



Present: Alison Genest, Chairman, Joseph DiRocco, Jr., Vice-Chairman, Jennifer Kopcinski, Clerk, Tony Archinski, Member, Heather Santiago-Hutchings, Member, Ann Vandal, Town Manager, Victor Garofalo, Assistant Town Manager, Attorney David Deluca and Recording Secretary Shannon Rowe

7:00 P.M. – Mrs. Genest Called Meeting to Order

The Pledge of Allegiance was recited followed by a moment of silence being observed for those serving in our Military and those who have given the ultimate sacrifice.

Community Input

Robert Sheppard, 9 Cedar Creek Drive – Mr. Sheppard appeared before the Board and stated that he was representing himself, not as a member of any Board/Committee that he serves on. Mr. Sheppard discussed the concerns that the American Legion had in regard to the location of the fitness court at Veteran's Memorial Park and explained that Mr. Garofalo, Assistant Town Manager, met with the American Legion and worked out all and any issues that the American Legion had. Mr. Sheppard thanked the Town for doing that. Mr. Sheppard stated that he would like to see the fireworks come back as it is a Community Event that shapes the future of the Town. Mr. Sheppard stated that he was glad to hear that fireworks would be held at the end of the Public Safety Night at Veteran's Memorial Park. Mr. Sheppard stated that he would be happy to volunteer for events and any future events being held in Town.

Charles Sanders, 20 Greenwood Ave, Lynn, MA – Mr. Sanders introduced himself to the Board and stated that he was before them on behalf of Bean Collective, LLC. Mr. Sanders stated that Bean Collective, LLC, is looking for a marijuana delivery operator's license from the Town as they see an opportunity for smaller communities to have delivery service. Mr. Sanders explained that the deliveries operate like Uber Eats and how the business works. Mr. Sanders stated that they are a veteran owned company, discussed additional revenue that delivery service would bring to Town and that the Board could stipulate how delivery would work in their community. Mr. Sanders explained that they are not a retail facility and they do not deliver to colleges or in school zones. Mr. Sanders provided a packet titled Bean Collective, LLC, Marijuana Delivery Operator License dated August 12, 2021.

Town Manager's Report

Mrs. Vandal discussed the meeting regarding the funding coming in from the Opioid settlement and how the funds should be used. Mrs. Vandal discussed using the funds for health classes within the schools and marketing tools for the Board of Health and Public Safety Departments. Mrs. Vandal stated that she was reviewing the contract and scope of services for the Town Charter review. Mrs. Vandal explained that the Board would need to appoint a Charter Review Committee. Mrs. Vandal stated that the By-Law Review is moving forward and would be completed internally. Mrs. Vandal stated that the IT Department would be presenting the new Town Website review tonight and discussed moving forward using the same format for agendas and minutes. Mrs. Vandal, along with Town Counsel, discussed signatures not

being required on minutes, just the need for a vote within the previous minutes of approval. Mrs. Vandal discussed a formed working group spearheaded by Northern Middlesex Council of Governments (NMCOG) to look at regionalization for options regarding sewer capacity, trash, inspectional services and other areas that may benefit from strategic regional planning. Mrs. Vandal discussed looking at the fee schedule for building permits and discussed the upcoming paving projects. Mrs. Vandal discussed Community Preservation Warrant Articles for the June Town Meeting, upcoming roadway and culvert projects, Department of Public Works landfill capping, Green Communities and the heating/air conditioning work going out to bid for the Library.

Mrs. Kopcinski discussed the Opioid funds going towards curriculum.

Mrs. Santiago-Hutchings asked about the status of the Open Space/Recreation Plan? Mrs. Vandal stated that the Community Development Director along with NMCOG is working on the Plan with the Recreation Director.

Mrs. Santiago-Hutchings asked about the uncashed checks program? Mrs. Vandal explained that letters are sent out with a 30-day notice than advertised on the website.

Mr. Garofalo discussed there being no need to sign meeting minutes. Attorney Deluca stated that the vote of the approval of the minutes is most important.

Mr. DiRocco asked if the Murphy Farm project has been submitted? Mrs. Vandal stated no.

Mr. DiRocco questioned the need for paving Town parking lots. Mrs. Vandal discussed having Free Cash to complete the paving. Mr. Garofalo discussed some sidewalks being redone then the last thing is the paving. Mrs. Vandal explained that they are catching up from years of not being done.

Police Chief's Report

Chief Bartlett appeared before the Board and explained that there has been an uptick in car break-ins with most of the cars being left unlocked. Chief Bartlett discussed Town parks and the Willowdale Beach Area having time restrictions and no alcohol use allowed on the properties. Chief Bartlett discussed the issues with some bicycle riders and trying to identify the riders and reaching out to their parents. Chief Bartlett stated that he is requesting that the yield signs at the Cross Road and Colburn Avenue intersection be changed to stop signs in the hopes of helping prevent accidents in that location. Chief Bartlett discussed also completing a traffic study with the speed reporter in that area. Chief Bartlett stated that the trainees are in week five and are doing well.

