

SELECTMEN'S RECORD
September 12, 2016

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 7:32 p.m. in the Selectmen's Meeting Room by Chairman Nancy Hyde. Also present were: Selectmen Michael Walsh, Selectmen John Hickey, Town Administrator Michael Jaillet and Town Counsel Tom McCusker. Christine McCarthy was present to 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

Presidential Award – Police Explorers

In recognition of these outstanding achievements, two of Westwood Police Explorers were awarded the President's Volunteer Service Award, a prestigious national honor offered in recognition of volunteer commitment. Established in 2003, this Award is given by the President of the United States and honors individuals, families and groups who have demonstrated a sustained commitment to volunteer service over the course of 12 months.

Michael Forde

Mr. Michael Forde is a member of the WHS Class of 2017 and joined Explorers in September 2015. Since joining, he has attended every meeting and been a help to the Department at every town event. Because of his effort and dedication, last June, the advisors awarded him "Explorer of the Year." He is a hiker, a member of the WHS Cross Country team, and next year hopes to attend one of the Boston area colleges for Criminal Justice. During the 2015-2016 school year, Michael donated 250 hours of his time in service to the Westwood Police Department and the Town of Westwood. For that, he is awarded the Gold Award.

Adam Ganz

Mr. Adam Ganz just graduated Sharon High School as a member of the Class of 2016. He joined the Explorer Post in September of 2015. In order to qualify for the Silver level, recipients must volunteer 175 hours. Mr. Ganz met that requirement with Westwood's Explorer Post and at Town events this past year while also donating his time to Team Rival with Norfolk District Attorney Morrissey and the Foxboro Fire Department as one of their Fire Explorers. Mr. Ganz is attending Norwich University for Criminal Justice.

Sgt. Paul Sicard spoke about each Police Explorer, commending each of their volunteer work and highlighted many of the events each of the Explorers attended.

Chief Jeff Silva also publically thanked both Explorers for stepping up and doing more in the community.

The Selectmen commended Michael and Adam for their commitments and Sgt. Sicard and Steve Cromack for their leadership with the Program.

Westwood Day

Westwood Day is coming up. N. Hyde read the listing of events

Football Game / Fireworks (Friday Sept. 23rd)

- Football Game 7:00 PM Westwood Wolverines host Hopkinton Hillers at Flahive Field
- Fireworks 9:00 PM Display will follow the football game approximately 9:00 PM at Westwood High School

5K Road Race and Kids Fun Run (Saturday Sept. 24th)

- 5K Road Race 9:00 AM
- Kids Fun Run 10:00 AM

Event highlights include:

- 5K Road Race and 1 Mile Fun Run
- Over 35 activities including Animal Craze, face painting, sports and games, inflatables, and pumpkin painting
- Antique car show and Touch a Truck display
- Entertainment by local musicians
- 125+ merchants in the vendor village and multiple food vendors providing an array of food options

N. Hyde announced a new addition to Westwood Day. People in the community are asked to show their support for the Police and Fire Departments by submitting a letting, drawing or something of their own creativity that will be presented at Westwood Day. Boxes will be set up the day of Westwood Day at sign in locations and also available to be collected at Town Hall before and afterwards.

At 1:00pm at Westwood Day, the Selectmen will hold a special ceremony to recognize the Public Safety Departments and thank them. There will also be a feature presentation at both the New Fire Station and Police Headquarter openings.

Water Restrictions Reminder to Residents

N. Hyde reminded residents that Dedham Westwood Water District has very serious water restrictions in place. The Town is in a phase where no outdoor water is allowed with the exception of handheld flowers and vegetables – this includes washing cars. The Board reminded residents that there are people who are getting fines and that this applies to everyone. The Board encouraged people to support this and not use excessive water.

Islington Center Task Force Meeting

The Islington Center Task Force has been in effect for a little over a year now and is meeting this Thursday, September 15th at 7:00pm at the Thurston Middle School Cafeteria to receive a presentation. Members of the public are encouraged to attend. The Town has received a Request for Proposal from the developer who purchased a good portion of the land in Islington and that developer would like to present that redevelopment proposal and receive for input from both the Islington Center Task Force and members of the public. There will be further meetings for the public to be involved before it receives a recommendation to the Selectmen for consideration.

