

SELECTMEN'S RECORD
January 9, 2017

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 7:30 p.m. in the Selectmen's Meeting Room at Town Hall by Chairman Nancy Hyde. Also present were: Selectmen Michael Walsh, Selectmen John Hickey, Town Administrator Michael Jaillet and Town Counsel Tom McCusker. Christine McCarthy was present to record the minutes.

N. Hyde led the Pledge of Allegiance.

N. Hyde asked if anyone wishes to record the meeting and granted permission to WestCAT to record.

SCHEDULED ACTION

Glandore Road Markings and Other Items

At the Board of Selectmen November 28th meeting, it discussed a petition filed by several residents of Glandore Road to remove the double yellow line that was installed during the Canton / Everett / Forbes Traffic Calming project.

The DPW has recommended replacing the existing line with a flush pad (medium)/imprint as it would be the most logical option given the reduced overall intersection geometric configuration. Other options were explored, however, the width and angles of the intersection wouldn't allow for emergency vehicles to safely pass. The proposed solution was presented to the residents, who agree this is an acceptable solution.

The Board thanked the DPW for working with the residents to find an alternative solution that will be installed in the spring.

IAM STRONG FOUNDATION 3RD ANNUAL 5K RUN/WALK

Carol Morrison Deutch and Emily Medina attended the meeting. The Foundation has done outreach programs and trainings through the School Department to continue to raise awareness. The Foundation has raised over \$28,000.

M. Walsh moved to approve the 3rd Annual IAM Strong Foundation 5K Run/Walk Race for Sunday, May 7, 2017 with registration to begin at 9:00am at Flahive Field contingent upon any final requirements from Public Safety. J. Hickey Seconded. Unanimous Vote: 3-0

Public Hearing – Common Victualler License – LPM Holding Co., Inc. d/b/a Epicurean Feast

Epicurean Feast has taken over the café located at 690 Canton Street, formerly operated by Corporate Chefs, which ceased operating in October, prior to its contract end date of December 31, 2016. The Licensing Division was contacted in late November by 690 Canton Street's property management company, Lincoln Property Company, specifically by District Manager Russell Queenan and General Manager Jennifer Murphy with a request for a new CV License for Epicurean Feast. Mr. Queenan and Ms. Murphy expressed an urgent need to enter a contract with a new food vendor for the café to serve its tenants and employees. After discussion and consultation with Town inspectional staff, and Community & Economic Development Director Nora Loughnane, Licensing Administrator and Lincoln Property Company, a temporary situation was offered to allow Epicurean Feast to open prior to receiving a CV License following the approvals of the Board of Health, Building and Fire Department inspections, with the restriction that the café would be open to only the tenants and employees of 690 Canton Street, until such time that a CV license hearing could be presented to the Board of Selectmen for consideration, and pending the affirmative outcome, the café would then have the option to be open to the general public.

The Manager of Record is Chris Finn and the owner of the business is Robert Watson. The 2,400 s.f. café has 125 seats and will operate Monday through Friday, 7:00 a.m. to 2:00 p.m. The Café will mostly serve the tenants and its guests of the property and feature a breakfast buffet, salad bar, deli and soup. All requirements of the Licensing Division have been fulfilled.

M. Walsh moved to approve the issuance of a Common Victualler License to LPM Holding, Co., Inc. d/b/a Epicurean Feast at 690 Canton Street. J. Hickey Seconded. Unanimous Vote: 3-0

Public Hearing – Lamarr Jones, d/b/a Hudson Auto & Detail for a Class II or Seller's License for Wholesale Internet Sales Only

Applicant Lamarr Jones operates a residential and commercial window cleaning business from a leased office space located at 1200 East Street and has applied to operate the proposed Class II Auto Dealer's business from the same address. This internet-based business will have no effect on the existing uses at 1200 East Street. According to Mr. Jones, he will purchase second hand vehicles at an automobile auction which will be sold via the web and delivered directly to the buyer.

Mr. Jones plan is to go to the auction with a buyer or on behalf of a buyer, purchase the vehicle and arrange for delivery directly to the buyer. The reason Mr. Jones is applying for a license is that the auction does not allow for a buyer to bid on a car without a license from the community in which his business is operating in. Although Mr. Jones takes possession of the vehicle, there is no requirement for storage as he immediately arranges delivery to the buyer.

The Board asked that the letter of agreement with Dedham Service Center for the repair facility requirement with Class II licenses be confirmed and that Dedham Service Center notify the Town directly if that agreement lapses.

