

**TOWN OF UXBRIDGE
BOARD OF SELECTMEN MEETING MINUTES
BOARD OF SELECTMEN MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MA**

WEDNESDAY, NOVEMBER 25, 2019 6:30 P.M.

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

Also present: Town Manager Steven Sette, Town Counsel Kate Feodoroff, and Admin. Assistant Erin Lemoine

1. CALL TO ORDER & 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 Capital Planning Committee. There is one vacancy at present. If interested, please contact the Town Clerk's office or Town Manager's office.

b) Uxcellent News: Mr. Plasko provided the following updates:

- 1) Uxbridge Community Television will be broadcasting live the Thanksgiving Day Uxbridge Varsity football game on Channel 194 for residents who have Spectrum/Charter Cable and will also be streamed live on UxbridgeTV.org. The game will be replayed on Channel 194; check for scheduled times and dates.
- 2) Mr. Plasko also acknowledged today's Senior Center event with almost 200 meals delivered to seniors. He expressed thanks to the many volunteers, including those from BVT, Fallon, Mr. Shaw, and Ms. Franz. The Board thanked Mr. Plasko for his work as well.
- 3) On December 14th at 9:00 AM on the Town Common, Representative Michael Soter will be doing the Wreaths Across America. Should add as an agenda item.
- 4) First Night Activities, Santa Parade and Fire Works, December 7th; 4:30 PM-8:00 PM. Fireworks are at 6:00 PM. Please come and support everyone.

3. CITIZENS' FORUM

a) Jean Ouelette had two concerns: 1) She commented that payment for snow plowing was taken from the water and sewer rate payers enterprise fund. She requested an agenda item. She commented that the rate payers want to know how much was taken, whether or not it will be reimbursed, and how the practice will be prevented in the future. 2) She also commented on the 5-year plan for roads and was concerned that traffic management may not be part of the plan to accommodate the increase in employees and trucks coming through town.

b) Chris Kupstas recently sold her home and commented on the final water and sewer readings. The water was pro-rated, but she was told the sewer could not be due to the "minimum usage fee." She provided a copy of her final bill to the Board. She expressed concern that the Town was "double-dipping" whenever a home is sold and purchased. She also mentioned that two men who are on the clock were sent to read the meter. Additionally, she was charged interest on the bill even though payment was not late. The Board will review.

4. BUSINESS

a) **PUBLIC HEARING:** FY 21 Tax Classification Hearing

Mr. Butler opened the Public Hearing. Mr. Sette requested the Board to postpone any further discussion on this until the December 9th Board of Selectmen meeting. Mr. Sette said there are some concerns, and after meeting with the Town Assessor and Account, more time is required to review the submitted information. The Board agreed to postpone until the December 9th meeting.

b) Municipal Trash Program:

Dr. Kristin Black and Dr. David Tapscott were present. Dr. Black provided detail on the proposed program, including a viewing of the bin choices for trash and recycling, reviewed the submitted presentation, and discussed, grant funding and proposed use. Dr. Black also recommended that the RFP include the Town municipal building contracts as well. Dr. Tapscott also discussed and advised there was an informational meeting held in mid-October to discuss the program extensively. That meeting can be found on the [uxbridgetv.org](http://archive.uxbridgetv.org/Video/5319) archive under Municipal Trash (<http://archive.uxbridgetv.org/Video/5319>). The Board and Town Counsel discussed.

MOTION: Ms. Franz made a motion that the Board of Selectmen approve the Municipal Trash Program as submitted. Seconded by Mr. Shaw. The motion carried 5-0-0.

c) Exit Interview Update:

Town Counsel Kate Feodoroff had provided the Board with a copy of a heavily-redacted document for the Board's review. The document was in Executive Session, so the document was not included in the Board's packet for the meeting. The Board took a 5-minute recess in order to copy and review. Town Counsel and the Board discussed. Town Counsel will darken the redacted areas to ensure redaction when photocopied and resend to the Board for release.

MOTION: Mr. Shaw made a motion that the Board of Selectmen approve the release of the Exit Interview information as submitted. Seconded by Mr. Plasko. The motion carried 5-0-0.

d) Marijuana Host Community Agreement with Regeneration, LLC, for Cultivation, Manufacturing, Processing, Transporter (address TBD):

Town Counsel Kate Feodoroff, along with CEO/COO Craig Willett, CTO Atul Patel, and acting CFO Patricia Field, from Regeneration, LLC, were present. Ms. Field provided an overview of the Letter of Non-Opposition and Host Community Agreement request. The Board discussed with Town Counsel and those Regeneration, LLC, representatives present.

MOTION: Mr. Butler made a motion that Board of Selectmen agree to allow the Town Manager to enter into discussion with Regeneration, LLC, a cultivation, manufacturing, processing and transporter, with language as delineated by Town Counsel, to negotiate a Host Community Agreement with the Town of Uxbridge to locate their business in Town. Seconded by Mr. Mandile. The motion carried 5-0-0.

e) Email and Internet Policy:

Mr. Sette requested that both items 4.e) and 4.f) be considered the First Reading of both draft policies. Mr. Sette stated that Town Counsel involvement in both policies is necessary given recent events and other communities have similar policies in place. Town Counsel is recommending policy implementation as well. The Board and Town Counsel deliberated. Town Counsel will be provided electronic versions of both documents for her review and revision.

