

**TOWN OF MILLBURY
BOARD OF SELECTMEN MINUTES**

Zoom Meeting ID: 836 0502 9531

November 9, 2021

6 PM

Present: Mary Krumsiek, Scott Despres, Chris Naff, David Delaney , Sean Hendricks, Katie McKenna, Police Chief Lewos, Jennifer Barrett

Remote: Ipad, cbillington, Fran Ipad, Stephanie Philips Richter, Tina Brady, Amy Riordan, Nicole Dinapoli, mtrottier

Regular Session 6 PM

Pledge of Allegiance

Plaques for Retired Employees- Senator Moore and Representative Frost

Rich Hamilton has worked for 43 years for the Millbury Fire Department and decided to retire from the position of Fire Chief. Senator Moore acknowledged all the sacrifices made by all firefighters and the commitment Rich has shown to the Town. Representative Frost also expressed his respect for Fire Chief Hamilton.

5 minute recess

Quarterly Update- Police Chief Lewos

The motorcycle has been a great addition. Chairman Krumsiek asked about the plans going forward. Chief Lewos stated that he talked with the Town Manager about how promotions and hiring will be dealt with. Chief Lewos stated that they would like to create more ways for hiring. Selectman Despres appreciated the reports after the department meetings. He also acknowledged the collaboration with Grafton and Sutton. He would like to see the Summer Camp Youth police program come back. Chairman Krumsiek thanked the Carpenters Training Program for their amazing work and Lt. McFaul for his work. Sean Hendricks stated that the next annual review for Chief Lewos will be in January. The Board and the Town Manager stated that quarterly meetings were good.

Financial Update-Jennifer Barrett, Finance Director

Jennifer stated that when she started 6 months ago, she evaluated all the accounts. She looked at the accounting software used by the departments. They had to ultimately change account structures and implemented the new system on July 1st . They signed a 3 year contract with the new software company in which the prices will stay the same. She stated that they cleaned out and closed old accounts which included grants, gifts, escrow etc. The tax rate is almost done and may be reduced. Selectman Naff added that assessing needs to be sharpened. Jennifer replied that would be discussed at the classification hearing. The FEMA application got approved and another application is also being submitted. The CARES was also approved and they will be

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moving on to the ARPA funds now. Selectman Despres asked how does closed accounts get missed to the point where there is so much money just sitting in the account. Jennifer replied that it was a mix of neglect and small accounts that has caused this. The next big hurdle would be to start on the FY23 budget and policies that need to be written. Jennifer then went over all the departments Revenue and Expenditure Reports.

Selectman McKenna left the meeting

Approval of Order of Taking of McCracken Rd TIP Project Easements

Sean Hendricks stated that all the parcels have been appraised and the owners have been notified. Most of the easements are temporary. All the homeowners were sent a letter back in 2019, the Board is approving of the order of taking. If home owners have any questions, they can call the Town Managers office. After the Board, approves the order of taking, home owners will receive a letter stating when they can come collect their money. There are some more county easements so they will also need to be approved from the Board. Sean mentioned that there is a grading and widening of the road which are the main focus. If any of the home owners have questions about the appraisal, they can review the appraisal and see how much they are getting per square foot. He is happy to walk the property and answer any questions.

Motion to suspend the rules to hear what the people present have to say by Selectman Despres, 2nd by Selectman Naff and on roll call vote with Selectman Despres, Selectman Naff, Selectman Delaney and Selectman Krumsiek, all in favor, the following vote was approved 4-0.

Gary Glover of 11 McCracken Rd stated that he submitted paperwork to talk to the Town Manager about the appraisal but didn't hear back. He stated it is unclear as to how much or what property the town is taking and it shouldn't be determined tonight whether the Board should approve the plans.

Sean Hendricks replied that this is a state project so MassDOT runs it. He agrees with the lack of plot plans, but he can do site visits with the engineer. He is trying his best to work with all the questions and is willing to stand up for the townsfolks Sean stated that he will get information on temporary easements and find out how much legal authority the Town will have. He stated that the taking will happen tonight and people will know exactly as to what will happen to their property before construction takes place. Selectman Naff talked about how the project has been going on for years and that he was against it at first, but the project will reduce dangers on that intersection therefore he wants it to go forward. The state is covering 80-90% of the project cost, but because of that the Town doesn't have much control over the project.

