

Town of Dudley

Board of Selectmen
Highway Commissioners
Cemetery Commissioners

April 11, 2019 @ 6:30pm
Dudley Municipal Complex
71 West Main Street, Dudley, MA
Veteran's Memorial Hall – Room 321A
Approved 4/22/2019

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

Steven Sullivan opened the meeting at 6:380pm. In attendance were John Marsi, Kerry Cyganiewicz and Paul Joseph. Also in attendance were Greg Balukonis, Town Administrator and Michelle Jervis, Administrative Secretary.

2. Approval of Minutes:

- a. **John Marsi motioned to approve the minutes of March 25, 2019. Paul Joseph seconded. Unanimous 4-0.**
- b. **John Marsi motioned to approve but not release the Executive Session minutes of March 25, 2019. Paul Joseph seconded. Unanimous 4-0.**

3. Resignations:

- a. **Charles Chickering – Agricultural Commission – John Marsi motioned to accept, with regret, the resignation of Charles Chickering to the Agricultural Commission effective immediately. Kerry Cyganiewicz seconded. Unanimous 4-0**
- b. **Russ Giglio – Economic Development Committee – John Marsi motioned to accept, with regret, the resignation of Russ Giglio to the EDC effective immediately. Paul Joseph seconded. Unanimous 4-0.**

4. Appointments:

- a. **Agricultural Commission – Paul Joseph motioned to appoint Victor Kallgren of Airport Road as a member of the Agricultural Commission. His term to expire 6/30/2022. John Marsi seconded. Unanimous 4-0.**
- b. **Agricultural Commission – Non-Voting Member – John Marsi motioned to appoint Jeanne Davis as a non-voting member to the Agricultural Commission with no term limits. Paul Joseph seconded. Unanimous 4-0.**

5. Public Comments/Citizens Comments – Informational:

6. Town Administrator's Report:

Mr. Balukonis stated that he is requesting the Board to place a debt exclusion question on the ballot in June in the amount of \$100,750, which would be added as exempt to FY20 debt. The

two projects he would like to have debt excluded would be for the HVAC/Roof project in the amount of \$69,700 and the LED street light conversion in the amount of \$31,000. We are retiring \$577,216.00 which was for the DCRSD capital assessment in July 1999 and \$45,561.00 for the police cruiser debt exclusion voted in 2016, both of which will be coming off the books. He stated fixed costs have increased as it relates to non-exempt debt services and this is really hurting the town and the ability to maintain municipal services. We have to inform the Town Clerk 45 days prior to the election so he would like to see this on the next agenda. Mr. Balukonis stated that the re-roofing project has begun, with materials being stored outside the town hall Friday. This project will take approximately 30 days to complete and the roof has a 30 year warranty. Also the LED streetlights will be shipped in on April 25, 2019 with the installation beginning on May 13, 2019. These lights are white light, contrary to other abutting towns that have yellow lights. They have little to no maintenance and will last many years.

7. Around the Town – Focusing on Local Businesses:

8. Licenses/Permits:

9. Public Hearing

Highway, Water and Sewer Departments –Continuation of Public Hearing on Consolidation of a Public Works Department – The Public Hearing reopened at 7:43pm. Mr. Balukonis stated that we publicized the Public Hearing and requested comments but no comments were submitted. He informed the Board that he reviewed the DPW proposal to the Highway Department at a recent meeting and felt it was a positive meeting. He explained the process regarding the town meeting vote, and if in the affirmative, would submit to our legislators for the Governor to sign. He thinks it might be late summer or early fall before it is approved. After that he suggested a 60 day timeframe to establish the DPW and hire a DPW Director. He recommends the Town Administrator, non-binding, with the Board of Selectmen acting as the authority leadership. As far as the numbers and how we will allocate a cost sharing model he's working on this and has had similar analysis completed in other town's he has worked in. As part of the Highway, Water and Sewer Organizational Assessment submitted by the consultants there are five actions that are most critical. 1) Reorganize the Town of Dudley's public works division into one consolidated Department of Public Works as outlined in the report. 1). Hire on Director of Public Works to oversee the Department. Work with Town Counsel and Labor Counsel to ensure legal requirements of the reorganization. 4). Develop a formal Capital Improvement Plan and Budget, and 5) Fill any vacant positions, if needed. Mr. Balukonis assured the Board that no employees will lose their jobs due to this consolidation and the water/sewer funds (Enterprise) will not be spent on anything else than what they are currently spending. The Commissioners will be appointed and set the operational budget along with the DPW Director. John Briare, Flaxfield Rd. came before the Board. He feels there a dysfunction and is concerned we do not want to create another level of bureaucracy. He feels grant writing should be a prerequisite for the new Director. "In chaos there is opportunity". Mr. Balukonis stated that the consultants recommended forming a DPW Oversight Committee to assist in the transitional period. If it passes a job description will need to be updated. After discussion the Public Hearing closed at 8:06pm. **Paul Joseph motioned that the Board of Selectmen place a proposal for a DPW per the report submitted by the consultants, with the changes that we asked for an agreed to in the Public Hearing and after approval from our legislator, suggest a 60 day timeframe before the DPW is activated, and then present it to the town people at the May Town Meeting. John Marsi seconded. Unanimous 4-0.**

10. Public Business:

- a. **John Briare, Economic Development Committee** – Mr. Briare informed the Board that the EDC has been working with the Agricultural Commission and believes it is a great group that will get things accomplished. Regarding the Recreation Commission, he would like to know if the Board would like to fill the vacancies or the EDC. All agreed that John Briare and Greg

Balukonis should discuss this Commission and see if anyone from the Beach Committee, formed years ago, would like to participate. Finally, Mr. Briare would like to have the Board review the EDC five (5) year economic plan.

