

FEB 12 '19 PM 1:59

**TOWN OF UXBRIDGE
BOARD OF SELECTMEN MEETING MINUTES
BOARD OF SELECTMEN MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MASS
MONDAY, JANUARY 14, 2019 6:30PM**

Received by
Uxbridge
Town Clerk

Present: Jeffrey Shaw/Vice Chair, Brian Plasko/Clerk, Jennifer Modica/Selectman
Also Present: Angeline Ellison/Town Manager
Not Present: Brian Butler/Chairman, Susan Franz/Selectman

1. CALL TO ORDER

2. ANNOUNCEMENTS

a) *Volunteers needed*

Please see the Clerk's Office or Town Manager's office for a list of openings for various Boards/Committees in Town.

b) *Uxcellent News*

Thank you to the community for the following donations:

LIBRARY:

- Peter Aranow \$300. **MOTION: Mr. Plasko made a motion that the Board accept the generous \$300 donation from Peter Aranow to the library. Seconded by Ms. Modica. The motion carried 3-0-0.**
- Charles and Linda Vacanti - \$100

COA:

- Ruth Lewcon - \$100
- Castles at Scotland Yard Condominium Trust - \$100
- Linda & Charles Vacanti in memory of Robert MacKinnon - \$100

POLICE:

- 2 gift cards - one card was for Dunkin Donuts for the department and the other was for Petco for Police K9 Bear. Donation was from Howley's Automotive, a Mendon business owned by an Uxbridge resident - \$50 total value
- Patricia Daddario - \$25
- Linda Lestha -for Police K-9 - \$30

VETERAN SERVICES:

- Marine Corps League Blackstone Valley Detachment #911, Inc. for the Blackstone Valley Veterans' Gift Fund - \$100.

Mr. Plasko thanked the members of the community who reached out to him and his family on the recent passing of his aunt.

3. Q&A

a) Representative Michael Soter

Representative Michael Soter and Bill Frederick, from Senator Fattman's office were present. Representative Soter reminded everyone that Bill filing is coming up on 1/18. Bill filing is what is needed to get into this year's legislation for anything local. The deadline to submit is 5:00 p.m. on 1/17. Representative Soter wanted to let the Town know if the Town needed anything, please do not hesitate to reach out to his office. Spoke about upcoming Bills his office was filing. Joint Bill filed with Senator Fattman that would add in-transit inspections when dirt is being brought into communities, Bill would include implementing mandatory water testing within a two-mile radius from where dirt is being dumped. Representative Soter also made residents aware that Senator Fattman filed a Bill last year and will refile this year for emergency money in the Environmental Bond Bill of \$500K. Should anything come up on a site, there is emergency money for cleanup. Both Representative Soter and Senator Fattman are looking at the standards on the ACO's. If you go over the standards, Mass DEP will take over site and this will be

added to the Bill. Representative Soter talked about other Bills that will be filed including short-term disability being used as paid leave. If you are an adoptive parent, you not allowed to use your short-term disability benefit. Representative Soter is filing a Bill to fix this so that adoptive families get the same benefit. Representative Soter discussed filing legislation to help with economic development. Some towns, with a split tax rate, that adopted it at town meeting, can offer business owners a 10% exemption on their real estate taxes. Representative Soter talked about the need to reformulate Chapter 70 funding. Representative Soter asked for support during the public hearings on these Bills. Representative Soter will be in constant contact with constituents and he and his office will be readily accessible. Bill Frederick from Senator Fattman's office talked about fixing the Chapter 70 funding formula, Environmental Bill support with Representative Soter. Mr. Frederick informed residents that the Southern New England Trunkline Trail received a grant of \$870K for improvements that will run thru Uxbridge-Douglas.

4. CITIZENS' FORUM

No one wished to speak.

5. OLD BUSINESS

- a) Licenses – Update outstanding taxes/inspections for 2019 renewals
The Board received an update on the outstanding businesses that required inspections and had outstanding taxes.
- b) Updated 2019 Board of Selectmen Meeting Dates
Mr. Shaw noted the changes included the October meeting be moved from 10/14 to 10/15 and the December date will be moved from 12/23 to 12/16. **MOTION: Ms. Modica made a motion to approve the amended 2019 Board of Selectmen meetings. Seconded by Mr. Plasko.**
The motion carried 3-0-0.

