



**TOWN OF UXBRIDGE
BOARD OF SELECTMEN MEETING MINUTES
BOARD OF SELECTMEN MEETING ROOM
21 S. MAIN STREET, UXBRIDGE, MASS
TUESDAY, NOVEMBER 13, 2018 – 6:30PM**

Received by
Uxbridge
Town Clerk

Meeting is recorded.

Present: Jennifer Modica/Chair, Susan Franz/Vice Chair, Brian Plasko/Clerk, Jeffrey Shaw/Selectman

Also Present: Angeline Ellison/Town Manager

1. CALL TO ORDER

2. ANNOUNCEMENTS

- 1) Special Election for empty Board of Selectmen seat will be Tuesday, December 4th. Polls open from 7am-8pm at McCloskey School. Absentee ballots are available at the Town Clerk's office.
- 2) Condolences to the family of Robert Yargeau who was a retired on-call firefighter who passed away recently.
- 3) **Volunteers needed:** Please see the Clerk's Office or Town Manager's office for a list of openings.
- 4) Uxcellent News
 - Patrick Stephan thanked the Cultural Council for their support of music programs held occasionally at the Blackstone Valley Music center in downtown Uxbridge.
 - Congratulations to the Uxbridge High School Field Hockey team who reached the Division II finals.
 - Congratulations to the Uxbridge High School Girls Soccer team who defeated Douglas in the Central Mass Division IV Finals.

3. CITIZENS' FORUM

The following citizens spoke:

- Jim Hogan: Thanked Bill Kessler for his years of service to the Fire Department. Thank you to Deputy Chiefs Dion & Tancrell for stepping in as we look for a replacement Chief. FCC looking to change regulations around how public access television is funded.

4. BUSINESS

1) **Public Hearing: Tax Classification Hearing** *(taken out of order after 5. 1) Town Manager Update – Town Accountant Update)*

Ms. Modica opened up the public hearing. Joan Novarro, Assessor presented the proposed tax rate \$17.34. Average single family FY19 tax bill \$5,446.56. Assessor made the recommendation of a single tax rate to be apportioned equally upon residential, commercial, industrial, and personal property classes for FY19. No one from the public wished to speak. Ms. Modica closed the public hearing. **MOTION: Mr. Shaw move that the Board of Selectmen adopt a single tax rate to be apportioned equally upon all residential, commercial, industrial, and personal property classes for FY19. Seconded by Mr. Plasko. The motion carried 4-0-0.**

2) **Committee Appointments:**

- i. Recycling and Sustainability Committee Reappointments: Christine Zadykovich, Mary MacDonald *(taken out of order after 4. Business 4) Recycling and Sustainability Committee Presentation*. **MOTION: Ms. Modica made a motion to appoint Christine Zadykovich, and Mary MacDonald to the Recycling and Sustainability Committee through June 30, 2019 as a full member. Seconded by Ms. Franz. The motion carried 4-0-0.**
 - ii. Poll Worker: Remi Lozeau **MOTION: Ms. Modica made a motion to appoint Remi Lozeau as a Poll Worker thru July 31, 2019. Seconded by Mr. Shaw. The motion carried 4-0-0.**
 - iii. Historic Commission: Peter Emerick. **MOTION: Mr. Plasko move that the Board appoint Peter Emerick to the Historic Commission thru June 30, 2020. Seconded by Mr. Shaw. The motion carried 4-0-0.**
- 3) **License Approval:** One Day Alcohol License – Our Lady of the Valley Parents Guild – 75 Mendon Street *(taken out of order after 4. Business 7) Winter Maintenance Waterman Way)* Ms. Modica noted one-day licenses must buy alcohol thru approved distributor. Additionally, alcohol policy doesn't address one-day

licenses and TIPS training. Will reevaluate policy in the future. **MOTION: Ms. Franz made a motion to approve a one-day liquor license to Neil Vaildya, Our Lady of the Valley for November 17, 2018 as described. Seconded by Mr. Plasko. The motion carried 4-0-0.**

