

SELECTMEN'S RECORD
June 19, 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 John Hickey. Also present were: Selectmen Nancy Hyde, Selectmen Michael Walsh, Town Administrator Michael Jaillet and Town Counsel Thomas McCusker. Christine McCarthy record the minutes.

J. Hickey led the Pledge of Allegiance.

J. Hickey asked if anyone wishes to record the meeting and granted permission to Westwood Media Center to record.

CHAIRMAN'S UPDATE

Green Community Grant Award to Westwood

Chairman John Hickey attended a ceremony at the State House this afternoon with Energy Manager Tom Philbin to accept the awarded grant total of \$183,136 bring the three year total to over \$630,000. The proposed projects covered in the grant included a new control system at the Martha Jones School, conversion of lighting in the high School hallways to LED, new LED lighting for the Town pool and variable speed drives for the pool water circulation system.

Farmer's Market

The Board reminded residents that the weekly Farmer's Market is open on Tuesdays from 1:00pm to 6:00pm at the St. Margaret Mary's Church Parking lot.

SCHEDULED ACTION

Change in Beneficial Interest for Anthony's Coal Fire Pizza

Janice Barba, Licensing Coordinator, reported that Attorney Joe Devlin sent a request to the Licensing Division on behalf of Anthony's Coal Fired Pizza for a Change of Officer/Beneficial Interest.

The following changes in corporate structure have changed for Anthony's Coal Fired Pizza:

- Samuel G. Weiss (LLC Manager and VP and Secretary) and Patrick F. Marzano (LLC Managers and VP and Treasurer) have resigned as officers
- Charles E. Locke, Jr. (LLC Manager and VP and Secretary) and Ronald DiNella (LLC Managers and VP and Treasurer) have replaced them.
- Furthermore, Douglas L. Schmick, an LLC Manager for Cardboard Box, an upper-tiered company, has passed away and been replaced by Matthew Miclea.

N. Hyde moved to approve the request for Change of Officer/Beneficial Interest for Anthony's Coal Fired Pizza as follows:

Charles E. Locke, Jr. (LLC Manager and VP and Secretary)

Ronald DiNella (LLC Managers and VP and Treasurer)

Douglas L. Schmick, an LLC Manager for Cardboard Box, an upper-tiered company, has been replaced by Matthew Miclea.

M. Walsh Seconded. Unanimous Vote: 3-0

Public Hearing – Eversource – 321 Washington Street Conduit

Christine Cosby, Eversource Representative, presented that NStar Electric d/b/a Eversource filed a petition for a Grant of Location to install 150+/- feet of conduit at manhole #26419 on Washington Street to provide new electric service to 321 Washington Street.

The Police Department will work with NStar when work is scheduled to be done to ensure traffic can safely and properly move through the intersection. Sgt. Sicard has suggested that at a minimum one lane of traffic will be able to pass, in both directions to the extent possible. The Detail Officers assigned will work with the construction crew to ensure motorists can pass through.

M. Walsh asked then this work will be completed? C. Cosby responded that it will be scheduled as soon as possible and agreed to do the work outside peak hours, starting after 10:00am and complete before the rush hour traffic.

Needham Bank representative asked if the bank could be notified before the work begins so it could notify its employees. C. Cosby agreed to exchange information so they can be in touch before the work commences.

N. Hyde moved to approve and sign the petition for NStar Electric Company d/b/a Eversource which grants permission to construct and a location for such a line of conduits and manholes with the necessary wires and cable therein under the following public way:

Washington Street – Southwesterly approximately 105+/- feet thence turning Westerly approximately 45 +/- feet a distance totaling about 150 feet of conduit at manhole #26419; manhole #26419 is located approximately 209 feet south of East Street;

Contingent requirements from the Police Department for road closing and police details necessary to complete the work.