NEW BUSINESS

Request to Post and Fill Position – Library Assistant in Circulation

Nancy Hogan, a 16 year employee of the Westwood Public Library, is retiring as Head of Circulation at the end of this month. Karen Gallagher, who has been a Library Assistant in the Circulation department for almost 10 years has been promoted, resulting in a vacancy as the Library Assistant in circulation.

J. Courtney Murray informed the Board that there was more update since the memo was prepared for the Board. She explained that Tricia Perry, the Library Director, will be allocating some of the hours of the Library Assistant to other current staff members who were looking for additional hours, making the Library Assistant Position as 21 hour per week position. It was further explained that there would be no increase in benefit eligibility for any of the positions receiving the additional hours, nor change in the responsibilities for the Library Assistant. This also equals out the number of hours between the two staff members within Circulation.

N. Hyde asked J. Courtney Murray if the Job Description was last reclassified in September 2004? J. Courtney Murray responded yes that is true but she has a meeting with the Library Staff this week to talk about updating all job descriptions and that a Library Reclassification Study was underway already.

N. Hyde noted that the request before the Board was to also post and fill a position that may be vacated in the event an internal staff member I selected to fill the Library Assistant Position be put off so that the Library Director can assess the staffing prior to immediately filling.

M. Walsh move to authorize the Library Director to work with the Human Resources Director to post and fill the position of Library Assistant in the Circulation Department of the Westwood Public Library. J. Hickey Seconded. Unanimous Vote: 3-0

SCHEDULED ACTION

Public Hearing – New Pole Installation – Eversource – Westwood Glen Road

Present from Eversource was Christine Cosby

The Board of Selectmen conducted a public hearing for a petition filed by NStar dba as Eversource and Verizon New England to install a new pole (1497/2A) located on Westwood Glen Road and the corner of the new Town Hall Parking lot. The Board was asked to grant an Order for Location of Pole located on southerly side approximately 230 feet east of High Street.

This hearing was properly published in the Westwood Press on September 2nd and September 9th and abutters notified.

C. Cosby added that the purpose of the new Pole is to continue to provide electrical service to the Town Hall as the current pole will be removed.

J. Hickey asked if there was an update to the removal of double poles within Town? C. Cosby reported that she knew of meetings with Jack Lopes (Eversource) and Todd Korchin (DPW Director), but that she could not provide an update. C. Cosby will reach out to Jack for an update. J. Hickey also asked Todd Korchin to provide an update.

J. Hickey asked why the Town still notifies the Girl Scouts? C. McCarthy explained that the list provided by Eversource was most likely an older list used to notify abutters was updated and provided by the Assessor's Office.

N. Hyde asked if there were any comments from the Public?

M. Walsh moved to approve and sign the Order for Location of Poles for NStar Electric dba Eversource Energy and Verizon New England Inc. to install one (1) pole 1497/2A on Westwood Glen Road – southerly side approximately 230 feet east of High Street together with such fixtures as may be necessary to sustain or protect the wires of the line. J. Hickey Seconded. Unanimous Vote: 3-0

The Board thanked Christine Cosby and the collaboration with Eversource to get the pole removed on Deerfield Avenue Extension. (The Board also signed letter to all utility companies and Town departments thanking them for their cooperation).

Application for One Day License – Hale Reservation “Hale-a-Bration”

Present was Paula McLaughlin, Hale Reservation and Janice Barba, Licensing Administrator
“Hale-a-Bration” is Hale Reservation's second, annual fundraising event featuring a silent auction, music, cocktails and beach fare. The celebration will be held on Membership Beach on Saturday, September 17, 2016 from 7:00 p.m. to 12:00 Midnight, rain or shine and the license requested from 3:00pm on September 17th through Sunday September 18th to accommodate set up and clean up.

The Board noted that the license is valid for the sale, pouring, service and consumption of alcoholic beverages only between the hours of 7:00pm and 12:00am. The sale, pouring, service and consumption of alcohol are prohibited between the hours of 3:00pm and 7:00pm and 12:00am and 12:00noon.

J. Barba added that Hale Reservation has hired a professional bartending company that will provide TIPS certified staff members to serve alcohol to guests at the event and that the Alcohol Review Committee reviewed the application and recommended approval.

N. Hyde asked if the Health Director sign off is a contingency of the license? J. Barba responded that the food was a separate sign off. The food caterer is responsible for contacting and acquiring appropriate sign offs.

