

**SELECTMEN'S RECORD**  
**July 11, 2016**

**ATTENDANCE AND CALL TO ORDER**

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

**Town of Hull Thanks to Town Clerk on Recount Support**

On May 10, 2016, the Town of Hull held its annual local election which resulted in a tight and close race. Due to the small delta between some of the elected positions, a recount on the votes was scheduled.

On June 10, 2016, Town Clerk Dottie Powers was appointed Temporary Town Clerk to oversee and assist with the Election Recount. Thanks to Dottie's expertise and management, the Town of Hull expressed its sincere appreciation for her willingness to step in and offer her support for their Town.

**Announcement of Green Communities Grant**

Tom Philbin, the Westwood Energy Manager and Patricia Healey a DPW Administrative Assistant, filed for a Green Communities Grant in March 2016 for \$210,000. The proposed projects covered in the grant included a new control system at the Downey School, conversion of lighting at Downey and Martha Jones schools and at the Senior Center to LED.

Westwood received 100 percent of its application amount which is an indication of the high quality of the proposed projects and the completeness of the application. This is due in great part to the fact that Westwood's Energy Manager, Tom Philbin has a longstanding and a broad level of expertise in energy conservation. His effort was complimented by Patricia Healey's hard work, dedication, and efficiency in preparing the application and assembling monthly energy usage data from all departments.

As a Green Community, under Tom Philbin's direction, Westwood is committed to continue to reduce its energy consumption by 20 % over a five year period. These newly funded projects, as well as others completed in past years and others that are being planned for the future, will contribute to the achievement of this goal. Additionally, the Town has committed to design enhancements at the proposed new Fire Station and Police Station which will make these facilities 30% more energy efficient than required by current building codes.

## **SCHEDULED ACTION**

### **Public Hearing – Change of Manager on Record – Bonefish Grill**

Janice Barbra, Licensing Administrator, report that Bonefish Grill has requested a change in manager from Michael Garcia to Jesse Legora. Attorney David Krumsiek from Demakis Law Office, P.C. was present at the meeting along with the proposed new manager, Jesse Legora. All petition requirements have been satisfied and the CORI application has been processed without further notice. Mr. Legora has been working at Bonefish Grill with Michael Garcia who is still in place as manager and will continue to be until after consideration by the Board of Selectmen and the approval of the ABCC. The Alcohol Review Committee voted unanimously in favor to recommend approval of this change in manager for Bonefish Grill to the Board of Selectmen.

Michael Garcia will be transferring to Florida once all the changes are approved by the Town and the ABCC.

**M. Walsh moved to approve the Change of Manager request from Bonefish Grill to Jesse Legora, contingent upon ABCC approval. J. Hickey Seconded. Unanimous Vote: 3-0**

### **Continued Public Hearing – GameStop Junk Collec**

At the Selectmen's meeting on June 20<sup>th</sup>, a public hearing was opened for an application for a Junk Dealer's license for GameStop and the Selectmen considered and granted a temporary license without the applicant present.

Licensing Administrator Janice Barbra gave the Selectmen a brief summary of the application and purpose of the junk dealer's license for GameStop and introduced District Manager Rob Lawrence who was present at the meeting.

**M. Walsh moved to approve the issuance of a Junk Collector License to GameStop located at 129 University Avenue which will expire on December 31, 2016. J. Hickey Seconded. Unanimous Vote: 3-0**

### **Westwood Lodge Field Update**

Michael Griffin, Field Coordinator for the Recreation Department reported that the Recreation Department worked with Lodge officials, Police and the Department of Public Works to continue to permit out the Lodge Field for youth and adult sport groups. The Recreation Department met with Dania O'Connor, the Lodge's new Interim CEO, in early March to bring her up to speed on the field use, past history and logistics as they are now.

To make the field use a success for everyone the following criteria were employed:

- The communication plan is for the hosting teams to email an information packet to visiting teams which included all the rules and logistics of the field. The visiting teams are required to email back their acceptance of field use terms to the Recreation Department.
- The Recreation Department continued to maintain the Westwood Lodge field calendar on its website.
- All field reservations and schedules were communicated to Westwood Lodge, Police and Department of Public Works.

The following groups were permitted to use Lodge Field in the Spring of 2016:

- Westwood Youth Soccer
- Westwood Over 40 Adult Soccer (2 teams)
- Twilight Summer League

The Town and Xaverian have had a great relationship over the past few years with accommodating field space and coordinating with the Recreation Department when teams may need to be shifted to other fields for various reasons. Mike Griffin reported that having the Lodge field has really helped in those situations.