M. Walsh Seconded. Unanimous Vote: 3-0

Public Hearing – Inn Holders Alcohol/Entertainment License for Courtyard Marriot

J. Barba, Licensing Coordinator, presented that Westwood Courtyard is currently under construction at 64 University Ave. and is expected to be open in early September. The hotel is approximately 73,000 SF with 11 exits and 4 entrances; 130 guest rooms; a 42 seat Bistro; 2,540 SF outdoor patio space with 38 seats; meeting space with seating for 60; indoor pool and fitness room. TMI of Westwood OPCO, LLC d/b/a Westwood Courtyard, is seeking a new Inn-holder/Hotel License for the entire premises, with the restriction that alcoholic beverages are not allowed in the indoor pool area or the fitness room.

Westwood Courtyard's Bistro offers breakfast in its 42-seat dining area Monday through Friday 6:30 a.m. to 9:30 a.m., Saturday & Sunday 7 -10 a.m. The Bistro reopens daily from 5-10 p.m., offering light meals and all-alcoholic beverages. As a part of this license application, the Westwood Courtyard requests to allow its guests the option to take their meals and alcoholic beverages from the Bistro dining area outside to the enclosed patio. The patio is accessed from the main lobby/Bistro area and is surrounded by a solid wall from the parking lot. Only guests with a room/key card can access the patio and enter from outside the solid wall. There is full emergency access from the patio.

Westwood Courtyard does not offer guest room service but the Hotel guests/Bistro patrons may purchase meals and/or alcoholic beverages, bottles of beer and/or wine, during the Bistro's 5-10 p.m. operating hours to take to their rooms.

Westwood Courtyard has a 60 seat meeting room located off the lobby for business conferences and has requested the option to serve alcoholic beverages for events or meetings held in this location. Westwood Courtyard has requested an Entertainment License for the multiple, public TVs proposed to be located in the lobby, Bistro and meeting room.

Special Counsel Steve Miller and Karen Simao of McDermott, Quilty & Miller, LLP reviewed the application and have no concerns with what was submitted. S. Miller explained that Inn Holder's licenses this will still be required to monitor consumption of alcohol on the premises, including hotel guests bringing alcohol back and forth to their rooms.

N. Hyde moved to approve the request for an Inn-Holders/Hotel License with a Common Victualler, All Alcoholic Beverages, On-Premise License and Entertainment License for Westwood Courtyard at 64 University Ave. This license should be granted contingent upon receipt of final inspections signoffs from Building, Fire, and Health departments and ABCC approval. M. Walsh Seconded. Unanimous Vote: 3-0

Islington Center Redevelopment Proposal

At the May 31st meeting, the Proponent's representative, Attorney Peter Zahka, estimated the value of the renovation for the properties proposed for Town ownership as follows:

Wentworth Hall Renovated with full basement and elevator = \$1,200,000

Blue Hart Tavern Renovated with full basement = \$1,000,000

Community Center in Renovated Building: Renovated = \$2,400,000

Municipal Parking for 32 spaces = \$600,000

Total: \$5,200,000

If the Mr. Zahka's estimates are accurate, the value of the Town's post-development holdings would be more than twice the minimum value required in the RFP and about \$2M more than the market value of the land.

Mr. Zahka noted that there would be additional fiscal benefits beyond the value of Town-owned properties in the form of increased tax revenues from new construction on Parcels 2, 3 and 4 and on parcels already owned by the Proponent.

The FY17 property assessments for the Proponent's properties are:

266-278 Washington Street = \$1,123,350 (Land: \$337,800, Improvements: \$785,550)

277A Washington Street = \$433,450 (Land: \$241,450, Improvements: \$192,000)

291-295 Washington Street = \$508,300- (Land: \$290,750, Improvements: \$217,550)

9 School Street = \$381,650 (Land: \$264,200, Improvements: \$117,450)

Total: \$2,446,750

Mr. Zahka estimated the values for the proposed new buildings as follows:

New CVS Building = \$8,000,000

Mixed-use Building = \$7,000,000

Renovated Building (portion for MMO to lease below fair market value) = \$2,400,000

Total: \$17,400,000

These post-development estimates are more than 7 times the current assessed value of the taxable properties and the new commercial value would exceed the new residential value.