Mrs. Santiago-Hutchings discussed an issue with bikers yesterday. Chief Bartlett discussed calling the police station and giving the riders space to help prevent any type of road rage incident.

Chief Bartlett discussed the Public Safety Night and the many donations coming in. Chief Bartlett stated that he would be asking the Board to accept the donations at an upcoming meeting.

Community Calendar

Mrs. Genest read the information in the Community Calendar.

Presentation

Nathan Guilmette & Madison Naylor, IT Department, appeared before the Board and provided a presentation of the new Town's Website. Mr. Guilmette showed and compared the original Town Website and the new Town Website. Mr. Guilmette reviewed the new agenda template and reviewed the features of the new Website.

Mrs. Vandal thanked both Mr. Guilmette and Ms. Naylor for all of their hard work in putting the Website together and training the staff on how to use the Website.

Mrs. Kopcinski discussed how far back the information on the new Website would go. Mr. Guilmette stated that they are currently looking that information over and that the transferring of information over to the new Website would be an ongoing process.

Mrs. Santiago-Hutchings stated that she appreciated the ADA Compliance piece of the new Website and how searching through agendas and minutes would be much easier.

Agenda Items

Jayne Boissonneault, Town Clerk - Discuss and Vote to Set the Hours for Election Day Voting from 10:00 a.m. to 4:00 p.m. on Saturday, May 6th, 2023.

Mrs. Boissonneault appeared before the Board and discussed how voting has changed since the COVID-19 Pandemic. Mrs. Boissonneault stated that the Town is already offering Early Voting and Vote by Mail options and discussed the upcoming Election being uncontested.

Mrs. Genest asked if the change in hours would be for the May 6th Election only? Mrs. Boissonneault stated yes, and they could discuss the changing of Election hours for future Elections at a future time.

Mrs. Genest asked what the surrounding Communities were doing with their Elections? Mrs. Boissonneault stated that so far, 12 Communities have reduced their hours for Municipal Elections.

Mrs. Boissonneault discussed what the cost savings to the Town would be if the hours for the May 6th Election were changed.

Mr. DiRocco stated that changing the hours for the May 6th Election would save the Town money on an uncontested race.

Motion made by Mr. DiRocco to Approve Setting the Hours for Election Day Voting from 10:00 a.m. to 4:00 p.m. on Saturday, May 6th, 2023. Motion seconded by Mrs. Kopcinski. Under Discussion:

Mrs. Santiago-Hutchings stated she would be recusing herself from voting on this as she is on the ballot for the May 6th Election.

Mr. Archinski discussed not wanting it to look like they are suppressing voting and he has seen how many people come out to vote after 6:00 p.m., it's not many.

Mrs. Genest asked Town Counsel if she should recuse herself as well, as she is also on the ballot for the May 6th Election? Attorney Deluca stated that she could recuse herself as they still would have a quorum.

Mrs. Genest stated that she would be recusing herself from voting as well.

Mrs. Boissonneault explained that she has had comments about having the Election hours from 9:00 a.m. to 4:00 p.m., an hour earlier start.

Mr. DiRocco Amended his Motion to Approve Setting the Hours for Election Day Voting from 9:00 a.m. to 4:00 p.m. on Saturday, May 6th, 2023. Mrs. Kopcinski seconded the Amended Motion. Motion passed 3 to 0. Mrs. Santiago-Hutchings and Mrs. Genest abstained from voting.

Jayne Boissonneault, Town Clerk - Review and Vote to Sign the Saturday, May 6, 2023, Town Election Warrant.

Motion made by Mr. Archinski to Sign the Saturday, May 6th, 2023, Town Election Warrant with the Voting Hours of 9:00 a.m. to 4:00 p.m. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Jayne Boissonneault, Town Clerk - Discuss and Vote to Change the Start Time of the June 5th, 2023, Annual Town Meeting from 7:00 p.m. to 6:00 p.m.

Mrs. Boissonneault appeared before the Board to discuss changing the start time of the June 5th Annual Town Meeting to 6:00 p.m. Mrs. Boissonneault discussed wanting to try starting the Town Meeting one hour earlier to see if that would bring more people to Town Meeting. Mrs. Boissonneault discussed past June Town Meetings and having a hard time getting a quorum.

Mrs. Vandal stated that she does not think changing the time is a good idea.

Mrs. Genest discussed how and the need to advertise if any changes were to be made.

Mr. Archinski stated that he agreed with the Town Manager and would like the start time to stay at 7:00 p.m.

Mr. DiRocco stated that he agreed as well to keep the start time at 7:00 p.m.

Mrs. Vandal suggested talking about changing the start time at the Town Meeting over the next couple of meetings to see what the voters would prefer.

Mrs. Kopcinski stated that she can see both sides of this.

Mr. Archinski suggested providing a survey at the Town Meeting and on the new Town Website.

