

SELECTMEN'S RECORD
January 30, 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 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.

CHAIRMAN'S UPDATE

Westwood Day 2017 Date Announcement

Westwood Recreation has confirmed that the Westwood Day 2017 event date will be **Saturday, September 23rd**. The event will take place on the grounds of the WHS from 10:00am – 3:00pm. The Westwood High School football game vs. Holliston is scheduled for Saturday evening at 7:00pm (following the WWD events.) This date aligns the event and football game and avoids conflict with holidays that fall on the following two weekends.

The Town Departments (Recreation, DPW, emergency services) and the Recreation Commission recommend that the fireworks display serve as an event kickoff on the Friday night preceding the event. This will ensure proper staffing for all components of the weekend celebration.

Public Service Announcement for Unused Drugs/Medication

The Westwood Public Health Department would like to inform the public about the importance of raising awareness of prescription drug misuse.

Prescription drug overdose is the leading cause of accidental death in the United States and the cause of more emergency room visits than illicit "street" drugs overdose. Misuse is described as taking a medication that was not prescribed to you or prescribed to you but taken in a way that was not intended by a doctor.

You can do your part to stop this urgent health issue by:

- Take medications exactly as prescribed
- Store medications in locked and secure locations
- Disposing of medications that you no longer need in your local prescription drug disposal kiosk
- Encourage others to engage in safe medication practices

Please contact the Westwood Public Health Department for more information on the effects of prescription drug misuse and how you can avoid it in your home.

Announcement of Roy London Humanitarian Award and John Cronin Public Service Award

Roy London Humanitarian Award

Many of us marvel at the kindness of others in our community who unselfishly contribute their time and talents to others both within and outside Westwood. Now is the time to recommend these people as nominees for the 7th Annual Roy London Humanitarian Award as these people deserve to be recognized by their community.

Roy London was a Westwood resident who did numerous special things to help others both here in Westwood and outside the community. In 2010, the Town of Westwood established this award in Roy's honor. This award is presented annually to a resident or organization in the Westwood who by their actions embody the spirit of Roy London.

John Cronin Public Service Award

Each year, the John J. Cronin Public Service Award committee awards this high honor to an individual who has served the Town of Westwood. John J. Cronin, Town Treasurer, for many years selflessly gave of his time and expertise for the betterment of the community, both as an elected official and in numerous volunteer activities.

Both nomination forms can be submitted to Christine McCarthy in the Selectmen's Office by mail or email cemccarthy@townhall.westwood.ma.us.

SCHEDULED ACTION

Westwood Little League Parade

The Westwood Little League will be hosting its annual kick-off parade on Saturday, April 29, 2017 beginning at Hanlon School and finishing at Morrison Field. The format will be the same as in past years. The children walk from Hanlon School to Morrison Park as they enjoy the opening day festivities.

The Board asked that the Town Administrator and Fire Chief monitor the construction of the Fire Station to ensure the area is safe for the parade and to return to the Board if any issues arise.

M. Walsh moved to approve the Westwood Little League Parade for Saturday, April 29, 2017 contingent upon any final requirements necessary from the Public Safety Departments. J. Hickey Seconded. Unanimous Vote: 3-0

Change of Manager on Record – Not Your Average Joe's

The Board of Directors for Not Your Average Joe's, Inc., by corporate vote and resolution, has selected Sean McDaniel as the new Manager of Record to replace Michael Belley. (Michael Belley has left employment of Not Your Average Joe's) Mr. McDaniel has previously served as Manager of Record for another restaurant, Joe's American Bar and Grill, and is currently employed by Not Your Average Joe's. All forms and documents have been satisfactorily submitted to the licensing administrator.

M. Walsh moved to approve the petition for a Change of Manager on Record at Not Your Average Joe's Restaurant to Sean McDaniel. J. Hickey Seconded. Unanimous Vote: 3-0

FY18 Budget

The Finance Director updated the Board on the status of the FY18 budget, including updates on meetings that have taken place since the last Board of Selectmen meeting and an update on FY18 state aid, the School Superintendent's FY18 proposed budget, and the FY18 municipal budget.

(Presentation available online)

J. Hickey asked why the Town was not raising the Snow and Ice budget to the average expenditure data point? P. Dukeman explained that in the past, the Town has increased budgets at a nominal rate. The Board asked the Finance Director to consider raising the Snow and Ice Budget in two rather than three increases to the average \$450,000.