6. NEW BUSINESS

- a) Board/Committee Appointments
No appointments - will be a standing agenda item.
- b) Annual Report
Ms. Ellison stated that Boards/Committees have been advised of the due date. Ms. Ellison noted that The Annual Report is a Board of Selectmen task. Ms. Ellison asked the Board have the Town Manager delegate the task to the Town Clerk to complete the report. Ms. Cote discussed her concerns about completing the report during a very busy time in the Clerk's office. Ms. Ellison noted in the past, different employees and volunteers have completed the Annual Report. Ms. Ellison believes the Board should delegate the task to the Town Manager, and the Town Manager should delegate the completion of the report. The Board discussed having the Board Administrative Assistant complete the report. Mr. Shaw stated that the Board Administrative Assistant should not be completing projects for individual Selectmen. If a Selectman would like a project completed, it would need to be brought in front of the Board to approve. Ms. Modica noted that the same goes for the Board if they wish to work on a project; it must come before the entire Board for approval. Ms. Modica noted in the past, there were two full-time Administrative Assistants in the office and there is not enough time in the day to get all the office work done. Ms. Modica was a strong supporter of getting the part-time admin to help that wasn't passed at the fall town meeting. Mr. Shaw talked about getting a senior work off position to assist pulling it together. Mr. Plasko volunteered to assist and would reach out to the Administrative Assistant. **MOTION: Mr. Plasko move that the Board of Selectmen instruct the Administrative Assistant to the Board of Selectmen with the possible hiring of a senior work off to construct and put together the Annual Town Report for this coming year. Seconded by Mr. Shaw. (The motion carried 2-1-0) (Ms. Modica opposed)**
- c) MAP CMRPC
Passover

d) Unitarian Church & Town Clock Winder

Mr. Shaw mentioned that the Unitarian Church has some disrepair. The Town owns the clock in the church but not the building. The Historic District has sent out letters to the property owner but has not received a response. Mr. Shaw asked if the Town could apply for historical grants that would help the church restore the building. Mr. Shaw asked to keep this agenda item on until the next meeting to see if the Historic District received a response. Mr. Shaw discussed the possibility of the Town, via the Board of Selectmen, sending out a letter to the owner. Ms. Ellison will speak with Mr. Gallerani to see if there are any grant opportunities. Mark Brundage has been handling the care and winding of the clock. Mr. Shaw asked about liability insurance. Ms. Ellison will appoint Mr. Bundage Keeper of Town Clock.

e) February 5, 2019 Special Town Meeting Warrant

Ms. Ellison provided the Board a copy of the latest warrant from Town Counsel. Town Counsel added to Article #1 the words transferring from the stabilization account "or any other account".

f) Licenses

- i. Metals Dealer Renewal Permit: G2 Sport Cards & Memorabilia, 3 West Hartford Ave.
Passover - paperwork is outstanding. Ms. Ellison will look into the Precious Metals Bylaw and get back to the Board.

7. TOWN MANAGER UPDATE

a) Medicare Reimbursement

Ms. Ellison noted that there was some concern about a loophole relative to some of the Medicare reimbursements back in April. Ms. Modica noted in 2016, the Board voted to cut off reimbursement and there was no new retirees as of 7/1/16. Some retirees were retiring at 40 and waiting to 65 to claim Medicare. In April 2018, the Board voted that the only people that were going to get the reimbursement would be people that turned 65 by 6/30/18, the Board cut it off for anyone under 65. Ms. Modica mentioned that no other town makes retiree reimbursements. Ms. Ellison mentioned that the Medicare reimbursement is almost \$250K a year. Mr. Shaw commented that these benefits could no longer be sustained. Ms. Modica's recommendation is to look at a phase-out plan and inform retirees. Ms. Ellison will work on putting together a recommendation.

b) Business Guide

Ms. Ellison reviewed the Business Guide pulled together by Michael Gallerani. Guide will assist new businesses or changing businesses to better understand the requirements. Businesses should be in contact with the Economic Development Planner.

c) MVP Submission

Ms. Ellison mentioned that the plan has been submitted and the Town is waiting to hear back. The second round of awards are available and can be applied for. The MVP group is working on prioritizing and identifying key areas. The Town's focus is on Emergency Management, as the Town does not have a plan.

