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 called the meeting to order at 6:30pm. In attendance were Paul Joseph, Kerry Cyganiewicz and Jason Johnson. Also in attendance was Jonathan Ruda, Town Administrator and Michelle Jervis, Administrative Secretary. Steven Sullivan was absent.

2. **Acceptance of Minutes:**

Jason Johnson motioned to approve the minutes of October 7, 2019. Kerry Cyganiewicz seconded. Unanimous 4-0.

3. **Appointments:**

**Economic Development Committee (EDC)** – Jason Rousseau – Mr. Rousseau stated that he was approached by a member of the Webster/Dudley Business Alliance to see if he was interested in becoming a member of the ECD. He is the owner of Pro Automotive. He attended a meeting and would like to be appointed. Kerry Cyganiewicz motioned to appoint Jason Rousseau as a member of the EDC with a term to expire 6/30/2022. Paul Joseph seconded. Unanimous 4-0.

4. **Public Comments/Citizens Comments:**

5. **Town Administrator’s Report:**

Mr. Ruda stated that the town hall now has a public Wi-Fi with 100 Megs, extremely fast. He thanked Deb Thibaudeau for organizing the project and Ted Baron, Cable Assess Coordinator, for his work.

The Halloween “Spooktacular” will be held this coming Thursday, October 24th. He will be closing the town hall at 4:30pm to allow staff to set up for the event. Staff that is not assisting with the event and have no work to complete in the office will be required to use earned time to cover their absence.

Mr. Ruda stated that, unfortunately, we are not eligible to apply for grant funding under the community compact to pay for the cost of the proposed compensation study. Although the grant was awarded in 2017, the fact that it was not completed unit 2019 put us in a position where we are not have to wait an entire year before we can reapply for funding. He has set up two independent firms to present proposals to the Board on 11/4 and 11/18 for the salary survey study. After the BOS listens to the proposals he will ask how to proceed. Finally, Deb Thibaudeau is working on selling the surplus solar credits to the school district and he will be meeting with the representative from WGL to ask to reopen the contract to reflect the town’s usage and needs.
6. **Licenses/Permits:**

7. **Public Hearings:**

8. **Old Business:**

   A. **Town Meeting Warrant** – Mr. Ruda would like to have the Board vote on the articles tonight so we can focus on other items at our meeting prior to town meeting. Each article will be read and members can ask to place a “Hold” if an article needs further information. All voted with a “Hold” on Articles 7, 26 and 33.

   Regarding Article 7, Mr. Ruda stated that the waste oil heater for the Highway Department has a return on investment. It is a needed item.

   Article 26 – This article (PILOT Agreement for 197 Oxford Rd Solar project) was discussed at our October 15, 2019 meeting with the FAA. He asked town counsel’s opinion as to the lawfulness of this article. Per town counsel it is lawful to insert “enter” into an agreement and does not need to go back to town meeting for approval. This is a matter of transparency. Kerry Cyganiewicz stated that he prefers “enter” not being there since it is past practice but understands.

   Article 29, amending the Town Administrator bylaw, to reflect the need for the Town Administrator to be have the authority to sign all bills, invoices and payrolls under the Board of Selectmen, was discussed and all agreed.

   Article 33 – Stabilization – Mr. Ruda would like to change the amount we add to the Stabilization Account to $100,000 and the Capital Stabilization Account to $150,000. There will be money left over but he would like to make sure we have enough just in case an emergency comes up. Mr. Joseph has concerns about leaving $97,000 not in a stabilization account. When money is available people will spend it. Mr. Carmignani, Treasurer/Collector assured members that the town has an excellent bond rating and the “ship runs well”. After discussion [Paul Joseph motioned to approve the town meeting warrant articles as presented. Jason Johnson seconded. Unanimous 4-0.](#)

9. **New Business:**

   a. **Chief Wojnar – Request “No Parking” zone on Warsaw Ave** – After discussion [Paul Joseph motioned to vote to post a Public Hearing on November 4, 2019 to vote on parking on Warsaw Ave. Kerry Cyganiewicz seconded. Unanimous 4-0.](#) This will allow residents in the area to be informed and attend to ask any questions.

   b. **Board of Health** – [Paul Joseph motioned to approve the request from the Board of Health to use the Clarinda Wood Fund in the amount of $2,000 to pay Cheryl Rawinski for Public Nursing Services provided during the months of July – September 2019. Kerry Cyganiewicz seconded. Unanimous 4-0.](#)

   c. Mr. Ruda reminded the Board there is a meeting at 6pm prior to town meeting on October 28, 2019.

   d. **Board of Selectmen – Vote to establish 2 positions (Clerk: Planning, Highway and Conservation and Clerk: Permitting, Licensing and code Enforcement).** After discussion this issue has been tabled for October 28, 2019.

   e. Mr. Ruda stated that he has requests for eliminating positions and updating a job description for the Administrative Secretary. These two items are premature. [Paul Joseph motioned to](#)
take no action on Items 10c and 10d on the agenda. Jason Johnson seconded.  
Unanimous 4-0.

10. **Board Member Comments:**

11. **Student Rep** – Al Salonis presented his report to the Board. All thanked him for his information.

12. **Departmental Communication:**

   Chief Wojnar informed everyone that there is a drug kick back day on Saturday, October 26, 2019. Any old prescriptions medication can be dropped off as well as hyperdemic needles.

13. **Adjournment:**

    Paul Joseph motioned to adjourn at 7:50pm. Jason Johnson seconded. Unanimous 4-0.

Respectfully submitted

Michelle Jervis
Administrative Secretary
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