Nora Loughnane, Community and Economic Development Director, reported that Mr. Petruzzello has presented a revised plan, known as Option 6B which has the community space attached to Wentworth Hall, relocating the community center from the east side of Washington Street to the west side. This provides the community center space on Town owned property. The Blue Hart Tavern is shown in the back of the lot, and is still up for further discussion with the Board of Selectmen. N. Loughnane explained that the existing CVS building that was originally going to be renovated for the MMO and community space will now be renovated for retail space.

Currently, there are 37 spaces on the Petruzzello owned properties, 59 spaces on Town owned land totaling 96 spaces between the two properties. The concept proposal has a total of 102 spaces on west side of Washington Street, 105 space on east side (roughly 50 surface and 55 underground owner spaces for the replica Islington Community Center Building) as well as 12 spaces on the west side of Washington Street and approximately 10 on street on the east side of Washington Street. N. Loughnane reiterated that these are concept plans and Mr. Petruzzello will need to submit the engineered plans to the Planning Board for review and approval.

Christine Previtera, 16 Dean Street, expressed concerns about the ratio of parking to retail space. J. Hickey responded that the Selectmen is the policy making Board and that if the plans were going to advance to the next stages, these questions need to be brought to the Planning Board for input and review.

Special Counsel Dan Bailey with Pierce Atwood, LLP explained that with the plans as concept, the Selectmen need to decide if it wants to pursue the proposal with the developer in order to move onto the next phase of the project which is the Planning Board review.

J. Hickey explained that the Selectmen will be providing a list of items that it wants to pass along to the Planning Board for consideration when it is reviewing the application plans including, but not limited to the Islington Center Task Force recommendation:

- Maximize green space
- Right amount of parking and right amount of buffered parking
- Drive Thru alternatives
- Height of the buildings – proposed either equal or less
- Improvements to the intersections

Dierdra, a resident who recently moved back to Westwood, expressed concerns about traffic in the center in Town including the East Street bridge and asked if there was a plan to fix the bridge and second, how is the Town going to ensure the medical and fire responses will not be affected by increased traffic? The Board responded that the MBTA will be fixing the bridge in 2018 and in response to the public safety

response, the Town will need to review the engineered plans in order to address concerns of changes to the intersection. The Selectmen are not responsible for reviewing the engineered plans and that this is a Planning Board review. The Selectmen's responsibility is to decide if it wants to consider the proposal and forward it to the Planning Board for plan review.

An unidentified resident asked if there has been consideration for the number of apartments the Town needs and what the retailers the Town needs and if these buildings are going to be used? N. Loughnane responded that the proposal is in a mixed use district which is allowed by zoning. If the Board decides to move to the next stage, the Planning Board will be look at market commercial space and if the number of apartments being proposed is appropriate or not, but the Town cannot regulate the use of commercial space in a commercially zoned area.

George Hertz, 10 Rock Meadow Road, stated that the Islington Center Task Force have been meeting for the last two years and held a number of public hearing, conducted surveys and considered public input throughout the meetings. He stated that as the Selectmen consider the options, he noted that there are a lot problems with the town owned properties and that this is going to set the tone for what Islington Center is going to look like for the next decade. He continued that this is a balance of what is in the best interest for the town and what is economically valuable for the developer. In regard to the Fire Station, the new station in Islington is a good building and the Selectmen have done a great job staffing the department. George suggested that residents go back and review the two years of records of public hearings and analysis' that the Town has done already. He reminded people that this is a unique opportunity.

J. Hickey made a point that he has heard residents say they want a walkable town center, but stated that this is done by mixed use and that developers will not come in and building just retail.

Mary Campion, 6 Brookfield Road, stated that a community does not like the concept plan that is presented. She felt that the concept plans were all similar and that the vote taken by the Islington Center Task Force was not inclusive of the views of some of the residents. She thinks the community does not want the character of Islington Center changed to the level shown on the plans. She stated that the voice of the community has not been acknowledged.

Joe Previtera, 16 Dean Street, expressed concerns with the parking in the back (behind where the library would be placed) is prone to flooding and wanted to make sure the Board was aware of that.