Islington Center Task Force Update

Nora Loughnane, Community and Economic Development Director report that the Islington Center Task Force (ICTF) held its most recent meeting on January 18th. At that meeting, the ICTF continued to study the Petruzzello Properties response to the Islington Center Redevelopment RFP. The ICTF also received and discussed capital needs assessment prepared by On-site Insight for the Islington Community Center and Wentworth Hall.

Prior to the January 18th meeting, task force members were asked to individually select which of the six proposed redevelopment options they considered worthy of further review.

In light of the opinion of the ICTF, Options 2, 4, 5 and 6 were scheduled for further review, while Options 1 and 3 were eliminated. Site plans for Options 2, 4, 5 and 6 are attached, along with renderings of various buildings that might be included in these options.

The ICTF will meet again on February 15th to discuss Options 4 and 5 in similar detail. Although these two options have considerably less support among task force members than do Options 2 and 6, there are aspects of these proposals which might be folded into a new final option. A subsequent meeting has been scheduled for March 22nd to consider a final option that includes favored characteristics from Options 2, 4, 5 and 6.

Following review and consideration of that final option on March 22nd, the Task Force will hold another meeting in April to deliberate and prepare a recommendation to the Board of Selectmen. The Board of Selectmen will then have

an opportunity to consider the Petruzziello Proposal and the Task Force recommendation at its own meeting sometime this spring.

If the Board of Selectmen determines that any one of the Petruzziello Proposal options warrants further pursuit, it may negotiate a disposition agreement with the Proponent. Following the endorsement of such an agreement, the Proponent would then be directed to apply for all necessary approvals, and to follow the normal permitting process with the Planning Board and all other relevant boards and commissions. If the required permitting approvals are eventually granted for a project requiring a property transfer, Westwood residents will have an opportunity to decide at Town Meeting whether or not to authorize the Board of Selectmen to proceed with the proposed property transfer.

The Board appreciates all the work the Islington Center Task Force is doing.

OLD BUSINESS

Review Annual Town Meeting Warrant Articles

The Board asked the Town Administrator to review the articles related to the Municipal Lien Charges being considered for the Annual Town Meeting and have a discussion with the Board of Selectmen on the purpose and impact of the articles.

NEW BUSINESS

Fire Chief Recruitment Consultant

The Fire Chief will turn 65 year of age, the mandatory retirement age for all public safety personnel, a year from now. In light of changes to the Town Charter and the removal of the Fire Department, including the Fire Chief, from Civil Service, the Board has established a Task Force to review the position, its responsibilities and the Massachusetts General Laws under which the department was established in 1946, and the recruitment and hiring process and to issue its recommendations.

A consultant (similar to the process being used for the School Superintendent search) might be engaged to conduct a series of focus groups and/or interviews to seek a broad range of opinions of individuals and groups about what characteristics and abilities the next Fire Chief should possess to be successful in Westwood. A list of individuals and groups that might be interviewed includes, but certainly should not be limited to: the members of the Board of Selectmen, the current Fire Chief, the members of the Executive Function Group, members of the Fire Chief Task Force, the Superintendent of Schools and some of the Principals, the leadership of the Fire Association, and informed residents (i.e. former town officials)

J. Hickey moved to authorize the Town Administrator and Human Resources Director to issue a bid for a consultant service for the assistance in selecting a Fire Chief. M. Walsh 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

NEXT MEETING

The Board of Selectmen's next meeting will be held on Monday, February 13, 2017 at 7:30pm in the Selectmen's Meeting Room at Town Hall.

Initial after reviewed



M. Jillet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
1/30/2017 Selectmen's Meeting Room
Regular Meeting

CHAIRMAN'S UPDATE

- Roy London Nomination Form (PDF)
- John Cronin Public Service Award Nomination Form (PDF)

SCHEDULED ACTION

- Financial Presentation 1.30.17.pptx (PDF)
- BOS write-up for Islington Center Update 012617.doc (PDF)

NEW BUSINESS

- FIRE CHIEF RECRUITMENT - CONSULTANT (PDF)

OLD BUSINESS

- 2017 Annual Town Meeting Warrant List 013017 (PDF)
- Fire Station 2 and Police Headquarters (PDF)