

Town of Dudley

Board of Selectmen
Highway Commissioners
Cemetery Commissioners

July 29, 2019 @ 6:30pm
Dudley Municipal Complex – Room 321A
71 West Main Street, Dudley, MA
Approved 8/12/2019

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 called the meeting to order at 6:37pm. In attendance were John Marsi, Paul Joseph, Kerry Cyganiewicz and Jason Johnson. Also in attendance was Jonathan Ruda, Town Administrator and Michelle Jervis, Administrative Secretary.

2. Acceptance of Minutes:

John Marsi motioned to approve the minutes of July 15, 2019. Kerry Cyganiewicz seconded. Unanimous 5-0.

3. Appointments:

4. Resignations:

5. Public Comments/Citizens Comments:

6. Town Administrator's Report:

Mr. Ruda stated that he has sent a letter to Ameresco regarding the solar landfill project but has not heard back. He provided a date of December 1st to agree to proceed and if not, the Town would move onto other interested parties. He requested the Board let him prepare an RFP in the event he would need to move forward for interested parties to propose using the former site of the landfill for solar generation.

Upgrades to Audio/Video in DMC - Regarding the Franchise Fees Cable Access receives from Charter Communications (Spectrum) every year he would like to utilize these funds to upgrade our audio and visual equipment in the town hall. It turns out that there are sufficient funds in the cable access account to do so and per contract; we are able to use it for this purpose. He would like to provide for a video monitor in every meeting room, upgrade the building's wireless connectivity and to purchase software known as ClickShare which we are demonstrating this evening. With ClickShare outside users, as well as our staff, can make their own presentations to boards and committees with the capability to connect to the internet and use ClickShare simultaneously. He explained all the upgrades that he is proposing and, after these upgrades, would represent less than 10% of the current balance in the account. All these upgrades are long overdue and paid for essentially by Charter Communications.

Inmate Labor – Mr. Ruda has contacted the Worcester County Sheriff's Department to have an inmate crew assist us with weeding and trimming around the town hall or help address some of the outside projects due to unanticipated absences. They should be here at the end of August.

Building Department – At this time Ted Zajkowski, who is the clerk in the Board of Health, is temporarily helping out in the Building Department due to the absence of a clerk. Mr. Ruda is looking into combining the offices so he is delaying the posting of the position until a proposal is submitted to the Board.

7. “Around Town” – Focusing on Local Businesses:

Avrind Basil, owner of Biz Prints located in Tinsley Square, West Main Street – Mr. Basil came before the Board. He started in Worcester in 2012, then Oxford, and finally Dudley. His company is family owned and can they can print on “anything that is not liquid”. It is one stop shopping. He is also a vendor for cleaning NICU at all the UMASS Hospital campuses. The Board thanked him for his informative presentation.

8. Licenses/Permits:

9. Public Hearings:

10. Old Business:

a. Vacation Time Carry Over Policy – tabled from 7/15/19. Mr. Ruda stated that the Policy was reviewed by town counsel and what appeared to be unclear in the previous version has been clarified. **John Marsi motioned to approve the Vacation Time Carry Over Policy as written. Kerry Cyganiewicz seconded. Unanimous 5-0.**

11. New Business:

Police Chief Wojnar– Discussion regarding renewing fingerprinting/CORI checks on current Alcohol/Wine and Malt License Managers – Chief Wojnar stated that the Fingerprint Bylaw enacted a few years ago has all alcohol and wine and malt managers fingerprinted. These fingerprints are run through the FBI’s National Database. The Criminal Record Checks (CORI) are submitted by the Board of Selectmen’s office at the time of the application for a license as well as the ABCC. This Check covers Massachusetts only yet the Fingerprint check is nationwide. Some of the liquor establishment managers have not been re-checked for years and years, and might have committed a felony since their last check. He asked the Board for recommendations on how many years checks should be done. Jason Johnson asked if there is any data to back up the need for these checks. Chief Wojnar stated that individual communities have been doing this with the State submitting the fingerprints to the FBI. Paul Joseph motioned to authorize Fingerprinting and CORI checks on all alcohol managers in the Town of Dudley every five years. Kerry Cyganiewicz seconded. Vote 2-3. Kerry Cyganiewicz motioned to authorize Fingerprinting and CORI checks on all alcohol Managers in the Town of Dudley every four years. Paul Joseph seconded. Vote 2-3. **John Marsi motioned to authorize Fingerprinting and CORI checks on all alcohol Managers in the Town of Dudley every three years. Steven Sullivan seconded. Vote 3-2 with John Marsi and Jason Johnson voting nay. Passed.**

Disclosure by Municipal Employee of Part-time, call or volunteer Service to the Police, Fire, Rescue or Ambulance Department as required by GL Chapter 268S§20(f) – Mr. Ruda stated that the Town is required to files this disclosure with the Town Clerk when someone holds a dual role in the Town. Our Animal Control Officer, Jennifer FitzGerald is also a Paramedic for the Fire Department. The Board of Selectmen must acknowledge that person is occupying two roles with the signature of the Chairman. **John Marsi motioned to accept the Disclosure by Municipal Employee of Part-Time, Call or Volunteer Services to the Police, Fire, Rescue or Ambulance Department as Required by G.L. Chapter 268A, §20(f). Paul Joseph seconded. Unanimous 5-0.**

Two agenda items Draft of Time Earned Usage Police and Draft of Acting Appointment Policy were tabled until Town Counsel reviews these documents.

12. Board Member Comments:

13. Departmental Communication:

14. Adjournment:

Paul Joseph motioned to adjourn from public session at 7:43pm and to convene into Executive Session under MGL Chapter 30A Sec. 21(a)(2) – To conduct strategy session, Highway Superintendent, in preparation for negotiations with non-union personnel and /or to conduct contract negotiations with non-union personnel and Chapter 30A§21(a)(3) to conduct strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. David Baxter Step3 Grievance/Melvin Gatzke Agreement.

Respectfully submitted

Michelle Jervis
Administrative Secretary