Steve Rafsky, 646 Canton Street, made a comment that 15 years ago, residents were making comments about the decaying buildings and that it wasn't walkable. The concern then was that there were not enough parcels to be able to go forward with a project. He reminded everyone that you need to get to a concept plan to see if a

project is viable and then move onto full engineer designed plans. That is when the issues and concerns can be addressed. The Town has a history of doing significant things and the proper time to address issues and concerns is when you have peer review consultants assisting the Town. He advised that the Selectmen take the next step and support the project so it can find out if it is a doable project.

MaryAnne Carty, 143 Willard Circle, stated that there are 12-13 spots that are allocated to Wild Blossom and Bertie's so she wants to make sure that Planning Board is aware of the parking constraints. She also asked for clarification on the new growth revenue? M. Jaillet responded that the information was net new growth.

Helen Gordon, Chair of the Islington Center Task Force, stated that the Task Force recommended that the Board of Selectmen look at the plans further and a number of conditions were listed. She also reminded residents that there is a website for the Islington Task Force and all the information is uploaded on there. She said the Task Force listened to the residents, especially safety in respect to the intersection. She stated that this project is a great opportunity for the Town.

Joe Layden, 136 School Street, asked three questions:

1. If there was any progress on the maximum number of apartments that could go into the district?
2. If the post office building could add another story?
3. Expressed concerns with the value transfers of properties and said that it would be more value if the Town were to do a cash value or developing the properties ourselves.

M. Walsh responded that the Task Force made a recommendation that no more than 28 units. N. Loughnane explained that her calculations of each parcel including the Roche Brothers parcel, depending on how the project gets developed, in the Washington Street district a total of 120 and she has not completed the calculations for the High Street district but she estimates it will be around 100. There are a lot of factors that go into determining the number of units allowable per parcel. The other requirement is that no more than 50% of the overall floor plan can be residential and enough spaces to serve the uses.

N. Loughnane explained that the post office building could not add an additional story without more parking.

H. Gordon commented that communities have to bid project significantly different including paying prevailing wage rates so that would most likely put more into a project than a private developer.

M. Jaillet stated that the Town would sit with the developer and look at what he is trying to accomplish. In the RFP, the Town required that certain spaces used by the Town and the MMO needed to be replaced. The developer gave the Town round numbers on costs. He gave an example that the way the spaces that Youth and Family Services are using space that was meant for church purposes. However, the new design will better fit the needs of the department. As for the Blue Hart Tavern, some question if it is worth the cost to renovate, but the Town has not had full conversations with the developer who would actually take over the building it renovated.

Joe Layden, 136 School Street, asked if the developer would be responsible for moving Wentworth Hall. M. Jaillet responded yes.

M. Jaillet added that the developer has been listening to concerns of the residents and have come back with revised plans multiple times. Specifically, that the Town asked that all municipal services are together on the same side of the street and the developer has done that and that the MMO is left to coordinate with developer. When the Town sits down with developer, the additional values and modifications will be negotiated. When the developer constructs projects, he can do it at a more reasonable rate, but the Town wants control over the design. The Town went through values including the assessed value, market values and the proposals that have been made to date and are to date in excess (approximately double) of what was asked for in the RFP. The developer is either going to develop a project with the Town, or he will develop a project of his own properties. Under this joint proposal, the Town has a more of a say in the overall development of the entire center.

N. Loughnane stated that there are currently 26 spaces behind CVS and 29 spaces behind Wentworth Hall. She also pointed out there is a significant amount of Town owned land where the municipal lot currently stands.

M. Walsh stated that he voted against the project, because he felt like he did not have enough information. His concerns were:

- Condos vs. apartments and how many?
- How does the development fit in with the scale of the neighborhood
- Concerns about parking spaces
- Short term and long term financial benefits to the Town
- Concerns about one developer having control over large area of one center
- Traffic congestion
- Unhappy with a School Street entrance or exit
- Believes Islington is a walkable area including kids walking from school

Understanding all these concerns, M. Walsh will vote for the project to move forward so he can get more information, but is not afraid to stand up and express his concerns.

