



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

Absent: Tony Archinski, Member

7:00 P.M. – Mrs. Genest Called the 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.

Presentation of 2023 Varnum Award

Frederick “Pat” Walor – Recipient

Mrs. Genest read the Varnum Award Nomination Form submitted for Mr. Frederick “Pat” Walor. Mrs. Genest presented Mr. Walor with the 2023 Varnum Award. The Board congratulated Mr. Walor. Mr. Walor thanked the Board for the honor of receiving the Varnum Award.

Community Input

Mrs. Vandal explained that this past weekend, there were some issues at 167 Betty Ann Lane. Mrs. Vandal explained that the homeowner had organized sports events over the weekend. Mrs. Vandal explained that the Board of Health has issued a cease-and-desist order for any selling of food and the Police Department has spoken to the homeowner regarding no alcohol sales being allowed. Mrs. Vandal stated that the Building Inspector also sent a cease and desist on the lighting that has been installed on the property. Mrs. Vandal stated that the Building Inspector did meet with the homeowner and the homeowner stated that he would stop. Mrs. Vandal explained that the homeowner paved his entire backyard, which is his personal choice, but would need to address any stormwater issues that may have been created. Mrs. Vandal explained that the Town needs time to address the issues with the property.

James Martin, 23 Betty Ann Lane – Mr. Martin appeared before the Board and stated that he is a 30-year homeowner on Betty Ann Lane and was speaking on behalf of the neighborhood. Mr. Martin thanked Mrs. Vandal for speaking and meeting with them yesterday along with Dan McLaughlin, Building Inspector. Mr. Martin stated that what happened over the weekend on Betty Ann Lane was an outright nuisance. Mr. Martin stated that the homeowner has installed stadium lighting for the sports fields in his backyard.

Mrs. Vandal stated that the Building Inspector ordered the lights be removed.

Mr. Martin stated that they just want peace and quiet. Mr. Martin thanked the Board for listening.

Rick Roy, 164 Betty Ann Lane – Mr. Roy appeared before the Board and stated that he moved onto Betty Ann Lane 30 years ago and it has been a great neighborhood. Mr. Roy stated that the new neighbors that moved into 167 Betty Ann Lane has caused parking issues and discussed the stadium lighting. Mr. Roy thanked Mrs. Vandal and the Department Heads for being so responsive. Mr. Roy stated that he also just wants peace and quiet.

Joe Burgoyne, 151 Betty Ann Lane – Mr. Burgoyne appeared before the Board and stated that he has lived on Betty Ann Lane for 16 years and it has been a wonderful neighborhood, but this past weekend was tough. Mr. Burgoyne thanked Mrs. Vandal, Department Heads and the Board. Mr. Burgoyne stated that last Saturday night there were approximately 100 cars on Betty Ann Lane, and some were racing down the street.

Brian Gaff, 104 Betty Ann Lane – Mr. Gaff appeared before the Board and stated that he is an attorney, and he is speaking for some of the neighbors. Mr. Gaff wanted to echo the other comments and stated that the homeowner at 167 Betty Ann Lane is posting the sporting events on social media. Mr. Gaff thanked the Town for acting on the issues quickly and would like feedback on what the next steps are.

The Board asked that Mrs. Vandal provide an update/status at the next meeting and instructed the residents to call the authorities right away and especially on the weekends if the sporting events continue.