Fran Desimone of 1 Weldon Drive stated that Gary's business and other home owners need a bond from the state or a way to make sure that not a lot of damage is being done. Gary stated that widening of the road will increase the traffic therefore the McCracken Rd bridge should have no right turn entrance lane to the mall at all.

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Motion to approve the Order of Taking of McCracken Rd Tip Project Easements by Selectman Naff, 2nd by Selectman Despres and on roll call vote with Selectman Despres, Selectman Naff and Selectman Krumsiek, all in favor, Selectman Delaney opposed the following vote was passed 3-1.

Extend hours for pouring establishments on November 24, 2021 to 2:00 am- Thanksgiving Eve

Motion to extend hours for pouring establishments on November 24, 2021 to 2:00 am- Thanksgiving Eve by Selectman Naff, 2nd by Selectman Delaney and on roll call vote with Selectman Delaney, Selectman Naff and Selectman Krumsiek, all in favor, Selectman Despres opposed, the following vote was passed 3-1.

Reappointment of Christine Brady to the Library Board of Trustees

Motion to reappoint Christine Brady to the Library Board of Trustees by Selectman Despres, 2nd by Selectman Delaney and on roll call vote with Selectman Despres, Selectman Naff, Selectman Delaney and Selectman Krumsiek, all in favor, the following vote was approved 4-0.

Approval of virtual public outreach meeting associated with Greencare, Inc retail cannabis facility

Motion to approve the virtual public outreach meeting associated with Greencare, Inc retail cannabis facility by Selectman Naff, 2nd by Selectman Despres and on roll call vote with Selectman Despres, Selectman Naff, Selectman Delaney and Selectman Krumsiek, all in favor, the following vote was approved 4-0.

Management Update

***See Attached**

Selectman Delaney asked whether Sean formed the committee to discuss ARPA fund projects. He replied that he got individual feedback instead, he talked with Selectman Naff and developers about the designs. Most of it will be put towards parks and schools. Selectman Delaney mentioned that DPW was having issues with a resident on High St to which Sean stated that Keith met with the resident and tried to resolve the issue. Chairman Krumsiek stated Harris Ave was closed and asked if the Police has the authority to close it. Sean replied that they do but they don't have the equipment to block it. They ask DPW to close the road usually.

Review and Approve Previous Minutes

Motion to approve the Minutes of September 28, 2021 by Selectman Naff, 2nd by Selectman Delaney and on a roll call with Selectman Krumsiek, Selectman Despres, Selectman Delaney, and Selectman Naff, all in favor, the following vote was 4-0

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Dates to Remember

11/11 2pm Millbury Historical Society Veterans Day Program
11/19 Millbury First Congregational Church's 29th annual turkey raffle
11/13 Food Drive

On a good note

Katie McCullen is world champion again!

Millbury High School Girls Soccer team won the state semi final 3-0!

Mail

Motion to accept \$650 donation for the Millbury beautification initiative by Selectman Despres, 2nd Selectman Naff and on a roll call with Selectman Krumsiek, Selectman Despres, Selectman Delaney and Selectman Naff, all in favor, the following vote was 4-0

8:27 PM Adjourn Meeting

Motion to adjourn the meeting by Selectman Naff, 2nd by Selectman Despres. Motion carried unanimously.

Respectfully submitted,

Amy Fleming, Secretary

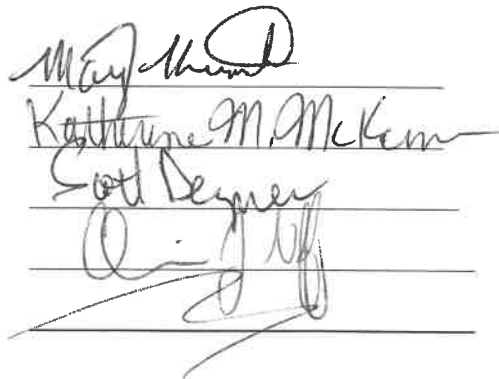
Mary Krumsiek

Katie McKenna

Scott Despres

Chris Naff

David Delaney





TOWN OF MILLBURY

Office of the Town Manager

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MANAGEMENT UPDATE

To: Board of Selectmen
Municipal Staff

From:


