2018 @ 6:30pm
Dudley Municipal Complex
71 West Main Street, Dudley, MA
Room 321A
Approved 7/2/2018**

Some matters have been taken out of agenda order but were typed up in agenda order for ease of locating information when necessary.

1. Call to Order, Pledge of Allegiance

John Marsi opened the meeting at 6:36pm. In attendance were Steven Sullivan, Kerry Cyganiewicz, Paul Joseph and Jonathan Ruda. Also in attendance were Greg Balukonis, Town Administrator and Michelle Jervis, Administrative Secretary.

Steven Sullivan opened the meeting by sending condolences to the family of our previous town counsel, Gary Brackett, who passed away last week.

2 Reorganization of the Board:

John Marsi motioned to nominate Steven Sullivan as Chairman. Paul Joseph seconded. Unanimous 5-0. Steven Sullivan accepted the nomination. Paul Joseph motioned to close the nomination. Kerry Cyganiewicz seconded. Unanimous 5-0. Paul Joseph motioned to cast a single vote for Steven Sullivan as Chairman. Jonathan Ruda seconded. Unanimous 5-0.

Jonathan Ruda motioned to nominate Kerry Cyganiewicz as Vice-Chairman. Steven Sullivan seconded. Unanimous 5-0. Kerry Cyganiewicz accepted the nomination. Steven Sullivan motioned to close the nomination. Jonathan Ruda seconded. Unanimous 5-0. Paul Joseph motioned to cast a single vote for Kerry Cyganiewicz as Vice-Chairman. Jonathan Ruda seconded. Unanimous 5-0.

Jonathan Ruda motioned to nominate Paul Joseph as Clerk. Steven Sullivan seconded. Unanimous 5-0. Paul Joseph accepted the nomination. Steven Sullivan motioned to close nominations for Clerk. Jonathan Ruda seconded. Unanimous 5-0-. Steven Sullivan motioned to cast a single vote for Paul Joseph as Clerk. John Marsi seconded. Unanimous 5-0.

2018-2019
Steven Sullivan Chairman
Kerry Cyganiewicz, Vice-Chairman
Paul Joseph, Clerk
John Marsi, Member
Jonathan Ruda, Member

2. Approval of Minutes:

Jonathan Ruda motioned to approve the minutes of 6/4/2018 as printed. Kerry Cyganiewicz seconded. Unanimous 5-0.

Jonathan Ruda motioned to approve and release the Executive Session minutes of June 4, 2018. Kerry Cyganiewicz seconded. Vote 4-0-1 with Paul Joseph abstaining.

3. Appointments:

Paul Joseph motioned to reappoint the following for a one year term, terms to expire 6/30/2019:

Animal Control Officer – Jennifer Fitzgerald
Assistant Animal Control Officer – Rob Fitzgerald
Cable Assess Coordinator – Ted Baron
Cable Government Affairs Manager – Fred Sugar
Central Mass Regional Planning – William Trifone
Council on Aging Director – Margaret Bussiere
Chief Procurement Officer – Greg Balukonis
Electrical/Wiring Inspector – Neil Piasta
Assistant Electrical/Wiring Inspector – James Jones
Plumbing/Gas Inspector – Jay Spahl
Municipal Hearings Officer/Chapter 148A – Greg Balukonis
John Marsi seconded. Unanimous 5-0.

Paul Joseph motioned to reappoint the following for a three year term, terms to expire 6/30/2021:

Conservation Commission: George Slingo
James Koebke
Fran Mikolajczak

Council on Aging – P. Jim D’Auria
Catherine Desrosiers

Cultural Council – Nancy Roy
Jo-Ann Brinker
Audrey Resner

Building Inspector/Fence Viewer/Zoning Official – Nelson Burlingame
Economic Development Committee – Jo-Ann Szymczak
Todd Donohoe
Barbara Zurowski

Capital Improvement Planning Committee – Michael Mayotte
Mark Landry

Personnel Board – Peter Fox

Zoning Board of Appeals – Bill Lepage

Kerry Cyganiewicz seconded. After discussion Paul Joseph motioned to amend his motion to appoint Todd Donohoe to the Economic Development Committee and remove Jo-Ann Szymczak and Barbara Zurowski from the reappointment list for Economic Development Committee. Kerry Cyganiewicz seconded. Unanimous 5-0.

4. Public Comments/Citizens Comments – Informational:

5. Town Administrator’s Report:

Mr. Balukonis stated that he drafted a Request for Qualifications (RFQ) for the Highway, Water and Sewer Organizational Assessment that the Board requested a few weeks ago. The document will be put out to bid based on best practices. He would like to have the award deadline be 8/8/18.

Also Mr. Balukonis stated that he has contracted to have an infrared roof moisture survey done on the roof. This study would show if there was any moisture entrapped that can't be seen or if the insulation is wet. The cost for this survey is \$1,900. Also he had a conversation with an architect and the costs are less than originally suggested. Regarding the Veteran's Agent as of 7/1/18 there is an understanding that the Veteran's Agent's hours will increase to 19 hours/week and the clerk will have an increase in hours to 14/week. He will be open on Thursday, 10am to 7pm or by appointment, Monday, 10am to 1pm and Wednesday, 10am to 5pm. Paul Joseph requested that the Town Administrator provide the Board with the last three (3) years of record and what has been spent on of which the town received state reimbursement. Jonathan Ruda would like to know how many hours the Veteran's Agent and Clerk are putting in for hours on a weekly basis.

