

TOWN OF UXBRIDGE
BOARD OF SELECTMEN MEETING MINUTES
BOARD OF SELECTMEN MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MASS
Tuesday, November 12, 2019 6:30 PM

Present: Chairman Brian Butler, Vice Chairman Jeffrey Shaw, Clerk Brian Plasko, Selectman Stephen Mandile, and Selectwoman Susan Franz.

Also present: Town Manager Steven Sette and Admin. Assistant Erin Lemoine

1. CALL TO ORDER AND SALUTE TO THE FLAG

The meeting was called to order at 6:30 PM by Mr. Butler. The Pledge of Allegiance was recited.

2. ANNOUNCEMENTS

- a) Highlighted Committee: Mr. Butler highlighted the Cable Advisory Committee. There is one vacancy at present. If interested, please contact the Town Clerk's office or Town Manager's office.
- b) Uxcellent News:
 - a) Mr. Plasko announced that the Town of Uxbridge has been granted national recognition by the National Park Service for the site of the grave Freedom Seeker Mrs. Nancy Adams. Mr. Plasko thanked everyone involved in the 18-month process.
 - b) Mr. Plasko also recognized Veteran's Day Parade activities and shared that Representative Soter was at the Senior Center on Friday, November 8th.

3. CITIZENS' FORUM:

Mary Cates: Uxcellent Uxbridge is a wonderful creation for the community and commended Mr. Plasko. She suggested that the Board make residents aware of town events and encourage more people to attend Board meetings. Also, she had recently assisted a veteran and he mentioned to her that he had lost his military records in a fire many years ago and was hoping that Mr. Mandile could assist him in recovery. Mr. Mandile agreed.

4. BUSINESS:

- a) Uxbridge First Night – Approval of December 17th parade and fireworks: Mr. Plasko stated that he had received a request from the Fire Department Chief to close Court Street on December 17th from 12:00 PM to 10:00 PM for the parade and fireworks. The parade begins at 4:30 PM and the fireworks at 6:00 PM. The Safety Committee had already approved the closure. Mr. Butler advised the Police Department would be notified. **MOTION: Mr. Plasko made a motion that the Board of Selectmen approve the Uxbridge Parade and Fireworks on Saturday, December 7, 2019, and street closure as requested. Seconded by Ms. Franz. The motion carried 5-0-0. (At their meeting, The Board voted December 7, 2019. The minutes posted on 11/25/19 reflected December 17, 2019 which was a typo.)**
- b) Change of Manager – Retail Alcoholic Beverages License: New England Eats, LLC dba Papa Gino's, 158 N Main Street – The applicant is requesting that the Board approve Christopher Clark as the new manager of the establishment. No representatives from Papa Gino's were present. **MOTION: Mr. Mandile made a motion that the Board of Selectmen approve Christopher Clark as the Manager of record for New England Eats, LLC dba as Papa Gino's, 158 No. Main Street, Uxbridge, MA as amended. Seconded by Mr. Plasko. The motion carried 5-0-0.**
- c) Approve Complete Streets Policy -2nd Reading: Paul Hutnak was present for questions. He updated the program status. The policy must be approved so it may be submitted to the State. The policy and a prioritization list must be submitted before the end of 2019. Once submitted, the State will review and if approved, the Town may apply for and receive a grant for up to \$400,000 which can be used for construction. Mr. Butler thanked Paul and the rest of the team involved. **MOTION: Mr. Shaw made a motion that the Board of Selectmen approve the Complete Streets Policy as submitted. Seconded by Ms. Franz. The motion carried 5-0-0.**