M. Walsh asked how people can get tickets to the event? P. McLaughlin explained that there are a limited number of tickets available and that it did sell out last year. Tickets are available online at <http://halereservation.org/>. The event is a fundraiser that will help with the inner city schools that attend the summer programs. P. McLaughlin suggested getting tickets by Wednesday.

The theme of the fundraiser is blue jeans, boots and beach since it was moved to Membership Beach this year.

M. Walsh moved to grant a Special/One-Day, All- Alcohol License, to Hale Reservation, "Simply Serving II" as the qualified designee, for Saturday, September 17, 2016 beginning at 3:00 p.m. through Sunday, September 18, 2016 12:00 noon to allow for set up and clean up. J. Hickey Seconded. Unanimous Vote: 3-0

Application for One Day License - Beer and Wine - Wedding at Hale Reservation

Present was Caroline Harvey (bride) and Janice Barbra Licensing Administrator

Caroline Harvey and her fiancé Michael Kinney have requested an application for a Special/One-Day Wine and Beer License for their wedding planned at Cat Rock Field and Pavilion on Saturday, October 15, 2016 from 3:00 p.m. to 11:00 pm to accommodate set up and clean up.

Event Temps, Inc., a professional bartending company from Cambridge has been hired to provide TIPS certified staff members to serve alcohol to guests at the event. The Alcohol Review Committee also reviewed the application and voted to recommend this license for consideration by the Board of Selectmen.

N. Hyde reminded Caroline to make sure Event Temps Inc. follows the Rules and Regulations according to the license.

M. Walsh moved to grant a Special/One-Day, Beer and Wine License, to Caroline Harvey and Michael Kinney, with “Event Temps, Inc.” as the qualified designee, for Saturday, October 15, 2016 from 3:00 p.m. to 11:00 pm with the actual event to take place from 5:00pm to 9:00pm. J. Hickey Seconded. Unanimous Vote: 3-0

NEW BUSINESS

Amendments to Traffic Rules and Orders

Since the removal of the utility pole on Deerfield Avenue Ext has been completed and the Road is opened the Board should add the listed Isolated Stop Sign to Schedule No. 3 in the Traffic Rules and Orders.

M. Walsh moved to add Deerfield Avenue Extension intersection with Westwood Glen Road to Schedule No. 3–Isolated Stop Signs of the Traffic Rules and Orders. J. Hickey Seconded. Unanimous Vote: 3-0

At a previous Selectmen’s Meeting, the Board discussed the noise from “Jake Braking” that trucks make. The Board asked the Chief for an update on the research he has done.

Chief Silva reported that he did a lot of research into enforcing “Jake Breaking” restrictions and found that the City of Cambridge had faces a similar issue and found that there is an existing Chapter in the General Laws (M.G.L. c. 90, §16) that historically Police Officers have used to cite motorist for excessive noise (spinning of tires, loud exhausts, etc.). The research Cambridge had done indicated that it was allowed to enforce No Jake Braking under that section of the law. The Chief reported that with this, the Westwood Police Officers can go out and enforce M.G.L. c. 90, §16 citing excessive noise to address Jake Braking complaints.

N. Hyde asked why trucks use Jake Braking? The Chief explained that there are a variety of reasons, some just because they can some that are not paying attention and realize they need to quickly slow down, because it saves on the breaks especially with a heavy load that takes longer to stop just using the breaks.

Protocol for Uploading East Street Video on YouTube

N. Hyde reported that unfortunately the Town has had many instances where it has video footage of accidents and it has been helpful to demonstrate the need to fix the East Street Bridge with the MBTA, but now it has become somewhat of a calamity.

J. Hickey asked the Chief what the race was to get the video of accidents out there on social media?

Chief Silva explained that the Lieutenant is the only one who posts the videos on YouTube and depends on his availability to get the film clip uploaded. For him, it is a simple task of extracting the video and uploading it which only takes a few minutes

to do. He explained the Lieutenant started doing this to help bring attention to the bridge. The Chief added that the Police Department will not put the video up if criminal charges are filed or serious injuries have resulted.

J. Hickey asked if the determination is made that quickly that charges will or will not be filed? The Chief responded yes, that determination is usually made at the scene of the accident. The type of accidents the Police see is someone in a rental truck with a civilian model GPS, rather than a commercial model, which does not provide bridge height warnings.