M. Walsh moved to approve the issuance of a Class II Wholesale Internet Sales Only license to Lamarr Jones, d/b/a Hudson Auto & Detail with an office located at 1200 East Street contingent upon confirmation of the submitted letter with Dedham Service Center for the repair facilities and that Dedham Service Center notify the Town if it at any time that agreement lapsed. J. Hickey Seconded. Unanimous Vote: 3-0

Change in Beneficial Interest – Wegman’s Alcohol License

Attorney for Wegmans, Joseph Devlin, has submitted a Change in Officers/Change in Beneficial Interest for Wegmans’ Off-Premise, Wine & Malt Beverages License. This Change in Officers is due to the retirement of Secretary Paul S. Speranza, who will be replaced by James J. Leo. This corporate change has no other effect on the location or operation of Wegmans’ Off-Premise Wine & Malt Beverages License. This amendment to the alcohol license does not require a public hearing or abutter notification.

M. Walsh moved to approve the Change in Officers/Change in Beneficial Interest for Wegman’s Off-Premise Wine & Malt Beverage License to James Leo and sign the Local Licensing Authority Review Record. J. Hickey Seconded. Unanimous Vote: 3-0

FY18 Budget Update

The Finance Director updated the Board on the status of the FY18 budget, including updates on meetings that have taken place and will occur in January, update on the meals tax revenue, and status of capital budget articles and municipal budget.

(Presentation available online)

P. Dukeman will continue to work on preparing the budget including meet with the Long Range Financial Planning Committee and Budget Steering Committee to prepare a budget to present to the Selectmen on January 30th.

Energy Discussion

Thomas Philbin, Energy Manager for the Town of Westwood, presented to the Selectmen what Westwood has accomplished so far, energy conservation, climate change and what actions the Town should consider.

T. Philbin reported that Governor Baker has recently issued a directive towards climate change initiatives including to reduce CO2 emissions by 25% from what it was in 1990 by 2020. The Governor’s focus is for Boston, but is now encouraging local cities and towns to prepare for climate change.

T. Philbin explained what the Town has been doing including:

- Solar: >700 kWe installed and operational on the High School, Thurston, Downey and Martha Jones.
- Two electric vehicles and one Level 2 Charging station
- Nearly \$1,000,000 in Energy Conservation Grants and Incentives used over 15 projects
- Rolling inventory to track total energy consumption for Green Community report

Future goals include, but are not limited to:

- Convert energy data to CO2 equivalents and track progress toward Commonwealth goals for 2020
- Expand solar in 2017
- Seek more Green Community Grants and Incentives for various energy conservation projects
- Seek more electronic vehicle opportunities
- Install electronic vehicle charging stations in Town
- Develop and publish a policy on energy efficiency goals for new construction of Town facilities

T. Philbin also explained that the Town should consider an endorsement of a capital request of \$150,000 to be used for:

- Supplement various energy efficacy projects
- Enhanced opportunity for Green Community Grant
- Fund Climate Change vulnerability study for Westwood

NEW BUSINESS

Establish and Appoint Fire Department Task Force

The Board anticipates that within the next year the Fire Chief will be retiring because he will reach the mandatory age of 65. The Board wanted to establish this Task Force to look at the role of the Fire Chief relative to the Town Administration and Charter changes.

M. Jaillet explained that with the Charter change and removal of the department including the Fire Chief from Civil Service the Town needs to establish a process for recruitment of a new Chief, identify what the needs are and this Task Force would look at all those aspects and advise the Selectmen on recommendation actions.

The recommended composition of the Task Force is:

- John Hickey, Board of Selectmen Representative
- Patrick Ahearn, Former Selectmen
- Philip Shapiro, Former Selectmen
- Elizabeth Phillips, Recreation Commission Member
- Susan Flanagan Cahill, Audit Committee Member
- Jim Connors, Sewer Commission Member
- Joe Emerson, Personnel Board Member
- Michael Jaillet as Ex Officio Member, Town Administrator
- Joan Courtney Murray as Ex Officio Member, Human Resources Director

Rich Cerullo, Capitan in the Westwood Fire Department, asked if any members of the recommended Task Force have a public safety background? N. Hyde responded that the Task Force will be looking to the current Chief to advise the Task Force throughout the process.

The Union asked that its input on the process be heard as this is new to the members since the department has been removed from Civil Service. The Board suggested that the Union have a designee that the Task Force can communicate with.

Bill Wood, 33 Stafford Drive and retired from the Fire Department, asked if the Board put this out for residents of the Town to be on this Task Force? The Board responded it did not.

M. Walsh moved to establish the Fire Department Task Force and appointed the following members for terms to end December 31, 2017:

- **John Hickey, Board of Selectmen Representative**
- **Patrick Ahearn, Former Selectmen**
- **Philip Shapiro, Former Selectmen**
- **Elizabeth Phillips, Recreation Commission Member**
- **Susan Flanagan Cahill, Audit Committee Member**
- **Jim Connors, Sewer Commission Member**
- **Joe Emerson, Personnel Board Member**
- **Michael Jaillet as Ex Officio Member, Town Administrator**
- **Joan Courtney Murray as Ex Officio Member, Human Resources Director**

J. Hickey Seconded. Unanimous Vote: 3-0

MMA Business Meeting Delegation

Town Administrator Michael Jaillet will be attending the MMA Business Meeting at the Massachusetts Municipal Annual Conference on Saturday, January 21st. As in past years, the Board appoints the Town Administrator to vote on behalf of the Town at the Business Meeting.

