

TOWN OF ROYALSTON  
BOARD OF SELECTMEN'S MEETING  
TUESDAY, MARCH 15, 2005  
7:00 P.M.

Present: Thomas Kellner, Chairman; Gary Winitzer, Clerk; and Werner Bundschuh, Member.

1. Chairman Kellner called the meeting to order.
2. The minutes of the 3/1/05 meeting were read. Mr. Bundschuh made a motion to accept the minutes as read. Mr. Winitzer seconded the motion. The Board voted unanimously in favor.
3. Acknowledgements/Announcements/Correspondence:
  - a) The Board is in receipt of a request from Andrew West to post election signs per town bylaw. Mr. Kellner made a motion to approve the request. Mr. Bundschuh seconded the motion. Mr. Bundschuh and Mr. Kellner voted yes; Mr. Winitzer did not vote.
  - b) Mr. Bundschuh reported that Dan Joly had spoken with the DEP representative regarding the Village School water situation, who said that if the supply lines are replaced, it should solve the problem. Mr. Bundschuh has been attempting to reach someone from the EPA about what Dan Joly was told regarding getting an engineer if the lines are replaced. He told Risa Richardson that the Village School must become proactive and help the town.
  - c) Mr. Winitzer said that correspondence has been received from the Central Mass. Emergency Management Assistance Corp, who is looking for the names of the town's current representatives to their organization. He explained that this corporation was designed by the Department of Public Safety to coordinate emergencies, and the representatives are usually an emergency responder and someone from the administration of the government. He is the representative from the Fire Department. The Board will ask Wayne Newton to be the other representative or to appoint someone else.
4. Department Head Reports:
  - a) DPW –
    - 1) Keith Newton reported that Dave Valliere is out sick for an indefinite period.
    - 2) Mr. Newton stated that a meeting was held at MRPC regarding Route 32 recently. He was unaware of the meeting until after it was held. He has been advised that the Route 32 project request was bumped by a project in Shirley and is now on the appendix for fiscal year 2007. Royalston's project was on the list, but we did not have the preliminary work started, such as securing easements and land takings. There is usually an engineer involved in getting the easements, which is a timely and expensive process. We need to secure engineering and plans prior to the project in order to move to the next level. He estimated that the cost would be \$200,000. He has presented this project to the Capital Improvements Committee and will submit an article for the annual town meeting warrant. Mr. Kellner will call Senator Brewer to request his support on this project and to find out what the process is.
    - 4) Mr. Newton said that the 1985 Mac Truck has a broken frame and is now parked. The vehicle doesn't fall in line for replacement and is used for work year-round.
    - 3) Verizon installed two new poles on School Street, but the poles to be removed are still standing. Mass. Electric has moved to the new poles, but Verizon has not moved their lines. Mr. Winitzer will contact Verizon.

5. Old Business:

- a) Review with Engineer for CDBG Grant/So. Royalston Infrastructure: The Board has received the completed application packet for this project from MRPC. A meeting was held with Mr. Kellner, Chris Mossman of Trowbridge Engineering, Shelley Hatch, Glenn Eaton, and Keith Newton to discuss preliminary engineering for the infrastructure project.
6. 8:00 p.m. – Personnel Committee: Jon Hardie gave a report on what the Personnel Committee has achieved over the last year. A Goal Setting and Performance Review Implementation Guide and Performance Review Form 2005 have been prepared by the Committee and were reviewed. The documents were discussed and are attached as part of these minutes. Mr. Hardie stated that there are many departments that do not do evaluations and there needs to be a uniform way to monitor progress. Mr. Hardie also stated that the Personnel Board discussed the recommended amendments and changes to the Personnel Rules and Regulations previously submitted by Mr. Winitzer. They have prepared their own work product, which incorporates some of these recommendations. They have voted unanimously to recommend their amendments and changes as shown on the attached document. A public hearing on these recommended changes will be held at the beginning of April.
7. At 9:55 p.m., Mr. Kellner made a motion to go into Executive Session in order to discuss strategy with respect to collective bargaining. Mr. Winitzer seconded the motion. The vote was unanimous in favor. Mr. Kellner announced that the Board would resume their regular meeting after the Executive Session. The regular session was re-adjourned at 10:25 p.m.
8. After discussion regarding a check received by Keith Newton from the insurance company for repair of a truck, Mr. Kellner made a motion to reimburse the Machinery Maintenance Account. Mr. Bundschuh seconded the motion, with the Board voting unanimously in favor.

Old Business (continued):

- b) FY2006 Budget: Mr. Winitzer reminded the other Board members that this budget is not yet complete, as the benefits were not calculated accurately due to a possible increase in the hours of the Administrative Assistant. The figure for workman's compensation was discussed. Mr. Winitzer will e-mail the other Board members with the correct figure.
  - c) Spotlight at Town Hall: Mr. Bundschuh reported that he spoke to a representative from Mass. Electric regarding the light and was told that mercury vapor lights are not being replaced. Since the fixture is bad, it will be replaced by a new sodium vapor fixture. Mr. Winitzer will speak with Alex Mango at Mass. Electric regarding the lights.
  - d) Veteran's District: Correspondence was received from Toni Phillips stating that the cost for Royalston to be in the proposed district is \$3,000 and since there was no representative at the last meeting, she is counting us out. Mr. Winitzer said that according to MGL Ch. 115, Sec. 3, the town does not have to have a Veteran's Agent and that the Selectmen can give out benefits. Mr. Kellner made a motion that the town not be part of the proposed Veteran's District at this time. Mr. Winitzer seconded the motion. The vote was unanimous in favor.
9. New Business:
- a) Smyly Lawsuit: Mr. Bundschuh gave an update on this lawsuit which relates to the town's signing over the purchase rights of the Taft Hill Road property to Mt. Grace Trust. There is currently a 30-day cooling off period in effect. Mr. Kellner stated that the document that needs to be filed with the court requires a \$75 filing fee. The document

will not need to be filed until 30 days from 3/10/05, which was the date that the cooling off period went into effect.

- b) Town Clerk: The Town Clerk has announced that he will be moving out of town. The question was raised as to whether or not the clerk must be a resident of town. The general law was reviewed. Mr. Bundschuh felt that the town clerk should be a resident. Mr. Bundschuh made a motion to ask town counsel. Mr. Winitzer seconded the motion. The vote was unanimous in favor.
- c) Mr. Winitzer made a motion to approve appointments of the fire chief and firefighters, as per the list provided, until 6/30/06. Mr. Bundschuh seconded the motion. The Board voted unanimously in favor.

10. The Treasury Warrant was signed.

At 11:02 p.m., Mr. Bundschuh made a motion to adjourn. Mr. Winitzer seconded the motion. The Board voted unanimously in favor.

Minutes recorded by Diana Newton.