N. Hyde agreed that M. Walsh listed great concerns and added that the Town needs a fiscal impact. The impact will include the impact on to the schools from the proposed apartment units. N. Hyde added that, the uses in the buildings will determine the number of parking spaces required, so that analysis needs to be done. She added that the traffic analysis should include the impact the spaces will have on the congestion as well. She added that it is a very important decision that the School Street entrance be addressed so that commuters do not use it as a cut through to avoid the traffic light. As the Board continues the discussions, more concerns will most likely be added to the list. She added that the Board is not approving the project by having this discussion, but that the Board would be passing the concept along to the Planning Board to consider the designed project. There is still a lot of work to be done and participation from the residents.

J. Hickey thanked everyone for attending the meetings. He added that everyone in the conversations comes with good intentions and wants the best outcome for the community. He stated that the healthy curiosity and conversations are great. The data says that the community wants a walkable center. The Town has the opportunity to partner with a developer to develop such a center. If the Town does not do something, it will be left with the Islington Community Center that requires a minimum of \$1.2 million in repairs and reminded residents that if the town did not step in and buy the municipal parking lot, it would be a muffler shop today. He believes it is time to turn the project over to the Planning Board so they can review the and improve it.

J. Hickey suggested that the Board include, but not limit, the following conditions when drafting the Memorandum of Agreement:

- Maximize Green Space
- Alternatives to drive-thru
- Heights of buildings be either equal to or less than what currently exists
- No more than 28 residential units
- Studies of parking and buffer zones
- Improvements to intersection and overall safety improvements to the center
- Economic benefits are in the Town's favor
- Condos vs. apartments be studied
- Short-term and long term impacts to the Town
- Exit of vehicles onto School Street
- Analysis of School impact

N. Hyde asked an analysis of the office space that the Youth and Family Services and Recreation need and make sure what is needed is taken into consideration. Also that Blue Hart Tavern, being located to Town owned property, language be more specific and that a financial analysis of the Town taking the Blue Hart Tavern be conducted. The building is currently being held and offered to be restored. The Board needs to

figure who will own the building and what the uses will be. She asked to strike the current language of the Task Force's condition #8 to be written more so that the economic benefit be in the positive favor of the Town.

N. Hyde moved to authorize Town staff and Special Town Counsel to prepare a Memorandum of Understanding (MOU) with Petruzziello Properties, LLC, which MOU will authorize Petruzziello (1) to work with town staff to further the proposed redevelopment of Islington Center, and (2) to apply for permits and approvals, including special permits, for redevelopment of town-owned land in Islington Center, and further that the MOU shall address points raised by the Islington Center Redevelopment Task Force, as well as areas of concern discussed by the Board of Selectmen here tonight, with the intent that the MOU will assist the Town and Petruzziello in advancing the redevelopment of Islington Center and lead to the negotiation of an agreement for disposition of Town-owned land that is part of the project. M. Walsh Seconded. Unanimous Vote: 3-0

NEW BUSINESS

Increase in Building Permit Fees

While preparing to implement a new electronic permitting system, Building Commissioner Joe Doyle developed an updated schedule of Permit Fees, including revised fees for Building Permits, Wiring Permits, Plumbing permits, Gas Permits, and Mechanical Permits. The proposed new fee schedule simplifies some fee categories for ease of calculation within the electronic permitting system. This fee update follows a comprehensive review of permitting fee practices in surrounding towns, and if approved, would result in the wholesale adjustment of Westwood's permitting fees for the first time since 2001. A public hearing was held on June 13th.

Primary Building Permit fees are tied to the value of a construction project. As construction costs and values of work have risen over time, the amounts collected for Building Permit fees have also risen. The proposed fee schedule maintains Westwood's current Building Permit rate of \$10 per \$1,000 for residential Building Permits, but proposes that the town officially adopt the rate of \$12 per \$1,000 for commercial Building Permits which has been applied by agreement since 2013 in conjunction with all University Station permits.