Ms. Ellison noted that the Town received a \$25K grant from Emergency Regional Services. Out of that grant, the Town hired a Mass Maritime student intern to do some of the background/surveys. Ms. Ellison spoke to the MVP group about getting a program in place. The Town should have a strategic plan so the Town can go after grants.

d) McCloskey School Building: Proposal

The Board received a copy of the proposal. Ms. Ellison met with the school and they proposed to physically remove just the building off the grid. Graves Engineering will conduct a survey to cut the property out. Once Graves has completed this, Ms. Ellison will propose to the School. The parking lot will be a shared parking lot and will be deeded as a municipal parking lot. The Board discussed the fields. The School Superintendent and Town Manager will work out the surplus items in McCloskey. **MOTION: Ms. Modica made a motion to approve the proposal for the acceptance of the McCloskey building site that will be laid out in the Graves Engineering plot plan and authorize the Town Manager to have Graves complete the surveying with the understanding that the parking lot will remain a municipal parking lot. Seconded by Mr. Plasko. The motion carried 3-0-0.**

Ms. Ellison provided an update on the following:

Surplus Materials. Ms. Ellison provided the Board with a draft of a surplus property policy. Anything under \$10,000 must have a local policy. This would be for property (desks, chairs, computers, etc). Ms. Ellison will add to a future agenda item.

CodeRed: Ms. Ellison mentioned that the Town is updating the CodeRed system to be able to utilize it more and come up with ways to market it to residents. The Town is also looking at alternative options other than CodeRed.

Assessor's Office: The Assessor will be out for six weeks on medical leave starting 2/4. Ms. Ellison plans to have a Regional Assessor in her absence. There will also be a senior work-off helper and a volunteer in the office.

Green Community Designation: The Town has been designated as a Green Community. Town is looking at priorities. All the grant money will need to be used before the Town can reapply. Michael Gallerani will be spearheading this effort due to the grant application process.

Ms. Ellison talked about an initiative "Light the Way". Residents have shared their safety concerns about streetlights being turned off. Ms. Ellison is looking at turning on all streetlights. Ms. Ellison is working with National Grid. The cost is \$30-\$40K. The Town is looking at a few different options. Ms. Ellison will provide the Board additional information when it becomes available.

FY2020 budget process has begun. Departments will turn in budgets by February 11th. Capital Planning has met and they should be drafting up proposals.

Cell Tower RFP: The Board approved the RFP at the last meeting. Town Counsel is currently reviewing the RFP. Once the Town receives feedback from Town Counsel, the RFP can be posted. The Town would be looking to get this approved at Town Meeting if the Town receives a contract.

Ms. Ellison provided the Board an update that the Town was a victim of a scam. The Town wired \$40,000 to a fraudulent account. It was one of our contractors that was hacked not the Town. The Town received fraudulent emails from the contractor. The Town was able to recoup about \$30K, and the Town is working with Bank of America and MIAA to see if the Town can recover the remaining monies in order for the contractor to get paid. Ms. Ellison noted there is no longer electronic fund transfers allowed without specific authorization and two signatures required.

8. MEMBER ISSUES

There were no member issues. As a reminder, there is a Joint FinCom Meeting tomorrow evening.

9. MEETING MINUTES


December 3, 2019

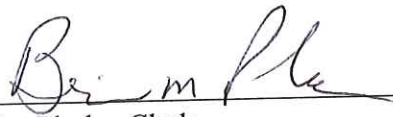
Ms. Modica noted a change to the meeting minutes. The signature page should be updated. **MOTION: Mr. Shaw made a motion to accept the meeting minutes as is with the change in the signature page to reflect the actual makeup of the Board at the time of the meeting. Seconded by Ms. Modica. The motion carried 3-0-0.**

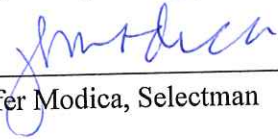
10. ADJOURNMENT: Mr. Shaw adjourned the meeting.
NEXT REGULAR BOARD OF SELECTMEN MEETING: 1/28/18

Minutes respectfully submitted by Ellen Welch.

January 14, 2019 Minutes approved by the Board of Selectmen:


Jeffrey Shaw, Vice Chair


Brian Plasko, Clerk


Jennifer Modica, Selectman

Date Approved: 2/11/19