MOTION: Ms. Franz made a motion that the Board of Selectmen schedule a second reading with any amendments for the next meeting. Seconded by Mr. Shaw. The motion carried 5-0-0.

f) Social Media Policy: (see item 4.e) above)

MOTION: Ms. Franz made a motion that the Board of Selectmen schedule a second reading with any amendments for the next meeting. Seconded by Mr. Shaw. The motion carried 5-0-0.

5. TOWN MANAGER UPDATE

a) Host Community Agreement: Coyote Cannabis Corporation update – This HCA is signed and is now in the queue.

b) On November 19th, the Town Accountant, Treasurer/Collector, and Mr. Sette met with the Finance Committee Meeting. This was a very productive session.

- late
submittal
of
- c) Bond Rating Agency Call update - The Town's Standard & Poor's rating had been suspended due to the ~~submitted~~ audits and issues that were found. A call was held with S&P last Thursday. Mr. Sette is expected to receive an update on or about December 2nd with notification of what the rating will be. Mr. Sette said he was hoping maintain our AA+ rating.
 - d) Capital Planning Committee Appointment: Barry Desruisseaux (appointment with a term to expire June 30, 2021).
 - e) Pout Pond Recreation Committee Appointment: Edward Evers (re-appointment with a term to expire June 30, 2021).
 - f) Revolving Funds update – Mr. Sette was provided a list of all revolving funds and recent activity by the Town Accountant. Mr. Sette has requested more detail and will prepare for the Board of Selectmen as an item at an upcoming meeting.
 - g) Town Human Resources Department update –
 - 1) Mr. Sette investigating hiring a part-time HR employee to support the increasing need in this department. He is pursuing with the Finance Committee and will share the proposed job description with the Board when ready.
 - 2) Mr. Sette is reviewing a possible evaluation tool that can be used with non-union employees.
 - 3) Union negotiations will begin shortly for all collective bargaining agreements.
 - 4) Mr. Sette spent time in the McCloskey School recently and met with Central Mass. Regional Planning who is working with an architect is planning to provide the Town with an assessment report in March or early April that can be discussed with the Board at that time.
 - 5) Mr. Sette reminded everyone of the upcoming holiday season and resulting closures. Town Hall hours are posted as well as available on the Town web site. Please review.

6. MEMBER COMMENTS & ISSUES

- a) Mr. Plasko update – On Friday, December 6th, at the Senior Center, Mr. Sette will be holding a meet-and-greet. The public is welcome.
- b) Mr. Shaw gave thanks to Mr. Sette for facilitating the paving up on Route 16 near Route 146.
- c) Ms. Franz commented that she hoped Mr. Sette was settling into his role and was hoping in January to begin work on strategic goals and financial goals. She also relayed a question from the Senior Center regarding locating a larger room for their popular Yoga and Zumba classes, as more than 50 people want to attend; Mr. Sette will follow up.
- d) Mr. Mandile gave thanks and offered his support as the Town moves forward on the cannabis manufacturing.
- e) Mr. Butler expressed his thanks to the Board for all the work they've done thus far and continue to do; this is a very productive team.

7. MEETING MINUTES

- a) September 12, 2019
MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of September 12, 2019. Seconded by Ms. Franz. The motion carried 5-0-0.
- b) September 23, 2019
MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of September 23, 2019. Seconded by Mr. Plasko. The motion carried 5-0-0.
- c) September 26, 2019
MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of September 26, 2019. Seconded by Mr. Plasko. The motion carried 5-0-0.

d) October 2, 2019

MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of October 2, 2019. Seconded by Ms. Franz. The motion carried 5-0-0.

e) October 15, 2019

MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of October 15, 2019. Seconded by Mr. Plasko. The motion carried 5-0-0.

f) October 17, 2019

MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of October 17, 2019. Seconded by Ms. Franz. The motion carried 5-0-0.

g) November 12, 2019

MOTION: Mr. Mandile made a motion that the Board of Selectmen approve the meeting minutes of November 12, 2019. Seconded by Mr. Plasko. The motion carried 5-0-0.

8. ADJOURNMENT


MOTION: Mr. Shaw made a motion that the Board of Selection adjourn its meeting of November 25th, 2019, at 8:39 PM. Seconded by Ms. Franz. The motion carried 5-0-0.

Minutes respectfully submitted by Erin Lemoine.

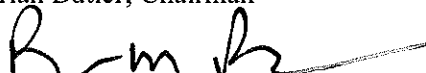
November 25, 2019 Minutes approved by the Board of Selectmen:



Brian Butler, Chairman

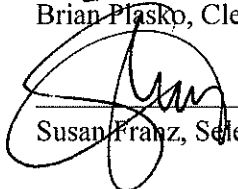


Jeffrey Shaw, Vice Chairman



Brian Plasko, Clerk

Stephen Mandile, Selectman



Susan Franz, Selectwoman

12-9-2019

Date