- d) Marijuana Host Community Agreements Discussion: Prompted by the recent indictment of the former Mayor of Fall River for possible illegal payments that may have occurred during negotiations, the Town of Uxbridge was served with a Grand Jury subpoena for written documents, emails, texts, and any other data pertaining to the HCAs that the Town has executed thus far. The Town has submitted the requested material, is compliant with the Grand Jury subpoena, and may continue to negotiate HCAs that are in the process of developing. If any questions, contact the Town Manager.
- e) Approval: LIP Property Refinance: 144 Taft Hill Lane, Uxbridge: This request is from an Uxbridge resident who has a mortgage through a government program (DHCD) that requires a vote of the Board of Selectmen in order for consideration to be given to refinance the financial obligation for the mortgage with her daughter. **MOTION: Ms. Franz made a motion that the Board of Selectmen approve the request received from Annette Cooke of 144 Taft Hill Lane to provide their consent refinance a mortgage with her daughter Patricia Cooke added as a co-borrower, as submitted. Seconded by Mr. Plasko. The motion carried 5-0-0.**
- f) Accept the FY17 & FY18 Financial Audits: Michelle Laramée, Town Accountant, was present to answer questions. The Audits for these fiscal years are complete and approved. Ms. Laramée also stated that FY19 is nearly complete. Ms. Franz asked if the 2019 audit can be scheduled, and Ms. Laramée responded that she would be in contact to schedule. The Chairman thanked Ms. Laramée and the Accounting Office for all the hard work getting the Town back on track. **MOTION: Mr. Shaw made a motion that the Board of Selectmen accept the FY17 and FY18 Town Audits as submitted. Seconded by Ms. Franz. The motion carried 5-0-0.**
- g) Discuss MVP Action Grant submission and review and approve in-kind match letter for 25% of the Integrated Vector-borne Disease Management Program: Ms. Franz provided the Board with and update: The text in the grant and the budget are complete and are in final reviews. The grant will go to EEA by 2:00 PM on Thursday, November 14th. Ms. Franz also sent the Board the Executive Summary on November 12th. The grant applied for is \$256,926, and the Town's in-kind contribution is \$97,246. There are 8 projects, including mosquito control and two culvert designs, and they are exploring biological controls. After tracking this Fall's communications, there is room for improvement to ensure everyone is reached, so the group is working on this item. Ms. Franz has been working with Counsel on possible options and shared with Board members. The State has indicated that responding to EEA is a State priority. If this submission does not pass in this round, the Town can resubmit in the March 2020 round. The Chairman and Clerk relayed the Board's and the Town's thanks to Ms. Franz for her and her group's efforts. **MOTION: Mr. Shaw made a motion that the Board of Selectmen approve the MVP Action Grant and in-kind match letter as submitted. Seconded by Mr. Mandile. The motion carried 5-0-0.**

TOWN MANAGER UPDATE:

Mr. Sette introduced Erin Lemoine, newly hired part-time administrative assistant to the Town Manager and Board, and indicated that she would be attending future Board meetings to ensure timely minutes processing.

- a) Coyote Cannabis update: Mr. Sette spoke with Blake Mensing who is doing the community outreach and this is on track. Coyote Cannabis is working on the location's water issue with the DEP. Mr. Sette will provide an update at a future meeting.
- b) Street light update: Mr. Sette is meeting with National Grid on November 18th. All paperwork has been approved, and he is awaiting a project start date. All requested lights will be turned back on and is working on LED conversions as well. Mr. Butler raised concern for some key areas, and Mr. Sette stated that some of the areas were requested via work orders; National Grid indicated the work is scheduled for December but he would work further to have it completed sooner. Mr. Sette will update the Board.

5. MEMBER ISSUES/COMMENTS:

- a) Mr. Plasko mentioned a Facebook post regarding school bullying he had seen. He asked if the Board could reach out to the Superintendent to see what the Board can do to assist and support.

- b) Ms. Franz stated there was a question in a previous meeting about gifts given to revolving funds and whether those gifts had to be reported to the Board. She discussed with Counsel and was advised that since they are public records, the Board can direct the Town Manager provide this information.
- c) Mr. Plasko requested the agenda item be renamed MEMBER ISSUES/COMMENTS. Updated.

6. MEETING MINUTES:

SEPTEMBER 9, 2019

MOTION: Ms. Franz made a motion that the Board of Selectmen approves the minutes of 8/9/2019. Seconded by Mr. Mandile. The motion carried with a vote of 5/0/0.

OCTOBER 1, 2019

MOTION: Mr. Shaw made a motion that the Board of Selectmen approves the minutes of 10/1/2019. Seconded by Mr. Plasko. The motion carried with a vote of 5/0/0.

OCTOBER 3, 2019

MOTION: Mr. Plasko made a motion that the Board of Selectmen approves the minutes of 10/3/2019. Seconded by Ms. Franz. The motion carried with a vote of 5/0/0.

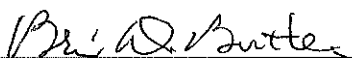
OCTOBER 8, 2019

MOTION: Mr. Mandile made a motion that the Board of Selectmen approves the minutes of 10/8/2019. Seconded by Mr. Plasko. The motion carried with a vote of 5/0/0.

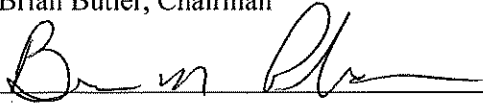
7. ADJOURNMENT: Next regular Board of Selectman meeting will be held on November 25, 2019.
Motion at 7:08 p.m. by Mr. Shaw seconded by Ms. Franz to adjourn. The motion carried with a vote of 5/0/0.

Minutes respectfully submitted by Erin Lemoine

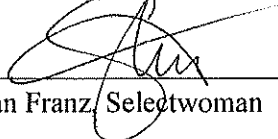
November 12, 2019 Minutes approved by the Board of Selectmen:



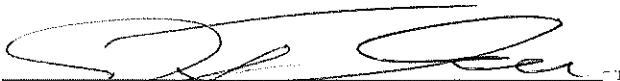
Brian Butler, Chairman




Brian Plasko, Clerk



Susan Franz, Selectwoman



Jeffrey Shaw, Vice Chairman



Stephen Mandile, Selectman

11/25/19