

Town of Dudley

Board of Selectmen
Highway Commissioners
Cemetery Commissioners

October 16, 2017 @ 6:30pm
The Black Tavern
Center Road, Dudley, MA
Approved 10/30/2017

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 6:30pm. In attendance were Kerry Cyganiewicz, Jonathan Ruda, Steven Sullivan and Paul Joseph. Also in attendance were Greg Balukonis, Town Administrator and Michelle Jervis, Administrative Secretary.

2. Approval of Minutes:

Paul Joseph motioned to release the Executive Session minutes listed on the Agenda regarding the Islamic Society of Greater Worcester v. Zoning Board of Appeals et al. Jonathan Ruda seconded. Vote 3-0-1 with Steven Sullivan abstaining.

3. Appointments/Resignations:

- a. Personnel Board – Open an Alternate Position – Mr. Balukonis stated that the Personnel Board has requested to open an Alternate position for the purpose of providing a quorum with respect to meetings. There are times when not all members are able to attend and the Alternate would be able to vote in their stead. After discussion **Paul Joseph motioned to declare and add an Alternate position to the Personnel Board. Kerry Cyganiewicz seconded. Unanimous 5-0.**
- b. Personnel Board – Peter Fox, Alternate – Lorna Wade, Chair of the Personnel Board, came before the Board requesting that Mr. Fox be appointed as the Alternate. He has served on the committee for years and his experience would be extremely helpful. **Jonathan Ruda motioned to appoint Peter Fox as the Alternate on the Personnel Board with a term to expire June 30, 2020. Kerry Cyganiewicz seconded. Unanimous 5-0.** Mr. Fox thanked the Board and is happy to serve the community once again.
- c. Highway Department – Laborer – James Thibault - Dan Gion, Highway Superintendent, stated that James has been working for Building and Grounds as a part time employee for a few years and would like to have him come over to the highway department. He stated that he is extremely competent and a hard worker and will still help with Building and Grounds when needed. After discussion **Paul Joseph motioned that the Board of Selectmen appoint James Thibault as a laborer for the Highway Department full time. Steven Sullivan seconded. Unanimous 5-0.**
- d. Non-Voting Student Representative for School Year 2017-2018 – Jared Tetreau – **Paul Joseph motioned to appoint Jared Tetreau as our Student Representative from Shepherd Hill Regional High School for school year 2017-2018 with the acknowledgment that this is his senior year. Steven Sullivan seconded. Unanimous 5-0.**

4. Public Comments/Citizens Comments – Informational:

Edward Bazinet, Chairman of the Historical Commission, came before the Board thanking all the municipal departments for their help getting the Town Common ready for their celebration on August 12, 2017 dedicating the Andersonville Monument. He thanked the Black Tavern Historical Society, Dudley Woman's Club, the 15th Regiment of the Massachusetts Volunteer Infantry, Sons of the Union Veterans of the Civil War and the Nipmuc Naiton. He also thanked Rampco Construction for all their help and the Highway Department.

5. Town Administrator's Report:

Mr. Balukonis stated that he is looking at a long term contract for power usage for the municipal building. There is a slight increase since the previous contract but he feels the proposal is reasonable. After discussion **Paul Joseph motioned to authorize Greg Balukonis to sign any contract with Constellation New Energy to purchase power. Jonathan Ruda seconded. Unanimous 5-0**

Mr. Balukonis informed the Board that he recently met with the DCRSD and Superintendent Desto to discuss their budget. The FY18 budget is all set for now but they are concerned about FY19. He stated that the town might be forced, by State mandates, to pay the minimum up to \$400,000 which will severely constrain all other municipal services. We will work with the schools but take into account our ability to pay. Paul Joseph requested that our legislators come to an upcoming meeting to discuss this topic, along with several other issues he would like to address.

Finally, he informed the Board that the Treasurer/Collector recently held an auction on town owned property that was in tax title. The property sales totaled \$142,500. These funds will be placed in the Stabilization Account (60%) and the Capital Improvement Planning Account (40%) at the Annual Town Meeting in May 2018.