6. **Around the Town – Focusing on Local Businesses:**

7. **Public Hearing:**

Pole Petition – National Grid – JO Pole – West Main Street – The Public Hearing opened at 7:05pm. Merrill Harvey, who represented National Grid, came before the Board. He stated that there is a guidewire attached to a building and a dead tree near the intersection of West Main Street and Ardlock Place. They would like to move an existing pole; Pole 3 southwest so that they can attach the guidewire to the pole. Paul Joseph asked about the double poles in town. Mr. Harvey stated that National Grid now installs poles and Verizon removes them. He requested we give him a list of the poles and he will forward it to the proper channels. The Public Hearing closed at 7:15pm. After discussion **Jonathan Ruda motioned to approve the request from National Grid to relocate JO pole on West Main Street beginning at a point approximately 15 feet northwest of the centerline of the intersection of West Main Street and continuing approximately 10 feet in a northwest direction. National Grid to relocate P3 on West Main Street 29' southwest of the current location. National Grid to install a new 45c3 pole with an anchor and a 10' sidewalk strut to support the pole. Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connection with such poles and buildings as each of said petitioners may desire for distributing purposes. John Marsi seconded. Unanimous 5-0.**

8. **Licenses/Permits:**

9. **Public Business:**

- a. **Nichols College – Presentation to Dudley EMS** – President Susan Engelkemeyer came before the Board to present a check to the Chief Kochanowski to help provide equipment for an active shooter incident. This equipment will consist of 5 ballistic helmets and body armor. The Board thanked her for her contribution to the town.
- b. **Jo-Ann Szymczak – Economic Development Committee – Proposal for Quarterly Cable Access Program** – Ms. Szymczak came before the Board. She would like permission to have a quarterly, 30 minute, program on cable access highlighting Dudley's commercial, residential and farming properties as well as inviting people in finance and financing, discussing how projects such as a subdivision, over 55 complex, came be funded. She could be the host and interview these individuals. All agreed it was a good idea to promote Dudley. President Engelkemeyer, who was attending the meeting, offered to have this program up at Nichols College where they have a green screen. After discussion **Jonathan Ruda motioned to have the Town Administrator with the Economic Development Committee and Nichols College and come back at the next meeting with an overview of Ms. Szymczak's presentation. John Marsi seconded. Unanimous 5-0.**
- c. **Special Town Meeting** – Discussion regarding the article amending the zoning bylaws and zoning bylaws map relative to large scale ground mounted solar photovoltaic installation at 99 Ramshorn

Road, Dudley, MA owned by Kurt and Jean Durrschmidt. This article was passed over at the May 21, 2018 town meeting due to the issue of repairing Partridge Hill Road. The reason for this article to be passed over is that the Durrschmidts were to repair a portion of Partridge Hill Road that they own by in 1999 and never followed through. Mr. Balukonis stated that the road bond will be filed and the covenant might not be needed. The covenant was released when the bond was filed. Steven Sullivan requested that we make sure we do not need a covenant. Paul Joseph asked what is required to build a street in a residential area. He would like this in writing from the Town Planner as well as town counsel. Mr. Balukonis stated the Planning Board will be having a Public Hearing on the 11th of June. After discussion Paul Joseph motioned to set a Special Town Meeting on July 26, 2018 @ 6:30pm at the Dudley Municipal Complex. Jonathan Ruda seconded. Unanimous 5-0. Paul Joseph motioned through the Chair instruct the Town Planner to provide the Town Administrator any information or documentation he needs regarding this matter within five (5) business days. Jonathan Ruda seconded. Unanimous 5-0. Paul Joseph motioned that the Board of Selectmen instruct the Town Administrator to give to the company, Forefront Power, the specific regulations for a road in a residential area and do so in conjuncture with the Planner and the Highway Superintendent and provide the information needed for the road to be acceptable to the town. John Marsi seconded. Unanimous 5-0. Pat Fanning-French of 31 Partridge Hill Road stated that the residents on the street are not looking for streetlights and sidewalks. Just a nice repaired, asphalted roadway.

- d. **Firefighters Association – Toll Booth Request** – John Marsi motioned to approve the request from the Dudley Firefighters Association to hold a toll booth on Saturday, September 8, 2018 from 8am to noon to support MDA. Kerry Cyganiewicz seconded. Unanimous 5-0.
- e. **Clarinda Wood Fund** – Paul Joseph motioned to grant permission to the Board of Health to use the Clarinda Wood Fund in the amount of \$117.00 to pay Harrington Memorial Hospital for Health Services in May 2018. Jonathan Ruda seconded. Unanimous 5-0.
- f. **Town Counsel Appointment** – John Marsi motioned to appoint KP Law as Town Counsel effective immediately for a two (2) year appointment expiring June 30, 2020 with a review after one (1) year and that Marc Terry from the law firm of Mirick O’Connell remain as labor counsel. Kerry Cyganiewicz seconded. Vote 4-0-1 with Paul Joseph abstaining.

10. **Board Member Comments:**

Steven Sullivan requested for the next meeting the total amount the town has received from solar PILOT payments.

The Board was informed that the boat ramp on Baker Pond Road was recently closed per the Conservation Commission. This issue will be discussed at a future meeting.

11. **Departmental Communication:**

12. **Adjournment:**

Paul Joseph motioned to adjourn at 7:57pm. John Marsi seconded. Unanimous 5-0.

Respectfully submitted,
Michelle Jervis
Administrative Secretary