## **OLD BUSINESS**

### **Shared Ambulance Agreement**

At the Board of Selectmen meeting on June 20, 2016, the Board asked questions related to the reasons the Town should continue this agreement. Westwood has been in a partner in the Unstaffed Ambulance Agreement since 1982. The agreement has been updated throughout the years; the last time in 2009. This agreement covers terms conditions, and responsibilities involved with the sharing of a spare ambulance, among six (6) area fire departments including Canton, Norwood, Randolph, Sharon, Stoughton, and Westwood.

The spare ambulance is owned by all six communities and is used based on need generally as backup for an ambulance out of service for repairs. Should Westwood's ambulance(s) be out of service due to mechanical problems, the Town may use the spare ambulance. Each community notifies the host Chief (Canton) when it is needed. The new agreement has a term of 25 years as allowed by Chapter 40 Section 4A MGL.

Each member community contributes \$1,000 per year to cover the maintenance, insurance, standard equipment (expendable medical equipment) and to capitalize periodic upgrades of the ambulance.

The spare ambulance is needed about two to three times a year on average. The Town of Westwood has three ambulances that now run. The spare ambulance is necessary especially with future deployment once the Islington Fire Station is completed ambulance will be deployed out of both Fire Stations. Since the original contract in 1982 no communities have dropped out of this agreement, one community has since added, that community being Stoughton.

**M. Walsh moved to adopt the Unstaffed Ambulance Agreement and to sign the agreement in conformance with Chapter 40 §4A MGL. J. Hickey Seconded. Unanimous Vote: 3-0**

#### **Ratification of DPW Contract**

The Board of Selectmen reviewed a proposed Off the Record offer made to the Unite Food and Commercial Works Union Local 1445 (DPW employees), for a three year term including annual salary increases in line with the budgets. The Board was informed that there are some minor administrative modifications that still need to be made, but these language modifications would not affect the budget.

J. Hickey asked why the contract was referred to as “off the record” and being done in public session rather than in executive session? M. Jaillet responded that although the offer was titled “off the record,” the Selectmen still need to vote on the contract in public session and that the DPW Union still has not approved the terms.

**M. Walsh moved to approve and sign the Town’s Conditional Offer to enter into a collective bargaining agreement for a three year term from July 1, 2016 through June 30, 2019 on the condition that the United Food and Commercial Works Union Local 1445 also ratifies the terms of the offer. J. Hickey Seconded. Unanimous Vote: 3-0**

#### **Appointments/Reappointments**

At the Board of Selectmen’s meeting on June 20<sup>th</sup>, the Board continued its annual appointment process. At that meeting, the Board was able to accomplish a significant number of appointments to the various boards/committees in Town, leaving only a few openings to fill.

#### Commission on Disability

Lori Gillen, who was present at the meeting, was seeking appointment to the Commission on Disability as an Associate Member. Lori is a Specialist Technical Writer for McKesson Corporation with a strong interest in the need to consider accessibility principles in the design and development of their software and documentation. In her current position, she has been able to raise awareness and advise co-workers about the importance of accessibility.

**M. Walsh moved to appoint Lori Gillen to the Commission on Disability as an Associate Member for a term to end June 30, 2017. J. Hickey Seconded. Unanimous Vote: 3-0**

### Vacancies

The Board discussed the various openings still available:

Board of Health – 1 Regular Member  
Conservation Commission – 2 Regular Members and an Associate Membership  
Council on Aging – 2 Regular Members  
Dedham Westwood Water Commission – 1 Regular Member  
Pedestrian and Bicycle Safety Committee – 2 Regular Member  
Westwood Environmental Action Committee (WEAC) – 5 Regular Members  
Recreation Commission – 1 Regular Member

The various positions are posted online and more information can be found by contacting the Selectmen's Office at 781-326-4172.

### Re-Establish Health Care Review Committee

The Town Administrator and Human Resources Director requested that the Board of Selectmen re-establish the Health Care Review Committee so it can continue to work with the employees on health care related issues as they arise.

**M. Walsh moved to re-establish and appoint the following individuals to the Health Care Review Committee with terms to expire June 30, 2017:**

**John Antonucci (School Department)**  
**Glen Atkinson (Teachers Association)**  
**John Bertorelli (Retirees)**  
**Frank Chillemi (School Custodians)**  
**Daniel Fafara (Police Union)**  
**Leo Hoban (Lieutenants)**  
**Michael Jaillet (Town Administrator)**  
**Craig Templeton (Fire Union)**  
**Marie O'Leary (Town Accountant)**  
**Faith Kimball (Instructional- School)**  
**Teresa Riordan (SEIU – Clerical Union)**  
**Denise Singleton (School Administrators)**  
**Nick Triano (DPW Union)**  
**Sandra Warnick (Food Workers – School)**  
**Joan Courtney Murray (Human Resources Director)**

**J. Hickey Seconded. Unanimous Vote: 3-0**

### **Update on Various Construction Projects in Town**

N. Hyde asked M. Jaillet to provide the Board with brief summaries of each of the construction projects, and to return to the Board at a future meeting with a visual presentation that could be viewed by the public.