- b. **Employee Handbook** – After discussion all agreed to table the Handbook with changes shown in italics and bolded for the next meeting.
- c. **Chief Wojnar – Sergeant Position** – Chief Wojnar stated that there will be a Sergeant vacancy at the end of May. He has solicited the interest of three qualified individuals within the department to serve as Acting Sergeant, holding this position for one month, with one being appointed Sergeant for July 1, 2019. These three officers are Officer James Annese, Officer Chandler Boyd and Officer Marek Karłowicz. **John Marsi motioned for Chief Wojnar permission to act on the Acting Sergeant positions. Paul Joseph seconded. Unanimous 4-0.**
- d. **Incident at 35 Chase Ave (Drafters Sports Café) on 3/25/19 – Serving Minors** – After discussion **Paul Joseph motioned to hold a Public Hearing on this issue and have the owner of Drafters along with the police officers involved at the next meeting. John Marsi seconded. Unanimous 4-0.**
- e. **Approval of Insurance Advisory Committee’s recommendation – Proposed Benefit Changes** – Mr. Balukonis stated that we recently formed an Insurance Advisory Committee who met and reviewed and voted on the changes to the health insurance effective July 1, 2019. After discussion **Paul Joseph motioned to approve the changes and recommendations of the IAC as proposed. John Marsi seconded. Unanimous 4-0.**
- f. **Dudley Grange** – **Paul Joseph motioned to grant permission for a parking waiver to the Dudley Grange # 163 for Thursday, June 20, 2019 for the Strawberry Festival. John Marsi seconded. Unanimous 4-0.**
- g. **Town hall closure** – **Paul Joseph motioned to close the town hall on Thursday, June 20, 2019 @ 4:30pm so that employees may attend the Strawberry Festival. John Marsi seconded. Unanimous 4-0.**
- h. **Fire Chief – Request to increase ambulance fees** – Chief Kochanowski stated that ambulance fees have not been increased since 2015 and that as of July 1, 2019 the State has mandated that no ambulance fees may be increased. Due to this mandate he has suggested we increase to Medicare plus 300%, which is what most towns in the Commonwealth are charging. After discussion **Paul Joseph motioned to approve the change increase in our ambulance fees as stated in the chart dated 3/19/19, last column – 2019 Medicare plus 300%. Kerry Cyganiewicz seconded. Unanimous 4-0.**
- i. **Board of Health – Request for Earth Day** – Vinny Polletta, Highway Superintendent, stated that there is no specific dumpster for Earth Day due to lack of funds but Casella Waste, who we contracted for the recycling center, provided approval to use the large recycling center dumpster for the event. Fire Chief Kochanowski stated that he does not get involved with Earth Day but everyone is aware that there will be no hazardous waste. Paul Joseph feels that this event is not well organized. After much discussion **John Marsi motioned to grant approval for the Board of Health to hold Earth Day on Saturday, April 27, 2019 from 8:00am to 12:00pm at the highway garage on Indian Road on the condition that members of the Board of Health meet with the Town Administrator to make sure their conditions are met and for them to attend the next Selectmen’s meeting to inform them of what is going on that day. Kerry Cyganiewicz seconded. Vote 3-0-1.**
- j. **Dudley Permanent Firefighters Association – Toll Booth Request** – **John Marsi motioned to approve the request from the Dudley Permanent Firefighters Association to hold a toll**

booth on Saturday, June 29, 2019 from 9:00am to noon for MDA. Kerry Cyganiewicz seconded. Unanimous 4-0.

- k. **Review of FY2020 budget** – All agreed to table the budget and the second half of the Police Chief’s request until the next meeting.
- l. **Office to be Elected at Annual Town Election – Open Seats** – Kerry Cyganiewicz stated that there have been no papers pulled for seven (7) vacancies, four (4) of them on the Planning Board. The Planning Board is a very important Board and it needs to be full. The Board would appreciate residents who want to get involved to come to the town clerk’s office before April 22, 2019 (deadline for pulling and returning papers).

11. Board Member Comments:

12. Student Representative:

13. Departmental Communication:

14. Adjournment:

Kerry Cyganiewicz motioned to adjourn at 9:30pm and to convene into Executive Session under MGL. Chapter 30A§21(a)(3) to conduct strategy with respect to collective bargaining or litigation if any open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares (Dudley Police Association). Paul Joseph seconded.

Roll Call Vote

Steven Sullivan, Aye

Paul Joseph, Aye

John Marsi, Aye

Kerry Cyganiewicz, Aye

Respectfully submitted,
Michelle Jervis, Administrative Secretary

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Roll Call Vote

Steven Sullivan, Aye

Paul Joseph, Aye

John Marsi, Aye

Kerry Cyganiewicz, Aye

Respectfully submitted,
Michelle Jervis, Administrative Secretary