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:**

Kerry Cyganiewicz called the meeting to order at 7:10pm. In attendance were Paul Joseph and Jason Johnson for the Board of Selectmen and Michael Mayotte, Maggie Levasseur, Mark Landry and Ann Gaudreau for FAA. Also in attendance was Jonathan Ruda, Town Administrator and Michelle Jervis, Administrative Secretary. Steven Sullivan and John Marsi from the Board of Selectmen were absent.

2. **Public Business:**

The meeting was opened by reviewing the proposed budget articles and provided recommendations. Mr. Cyganiewicz read each article and asked for future information or concerns. Article 1, 2 and 3 are routine articles and all members approved.

Article 4 – Police Cruiser Purchase - Chief Wojnar is requesting $51,000 for the purpose of a new police truck. Mr. Ruda recommends transferring $13,000 from the Police Cruiser Account and $38,000 from Free Cash for a total of $51,000. No concerns.

Article 5 – Highway Department - To raise and appropriate, borrow or transfer from available funds to purchase a new street sweeper for the Highway Department in the amount of $225,000. These funds will be asked to be debt excluded in the spring. Mr. Polletta, Highway Superintendent, stated that he will not be trading in the old sweeper but will be converted to clean storm drains and catch basins. No concerns.

Article 6 – Highway Department - To raise and appropriate, borrow or transfer from available funds to purchase Guardrails Replacements on Charlton Rd in the amount of $14,402.00. These guardrails will be installed on the corner of Michael Lane and Charlton Rd., near the pond for safety. No concerns.

Article 7 – Highway Department - To raise and appropriate, borrow or transfer from available funds the amount of $9,300 for a new Waste Oil Heater for the Highway Department. No concerns.

Article 8 – To raise and appropriate, borrow or transfer from available funds to purchase Firefighter Gear for the Fire Department in the amount of $24,600. This is the last year of a four year replacement plan. Capital Improvement Planning Committee approved this request. No concerns.

Articles 9 and 10 - Fire Department – To raise and appropriate, borrow or transfer from available funds to supplement Fire Overtime Account in the amount of $8,000 and Call Fire Salary Account in the amount of $8,000. Fire Chief Kochanowski stated that these accounts always run in the negative and the funds are needed due to increase call volume. Ambulance and Inspections services bring in over $12,000 year and these funds go into the General Fund.
Article 11 – Management Information System – To raise and appropriate, borrow or transfer from available funds the sum of $25,000 for upgrades to the Town Hall network equipment. Michael Mayotte stated that the Capital Improvement Planning Committee approved this project a few years ago.

Article 12 – Treasurer/Collector – To raise and appropriate, borrow or transfer from available funds $112,500 to the Maturing Debt Account for the purpose of paying off the bond for the Dudley Municipal Complex’s roof replacement project and HVAC project. Mr. Ruda stated that he would like to have this debt excluded.

Article 13 – To raise and appropriate, borrow or transfer from available funds the amount of $50,000 to the Maturing Debt Account for the purpose of paying off the bond for the LED Streetlight. Mr. Ruda stated that this is a payment on the money borrow for the streetlights. The Green Community Grant will pay for this first payment.

Article 14 – To raise and appropriate, borrow or transfer from available funds $31,428.00 to the Insurance General Account. Mr. Joseph questioned why it has increased. Mr. Carmignani stated that we have had increases in Property and Casualty Insurance, Public Officials Liability Insurance, Auto Insurance increases, end of year auto increases, law enforcement liability, worker’s compensation and IOD claims. Mr. Joseph requested that the Board consider a few things. To ask the Treasurer/Collector and the Town Administrator to look into training for staff so that we become less of a risk and that we should look into bidding for any insurance that might give us a better deal. We did so about 10 years ago and it worked to our advantage. Mr. Cyganiewicz stated that this issue should be brought up at a future meeting for discussion.

Article 15 – To raise and appropriate, borrow or transfer from available funds the sum of $38,988.57 from the Water Department Retained Earnings for the purpose of funding additional Health insurance costs. No concerns.

Article 16 - Conservation Commission – To raise and appropriate, borrow or transfer from available funds the sum of $1,643.00 to increase the Conservation Commission’s Clerk Salary Line Item. No concerns.

Article 17 – Board of Assessors – To raise and appropriate, borrow or transfer from available funds the sum of $305.45 to the Assessor’s Expense Account. No concerns.

Article 18 – Water/Sewer Department – Release of a covenant on Packard Drive – Mr. Patrinos, Acting Water/Sewer Superintendent, stated that years ago there was a covenant on private property for a water line near Station 5 on Packard Drive. Station 5 is not running and there is no water. The Water Department has no problem with the release of this covenant. The property owner would like to build a few houses on it. No concerns.

Article 19 – Water/Sewer Department - To raise and appropriate, borrow or transfer from available funds the sum of $125,000 for Phase III of the Inflow and Infiltration (I&I) Study mandated by DEP. Mr. Patrinos stated that this is a continuation of the I&I study his department has been engaged in for quite some time.