J. Hickey asked if there were other cameras in Westwood and if there was an accident do we post those? The Chief responded that there is a camera at the intersection of High and Gay Street and would post those under similar circumstances (i.e. no charges to be filed) but the camera has only been operating a few short months ago and accidents are infrequent.

M. Jaillet added that the advantage of having the camera on the steeple was to demonstrate to the MBTA the severity of issue and the two different types of accident (curb accidents and trucks hitting the bridge). The Town brought pictures to the meeting with the state, but the video are much more compelling.

J. Hickey asked the reason on the speed of posting the video, expressing that he feels it is more of a comical nature when shared on social media?

The Chief clarified that the Police do not have a Facebook page and that it only uploads the video to YouTube. People then share the link to the video on social media. For public knowledge, the Police use Twitter to update road closure or traffic delays but never link the video to those tweets.

J. Hickey asked what is the public benefit of posting it online, stating he believes that it is impacting the Town negatively?

M. Walsh stated that putting it out there more people will see that this is continuing to happen and some people will avoid the area? He added that the other problem is that most trucks are not properly marked so the drivers are getting in the truck they have no idea the height of the truck and using civilian GPSs which does not warn for low clearances.

J. Hickey asked the demographic of the driver? Chief Silva responded that they are not local and typically in their 20's.

N. Hyde expressed that she has trouble when it becomes a national sensation. N. Hyde asked that the Chief take the conversation under advisement and consider if posting the video is really necessary in the future.

M. Walsh added that the one advantage he does see for continuing to post the videos is that it keeps the heat on the MBTA/ MassDOT, reminding everyone that it gets very easy to slide into a waiting period. M. Jaillet agreed that the MBTA could reallocate the promised funds if the Town does not keep the pressure of the issue.

The Chief also mentioned that all the news stations have police scanners in the news stations, the video is public record and subject to public record/request.

SCHEDULED ACTION

Department Reports

The Board had its third and final night of Department Reports on Monday. N. Hyde stated that the Board was impressed with the amount of work that went into these reports. M. Jaillet stated that the reports three nights will be blended and available to the public on the town's web page.

The Board heard presentation from Community and Economic Development Director Nora Loughnane who presented Building, Planning, Health, Conservation, Zoning, Housing, Economic Development, Licensing and Historic Preservation. The final presentation was made by Danielle Sutton, Human Services Function Group Chairman which included Council on Aging, Public Health Nurse, Youth and Family Services and Veteran's Services. Each department presented on its areas of service to the community, municipal and school departments, its major accomplishments over the past few years, and challenges and issues its department is currently facing.

Questions raised by the Selectmen during the Presentation:

Community and Economic Development - Conservation

N. Loughnane, was explaining some of the issues the Conservation Division was experiencing including maintenance of some of the wetlands Conservation Restriction areas within Town. N. Hyde asked how much would be necessary for the conservation to continue to preserve and maintain the wetlands and conservation areas? N. Loughnane responded that the Conservation Agent was working on a maintenance plan to be presented to the Town.

Community and Economic Development - Building

N. Loughnane was explaining some of the issues the Building Department was seeing, including the increasing number of Building Permit Applications (19% in 2015) and a widespread building and remodeling in residential neighborhoods including a significant number of tear downs.

J. Hickey stated he wanted to have further discussion related to 'residential tear downs and reconstruction which is expected to continue at a steady pace'. He believes it is a policy issue and does not want to see it continue. He further stated that the policy issue is the conflict between the right of the property owners to do what they want with their homes and the lack of balance of uniformity in the

neighborhoods, specially, neighborhoods where capes and ranch homes are being knocked down and replaced with a house of disproportionate size for the lot and neighborhood. N. Loughnane responded that many towns have attempted to prevent property tear downs, but property rights make that very difficult. She further stated that there are mechanisms that may be able to slow the process to a certain extent, but to prevent is near impossible.

N. Loughnane will return to a future meeting to discuss the options the Town may have such as zoning regulations.

Human Services – Veterans

J. Hickey asked that the Veteran Brick Program be advertised.

The Board thanked all the Department Heads for pulling all the information together and expressed its gratitude for all their hard work on their presentations.

OLD BUSINESS

Decision on Scheduling Fall Town Meeting

At its meeting on August 8th, the Board of Selectmen took action to open the Fall Town Meeting Warrant. All Department Heads and staff were notified to submit articles for consideration for action at Town Meeting. The threshold for petition articles is that as long as there are no more than 10 petitions, the Board has the option to cancel Fall Town Meeting.

