

SELECTMEN'S RECORD
March 27, 2017

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 6:32 p.m. in the Small Meeting Room at the Westwood Public Library by Chairman Nancy Hyde. Also present were: Selectmen John Hickey, Town Administrator Michael Jaillet and Town Counsel Tom McCusker. Christine McCarthy record the minutes.

N. Hyde waived the Pledge of Allegiance.

N. Hyde asked if anyone wishes to record the meeting and granted permission to Westwood Media Center to record.

SCHEDULED ACTION

Verizon Cable License Renewal Amendment

Donna McClellan, Information and Technology Director, reported that the current Cable License Franchise Agreement with Verizon expired in February 2017. Knowing the Town and Verizon have not finalized its negotiations on a new license, it is requesting an amendment to the contract which extends the terms and conditions of the current contract for a period of three (3) months.

D. McClellan stated that the Town and Verizon have been meeting twice a month and have come to some agreements on language.

John Cummings, Board Member for Westwood Media Center (WMC), expressed concerns about the extension including the current terms of the agreement which only provides 1% to WMC and the current budget for FY17 projects a deficit. Westwood is the only town of its size that receives only 1% of Gross Annual Revenue from Verizon. J. Cummings listed all of the new programing, class, trainings, and events it now offers. WMC wants to continue to provide a state of the art facility and forms of media production in the future, but cannot sustain if Verizon does not give the Town the full 5%.

J. Hickey moved to approve and sign the Cable License Renewal Amendment extending the terms of the current Cable Television Final License Agreement with Verizon until May 11, 2017 or such earlier time that a Renewal License has been executed. N. Hyde Seconded. Vote: 2-0-1 (M. Walsh not present)

Discussion of Street Acceptance Recommendation (Fox Meadow Drive) Including Possibly Reconsideration of Decision

The Board of Selectmen held a public hearing on March 20, 2017 for four (4) proposed Street Acceptances: Phillips Way, Fox Meadow Drive, Deerfield Avenue Extension and Wilson Way on Monday, March 20th. At that hearing, the Board unanimously voted to support the acceptances of the first three streets contingent upon ***“final requirements of the Planning Board, Department of Public Works and Engineer Consultants as well as contingent upon Town Meeting approval”*** and to support the acceptance of Wilson Way ***“contingent upon final requirements of the Planning Board, Department of Public Works and Engineering Consultants as well as contingent upon Town Meeting funding approval.”***

The Planning Board was notified of the Selectmen’s vote and held a meeting on Tuesday, March 21st at 7:00pm at Carby Street. At that meeting, the Planning Board discussed the request to accept Phillips Way, Fox Meadow Drive, Deerfield Avenue, and Wilson Way. In the case of Fox Meadow Drive, Planning Board members noted that cobblestone driveway aprons were constructed throughout the development, with concrete sidewalks abutting the aprons on either side. The Planning Board voted 4-1 against recommendation of the acceptance of Fox Meadow with several conditions.

N. Loughnane listed the conditions:

1. Stop line painted at the entrance of the development;
2. 20 foot wide emergency access should be cleared and remain passable and the existing gate at that emergency access road shall remain open;
3. Execution of easement of that emergency access submitted to the Planning Board for review and approval prior to recording;
4. The developer execute a 20 foot pedestrian footpath easement along Fox Hill Street and continuing onto Gay Street to Thatcher Street
5. That the Amended and Restated Articles of Association and imposition of covenants and easement for Fox Meadow Home Owners Association shall be updated to include 20 foot emergency access easement and the 20 foot wide pedestrian access easement;
6. The missing street light shall be replaced;
7. A copy of all easements and covenant documents shall be submitted to the Planning Board.

N. Loughnane expressed concerns that the original developer’s lot (Lot 3) approved subdivision included the 20 foot emergency access in the conditions and that this has not been kept up or been done. There is no evidence of that easement for the access.

N. Hyde asked if it was appropriate to tie all of these conditions to a street acceptance? N. Loughnane responded that the Board of Selectmen requested a recommendation from the Planning Board on the Street acceptance and it currently not in conformance with the Subdivision Plan without these conditions being met.

The developer indicated that all these items will be completed by May 1st. Normally streets are not accepted until the street performance bond has been released.

Kevin Routhier, 8 Fox Meadow Drive and President of Home Owners Association, expressed appreciation for the Board and listening to the residents of Fox Meadow Drive. The Association has been working with the Town to ensure that the street will be in conformance and hope that the Board will recommend acceptance.