M. Walsh moved to authorize the Chairman to sign the voting authorization form which authorizes the Town Administrator to vote for Westwood at the Annual Business Meeting at the MMA Annual Trade Show. J. Hickey Seconded. Unanimous Vote: 3-0

Westwood School Superintendent Search

The School Committee announced that it will be conducting a series of Focus Groups to receive input from the community on what it would like to see in the next Superintendent of Schools. The School Committee has engaged the services of Future Management Systems to assist in the facilitation of this important search process.

The first way in which the public can be a part of the Superintendent search process is to participate in an online survey designed to collect student, staff and community input regarding the desired competencies and qualities you believe the next Superintendent should possess. If anyone is interested in completing this questionnaire, please follow the link provided at the end of this correspondence. The results of this questionnaire will be used to develop a superintendent profile to guide the search process. This online questionnaire will be available to you until Friday, January 27, 2017.

Online Survey Link: <https://www.surveymonkey.com/r/westwood3>

The Selectmen have been invited to participate in a Focus Group meeting for its input.

OLD BUSINESS

Close Annual Town Meeting Warrant

At the Board's November 28th meeting, the Board opened the 2017 Annual Town Meeting Warrant. The Board has received 50 articles including articles to be sponsored by Board of Selectmen, Planning Board and three petition articles.

The Board discussed two petition articles submitted by Deborah Conant as the Lead Petitioner. N. Loughnane discussed that she and Town Counsel, T. McCusker would like to provide the petitioner with revised language for their consideration and possible submission to the Board. The Board agreed to put to placeholders on the warrant for revised article language to be submitted with proper signatures.

M. Walsh moved to close the 2017 Annual Town Meeting Warrant and asked that all article sponsors prepare article language for the Finance and Warrant Commission's review and recommendation. J. Hickey Seconded. Unanimous Vote: 3-0

Regular Minutes

November 7, 2016

M. Walsh moved to approve the Regular Minutes for November 7, 2016 as written. J. Hickey Seconded. Unanimous Vote: 3-0.

November 28, 2016

M. Walsh moved to approve the Regular Minutes for November 28, 2016 as written. J. Hickey Seconded. Unanimous Vote: 3-0

December 12, 2016

M. Walsh moved to approve the Regular Minutes for December 12, 2016 as written. J. Hickey Seconded. Unanimous Vote: 3-0

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

N. Hyde asked if there was any other business that may properly come before the board?

PUBLIC AND PRESS

N. Hyde asked if there were any questions from the public or press?

EXECUTIVE SESSION

The next Board of Selectmen meeting will be held on Tuesday, January 24, 2017 at 6:30pm in the Small Meeting Room at the Library. The Board will then attend the Finance and Warrant Commission Article Sponsor Meeting at 7:30pm in the Community Room at the Library.

M. Walsh moved to adjourn. J. Hickey Seconded. Unanimous Vote: 3-0

M. Walsh, aye. J. Hickey, aye. N. Hyde, aye.

The meeting was adjourned at 9:05 p.m.

Initial after reviewed

A handwritten signature in black ink that reads "M. Jailet". The signature is written in a cursive style with a large, sweeping initial "M".

M. Jailet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
1/9/2017 Selectmen's Meeting Room
Regular Meeting

SCHEDULED ACTION

- IAM Strong Foundation - Race Route Map (PDF)
- Public Hearing January 9, 2016 - 690 Canton Street (PDF)
- Police Chief Memo - lamarr jones auto dealer license (PDF)
- BOS Public Hearing January 9, 2017 Lamarr Jones,dba Hudson auto & detail.pdf (PDF)
- auto dealer licensing info - kopelman paige law firm (3).pdf (PDF)
- Glandore Road - Scored Conc Median.pdf (PDF)
- Glandore Drawing of Markings (PDF)
- Memo from Energy Manager (PDF)
- executive-order-climate-change-strategy (1).pdf (PDF)
- Governor Baker Signs Climate Change Strategy Executive Order 1 (PDF)
- Energy Selectmen Presentation (1).pptx (PDF)

NEW BUSINESS

- Chapter C. Charter; Chapter 8, Section 2 - Other Departments (PDF)
- Code-Chapter A500-9. General Laws and Special Acts - Exempt from Civil Service (PDF)
- MGL Chapter 48, Section 42 (PDF)
- MGL Chapter 48, Section 42A (PDF)
- MGL Chapter 48, Section 43 (PDF)
- MGL Chapter 48, Section 44 (PDF)
- MGL Chapter 41, Section 108O (PDF)
- MMA Business Meeting Delegation (PDF)

OLD BUSINESS

- 2017 Annual Town Meeting Warrant List 010917 FINAL.doc (PDF)