Article 20 – Water/Sewer Department – To raise and appropriate, borrow or transfer from available funds the sum of $100,000 for the purpose of Radio Readers for the Water Department. This request was approved by the Capital Improvement Planning Committee. The water department will pay $50,000 and the sewer department $50,000 both from their retained earnings. Mr. Patrinos explained the radio readers and how they will save time and savings for his department. Mr. Joseph would like to have the water/sewer department provide the Board of Selectmen with their financial balance. The information should be in their monthly report.
Article 21 – Water Department – To raise and appropriate, borrow or transfer from available funds the sum of $900,000 for the design, construction and related services for various water projects. Mr. Patrinos explained that the town has three pumping stations and one is down, the pump is active by testing and would like to rejuvenate this station as well explaining the large projects that need to be completed. The majority of this money will be for the engineering, design and construction. DEP has mandated that they get the stations up and running to full capacity. A new trunk line will be installed up Mason Road, Mason Road Extension up to G and S Drive along with cleaning the two tanks which are on Dresser Hill Road and Bates Road. Capital Improvement Planning Committee approved this project. Mr. Polletta would like to make sure funds will be secured to repave the roads after the project is completed.

Article 22 – Board of Selectmen - To raise and appropriate, borrow or transfer from available funds from the Board of Health Clerk the amount of $5,377.95 to the Fire Chief account in the amount of $2,123.00; funds to the Assistant Fire Chief Account in the amount of $1,568.00; and to the Library Youth Services Account in the amount of $1,686.95. Regarding the Board of Health Clerk, Mr. Ruda stated that he will be looking to combine the Building, Zoning and Board of Health which will be a savings to the town and will give continuation on services.

Article 23 – Board of Selectmen - To raise and appropriate, borrow or transfer from available funds the sum of $5,000 from the unspent surplus (Building and Grounds Account) to the Compensated Absence Account. No concerns.

Article 24 – Board of Selectmen - To raise and appropriate, borrow or transfer from available funds the sum of $30,000 to increase the Legal Expense Account. Mr. Joseph requested the Board receive a list of the costs for legal so far this fiscal year.

Article 25 – Board of Selectmen – Unpaid bills from a prior fiscal year - To raise and appropriate, borrow or transfer from available funds the sum of $22,941.07. Mr. Ruda stated that the majority of these bills go to WGL Solar, for net metering solar credits. These late bills prompted him to do some research and found out that we have way too many solar credits. He would like to see if he can sell them to the School District as well as contact WGL to see if they will reopen negotiations.

Article 26 – Board of Selectmen - Request to negotiate and enter into a PILOT Agreement for a solar facility at 197 Oxford Rd. Michael Mayotte, FAA, questioned the word “enter” and feels the town needs to vote on the actual PILOT Agreement at town meeting. He would like to strike the word “enter”. Mr. Ruda stated that he will pass on this question to town counsel.

Article 27 – Town Administrator - To raise and appropriate, borrow or transfer from available funds the sum of $6,000 to be transferred from the Town Administrator’s salary account to pay for the first year of ClearGov Software. Mr. Ruda stated that we recently had a demonstration from a representative from ClearGov. This company provides total transparency on our website regarding our crime rates, taxes, roads, infrastructure, etc. He feels the town will benefit from this software and would like to roll it out. Mr. Carmignani stated that he attended the demonstration and explained the benefits for this tool.

Article 28 – Town Administrator - Storm Water Management Account – To raise and appropriate, borrow or transfer from available funds the sum of $25,000 to fund the storm water account. Mr. Ruda stated that the Town did not file the storm water annual report on a timely manner with EPA and is working with an engineering firm to mitigate our storm water. We need to be compliant with the EPA and these funds will put us on track. No concerns.

Article 29 – Town Administrator – Amend the Dudley General Bylaw, Article 50 – Town Administrator. Mr. Ruda stated that this amendment to the bylaw will give the Town Administrator authority to approve all bills, drafts, orders and payrolls under the authority of the Board of Selectmen. Bills would be signed in a timely manner so no late fees will incur. No concerns.
Article 30 – Personnel Board – This article will codify the existing bylaw and recognized the Town Administrator as the Personnel Director. Mr. Ruda would like to work with the Personnel Board in a harmonious fashion. No concerns.

Article 31 – Highway Department – To raise and appropriate, borrow or transfer from available funds the sum of $30,940 for hazardous trees. Vincent Polletta, Highway Superintendent, stated that there are many hazardous trees this year, primarily due to the gypsy moths we had this spring. The funds will cover a tree crew with equipment for a ten day period as well as police detail for those days. These trees are dangerous and unhealthy and need to be removed. No concerns.

Article 32 – Petition Article from the Historical Commission for preserving historic records in the amount of $10,000. All agreed to defer this article to the Historical Commission.

Article 33 – Add to Stabilization. Mr. Ruda would like to increase the amounts on the town meeting floor to increase both the Stabilization Account as well as the Capital Stabilization Account. Free cash has not been certified but will be within the week.

Paul Joseph motioned that the Board of Selectmen vote to approve the Town Warrant as presented. Jason Johnson seconded. Vote 7-0.

Paul Joseph motioned to adjourn at 8:45pm. Jason Johnson seconded. Unanimous 3-0.

Michael Mayotte motioned for the FAA to adjourn at 8:45pm. Mark Landry seconded. Unanimous 4-0.

Respectfully submitted
Michelle Jervis
Administrative Secretary