



## Minutes of the Meeting of the Board of Selectmen

Date: August 21, 2017 – Business Meeting  
Time: 6:03 p.m.  
Place: McCourt Social Hall, Memorial Town Hall, Spencer, MA  
Present: Chairman Pepe, Vice Chair Woodbury Clerk Monette, Members Stevens and Hicks, and Administrator Gaudette were present.

At 6:0 p.m. Chairman Pepe called the meeting to order and led the Pledge of Allegiance.

### Announcement

**Any members that are participating remotely in accordance with Regulation 940, CMR 29.10 of the Open Meeting Law**

None

### Meeting Minutes

*A motion to approve the Business Meeting and Executive Session Minutes of July 10, 2017 (Woodbury/Hicks) passed 5/0*

*A motion to release previously approve executive session minutes of November 28, 2016; January 18, 2017; February 13, 2017; February 27, 2017; March 6, 2017; March 20, 2017; March 27, 2017; May 22, 2017; June 12, 2017; June 19, 2017; July 10, 2017; and July 17, 2017 (Woodbury/Hicks) passed 5/0*

### Communications:

None

### Citizen Input

Kurt Nordquist, Gayle Dr., ask the Board to look at the salary, benefits, and hours for upcoming new hires for the Fire Department.

Daisy Chaynes, Wall St., read a letter expressing his concerns over the noise from the recent Barnstorm Cycle events noting it is not a good fit for the neighborhood and recommends future events be taken to the Spencer Fairgrounds. Chairman Pepe said the Board will take his concerns under advisement for any future applications that may come in from Barnstorm.

### New Business:

**Action Item: Request for a License to Hold a Fair from the Spencer Agricultural Association for the Spencer Fair from September 1<sup>st</sup> through September 4<sup>th</sup>, 2017**

*A motion to approve the License to Hold a Fair from the Spencer Agricultural Association for the Spencer Fair from September 1<sup>st</sup> through September 4<sup>th</sup>, 2017 (Hicks/Monette) passed 5/0.*

**Action Item: Request from the Spencer Agricultural Association for a License to Hold a Fair for a one-way traffic pattern on Smithville Road and Smithville Cross Road for the Spencer Fair from September 1<sup>st</sup> through September 4<sup>th</sup>, 2017**

*Request from the Spencer Agricultural Association for a one-way traffic pattern on Smithville Road and Smithville Cross Road for the Spencer Fair from September 1<sup>st</sup> through September 4<sup>th</sup>, 2017 (Woodbury/Hicks) passed 5/0.*

**Action Item: Application for a Sunday Entertainment License for the Spencer Agricultural Association for the Spencer Fair on September 3<sup>rd</sup>, 2017**

*A motion to approve the Sunday Entertainment License for the Spencer Agricultural Association for the Spencer Fair on September 3<sup>rd</sup>, 2017 (Hicks/Monette) passed 5/0.*

**Action Item: Vote to accept the Fire Department SAFER Grant in the amount of \$469,271 – Chief Parsons**

Chief Parsons reported that he applied and was awarded the SAFER Grant to assist with daytime staffing. The grant is for a total of \$469,271 over 3 years. The Town share amounts to \$100,000 for years 1 & 2, and \$164,875 for year 3. The Board has to decide to whether or not to accept.

Mr. Gaudette said the Town will have \$700,000 in new growth in 2018 which could be applied to the Fire Department budget line item and whatever is not spent would be rolled over to free cash. He advised the Board to move forward for the safety and the benefit to the community.

*A motion to accept the SAFER grant and for new growth to be earmarked at the Fall Town Meeting to the Fire Department salary line item (Hicks/Monette)*

After some discussion, the motion was revised to drop the Fire Department line item. Mr. Gaudette said that Town Meeting voters will have to approve how to appropriate the funds.

*A motion to accept the SAFER grant (Hicks/Monette) passed 5/0.*

Mr. Monette commended the Chief for taking the effort to obtain this valuable grant. The Board agreed.

