

**Board of Selectmen  
Minutes of September 27, 2016  
Selectmen's Chamber, Town Hall**

**Present:** Alison Hughes, Chairman, Joseph DiRocco, Jr., Vice-Chairman, Tami M. Dristiliaris, Clerk, Tony Archinski, Jesse Forcier, Jim Duggan, Town Manager, Attorney James Hall and Recording Secretary Shannon Rowe

Mrs. Hughes opened the meeting at 7:01 p.m.

The Pledge of Allegiance was recited followed by a moment of silence being observed for those who paid the ultimate sacrifice on behalf of this country and for those currently serving in the military particularly in Afghanistan and Iraq.

CITATION:

\* Senator Barbara L'Italien – Caroline Zuk, Unsung Heroine Presentation – State Representative Colleen Garry appeared before the Board to present the Unsung Heroine Award to Caroline Zuk. Ms. Garry discussed nominating Mrs. Zuk for all she has done for the Community and her leadership with the Dracut Pipeline Awareness Group. Senator Barbara L'Italien appeared before the Board and stated that she also chose to nominate Mrs. Zuk for the Award. Senator L'Italien stated that Mrs. Zuk, during the Kinder Morgan Project, was always well prepared, calm, passionate, a true leader and incredibly impressive. Senator L'Italien presented Mrs. Zuk with the Unsung Heroine Award. Mrs. Zuk stated that she was deeply moved and humbled by this experience. Mrs. Zuk thanked the Dracut Pipeline Awareness Group, State Representative Garry and Senator L'Italien and thanked the Board and all involved for their support.

Ms. Garry discussed the line item for Public Safety of \$100,000 received by the State and discussed it being part of the State budget and stated that the Town should be receiving the money shortly.

COMMUNITY CALENDAR:

The Chairman read the information in the Community Calendar.

COMMUNITY INPUT:

\* John Grzesik, 100 Old Parker Road – Mr. Grzesik appeared before the Board, introduced himself and stated that he is the Farm Manager at Saja Farm. Mr. Grzesik discussed the battle with the proposed Kinder Morgan Pipeline Project and discussed Mrs. Zuk hiring airplanes to take pictures of the farms in Dracut. Mr. Grzesik discussed the pipeline project being dropped and showed the Board a picture taken by air of all of the farms in Dracut.

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TOWN MANAGER'S REPORT – Mr. Duggan stated that they have interviewed three finalists for the Owner's Project Manager for the RECC and one firm was selected. Mr. Duggan stated that they are hoping that the RECC will be opened in 2018. Mr. Duggan stated that they are currently filling part-time Dispatcher positions at the Police Department and the IT Technician is reviewing department needs and helping with the online permitting for the Building Department. Mr. Duggan stated that the outside auditors are in and reviewing FY16. Mr. Duggan stated that the Department of Revenue is currently certifying free cash, the Board of Health has made all of the Parks non-smoking, the real estate bills have gone due November 1, 2016 and there are over 30 Town Meeting Warrant Articles for the upcoming November Town Meeting. Mr. Duggan stated that the Town Clerk's Office has already had 150 new registered voters and early voting starts October 24<sup>th</sup>, 2016. Mr. Duggan stated that there would be a health fair on October 12<sup>th</sup>, 2016 at the Council on Aging and the northbound side of the Cross, Colburn and Crosby Road intersection is currently closed going into Pelham. Mr. Duggan discussed the Boule Park curbing damage due to an accident and stated that the DPW is currently working on the repairs. Mr. Duggan stated that the DPW are preparing the fields for winter and discussed having a consultant conduct an overview of the Kenwood Water system. Mr. Duggan discussed upcoming Stormwater utility meetings and stated that October is Substance Abuse month. Mr. Duggan stated that the Planning Board is currently reviewing their Subdivision Rules and Regulations and the Veteran's Service Officer is currently working on ID cards for Dracut Veteran's so they can receive Veteran discounts.

Mr. Forcier asked if a section on the real estate tax bills was offered for Public Safety/School donations? Mr. Duggan stated that he would have to look into that.