6. Licensing/Permits:

a. **Nichols College – One Day Outdoor Entertainment Licenses** – Lynn Looby, representing Nichols College, came before the Board. She stated that this event is part of the Fall Festival Weekend. There will be no alcohol. **Steven Sullivan motioned to approve the Outdoor Entertainment License for Nichols College on Saturday, October 28, 2017 from 12:00pm to 8:00pm for an Acoustic Show located in the Copper Beech Quad. Kerry Cyganiewicz seconded. Unanimous 5-0.**

7. Public Hearing:

8. Public Business:

a. **Paula Lane and Circle Drive – Plowing and Sanding for 2017-2018** – Jonathan Ruda motioned and read into the record the Road Service Policy dated January 7, 2013 “It is the understanding of the Town of Dudley that Paula Lane and Circle Drive are private roads. As with all private roads in the Town of Dudley, the Town has no legal obligation for providing private road services or maintenance. The Town of Dudley has adopted local option pursuant to M.G.L. Chapter 40§ 6 permitting the Board of Selectmen to provide limited road service to private roads. The Board of Selectmen have issued instructions to the Highway Department to plow and sand Paula Lane and Circle Drive for this winter season and to revisit this issue yearly in the month of October” Paul Joseph seconded. **Unanimous 5-0.**

b. **Veteran's Day Parade/schedule** – Steven Rogerson, Veteran's Agent for the Town of Dudley, informed members of the upcoming event on November 11, 2017. All Selectmen and Town Administrator are invited to attend.

c. **Communications Policy** – Steven Sullivan motioned to accept the Communications Policy dated October 16, 2017 with the caveat to thank Jonathan Ruda for all his hard work putting this policy in place and that it be published on our website. Kerry Cyganiewicz seconded. **Unanimous 5-0.** Mr. Ruda stated that the genesis behind this policy began several years ago when we opened a Twitter

account. Now with social media use it is essential for all town personnel to be aware of the policy and how it will help. Mr. Balukonis stated that department heads will be invited to a training session on this policy.

- d. **Constable Appointment Policy – Steven Sullivan motioned to accept the constable Appointment Policy dated October 16, 2017. Paul Joseph seconded. Mr. Ruda, who crafted the Policy, explained that recent changes have taken place in the legislature regarding Constables in Massachusetts. He would like to make sure the Police Department, especially the Police Chief, be the authority when it comes to Constables. Unanimous Vote 5-0.**
- e. **Municipal Positions Moratorium – Steven Sullivan thanked the Board for this last minute agenda item. He stated that he recently read in the Webster Times that the library is hiring a programming librarian. He feels any new position must be vetted and is not appropriate at this time. Mr. Balukonis stated that the library trustees are the hiring authority but the budget is the towns. He would like to place this as an agenda item after town meeting. Jonathan Ruda reminded everyone that public safety should be excluded. If there is a position open it should be filed. Paul Joseph motioned that the Board of Selectmen instruct the Town Administrator to notify each department head reporting to us or not, not to fill positions unless there is funding and no new positions be funded unless approved by this Board and the Town Administrator. Steven Sullivan seconded. Unanimous 5-0.**
- f. **Fall Town Meeting Warrant/Supplemental Budget – Mr. Balukonis stated that the Warrant is in place and ready for signatures. Free Cash has not be awarded but historically the town receives approximately \$400,000. He wants to put some of these funds in Stabilization. An amount of \$43,000 is available from the South Worcester County Communications Center due to the Director receiving grant money, this lowered our assessment. Article 3 in the amount of \$1,960.65 to fund the COA Grief Grant Account and the 911 Grant is funded by those monies. Article 6 covered FY2018 Salary Adjustments for several employees to correct calculations and errors for a total of \$4,667.95. Articles 9-14 they are all sponsored by the Capital Improvement Planning Committee. All the the articles will be voted on at the Selectmen’s meeting prior to town meeting on October 30, 2017 @ 6:00pm. After discussion Paul Joseph motioned to approve the warrant articles 1-36 to present to the townspeople at the Fall Town Meeting. Steven Sullivan seconded. Unanimous 5-0.**

9. Departmental Communications:

Paul Joseph requested a “straw vote” regarding an editorial in the Webster Times a few weeks ago. He would like to invite the Editor for the Webster Times to come before the board to give her account on what her basis is for writing this editorial, and defend her accusations. All were in favor of this invitation.

John Marsi thanked The Black Tavern Society for hosting this evening. The Board looks forward to this meeting every year and it is greatly appreciated.

10. Adjournment/Executive Session:

Kerry Cyganiewicz motioned to adjourn at 8:22pm. Paul Joseph seconded. Unanimous 5-0.

Respectfully submitted,
Michelle Jervis, Administrative Secretary