Motion made by Mr. Archinski to Keep the Start Time of the June 5th, 2023, Annual Town Meeting at 7:00 p.m. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Alison Manugian, Community Development Director - Receive Zoning By-Law Re-Write Recommendations and Vote to Forward to the Planning Board.

Mrs. Manugian appeared before the Board and stated that there will be seventeen Zoning Articles for the June Town Meeting. Mrs. Manugian explained that the Board of Selectmen have to receive the Zoning By-Law Re-Write recommendations and vote to forward them to the Planning Board for the public hearing process.

Mr. DiRocco asked if the Planning Board Members were aware of the zoning changes? Mrs. Manugian explained that there are two Planning Board Members on the Zoning By-Law Committee.

Mr. Archinski asked if there are significant changes? Mrs. Manugian stated that there are some minor and significant changes in the re-write.

Mr. Archinski asked if 40B's are included within the By-Law changes? Mrs. Manugian stated that those changes would be made at the Fall Town Meeting as the Affordable Housing Partnership would need to weigh in on them.

Motion made by Mrs. Kopcinski to Move the Recommendations Forward to the Planning Board. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Ann Vandal, Town Manager - Review, Discuss & Vote on the Adoption of Chapter 269 of the Acts of 2022 to Make a One-Time Cost of Living Adjustment for Retirees.

Mr. DiRocco and Mr. Archinski recused themselves as they are Town of Dracut retirees. Both Mr. DiRocco and Mr. Archinski left the meeting at 8:14 p.m.

Mr. Vandal explained that the Middlesex County Retirement System has adopted Chapter 269 of the Acts of 2022, which would allow them to catch up retirees with a one-time cost of living adjustment.

Motion made by Mrs. Kopcinski to Approve the Adoption of Chapter 269 of the Acts of 2022 to Make a One-Time Cost of Living Adjustment for Retirees. Motion seconded by Mrs. Santiago-Hutchings. Motion passed unanimously.

Both Mr. DiRocco and Mr. Archinski returned to the meeting at 8:15 p.m.

Peter Bartlett, Chief of Police- Requesting Approval of Stop Signs at Colburn Avenue and Cross Road, North and Colburn Avenue Extension and Crosby Road, South.

Mr. DiRocco stated that he did ask the Chief to look into this due to the number of accidents at this intersection.

Motion made by Mr. DiRocco to Approve the Stop Signs at Colburn Avenue and Cross Road, North and Colburn Avenue Extension and Crosby Road, South. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Ronald Bertheim - Requesting Re-Appointment as a Bonded Constable.

Motion made by Mr. DiRocco to Re-Appoint Ronald Bertheim as a Bonded Constable. Motion seconded by Mr. Archinski. Motion passed unanimously.

Alison Genest, Chairman - Appointment of the Outdoor Dining Sub-Committee.

Mrs. Genest appointed Mr. Archinski and Mrs. Santiago-Hutchings as the Outdoor Dining Sub-Committee.

Ann Vandal, Town Manager - Review of FY22/23 Goals.

Mrs. Vandal reviewed her handout to the Board titled FY23 Board of Selectmen and Town Manager Goals. Mrs. Vandal discussed the FY23 goals 1 through 19 with the Board.

Mrs. Genest thanked everyone for all of their work in bringing the fireworks back to Dracut for July 4, 2023.

Mr. Archinski discussed Veteran's Memorial Park being a passive park and at the beginning the abutting neighbors not even wanting to have lights at the park.

Mr. DiRocco agreed and stated that he was surprised that they had not heard anything about the fireworks from the abutters.

Mrs. Santiago-Hutchings discussed parking and space for the fireworks event at Veteran's Memorial Park and stated that it was discussed that the only location that could house the fireworks was the School Complex.

Mrs. Genest explained that they would have a shuttle running from the Town Hall to Veteran's Memorial Park to help with parking.

Mr. Archinski asked if the Town Charter Review Committee would be appointed or elected? Mrs. Vandal stated that the Committee would be appointed by the Board of Selectmen. Mrs. Vandal stated that she would have the Town Charter Review process on the next agenda for discussion.

Sub-Committee Reports

Varnum Award Sub-Committee

Mrs. Genest stated that the Varnum Award would be presented to the Recipient at the Board's April 25, 2023, meeting.

Beaver Brook Farm Ad-Hoc Sub-Committee

Mrs. Genest stated that the Sub-Committee has been meeting three times a month and would be presenting to the Community Preservation Committee (CPC) for the workshop, driveway, ADA trail and parking. Mrs. Genest stated that the CPC should have two Warrant Articles for the June Town Meeting.

Economic Development Committee

Mrs. Genest stated that the Committee would begin reviewing applications for the open position at their next meeting.

New Business

Discuss May Meeting Schedule

The Board discussed keeping their regular May meeting schedule of May 9th and May 23rd.

Mrs. Genest stated that the Varnum Award Reception would be held on April 25, 2023, at 6:00 p.m. at Town Hall.

Adjournment

Motion made by Mr. DiRocco to Adjourn the Meeting. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

The Meeting was Adjourned at 8:57 p.m.