Town Manager's Report

Mrs. Vandal discussed the recent cyber attack on the City of Lowell. Mrs. Vandal discussed the Department of Public Works (DPW) spring projects including paving and milling. Mrs. Vandal stated that the sidewalk and entryway work at Veteran's Memorial Park should start soon. Mrs. Vandal stated that the Town's new website has been launched and is a work in progress. Mrs. Vandal discussed the \$25,000 Economic Development Grant which would be used towards the creation of welcome packets for new residents and businesses. Mrs. Vandal stated that a proposed fee schedule would be forthcoming from the Building Department as their fees have not been updated since 2015. Mrs. Vandal stated that Lori Cahill, Conservation/Recreation Director and Mark Hamel, Town Engineer, will be retiring in July. Mrs. Vandal discussed the re-organization of their departments and explained that they would be hiring an Assistant Planner/Conservation Director and a part-time Recreation Director. Mrs. Vandal discussed upcoming roadway projects and the culvert project on Lakeview Avenue. Mrs. Vandal explained that there would be detours, signage, etc., on Lakeview Avenue for some time in order to complete the culvert work. Mrs. Vandal stated that they met today regarding the reconstruction of Tally Ho Drive and discussed the RFP's going out for the Beaver Brook Farm workshop, Library Roof, DPW and Fire Station roofs, LED Lights at Town Hall and HVAC system at the Police Station.

Mr. DiRocco asked Mrs. Vandal if she would be giving an update on Betty Ann Lane at the next meeting during her Town Manager's Report? Mrs. Vandal stated yes.

Mrs. Santiago-Hutchings asked if a part-time Recreation Director was always the plan? Mrs. Vandal stated no and discussed the need to have someone start part-time to give them time to look at a possible full-time position once they have all of the scheduling, needs, etc.

Report Requests

Mr. DiRocco discussed the complaint received regarding the Sandbar on Elm Avenue and asked that Mrs. Vandal look into it. Mr. DiRocco stated that the Board may have to call the establishment owner in if necessary.

Fire Chief's Report

Chief Patterson appeared before the Board and reviewed his Fire Chief's Report for April 2023. Chief Patterson stated that the Fire Department responded to 355 emergency calls for service in the past month including a Forestry Task Force activation to a large forest fire in Berlin. Chief Patterson stated that they have received the list from Civil Service and are working with Human Resources to move through the hiring process. Chief Patterson stated that the outdoor burning season ends May 1st and they are partnering with the Council on Aging to provide home safety checks to seniors.

Mrs. Santiago-Hutchings asked how can the fireworks be held at Veteran's Memorial Park when they were told the only place that the fireworks could be held was the School Complex? Chief Patterson explained that the fireworks at Veteran's Memorial Park will be a smaller show as there is a smaller footprint at the park. Chief Patterson stated that he has been out with the Fire Marshall for review and approval for the fireworks at Veteran's Memorial Park.

Community Calendar

Mrs. Genest read the information in the Community Calendar.

Presentation

Colleen Merrill, Tax Collector, appeared before the Board and provided a Presentation titled Tax Collector's Office. Mrs. Merrill reviewed with the Board, the Collector's Office Staff, the Mission of the Collector's Office, Boat Excise, Motor Vehicle Excise Tax, Real Estate & Personal Property, Collection Process for the Real Estate & Personal Property, Sewer and Kenwood Water, the Utility Collection Process and Municipal Liens Certificates.

The Board thanked Mrs. Merrill for her presentation.

Michelle Clement, Finance Committee Chairperson, appeared before the Board and explained that the Finance Committee is a 7 Member Committee who are the financial overseers of the Town's budget. Ms. Clement stated that they begin meeting in February for the June Town Meeting and meet again in November if needed for the November Town Meeting. Ms. Clement discussed the overseeing of Free Cash, Grant Expenditures, etc. Ms. Clement stated that the Board of Selectmen, School Committee and Finance Committee have already had one Tri-Board Meeting so far with the plan for another meeting in the near future. Ms. Clement stated that the Finance Committee is an amazing group of volunteers.

The Board thanked Ms. Clement for her presentation.

Agenda Items

Allan Kouba d/b/a Northeast Cars - Requesting to Withdraw without Prejudice the Amended Special Permit Application Submitted on March 21, 2023.

Motion made by Mr. DiRocco to Approve the Withdrawal without Prejudice Request for the Amended Special Permit Application Submitted on March 21, 2023, for Allan Kouba d/b/a Northeast Cars. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Kelly Anne Mello - Requesting Appointment to the Economic Development Committee.