Mr. DiRocco asked about the upcoming Police Chief's position and asked if it would be a 4 to 6 month process? Mr. Duggan discussed the scope of service for a vendor and he would be using a Massachusetts vendor only. Mr. Duggan discussed his focus on 4 vendors in Massachusetts, having 2 Community Stakeholders and it being in the 8 month range not 4 to 6 months. Mr. Duggan stated that all is going well in the Police Department and discussed Chief Ouellette not having to have the living within 10 mile requirement because this is a temporary position.

Mr. Archinski thanked Mr. Duggan for dealing with the Cross, Colburn and Crosby Road intersection issues and stated that the area looks much better. Mr. Duggan thanked the residents for their patience with the project.

Mrs. Dristiliaris questioned the accident at Boule Park? Mr. Duggan stated that a car hit the new curbing and left the car on the property. Mr. Duggan stated that the vehicle was towed and impounded and they are pursuing payment through insurance.

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Mrs. Hughes stated that she attended a Dracut Rotary meeting to discuss Dracut's Economic Development with Mr. Duggan and they passed out information regarding the new Town's website and the availability to register businesses on the website. Mr. Duggan discussed how the Town's website works for registered businesses.

Mr. Forcier questioned the recently filled Board and Committee's positions? Mr. Duggan stated that Mr. Doug Dooley has been recently appointed to the Planning Board and Mr. Fred Spicer has been recently appointed to the Conservation Commission.

#### FIRE CHIEF'S REPORT:

Chief Brouillette appeared before the Board and stated that the Fire Department responded to 310 last month, they are currently conducting training and all of the schools have been inspected. Mr. Brouillette discussed the recent Federal Grant received for \$33,000. Chief Brouillette introduced Captain Siegler, Firefighter Howard and Firefighter Gagne and discussed and demonstrated how the new Jaws of Life equipment works. Chief Brouillette stated that the new equipment and training only cost the Town \$3,100 as the rest was paid for by Grants the department received. Chief Brouillette discussed the upcoming Fire Prevention Month and discussed the \$237,000 grant received for breathing apparatus. Chief Brouillette stated that he would respond to the MRI Assessment of the Fire Department at a later date.

Mrs. Dristiliaris thanked the Chief for applying for the Grants.

#### PUBLIC HEARING:

Spartan Homes – Requesting a Special Permit to construct a 2,880 sq. ft. Drive-Thru Gas Station and a 4,100 sq. ft. Restaurant at 1489 & 1499 Broadway Road – Mrs. Hughes read the Public Hearing Notice. Mrs. Dristiliaris recused herself from the public hearing. Mr. Matt Hamor from Landplex appeared before the Board and stated that the property is in a B3 zone with an ANR plan to subdivide the property into two lots. Mr. Hamor discussed the access easement, agricultural restriction, the Order of Conditions received by the Conservation Commission, there being no adverse effect from Natural Heritage and the variances from the Zoning Board of Appeals. Mr. Hamor presented the Board with plans dated August 23, 2016 prepared by Landplex Civil Engineering & Surveying proposed a gas station and restaurant. Mr. Hamor stated that there would be a convenience store with the gas station. Mr. Hamor discussed the traffic studies and stated that they have filed with MassDOT for the entrances onto Broadway Road.

Mr. Forcier asked if MassDOT was requesting more traffic analysis? Mr. Hamor stated that MassDOT reviewed the plans last year and then want a one lane exit out of the project. Mr. Hamor discussed wider curb returns and a possible cross walk. Mr. Hamor stated that they will comply with all MassDOT requirements.

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Mr. Forcier asked about the MEPA requirements? Mr. Hamor stated that an ENF was already prepared and they would like to include the Special Permit if approved by the Board.

Mr. Forcier discussed the snow storage on Broadway Road. Ms. Betsy Ware, Community Development Director, discussed the site visibility.

Mr. Forcier reviewed the 24' curb cut and stated that the Fire Department was requesting 25'. Mr. Hamor stated that the curb cut for the Fire Department is 24'.