### **Update on Fire Station**

M. Jaillet report that the construction was moving along and that the Town and contractors have worked through a few issues. He reported that the anticipated completion date of December 1<sup>st</sup> was three months behind, but that the construction was approximately 50% complete. The project is On budget with about 30% of the contingency funds used to date..

### **Update on Deerfield Avenue Extension**

M. Jaillet reported that the project was completed a month ahead of schedule. This allowed for the construction of Police start earlier. There are minor items that still need to be done such as final paving if the parking lot, stripping and landscaping. The only remaining issue is the telephone pole still needs to be moved out of the roadway. M. Jaillet reported that the agreement between the new owners of Westwood Glen and Eversource has been signed and a new pole is scheduled to be installed, but the Town has not received a date at this time. N. Loughnane, Community and Economic Development Director, explained that the bigger issue will be getting Verizon and Comcast to move its lines off the old pole and onto the new pole.

N. Hyde expressed deep concern for not only the lagging timeline to remove the pole, but also that school will be in session in September and the pole relocation is now affecting the Police Headquarters construction.

The Board asked that its concerns be forwarded to Eversource, Verizon and Comcast to get this done.

### **Regular Minutes**

N. Hyde asked M. Jaillet to clarify and confirm the amount of \$25,000\* returned to the second bidder for the Obed Baker House as it was different than the amount WestCAT left for its deposit.

*June 20, 2016*

**M. Walsh moved to approve the Regular Minutes for June 20, 2016, contingent upon the confirmation or correction of the returned deposit for the Obed Baker House RFP. J. Hickey Seconded. Unanimous Vote: 3-0\***

*\*Update: The deposit amount of \$25,000 for the second bidder was the confirmed to be the correct amount. Therefore, no edits were made to the June 20, 2016 Regular Minutes.*

### **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?

N. Hyde indicated that M. Jaillet provided the Board with revised language for the Home Rule Petition submitted by the Town after the May Town Meeting for Article 13 – Home Rule Petition

to Appropriate Funds to the Aid to the Elderly Trust Fund for Relief. The language changes requested by the legislature include referencing the correct laws and references and the conditions under which the Town would be allowed to use the funds under.

**PUBLIC AND PRESS**

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

The next Board of Selectmen meeting will be held on Monday, August 8, 2016 at 7:30pm.

**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 8:27 p.m.

Initial after reviewed



A handwritten signature in black ink that reads "Michael J. Jillet". The signature is written in a cursive style with a large, sweeping initial "M". A horizontal line is drawn across the page, starting from the left margin and extending to the right, passing under the signature.

M. Jillet  
Town Administrator



# *LIST OF DOCUMENTS*

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Board of Selectmen  
7/11/2016 Selectmen's Meeting Room  
Regular Meeting

## **CHAIRMAN'S UPDATE**

- Thank you from Hull BOS.pdf (PDF)
- Hull results.pdf (PDF)
- Green Communities Competitive Grant - DOER (PDF)

## **SCHEDULED ACTION**

- BOS Public Hearing Bonefish Grille July 11, 2016.pdf (PDF)
- Board of Selectmen Public Hearing June 20, 2016 Gamestop.pdf (PDF)
- Support Email from DPW (PDF)
- Support Email from Police (PDF)
- Letter from the Lodge.pdf (PDF)

## **OLD BUSINESS**

- Updated 2016 Unstaffed Ambulance Agreement (PDF)
- Amended 2009 Unstaffed Ambulance Agreement (PDF)
- Original 1982 Unstaffed Ambulance Agreement (PDF)
- 7.6.16 Town OTR offer to DPW Union Doug Belanger for three year Contract.docx (PDF)
- BoardCommittee List 2016 - 071116.docx (PDF)
- Lori Gillen - Cover Letter/Email (PDF)
- LoriGillenResume.pdf (PDF)
- Handout - WW BOS Meeting - FS2 - 2016-07-08 (2) (PDF)
- Progress Photos - WW FS2 - 2016-07-08.pdf (PDF)
- WW Police - 7-8-16-R1.pdf (PDF)