(Schedule of fees current vs proposed is attached to these minutes)

The funds collected for fees are intended to pay for the cost of the inspections. N. Loughnane explained that the most significant increase is wiring inspection fees. If the fees are adopted today, they would be effective immediately. N. Loughnane explained that the Town is moving to an electronic permitting system. This would allow the ease of calculating fees.

N. Hyde moved to adopt the new schedule of Permitting Fees, as amended. M. Walsh Seconded. Unanimous Vote: 3-0

Signing of Easements / Takings for Clapboardtree Street – Article 16 of Annual Town Meeting

The 2017 Annual Town Meeting approved Article 16 which authorized the Board of Selectmen to perform easement takings along Clapboardtree Street. The project is scheduled to commence this summer while school is out of session.

The easements are in conjunction with the approved traffic improvements, which include widening Clapboardtree Street on the northerly side to provide a second approach left turn lane to Washington Street (Route 1A), traffic signal modifications, drainage system and utility adjustments, reconstruction of stone retaining walls, sidewalk and wheelchair ramp reconstruction, pavement marking and signing upgrades, and landscape restoration.

The Board signed the easements as authorized by Town Meeting.

OLD BUSINESS

Municipal Study Task Force

In light of existing and proposed municipal staffing and programing and current code, A Municipal Studies Task Force will be asked to comprehensively review the adequacy of existing facilities and additional facilities needed and develop a plan for expanding, maintaining and refurbishing existing facilities, utilities and equipment and for disposing of facilities that are no longer needed.

The Board discussed the recommendation of Bruce Montgomery and Todd Sullivan to serve as community members. M. Jaillet will reach out to these individuals to see if they are interested in serving.

The following individuals should be considered for appointment:

Name	Title
Tony Mullin	School Committee
Maureen Bleday	Board of Assessors
<i>Will decide on Monday b4 BOS meeting</i>	Planning Board
Mitchell Katzman	Recreation Commission
George Hertz	Finance and Warrant Commission
Chris Pfaff	Finance and Warrant Commission
Thomas Erickson	Permanent Building Committee

Ex Officio	
Michael Jaillet	Town Administrator
Pam Dukeman	Finance Director
Bill Scoble	Fire Chief
Todd Korchin	DPW Director
James McCarthy	Facility Manager
Danielle Sutton	Youth & Family Services Director
Nora Loughnane	Community and Economic Development Dir.

N. Hyde moved to appoint:

Members	
Nancy Hyde	Board of Selectmen
Tony Mullin	School Committee
Maureen Bleday	Board of Assessors
Michael McCusker	Planning Board
Mitchell Katzman	Recreation Commission
George Hertz	Finance and Warrant Commission
Chris Pfaff	Finance and Warrant Commission
Ex Officio	
Michael Jaillet	Town Administrator
Pam Dukeman	Finance Director
Bill Scoble	Fire Chief
Todd Korchin	DPW Director
James McCarthy	Facility Manager
Danielle Sutton	Youth & Family Services Director
Nora Loughnane	Community and Economic Development Dir.

M. Walsh expressed opposition to N. Hyde serving as Chair on the Task Force stating that he expressed interest and the Board has not discussed the Selectmen Representation.

M. Walsh opposed. Vote: 2-1.

Appointments/Reappointments

Conservation Commission

The ConCom currently has a vacancy of a Full Member and two Associate Members (**Brian Gorman was appointed in 2015 to serve as an Associate Member – since he was elected to the Planning Board, he is now required to step down).