- 4) Recycling and Sustainability Committee Presentation (*taken out of order after 4. Business 1) Public Hearing Tax Classification Hearing*) Ms. MacDonald discussed committee initiatives including town survey, green community approval, school EPA grant implementation, town cleanup, creation of educational brochure, friends of the Recycling and Sustainability Committee.
- 5) BOS Finance Policy second reading (*taken out of order after 4. Business 3) License Approval: One Day Alcohol License*)
Updates included 5% of budget in stabilization and Gift Acceptances. Gifts greater than \$300, would be brought before the Board of Selectmen for acceptance. All other gifts \$50-\$299, the Board of Selectmen would be notified weekly in the Read File. Discussion concerning committees using town facilities and not paying. **MOTION: Ms. Franz move to accept the Board of Selectmen Finance Policy in the second reading as amended. Seconded by Mr. Shaw. The motion carried 4-0-0.**
- 6) Host Community Agreement: Grass Appeal, LLC Marijuana Cultivation (*taken out of order after 4. Business 2) Committee Appointments*) Dan Glissman present on behalf of Grass Appeal request for Host Community Agreement for Cultivation at 79 River Road. Sister company to Baked Bean that is a product manufacturing site at 504 Quaker Road, Uxbridge. Veteran owned businesses. **MOTION: Mr. Shaw move to entertain a motion to provide Grass Appeal, LLC a community host agreement with a 1.25% impact fee for cultivation and to add a line to the standard host community agreement to include the new addendum to the bylaw for the local licensing with a \$250 filing fee. Seconded by Mr. Plasko. The motion carried 4-0-0.**
- 7) Winter Maintenance: Waterman Way (*taken out of order after 4. Business 6) Host Community Agreement*). Ms. Modica stated Uxbridge will take the road by eminent domain. Ms. Ellison thanked Michael Gallerani for his help with the resolution. Mr. Sherman noted all finish work is complete and residents will be taking care of granite/curbing. A warrant article will be added to spring town meeting. **MOTION: Ms. Modica made a motion that the Board provide winter maintenance to Waterman Way for the 2018/2019 winter season. Seconded by Mr. Shaw. The motion carried 4-0-0.**
- 8) Forest Glen Street Name approval: Walter Edwards & Harvey Spaulding (*taken out of order after 4. Business 5) BOS Finance Policy*) The Safety Committee reviewed and gave their approval. **MOTION: Mr. Shaw made a motion to approve the Walter Edwards and Harvey Spaulding Streets for the Forest Glen development. The motion carried 4-0-0.**
- 9) Notice of Intent to Sell: 15 Andrews Drive, Unit 103, Uxbridge. The appropriate documentation wasn't provided – Passover.
- 10) American Tower & Verizon Wireless - Uxbridge Tower
Ms. Ellison reviewed the lease agreement for a location on Hazel Street or McCloskey. Will require a RFP and go before town meeting for approval. Ms. Ellison will research costs of utilizing a consultant.

5. TOWN MANAGER UPDATE

- 1) Agenda items for next meeting due next week because of Thanksgiving holiday. Please provide materials/agenda items by Monday, November 20th.

Conservation Agent Update: Ms. Ellison stated that Holly Jones has accepted the position and will be starting on November 26th. Thank you Missy Shelley for her support in the absence of the Conservation Agent.

2) Medicare Part B Reimbursement

Ms. Ellison noted that previously the Board voted to reimburse 80% of the highest rate, presently at \$134 per month. Retirees were getting reimbursed \$134 – even though some retirees were only paying \$20 or \$30. Ms. Ellison's recommendation is the Board issue a vote to reimburse the Medicare Part B for cost but up to 80% of the low average for FY19 \$135.50 and allow verification to take place once a year. Change will go into effect April 2019. **MOTION: Ms. Franz made a motion to change the reimbursement for Medicare Part B to the cost of up to 80% of the low average with an annual verification and with one annual payment. Seconded by Mr. Plasko. The motion carried 4-0-0.**

Ms. Ellison updated that Board that she has been focused on personnel matters including supervision and management and assisting support staff in accounting and treasurer/collector offices as well as working with payroll and benefits to streamline processes. The AP Clerk's position has been reclassified to increase hours up to 25. The Accounting and Treasurer firms will be kept in place until controls are in place. The Board had a discussion on resumes and lack of available candidates with experience. Ms. Modica noted that DLS will bring someone in one day a week to make sure office is setup if needed.

- 3) Town Accountant update (*taken out of order after 3. Citizens' Form*). Ms. Ellison introduced Lisa Kelly, Interim Town Accountant with Kinserf Accounting. Lisa's focus will be tax rate setting and reaching out to auditing firm to get FY17 & FY18 audits complete – goal is to have both complete by April 30th. Ms. Ellison did meet with state (Division of Local Services "DLS") and internal financial team including Chairs of BOS and FinCom. State very happy with interim team setup. State more concerned with making sure tax rate filed and completing audits. FY17/18 audits not complete so free cash will not be certified. Ms. Ellison noted that this is a multi-year problem that has been going on for years. Ms. Modica noted that she is working on getting a joint BOS and FinCom meeting with the state. Ms. Modica made the Board aware that the state is looking at the previous year's free cash because of discrepancies. While the work may have been done, there are no records - the state noted lack of internal controls. The state will make recommendations including helping Uxbridge with implementing policies and procedures.

6. MEMBER ISSUES

- Susan Franz
 - Future Agenda Items: Committee Appointment Policy, Fire Station Finances, Fire Regionalization
 - Prospect Hill Cemetery ownership
- Brian Plasko
 - Senator Fattman marched in Veteran's Day parade and wanted to thank the residents of Uxbridge, was very impressed with the event.

7. MEETING MINUTES

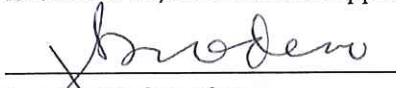
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8. ADJOURNMENT: NEXT REGULAR BOARD OF SELECTMEN MEETING: 11/26/18


Ms. Modica adjourned the meeting at 8:40 pm.


Minutes respectfully submitted by Ellen Welch.

November 13, 2018 Minutes approved by the Board of Selectmen:


Jennifer Modica, Chair


Susan Franz, Vice Chair


Brian Plasko, Clerk


Jeffrey Shaw, Selectman

Date Approved: 12/20/18