

SELECTMEN'S RECORD
March 6, 2017

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 7:30 p.m. in the Children's Room at the Westwood Public Library by Chairman Nancy Hyde. Also present were: Selectmen Michael Walsh, 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.

SCHEDULED ACTION

Pan Mass Bike Challenge - Kids Ride

Andrea Kelly, the PMC Kids Ride Coordinator, is requesting permission to hold a charity cycling even in Westwood again this spring. As the ride coordinator, she would like to begin planning for the 10th annual ride for May 21, 2017.

This year marks the 10th annual PMC Kids Ride and the hope is to continue the tradition of brining the community together for this common cause. Last year's ride was another successful event and meant a lot to the families in town dealing with cancer. There were over 500 kids riding for a cure, supported by more than 200 teen and parent volunteers.

The ride will follow the same routes as past years' rides, offering two bike routes beginning and ending at the Martha Jones School. The 1-mile route is for kids ages 4-9, and the 6-mile route is for older kids, ages 10-16. These routes have been approved by the Westwood Police Department and Andrea Kelly will be working closely with Sgt. Sicard and the DPW to coordinate route coverage and the placement of signs and traffic cones to ensure the safety of the riders.

M. Walsh moved to approve the 10th Annual Pan Mass Bike Kids Ride scheduled for Sunday, May 21, 2017 from 9:30am to 11:30am beginning at the Marth Jones School, contingent upon final approvals from the respective departments and public safety. N. Hyde Seconded. Vote: 2-0-1 (J. Hickey not present)

Common Victualler License Renewal – Bertie’s Creative Creamery (formally known as The Ice Cream Ward, LLC)

On October 3, 2016, the Board granted a CV license to The Ice Cream Ward, LLC, located at 305 Washington Street, contingent upon satisfactory public safety and health department inspections, including the issuance of a Certificate of Occupancy; further, once the name of the ice cream parlor was finalized, the CV license could be printed and issued with the proper doing-business-as (d/b/a) name. During the annual license renewal hearings in December, this CV license was not presented to the Board for renewal as the business operation and equipment plans were delayed and incomplete with the building and health departments.

In January, Jim Collins of Bertie’s Creative Creamery has informed the licensing office that building permits have been issued and construction is progressing. Bertie’s is hoping to be open in mid to late March, following receipt of a certificate of occupancy from the Building Department, and satisfactory inspections of both the Fire and Health Departments.

All forms and documents have been satisfactorily submitted to the Licensing Administrator for 2017 license renewal including: Renewal Application; Proof of Tax Certification; Proof of Insurance: General Liability & Worker’s Compensation; Floor Plan, Menu; and Fees.

M. Walsh moved to issue the common victualler license for Bertie’s Creative Creamery (formally known as The Ice Cream Ward, LLC) located at 305 Washington Street for 2017, contingent upon the issuance of a certificate of occupancy and satisfactory inspection from the appropriate town departments. N. Hyde Seconded. Vote: 2-0-1 (J. Hickey not present)

FY18 Budget Update

Pam Dukeman, Finance Director, updated the Board on the most recent status of the FY18 Budget including Capital items that will go before Town Meeting. The Board will vote on these items at its next meeting on March 20th.

P. Dukeman also reported that the final number for the health insurance has come in and the updated budget increases costs by 4.6% rather than the original estimate of 7% and the Finance Department has increased its estimate of Local receipts by \$132,000. With these two items, the overall budget gap presented at the Selectmen’s January 30th meeting has been resolved per the following table:

Overall Gap	(\$247,900)
Update to budgeted Blue Hills Assessment	(\$16,500)
Updated Health Insurance Expenses	\$132,505
Update on Local Receipts Estimate	\$132,000

Gap Resolved

P. Dukeman will present the Selectmen with the final FY18 budget at its next meeting for vote.

Review Annual Town Meeting Warrant Articles

The Planning Board met on Tuesday, February 28th and voted to remove the following article from consideration:

Zoning Amendment Related to Sodium Chloride Use in UAMUD and WRPOD

M. Walsh moved to remove the article titled *Zoning Amendment Related to Sodium Chloride Use in UAMUD and WRPOD* N. Hyde Seconded. Vote: 2-0-1 (J. Hickey not present)

The Board discussed the article titled *Amendments to the Westwood General Bylaw Article 1, Section 6 to establish a due date and interest rate for the payment of municipal charges and bills in a manner permitted by MGL, Chapter 40, Section 21E [Municipal charges and bill; due dates; interest]* specifically that the Board wanted to establish a due date and interest rate to be presented to the Finance and Warrant Commission during the Public Hearing.

M. Jaillet explained that the Board discussed appointing an Committee consisting of the Chair of the Board of Selectmen, Chair of the Board of Assessor and the Town Treasurer who would hear any disputes between the Town and a property owner who is issued a fee or fine related to a direct violation of the Building Code, Health Code or Conservation Regulations/Restrictions. The committee would assess if the unpaid fine/fee warrants a lien on the property.

M. Jaillet further explained that the purpose of the issuance of violations is more to get the violation corrected than for the Town to collect the funds. He suggested the Board establish a due date of 30 days from the issuance of any violation and an interest rate of 12%, annually (or 1% per month after the 30 days).

M. Walsh moved to set a due date of violations for the Building Division, Health Division and Conservation Division related to article the adoption of Chapter 40, Section 21E [Municipal charges and bills; due dates; interest] of 30 days from issuance and then an accrual of 12% interest rate annually. N. Hyde Seconded. Vote: 2-0-1 (J. Hickey not present)

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, March 20, 2017 at 7:30pm in the Selectmen's Meeting Room at Town Hall.

M. Walsh moved to adjourn into the Finance and Warrant Commission Public Hearing. N. Hyde Seconded. Vote: 2-0-1 (*J. Hickey not present*)

M. Walsh, aye. N. Hyde, aye.

The meeting was adjourned at 7:25 p.m.

Initial after reviewed



A handwritten signature in black ink, reading "Michael J. Jaillet". The signature is written in a cursive style with a large, sweeping initial "M".

M. Jaillet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
3/6/2017 Children's Room
Regular Meeting

SCHEDULED ACTION

- Applic647 - Pan Mass Street Closing Permit (PDF)
- 2017 Annual Town Meeting Warrant List 030617 (DOC)
- Planning Report Islington Article A - Petition Article (DOC)
- Planning Report Islington Article B - Petition Article (DOC)
- Planning Report Housing Petition (DOC)