The three members up for reappointment this year are and have all indicated they are willing to be reappointed:

- Charles Pare – 2020
- Diane Hayes – 2020
- John Rogers – 2020

Proposed New Appointments

- Todd Sullivan – 2019
- Helen Gordon – 2019

Recreation Commission

The Recreation Commission has requested that Elizabeth Phillips be reappointed, but move from Regular Membership to Associate Membership. In her place, it has requested that Mitch Katzman, who has been an Associate Member since 2016, become a full member. Both Mitch and Elizabeth have agreed with the change in memberships. Lynn McConchie Connors and Ann Marie Delany (Regular Members) are up for reappointment and expressed they are willing to serve again:

Proposed appointments for 2017

- Lynn McConchie Connors – 2020
- Ann Marie Delany – 2020
- Mitchell Katzman as Regular Member (was an Associate Member) – 2020
- Elizabeth Phillips as Associate Member (was a Regular Member) – 2020

N. Hyde moved to appoint/reappoint the following individuals:

- **Charles Pare as a member of the Conservation Commission for a term to expire June 30, 2020**
- **Diane Hayes as a member of the Conservation Commission for a term to expire June 30, 2020**
- **John Rogers as a member of the Conservation Commission for a term to expire June 30, 2020**
- **Todd Sullivan as a member of the Conservation Commission for a term to expire June 30, 2019**
- **Helen Gordon as a member of the Conservation Commission for a term to expire June 30, 2019**
- **Lynn McConchie Connors as a member of the Recreation Commission for a term to expire June 30, 2020**
- **Ann Marie Delany as a member of the Recreation Commission for a term to expire June 30, 2020**
- **Mitchell Katzman as a member of the Recreation Commission for a term to expire June 30, 2020**
- **Elizabeth Phillips as an associate member of the Recreation Commission for a term to expire June 30, 2020.**

FYI: DPW Contract

The Board of Selectmen approved a three year contract from July 1, 2016 through June 30, 2019 with the United Food and Commercial Workers Union 1455 representing the DPW employees. The terms of the contract include a 2% cost of living increase in each of the three fiscal years, modifications of the time spent working out of grade to qualify for a higher rate, and the requirement that four Heavy Equipment Operators obtain a 4G License to use special equipment. The Board will need to sign the copies of the agreement.

The Board signed the agreement.

Future Board of Selectmen Meetings

The Board scheduled the following meetings:

- July 17, 2017 at 7:30pm
- August 14, 2017 at 7:30pm
- September 11, 2017 at 7:30pm
- October 16, 2017

Regular Minutes

March 30, 2017

**N. Hyde moved to approve the Regular Minutes of March 20, 2017 as amended.
M. Walsh Seconded. Unanimous Vote: 3-0**

March 27, 2017

**N. Hyde moved to approve the Regular Minutes of March 27, 2017 as written.
M. Walsh Seconded. Unanimous Vote: 3-0**

April 4, 2017

**N. Hyde moved to approve the Regular Minutes of April 4, 2017 as written. M.
Walsh Seconded. Unanimous Vote: 3-0**

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

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

PUBLIC AND PRESS

J. Hickey asked if there were any questions from the public or press?

N. Hyde moved to adjourn. M. Walsh Seconded.

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

NEXT MEETING

The Board of Selectmen's next meeting will be held on Monday, July 17, 2017 at 7:30pm in the Selectmen's Meeting Room at Town Hall.

The meeting was adjourned at 8:01 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
6/19/2017 Community Room
Regular Meeting

SCHEDULED ACTION

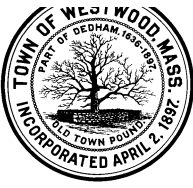
- Eversource Petition - 321 Washington Street Conduit (PDF)
- Eversource Conduit at 321 Washington Street.docx (PDF)
- Photos of Sample Courtyard Beverage Service locations (PDF)
- Updated Legal Ad - Westwood Courtyard.docx (PDF)

NEW BUSINESS

- Building Permit Fees - Current vs. Proposed (PDF)
- Certified Vote of Article 16 - Easements for Clapboardtree Street (PDF)
- Unstamped Clapboardtree 188265A-1 Easement Plan 09-23-16.pdf (PDF)
- Forms of Communication (PDF)
- DRAFT FY18 Top Goals .docx (PDF)
- Summary of Accomplishments of FY17 Goals (DOC)
- Mission for Municipal Facilities Task Force 2017 FINAL (PDF)