**Old Business**

**Policy Adoption: Police Promotional Policy Amendment- Chief Darrin**

Chief Darrin reported that adjustments made to the policy include increasing the years of service from one to three years, removing the leadership portion of the exam, and adjusting the education to make it proportional to the years of service.

Dr. Hicks stressed the importance of education and said he is concerned about devaluing education and will not vote for it. He asked Chief Darrin to revise it to increase the education requirement.

Chief Darrin said he worked it out with the Union to balance education with experience and believes it's a fair compromise.

Mr. Monette noted that experience counts for a lot.

*A motion to approve the Police Promotional Policy Amendment as presented (Monette/Stevens) passed 4-1. Dr. Hicks was opposed.*

### **Discussion: Town Administrator Search Update**

#### **Action Item: Vote two (2) Citizen-at-Large Appointments**

The Administrator explained that six candidates submitted letters of interest for the two Citizen-at-large member slots. The Board will vote for two members and one alternate who would become a voting member in the event a full member is absent from the for an extended period.

Mr. Woodbury recused himself noting that his son Chris Woodbury is a candidate.

Chairman Pepe asked Mr. Gaudette to call out each name and the Board will then vote on each with a show of hands. The top two will be the voting members and the third will be the alternate. The Board agreed.

The following names were announced and voted:

Donald Berthiaume – 4 votes (Unanimous)  
Charlie O'Connor- 0 votes  
Wendy O'Leary-1 vote (Pepe)  
Bill Shemeth-1 vote (Hicks)  
Frank White- 3 votes (Pepe/Stevens/Monette)  
Chris Woodbury -2 votes (Stevens/Hicks)

Donald Berthiaume and Frank White received the most votes and will become the two citizen-at-large members and Chris Woodbury will become the alternate member.

*A motion to affirm the votes as discussed (Hicks/Monette) passed 4/0. Woodbury recused himself.*

Mr. Pepe thanked all who applied to serve the Town in this manner.

The Committee will be invited to meet with the Board on September 11<sup>th</sup> for further discussion. Dr. Hicks will coordinate a kick-off meeting prior to that date.

### **Discussion: Interim Town Administrator Interviews**

Chairman Pepe and Administrator Gaudette met with two candidates for Interim Town Administrator. Both are well qualified with impressive credentials. A special meeting will be held on Thursday, August 31<sup>st</sup> for the purpose of interviewing both candidates.

## **Action Item: Appoint Acting Town Administrator**

Mr. Gaudette reported that his last day is August 24<sup>th</sup> and the Interim Town Administrator is not scheduled to be in place until September 4<sup>th</sup>. Town Charter requires an Acting Administrator be appointed to fill in the gap and said the Chief Darrin is willing to take on the role.

Mr. Woodbury said he was concerned that Police Department is too busy for the Chief to take this on.

Chief Darrin was present and he said he didn't have any concerns.

*A motion to appoint Chief Darrin as the acting Town Administrator (Hicks/Monette) passed 4/1- Woodbury opposed.*

## **Town Administrator's Report**

### **Transition Strategy**

Administrator Gaudette reported that he met with all Department Heads and put a strategy in place for Interim Administrator. He is in the process of drafting the Fall Special Town Meeting Warrant.

He thanked the Board for their support over the past 7 years while he has served in this position and fully expects the next person will receive the same level of support.

Chairman Pepe said the Town is in good shape thanks to Mr. Gaudette

## **Board Liaison Reports**

### **Finalize Assignments**

Chairman Pepe provided the updated list of Liaison Assignments and asked the Board to get back to him with any changes.

## **Action Item: Vote CMRPC Delegate (S. Tyler) and BOS Alternate (TBD)**

*A motion to appoint Mr. Tyler as the Selectmen's Delegate to the CMRPC and Mr. Monette as the Board's Alternate member (Woodbury/Hicks) passed 5/0.*

## **Landfill Solar Committee Update**

Mr. Gaudette reported that the Landfill Solar Committee has been working with consultants to determine what could be built on the landfill cap. An RFP has been advertised and should come together in the next 30 days.

Mr. Tyler said the pre-bid meeting will be held on August 29<sup>th</sup> and the bid opening will take place on September 21<sup>st</sup>.