Sean Hendricks

Date: November 9, 2021

Town departments are closed on Thursday, November 11, as we observe Veterans Day

Updates:

- **McCracken Rd TIP:** While the primary taking of necessary easements will be accomplished tonight, there will be another round of takings, as we have learned that there are some county easements in place that we need to deal with. Following the taking tonight, DoT will be in a position to begin putting the bid documents together. We are optimistic that work on the project may commence in spring 2022.
- **ARPA:** Department heads have submitted some requests/suggestions for the use of ARPA funds. Last week, we met with reps from DoT, Aquarion Water, and the Sewer Commission to discuss the feasibility of getting utilities down 146 to a couple of undeveloped parcels that have remained so largely due to the lack of utilities. Such a project will almost certainly cost at least \$20M, but we plan to use ARPA funds to pay for a design of such a plan. This will enable us to present something tangible to prospective development partners and/or to state/federal agencies that may provide funding. DoT has some concerns about the project, but we believe that we can come up with a design plan that will meet with DoT approval.
- **Fire HQ:** CHA Consulting, Inc. was chosen as the OPM for the proposed Fire HQ project. In the coming weeks, we expect to negotiate a service agreement, and the project will be driven forward under CHA's supervision.
- **CDBG:** Lenard Engineering will be awarded the design contract for the Maple/Pearl Street housing project.
- **Flu clinic:** BoH staff and nurse Cheryl Rawinski conducted a successful flu clinic at the Senior Center in October. Thanks to Judy Bater and Sam Roban for their help with the clinic.
- **Armory Village Phase II:** We can publicly report that the Town is the recipient of a \$1,147,000 MassWorks Infrastructure grant. While we are still awaiting word on a couple of other grants, the Massworks grant makes the project nearly fully funded. Congrats to Laurie and her team for a successful grant submission.
- **Woolie World:** Keith Caruso and I have started discussing a division of labor that will enable us to come up with a plan for improvements to the park. I will be meeting with Millbury Little League folks in the hopes that they can get a couple of additional quotes for the work to the baseball field itself. Town personnel will stake out a proposed parking area for paving. Our hope is that we can get costs in place and gain ConComm approval over the winter, which will enable us to begin clearing the trees for

the parking area and perhaps get that completed in spring/summer 2022. We will try to program the field work for fall of 2022, after the baseball season concludes. We plan to use ARPA funds for this project that we estimate will cost \$100,000+/-.

- **Chain of Lights:** The planning of this event continues. Millbury Public Library and the Asa Waters Mansion will participate in the event. Senior Center staff will help at the library, and we've arranged for the MHS band to play in front of the library, as well.
- **Employee recognition/holiday luncheon:** On Thursday, December 9, Town buildings will close early so that I/we can conduct our first annual luncheon. The luncheon will be held at the VFW, and the food will be catered by Calabria Restaurant. Thanks to John Direnzo for offering us very friendly rates for the food, since this event will be privately funded. Employees will be recognized for their service to the Town, and the event will enable all Town staff to gather together, which is something that rarely happens.
- **DPW:** Highway staff continue to respond to areas around Town that are having drainage issues due to the tremendous amount of rain we've seen. Keith Caruso and I have made several site visits, and we are attempting to help folks however we can. We are rushing to the end of paving and mowing season, and the staff is keeping the Town looking great.
- **Upper Common:** Work on the walkway between the upper common and the municipal parking lot commenced; we are hopeful the work will be largely complete for the Chain of Lights. We have come to an agreement with the subcontractor that was unable to complete the electrical work on the upper common. The Town will hire its own electrician to complete the work, and the cost will be deducted from our final payment to the contractor. Thanks to Laurie Connors for her perseverance in this matter.
- **Personnel:**
 - Public Access Assistant- reposted August 27th
 - Assistant Town Accountant- interviews ongoing
 - Part time General Clerk in the Board of Health- new employee to start on 12/6
 - Public Safety Dispatcher- position will be reposted
 - Council on Aging General Clerk-position will be reposted
 - Property Lister- new employee to start on 11/15
 - Clerical and Dispatcher negotiations have concluded—will go to BoS in the coming weeks
 - Personnel policies and handbook—final revisions being done. Will present to BoS when complete

As always, Town staff is here to help/answer any questions.

Be well.
SH