OLD BUSINESS

- Board of Selectmen Appointments 2017.xls (PDF)
- Appointments as of 061917.xls (PDF)
- Officers & Directors of the Historical Society (PDF)
- Helen Gordon Resume - ConCom (PDF)
- Stephen David Resume - ConCom (PDF)
- LEPListforappt 06-15-17 (PDF)
- Rev.Off the Record Offer-United Food and Commercial Workers Union Local 1445(PDF)
- Decision Notice - July 11, 2016 Retification of DPW Contract (PDF)
- Calendar.doc (PDF)



Town of Westwood

Commonwealth of Massachusetts
BUILDING DEPARTMENT

BUILDING PERMIT FEES

	<u>Existing</u>	<u>Proposed</u>
Residential:		
New Construction: up to 5000 sq. ft. (sq ft includes garage)	\$0.80 per sq. ft.	\$1.00 per sq. ft.
Over 5000 sq. ft. (sq ft includes garage)	\$1.00 per sq. ft.	same
Renovations:		
Minimum unless otherwise noted	\$50.00	\$75.00
Additions, alterations, repairs (<u>value</u> of the project)	\$10.00 per \$1000.00	same
Roofing, siding, replacement windows	\$100.00 (\$50.00 for 5 windows or less)	same
Decks	\$75.00	\$10.00 per \$1000.00
Pools		
Above ground	\$100.00	same
In ground	\$10.00 per \$1000.00	same
Temporary mobile homes and construction trailers	\$50.00	same
Tool sheds	\$10.00 per \$1000.00	same
under 200 sq. ft. (Permit not required but must comply with setbacks)		
Demolition	\$50.00	\$75.00
Detached garages (unfinished inside)	\$75.00 per bay	10.00 per \$1000.00
Re-inspection fees	\$50.00	1 st reinspection = \$50.00
(at the discretion of the Building Department, payable prior to inspection)		2 nd reinspection = \$75.00
		3 rd + reinspection = \$150.00
Commercial:		
New Construction:	\$12.00 per \$1000.00	same
Renovations, alterations, additions, demolition	\$12.00 per \$1000.00	same
Minimum	\$100.00	same
Construction trailers	\$50.00	\$100.00
Re-inspection fees	\$50.00	1 st reinspection = \$100.00
(at the discretion of the inspector, payable prior to inspection)		2 nd reinspection = \$150.00
		3 rd + reinspection = \$200.00
All other work:	\$10.00 per \$1000.00	Residential - \$10.00 per \$1000.00
		Commercial - \$12.00 per \$1000.00
Sprinklers (See Mechanical Fees) –		
New systems	\$10.00 per \$1000.00 (+\$1.00 per head)	Residential - \$10.00 per \$1000.00
		Commercial - \$12.00 per \$1000.00
Moving Heads (remodeling)	\$1.00 per head	Residential - \$10.00 per \$1000.00
		Commercial - \$12.00 per \$1000.00
Minimum fee	\$50.00	\$75.00

Tents	\$25.00	\$50.00
Carnivals	\$50.00	\$100.00
Signs	\$50.00	same
Replacement Building Cards	\$25.00	\$50.00
Plan review prior to permit application	\$50.00 per half-hour (1 st half hour \$0.00)	same
New contractor/same project (requires new permit)	\$10.00 per \$1000.00	same
Based on the remaining balance of the value of the project - Residential	\$10.00 per \$1000.00	same
- Commercial	\$12.00 per \$1000.00	same
Commercial Certificate of Occupancy		
In conjunction with a Building Permit	No Charge	same
Without Building Permit	\$50.00	\$100
Temporary Occupancy		
Residential 30-day temporary occupancy	\$50.00	same*
Commercial 30-day temporary occupancy	\$200.00	same*

**If a project does not get final sign off prior to the 30-day temporary occupancy period expiring, another temporary occupancy fee will automatically be incurred.*

Fees may be tripled for all work started without a permit being issued, includes building, plumbing, electric, gas, and mechanical.

A non-refundable fee of \$50.00 and \$100.00 Commercial must be submitted with permit applications to cover the administrative costs of reviewing the permit application and plans. The fee will be credited to the final permit fee if and when the permit is issued