J. Hickey asked N. Loughnane to explain why the conditions were associated with the recommendation for street acceptance? N. Loughnane explained that the street does not legally exist without the conditions from the subdivision plan being completed and that the residents do not have the proper emergency access to the subdivision today.

The Board of Selectmen support the recommendation of acceptance of Fox Meadow Drive at Town Meeting, unless the conditions are not met.

3rd Annual Run for a Vet 5 Mile Road Race

Diego Silva, a member of the Norwood Police Department, has organized the 3rd Annual Run for a Vet road race. The goal of the race is to promote the sport of running, the local running community, and helping the New England Center for Homeless Veterans (NECHV). NECHV is a private not-for-profit organization created to provide support for veterans facing life challenges and at risk of homelessness. The center provides a variety of services from vocational training programs, clinical support and over 150,000 meals served every year. The support of the local government, merchants and community is crucial to this even and its success. Diego reported in his letter to the Board that last year's race able to raise sufficient funds to make a sizable donation to the NECHV and also provide some financial relief for some local veterans.

The race will take place on Saturday, May 13th beginning at 9:00am beginning at Norwood High School. The route is set for a 5 mile route, mostly in Norwood, and streets in Westwood as follows:

- Oak Street
- Pond Street
- Clapboardtree Street
- Winter Street

Diego Silva has been working with Sgt. Paul Sicard on the details of the race and does not anticipate any issues with the proposed route.

J. Hickey moved to approve the 3rd Annual Run for a Veteran Road Race to take place on Saturday, May 14, 2017 at 9:00am beginning at Norwood High School where parts of the 5 mile race will come through Westwood including Oak Street, Pond Street, Clapboardtree Street and Winter Street in conformance with any requirements of the Public Safety Officer. N. Hyde Seconded. Vote: 2-0-1 (M. Walsh not present)

Request to Post and Fill Position – Substitute Librarian

Stephanie Csaszar, a Substitute Librarian at the Westwood Public Library, has submitted her resignation because she is relocating to Oregon. Her last day of work will be May 10, 2017. Stephanie current works one 4-hour shift each Wednesday evening as well as one Saturday shift per month. Unfortunately, none of the existing staff can take on Stephanie's scheduled hours, so the Director requests permission to advertise and fill the position.

J. Hickey moved to authorize the Human Resources Director to work with the Library Director and Town Administrator to post and fill the position of Substitute Librarian for the Westwood Public Library. N. Hyde Seconded. Vote: 2-0-1 (M. Walsh not present)

Review Annual Town Meeting Warrant Articles

The Board reviewed the material prepared for it to present to the Finance and Warrant Commission meeting.

OLD BUSINESS

Update on Construction Projects – Fire Station and Police Headquarters

The Board reviewed due to interior vandalism a new expected completion of mid-June. The setback was outside of the Town's control but construction was moving along.

The Police Station construction is well underway and expected completion before the end of the year.

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?

NEXT MEETING

The Board will be attending the Finance and Warrant Commission Public Hearing following this meeting.

The Board of Selectmen's next meeting will be held on Tuesday, April 4, 2017 at 7:30pm in the Community Room at the Library.

J. Hickey moved to adjourn the meeting into the Finance and Warrant Commission Hearing at 7:30pm in the Community Room at the Library. N. Hyde Seconded. Vote: 2-0-1 (*M. Walsh not present*)

J. Hickey, aye. N. Hyde, aye.

The meeting was adjourned at 7:16 p.m.

Initial after reviewed

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

M. Jailliet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
3/27/2017 Small Meeting Room
Regular Meeting

SCHEDULED BUSINESS

- Verizon Cable License Renewal Amendment (PDF)
- Westwood Verizon Final License Amendment (PDF)
- Street Acceptances 1997.docx (PDF)
- Planning Board Memo - Fox Meadow Drive (PDF)
- Fox Meadow Drive - Emergency Access Information (PDF)
- 3rd Annual Run for a Vet 5 Mile Road Race (PDF)
- Substitute Librarian Draft Posting (PDF)
- 2017 Annual Town Meeting Warrant List 032717.docx (PDF)

OLD BUSINESS

- Fire Station Update 3/22/17 (PDF)
- Fire Station Update Photos (PDF)
- Update on Construction Projects - Police Headquarters (PDF)