## Building & Property Reuse Committee (BPRC) Update

Mr. Gaudette provided an update on the work done by the Building & Property Reuse Committee:

- Mechanic Street Parking - applied for grant to remove 22 Mechanic Street
- Pleasant Street School – waiting for final specs on demolition of the building
- Lake Street School – Town Planner Paul Dell’Aquila is working on RFP for feasibility work.
- Maple Street School – Steve Tyler is working with an architect to finalize report for cost estimates for work outlined in the assessment report.
- Sugden Block – A meeting was held on February 27, 2017 to discuss the analysis and report on the building by Context Studios. Since the costs far exceed the rental income, the Committee voted to move the process of demolition of the building and asked the Board to take the following steps:
  - Move forward with their recommendation for demolition based on the extensive cost to repair and set aside funds to begin the process
  - Not to extend or renew tenant lease agreements as they expire
  - Close off sections of the building as leases expire to limit costs
  - Limit money going into the building by reducing utility and repair expenses
  - Set aside funds at the Fall Town Meeting for demolition requirements

Dr. Hicks asked about allowing tenants to remain on a month to month basis until the final lease. Mr. Gaudette said the Town is losing money since water, sewer, heating, electricity and other expenses are being paid for by the Town.

Mr. Woodbury said there was a net loss of \$20,000 this year and with numerous sewer, plumbing, elevator and other issues, the Town is subsidizing the rental income.

The Building and Property Reuse Committee and Sugden tenants will be invited to the September 11<sup>th</sup> meeting for further discussion.

Chairman Pepe pointed out that business retention is important and asked about ways to keep folks in Town.

Mr. Gaudette noted that the Town Planner may be able to assist with underutilized properties in Town.

### **Citizen Input**

Chris Woodbury, 4 Briarcliff Lane asked the Board to be mindful of the timeline with the removal of buildings, noting that Pleasant Street School closed in 1984 and is still standing. He suggests the demolition take place within a year after being closed.

Donnie Berthiaume, 140 Charlton Road noted that he approached Mr. Gaudette 7 years ago to temporarily fill the Town Administrator’s position. After some hesitation, he

accepted and came up to speed very quickly and was up for the challenge. He expressed to Mr. Gaudette that it has been an honor to work with him.

Mr. Al Atchue, Meadow Road thanked Mr. Gaudette and said he appreciates all he has done for Town and noted that everyone he speaks with feels the same way.

Susan Lacaire said she was sorry to see Mr. Gaudette leave and said he has the ability to bring people together and make the workplace a better place.

### **Board Member and Staff Comments**

Dr. Hicks said he's been on the Board for 16 months and that Mr. Gaudette has done an incredible job. People in Town are sorry he's leaving.

Mr. Woodbury said it has been a pleasure working with Mr. Gaudette and he will personally miss him.

Mr. Stevens said the level of professionalism and dedication put forth by Mr. Gaudette is unsurpassed.

Mr. Pepe said working with Mr. Gaudette has been one of the best relationships he has had in his entire career and wishes him the best of luck.

Mr. Monette noted he was not always a fan of having a Town Administrator, however after working with Mr. Gaudette, he quickly came to realize the value and has been impressed by his people skills.

Ms. Savoie said it has been a privilege working with Mr. Gaudette noting that she learned a lot just by observing the way he interacted with people and thanked him for making Spencer a great place to work.

Mr. Gaudette thanked everyone for expressing their thoughts and said he is grateful for so many good memories over the past 9 years.

### **Request for Executive Session under Mass General Laws, Chapter 30A, §21(a), ¶3, to discuss litigation**

*At 8:02 p.m. a motion to meet in Executive Session in accordance with MGL Chapter 30A, §21(a), ¶3, to discuss litigation (Hicks/Woodbury), passed with a roll call vote: Woodbury-yes, Stevens-yes, Hicks-yes, Pepe-yes, Monette-yes*

The meeting was adjourned at 8:17 pm. All were in favor.

Respectfully submitted,

Brenda Savoie  
Administrative Assistant

### **Referenced Materials**

SAFER Grant  
Police Promotional Policy