Ms. Ware stated that this proposed project has been through a lot and reviewed her memorandum to the Board dated September 27, 2016 with 12 conditions.

Mr. John Brox, 1363 Broadway Road, appeared before the Board and discussed the entrance into the proposed project. Mr. Brox stated that residents believe it will be a problem getting in and out of the project and they are concerned with that. Mr. Brox stated that it is a great site but people have concerns with the traffic.

Mr. Hamor stated that at no time have they had any conversations regarding deceleration lanes with MassDOT.

Mr. DiRocco asked how many cars are proposed for the drive-thru? Mr. Hamor stated that 11 cars will be able to be in the drive-thru. Mr. Hamor discussed cars being able to park in the adjacent parking lot for any overflow of the drive-thru. Mr. Hamor discussed the set-back from the roadway and reviewed on the presented plans where the cars could go.

Mr. Forcier discussed the snow storage area with Ms. Ware and stated that there would be no snow storage within 15' from Broadway Road. Mr. Hamor stated that he was agreeable with the condition.

Motion made by Mr. Forcier to close the public hearing. Motion seconded by Mr. DiRocco. Motion passed 4 to 0. Motion made by Mr. Forcier to approve the Special Permit with the 12 stipulations including the amendment on stipulation 8 regarding snow storage. Motion seconded by Mr. DiRocco. Motion passed 4 to 0.

AGENDA ITEMS:

\* Martha's Dracut Family Diner, 1734 Lakeview Avenue Unit #10 – Requesting a Common Victuallers License for Change of Owner and Manager – Mr. John Miller and Ms. Martha Balamatis appeared before the Board and stated that they are the new owners of Dracut Family Diner.

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Motion made by Mr. DiRocco to approve the Common Victuallers License for Change of Owner and Manager. Motion seconded by Mrs. Dristiliaris. Motion passed unanimously.

\* Superintendent Stone – Discuss and Vote on the MassIT/DESE Grant/Loan Program –  
Superintendent Stone appeared before the Board to discuss the need for technology upgrades for the School Department and discussed the proposed new strands also having use for the Fire and Police Departments. Superintendent Stone discussed computer based testing and the State coming out with the proposed grant process. Superintendent Stone discussed applying for any and all grants and discussed the grant/loan opportunity. Superintendent Stone explained that they need to apply for both the grant and loan option and reviewed the different options. Superintendent Stone stated that this would allow for the upgrade of fiber optics, switching and wireless access, voice over internet phone (VOIP) system and security for the schools. Superintendent Stone stated that he was asking for the Board's support for the grant and loan program. Superintendent Stone explained that the total project cost is \$1.092 million and the net cost to the Town with the grant would be \$252,926 and net cost to the Town with five loan payments would be \$101,171. Superintendent Stone discussed the need for the VOIP and stated that the current entire phone system goes out a few times a year. Superintendent Stone discussed the need for phones in the classrooms for safety reasons and the need for general communication between the classrooms and office.

Mr. Duggan discussed the grant and loan programs and creating a Technology Stabilization Fund at the November Town Meeting. Mr. Duggan discussed using startup money with free cash for the Technology Stabilization Fund. Mr. Duggan discussed the Erate reimbursement process, the increase in revenues, Departments giving back money, money from health insurance savings, net metering revenues, new growth, excise tax and 40U ticket revenues. Mr. Duggan stated that this will be a one-time thing and the investments need to be made. Mr. Duggan discussed Warrant Articles at the June Town Meeting for the Department of Public Works, Police and Fire Departments.

Mr. Archinski stated that the chances of receiving the grant is slim to none. Superintendent Stone stated that receiving the grant would be tough.

Mr. Archinski asked if they would be adding money to the Technology Stabilization Fund yearly? Mr. Duggan discussed putting \$200,000 initially in the fund and discussed the Community Compact grant and the Fund being for the entire Town.

Mr. Archinski asked if the Education Sub-Committee was recommending this? Mrs. Hughes stated yes.