M. Jaillet verified there was no submission from internal staff or boards or commissions of articles.

The Selectmen did receive 1 petition article (with 10 certified signatures) but the Board felt it was not necessary to hold a Fall Town Meeting for one article which could be addressed at the Spring Annual Town Meeting.

N. Hyde stated that the petition article purpose is to impose a moratorium against demolishing dwellings for a period of three (3) years.

M. Walsh asked how much it costs to hold Town Meeting? M. Jaillet stated about \$5,000 for the night.

The Board asked that further discussion on the petition article with both the Selectmen and the Planning Board take place before the Spring Town Meeting.

M. Walsh moved that the Board of Selectmen opt-out of the holding a Fall Town Meeting due to the lack of articles proposed for consideration. J. Hickey Seconded. Unanimous Vote: 3-0

The Board will post this decision on the website, Town's Bulletin Board, inform the Finance and Warrant Commission, Town Moderator, Town Clerk, etc.

Appointments

The Board had the Long Range Financial Planning Committee appointments to be made. The only members that have not been recommended for appointment are representatives from the Finance and Warrant Commission.

Al Wisialko
Barbara Delisle
Bruce Montgomery – Community Member
Heath Petracca
James Gavin
John Antonucci
Joseph Jowdy
Maureen Bleday
Michael Jaillet
Michael Krone
Pamela Dukeman

J. Hickey moved to appoint the members to the Long Range Financial Planning Committee for terms to end June 30, 2017. M. Walsh Seconded. Unanimous Vote: 3-0

The Town Clerk requested that the Board appoint Melinda Theodore of 17 June Street as an Election Officer.

M. Walsh move to appoint Melinda Theodore as an Election Officer for a Term to end June 30, 2017. J. Hickey Seconded. Unanimous Vote: 3-0.

Update on Fire Station Construction

The Board updated that the Fire Station construction was moving along with an expected completion of late December early January. There is no set time for the Fire Department to move back in, there is flexibility to move in when the building punch list is completed.

M. Jaillet reported on the photos presented including the 'mock-up' building, exterior waterproofing, mason work being done, stairway one (inside the clock tower) completed, mechanical interior and the safety netting.

Update on the Police Headquarters Construction

The Police Headquarters is moving along rapidly. The structural steel is being delivered this week and installation will begin next week. The Police Headquarters site is a much less complex site (compared to the Fire Station).

M. Jaillet reported on the photos presented including the foundation being poured and smoothed out, unground utilities being stalled, the removal of the pole which was successfully done prior to school opening and the month to month site comparison.

The Board expressed it was very happy with the Deerfield Avenue Extension Road and that it is now much safer.

Regular Minutes

August 8, 2016

M. Walsh moved to approve the Regular Minutes for August 8, 2016 as written.

J. Hickey Seconded. Unanimous Vote: 3-0

August 22, 2016

M. Walsh moved to approve the Regular Minutes for August 22, 2016 as written. J. Hickey 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?

The next Board of Selectmen meeting will be held on Monday, October 3, 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 9:40 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".

M. Jillet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
9/12/2016 Selectmen's Meeting Room
Regular Meeting

CHAIRMAN'S UPDATE

- 20 WWD SNEAK PREVIEW 2.pdf (PDF)
- Statement for Westwood on drought.docx (PDF)
- Islington Center Task Force Meeting - RFP Presentation (2).doc (PDF)

NEW BUSINESS

- Library Assistant (PDF)

SCHEDULED ACTION

- NStar Petition - New Pole Westwood Glen Road (PDF)
- Westwood PILOT Agreement 8 1 2016.docx (PDF)
- Schedule No. 3 - Isolated Stop Signs - Deerfield Ave Ext (PDF)
- Community Economic Development Written Report.docx (PDF)
- Written Reports Human Services.docx (PDF)

OLD BUSINESS

- Petitioners Warrant Request - Tear Down Rebuild Moratorium.pdf (PDF)
- Appointments - Vacant (Current) Positions 09.08.2016.xls (PDF)
- Progress Photos - WW FS2 - 2016-09-12.pdf (PDF)
- CPM Dashboard-BOS Update - WW Police - 9-7-16.pdf (PDF)