



## **Minutes of the Meeting of the Board of Selectmen**

Date: February 12, 2018 – Business Meeting  
Time: 6:00 p.m.  
Place: McCourt Social Hall, Memorial Town Hall, Spencer, MA  
Present: Chairman Pepe, Vice Chair Woodbury, Clerk Monette,  
Members Stevens and Hicks, and Interim Administrator Ross

At 6:00 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

### **Minutes:**

#### **Vote to Approve Meeting Minutes**

*A motion to approve the revised minutes of the December 11, 2017 Business Meeting; the Business Meeting of January 8 & January 22; the Special Meeting of January 23 & January 30; and the Executive Session of January 23 & January 30, 2018 (Woodbury/Stevens) passed 5/0.*

### **Communications:**

Mr. Ross reported:

- Bay Path submitted a proposed budget for FY19 with a \$110k increase for Spencer.
- Resident Jennifer Nolan sent a letter raising concerns about the Library heating issues.

Dr. Hicks learned from Senator Gobi that funds may be available to “green communities” which could help offset the cost for the Library and Senior Center heating systems. He will check into further.

Mr. Woodbury said he also spoke with Senator Gobi regarding the distribution of funds for municipalities.

Mr. Ross noted that specific requirements need to be met prior to being designated as a green community and in many cases the cost to meet the requirements outweigh the benefits.

Mary Braney said she looked into this with former Administrator Gaudette and at that time, the requirements were beyond what the Town could afford.

### **Citizen Input**

Kurt Nordquist, Gale Dr. noted that Paxton light has several streetlights that out throughout Town. Mr. Ross spoke with them and was assured they will respond quickly.

### **New Business**

**Action Item: Vote to Discontinue the use of the Accuvote tabulating machines following the May 8, 2018 Annual Town Election**

*A motion to discontinue the use of the Accuvote tabulating machines following the Annual Town Election on May 8, 2018 and to begin using the Image Cast Precinct Tabulators for all four Town of Spencer Precincts thenceforth (Hicks/Monette) passed 5/0.*

**Action Item: Review and Approve Amended Easement for South Middlesex Non-Profit Housing Corporation (SMOC) Misty Hill Estates - 17 Bixby Road**

Mr. Ross reported that the revised easement resolves the sewer issue and guarantees that Misty Hill Estates properties cannot come off the sanitary sewer. The document has been reviewed by Town Counsel and is recommended for acceptance by the Board.

*A motion to approve the Amended Easement for South Middlesex Non-Profit Housing Corporation (SMOC) Misty Hill Estates, 17 Bixby Road (Hicks/Monette) passed 5/0.*

The original agreement was dated September 30, 2015.

**Action Item: Review Proposal for Plaza on the West Side of Sugden Block and Accept Estimate**

Mr. Monette reported that the original proposal was to have an area with grass only on the west side of the Sugden building. He would like to include a bench and shade tree, if space allows and is working with Jason Dubois on the design. The estimated cost is \$4,800 for surveying and design work, plus an additional \$1,500 for a rendering plan. **If approved, it will be paid from the State grant as part of the downtown project.** Mr. Dubois is willing to survey the property lines for the Sugden when the time comes to sell the building. The Henry Knox monument will remain on the property.

Mr. Stevens wants to ensure there is opportunity for public input to move the project forward. Mr. Monette agreed and said after Steve Tyler approves the design, Mr. Dubois will present the details to the Board and citizens.

*A motion to accept the Proposal and Estimate for the Plaza on the West Side of Sugden Block for a total amount of \$6,300 which includes the rendering plan (Hicks/Woodbury) passed 5/0.*

The Board will include public input prior to finalizing anything.

**Old Business**

**Vote to Approve Employment Contract with Town Administrator Thomas Gregory**

*A motion to approve the Employment Contract with Town Administrator Thomas Gregory as written (Hicks/Woodbury) passed 5/0.*

Chairman Pepe will notify him tonight. Mr. Gregory is planning to visit the Town on March 8<sup>th</sup> for a meet and greet.

**Public Hearing – 7 pm Approve the FY2018 Community Development Block Grant (CDBG) Application & Budget – Ted Harvey, PVPC**

Chairman Pepe opened the hearing at 7:05 pm. All were in favor.

Ted Harvey from PVPC presented an overview of the FY2018 CDBG application and budget which is due to the State on March 2<sup>nd</sup>. He reported that Spencer's maximum for this year amounts to \$561,110. The focus of the project will be on the housing rehab program and the engineering design

for Cherry/Wall/Lloyd Dyer area which amounts to \$551,500. PVPC has a housing rehab waitlist of thirty people to contact.

Mr. Stevens asked how the target area is identified. Mr. Harvey said there is no longer a target area, per state requirements and is instead based on low to moderate income and open to the entire Town.

Town Planner Paul Dell'Aquila asked if there is flexibility if funds cannot be used this year. Mr. Harvey said if funds cannot be used in FY18, he will make a case to the State explaining the need to reallocate.

The hearing was closed at 7:25 pm. All were in favor.

*A motion to approve the FY2018 CDBG Application and Budget (Hicks/Woodbury) passed 5/0.*

### **Town Administrator's Report:**

#### **FY2019 Budget Update & Revised Calendar**

The Board reviewed the revised calendar.

#### **Action Item: Vote to Open the Annual Town Meeting Warrant**

*A motion to open the May 3, 2018 Annual Town Meeting Warrant (Woodbury/Hicks) passed 5/0.*

#### **Questions for Legislative Delegation on March 12, 2018**

Mr. Ross asked the Board to submit any questions for the Legislative Delegation by March 5<sup>th</sup>.

Mr. Ross reported:

- A new Opportunity Zone program has been created to offer tax incentives through a qualified opportunity fund for investment in low income communities. Mr. Dell'Aquila will attend an upcoming meeting and report back.
- Met with Tom Gregory and provided him with a list him of pending items. He reviewed the salary study and was in agreement with the recommendations. The Board will discuss at the workshop on February 19<sup>th</sup>.
- The Fish and Game dam work is complete.
- He will meet with KP Law and Citizens Energy. Citizens Energy does not want to make a payment until the system is up and running. They said it was not required in the RFP. Mr. Woodbury noted that the Solar Landfill Committee informed all finalists, including Citizens that there would be some type of payment at the beginning of the agreement and all agreed at that time.

### **Board Liaison Reports**

- A Building Reuse Committee will be scheduled to discuss RFP's for Sugden building and Lake Street School.
- Mr. Pepe would like an update on the blight study and bylaw work.

### **Citizen Input**

Mr. Nordquist asked about the Browning Pond survey update. Mr. Ross said the surveyors are completing the survey work and an article will placed on the May Annual Town Meeting Warrant for

acceptance by the voters. Until that time, nothing can be done; statutory procedures must be followed.

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

Dr. Hicks suggests Mr. Ross contact the Town of Charlton and ask to join them in the opioid lawsuit. A discussion on this will be added to the next meeting agenda.

Mr. Stevens reported:

- Parks & Rec Committee is hopeful for the reopening of Luther Hill Park and proceeding with a plan and a schedule.
- The Bay Path student crew will help prepare the site and print banners.
- Barnstorm Cycles consented to allow donation funds to be used for the same individual to set up the program for next year.
- Student artwork will be on display at the Town Hall again in the spring.

The meeting was adjourned at 7:44 pm. All were in favor.

Respectfully submitted,

Brenda Savoie  
Administrative Assistant

Referenced Materials- Sugden Block Plaza Proposal; TA Contract; FY2018 CDBG Application and Budget