Mrs. Dristiliaris stated that she is recommending support and asked if they had an alternate plan if the grant doesn't go through? Superintendent Stone discussed purchasing switching.

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Mr. DiRocco stated that the grant is not likely and they asked for an override four months ago which failed. Mr. DiRocco discussed the taxpayers distrust even more now that they have money to spend on this Technology. Mr. Duggan discussed budgeting at a 6% increase and only coming in at a 3% increase.

Mr. DiRocco asked what should be the percentage for free cash? Mr. Duggan stated that free cash should be 7-10% of the General Fund less our debt. Mr. Duggan stated that free cash is now at 4-5%.

Mr. DiRocco discussed having to look to the taxpayers for an override, which failed, and the taxpayers asking why we have the money now. Mr. DiRocco asked why did they ask for an override? Mr. Duggan explained the revenue coming in and getting to the 7-10% for free cash.

Mrs. Hughes stated that they will still have an increase in free cash.

The Board discussed making investments, free cash and non-recurring expenses.

Motion made by Mr. Archinski to Support the MassIT/DESE Grant/Loan Program Application. Motion seconded by Mrs. Dristiliaris. Motion passed 4 to 1. Mr. DiRocco voted no.

\* Dracut Performing Arts Boosters – Requesting Permission to Conduct their Annual Door-to-Door Drive on Sunday, November 6, 2016 from 1:00 p.m. until 4:00 p.m. – Motion made by Mrs. Dristiliaris to Approve the Dracut Performing Arts Boosters Annual Door-to-Door Drive on Sunday, November 6, 2016 from 1:00 p.m. until 4:00 p.m. Motion seconded by Mr. Archinski. Motion passed unanimously.

\* Veteran's Park Concession Stand Committee – Requesting the Appointment of Mr. Fred Spicer to the Veteran's Park Concession Stand Committee – Motion made by Mr. Forcier to Appoint Mr. Fred Spicer to the Veteran's Park Concession Stand Committee. Motion seconded by Mrs. Dristiliaris. Motion passed unanimously.

\* Veteran's Park Concession Stand Committee – Requesting Acceptance of a Donation for the Veteran's Park Movie Nights – Motion made by Mr. Forcier to Accept the Donation from Owen & Ollies for the Veteran's Park Movie Nights. Motions seconded by Mrs. Dristiliaris. Motion passed unanimously.

\* Schedule and Vote on Halloween Trick or Treat Date and Hours – Motion made by Mr. Forcier to Schedule Halloween Trick or Treating on Monday, October 31, 2016 from 6:00 p.m. to 8:00 p.m. Motion seconded by Mrs. Dristiliaris. Motion passed unanimously.

Mrs. Hughes called a recess at 8:38 p.m.

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The meeting resumed at 8:42 p.m.

\* Municipal Resources, Inc. – Presentation of the Fire Department Risk Assessment Study – Mr. Duggan stated that Municipal Resources, Inc. was in attendance to give the Board an overview of the risk assessment of the Fire Department. Mr. Duggan stated that the Fire Department is a solid Department and that there was a misunderstanding with not looking as the same information. Mr. Duggan stated that he takes responsibility and stated that he sincerely apologizes for the anonymous part of the report being made public. Mr. Duggan stated that in no way does it depict accurately the leadership of the Chief.

Mr. Brian Duggan, Mr. Robert Craig and Mr. George Klauber from Municipal Resources, Inc. (MRI) appeared before the Board and presented a PowerPoint presentation titled Dracut Fire Department Risk Assessment dated September 27, 2016.

Mr. Klauber stated that the Fire Department is well managed, properly trained and that MRI did make some recommendations.

Mr. Brian Duggan discussed the strong personal disrespect for the Chief from the staff.

Mr. Craig reviewed the PowerPoint presentation starting with The Process, In Addition and Project Team.

Mr. Brian Duggan reviewed the Summary of Conclusions regarding positive prospective and a better trained agency.

Mr. Klauber stated that risks are opportunities and discussed the operations of the Department.

Mr. Klauber discussed Station 3 needing to be replaced and the need for staffing. Mr. Klauber recommended the Chief form a Committee with staff to help them move forward.

Mr. Brian Duggan stated that they took the study, the report was created and discussed moving the Department forward.

Mr. Forcier stated that he had no issue with the report, the report being cost based and boiler plate. Mr. Forcier stated that the release of Appendix C was despicable. Mr. Forcier asked why release anonymous comments to the public?

Mr. Brian Duggan stated that the MRI contract asked to interview employees and provide a report to the Town. Mr. Brian Duggan stated that they need to understand that the report represents the culture and insight into the organization. Mr. Brian Duggan discussed how the report was released to the Town.

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Mr. Forcier stated that the “draft” went to the Chief without Appendix C but the entire report went to the Town Manager including Appendix C.

Mrs. Hughes stated that she agrees that the comments in Appendix C should have been redacted. Mrs. Hughes stated that she personally apologizes to the Chief and Appendix C has overshadowed the entire report.

Mr. DiRocco asked Attorney Hall if he was given the Fire Department Risk Assessment to review? Attorney Hall stated no. Mr. DiRocco asked Attorney Hall if he was given the Police Department Risk Assessment to review? Attorney Hall stated yes.

Mr. Jim Duggan stated that he thought the Chief was looking at the same report. Mr. Duggan stated that he takes ownership of not giving the report to Attorney Hall to review first.

Mr. DiRocco stated that the comments made in Appendix C will follow the Chief for the rest of his career.

Mr. Brian Duggan stated that some of the comments were distasteful, but they need to know the comments were made.

Mr. DiRocco discussed the report and stated that he was dissatisfied with it.

Mr. Brian Duggan stated that MRI’s report is giving them a tool to use to move the Department forward.

\* Discuss and Vote on November & December Board of Selectmen’s Meeting Schedule  
– The Board discussed and agreed to meet on November 15, 2016 and December 13, 2016.

Motion made by Mr. Forcier that the Board of Selectmen meet on November 15, 2016 and December 13, 2016. Motion seconded by Mr. DiRocco. Motion passed unanimously.

OLD BUSINESS:

\* Mrs. Hughes stated that the several Committees are looking to fill vacancies and applications can be completed on the Town’s website.

SUB-COMMITTEE REPORTS:

\* Education Sub-Committee – Mrs. Hughes stated that the Sub-Committee recently met and covered topics tonight with Superintendent Stone. Mrs. Hughes stated that the Sub-Committee also discussed a food recovery system for recycling, compost, etc. which was

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discussed at last night's School Committee meeting. Mrs. Hughes stated that the Sub-Committee would look further into cost savings.

\* Housing Sub-Committee – Mr. Forcier stated that the Women's Institute recently informed them that there are changes in funding for the Greenmont Avenue project. Mr. Forcier stated that they are holding off for now and re-looking at the plans.

APPROVAL OF MINUTES:

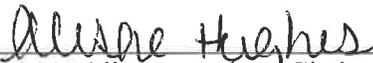
Motion made by Mr. DiRocco to approve the Minutes of September 13, 2016 Board of Selectmen's Meeting. Motion seconded by Mr. Forcier. Motion passed unanimously.

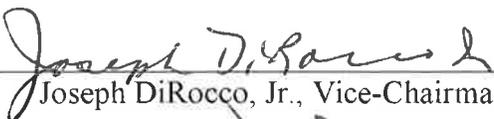
ADJOURNMENT:

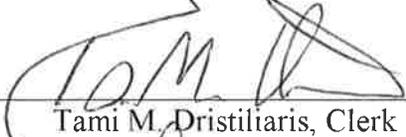
Motion made by Mrs. Dristiliaris to adjourn the meeting. Motion seconded by Mr. DiRocco. Motion passed unanimously.

The meeting adjourned at 9:30 p.m.

BOARD OF SELECTMEN

  
Alison Hughes, Chairman

  
Joseph DiRocco, Jr., Vice-Chairman

  
Tami M. Dristiliaris, Clerk

  
Tony Archinski

  
Jesse Forcier