Mrs. Genest explained at the Economic Development Committee received 11 applications for the 1 open at-large position on the Committee. Mrs. Genest stated that the Committee decided there was no need for the applicants to be interviewed, came up with their top 3 applicants and everyone's first choice was KellyAnne Mello.

Motion made by Mr. DiRocco to Appoint KellyAnne Mello to the Economic Development Committee. Motion seconded by Mrs. Kopcinski. Under Discussion:

Mrs. Santiago-Hutchings asked if all of the applicants were interviewed? Mrs. Genest stated no, the Committee chose not to interview the applicants, the Committee felt they had enough information on the application forms submitted to make their decision.

Mrs. Santiago-Hutchings asked if the Board of Selectmen's Policies and Procedures were followed? Mrs. Genest stated yes, she reviewed the Board of Selectmen's Policies and Procedures with the Committee.

Motion passed unanimously.

Ann Vandal, Town Manager - Vote to Approve and Sign the June 5, 2023, Annual Town Meeting Warrant.

Motion made by Mr. DiRocco to Approve and Sign the June 5, 2023, Annual Town Meeting Warrant. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Ann Vandal, Town Manager - Review, Discuss and Make Recommendations on the June 5, 2023, Town Meeting Warrant Articles.

Warrant Article #1 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #1. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Article #2 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #2. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #3 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #3. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #4 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #4. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #5 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #5. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Article #6 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #6. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #7 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #7. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #8 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #8. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #9 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #9. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #10 – Mrs. Vandal reviewed the Warrant Article and stated that they have still not resolved the funding issue which the Attorneys are working on.

Motion made by Mr. DiRocco to Continue Warrant Article #10 until May 9, 2023. Motion seconded by Mrs. Santiago-Hutchings. Motion passed unanimously.

Warrant Article #11 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #11. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Articles #12, #13 & #14 – Mrs. Vandal reviewed the Warrant Articles and asked that they be continued until the next meeting.

Motion made by Mr. DiRocco to Continue Warrant Articles #12, #13 & #14 until May 9, 2023. Motion seconded by Mrs. Santiago-Hutchings. Motion passed unanimously.

Warrant Article #15 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #15. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #16 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #16. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #17 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #17. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #18 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #18. Motion seconded by Mrs. Santiago-Hutchings. Motion passed unanimously.

Warrant Article #19 – Mrs. Vandal reviewed the Warrant Article and asked that it be continued until the next meeting.

Motion made by Mr. DiRocco to Continue Warrant Article #19 until May 9, 2023. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #20 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #20. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #21 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #21. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #22 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mr. DiRocco to Recommend Warrant Article #22. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #23-#39 – Mrs. Vandal explained that these Warrant Articles are for the Zoning By-Law Re-Write and asked that they be continued until the next meeting.

Motion made by Mrs. Kopcinski to Continue Warrant Articles #23-#39 until May 9, 2023. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Article #40 – Mrs. Vandal reviewed the Warrant Article.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #40. Motion seconded by Mr. DiRocco. Under Discussion:

Mrs. Santiago-Hutchings asked if the Finance Committee has reviewed the Warrant Article? Mr. Garofalo stated yes, this was discussed at the Tri-Board Meeting along with the Finance Committee. Mr. Garofalo stated that the Finance Committee is waiting for the Board of Selectmen’s recommendation.

Motion passed unanimously.

Warrant Article #41 – Mr. Garofalo reviewed the Warrant Article and explained that this would be a recurring Town Meeting Warrant Article if approved at Town Meeting.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #41. Motion seconded by Mrs. Santiago-Hutchings. Motion passed unanimously.

Warrant Article #42 – Mr. Garofalo reviewed the Warrant Article. Mr. Garofalo explained that this would go in the General By-Law.

Motion made by Mrs. Kopcinski to Recommend Warrant Article #42. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Article #43 – Mr. Garofalo reviewed the Warrant Article and explained that this has to happen before the MSBA meeting in August. Mr. Garofalo explained that if this Article does not get approved at Town Meeting, they will lose MSBA interest.

Motion made by Mrs. Santiago-Hutchings to Recommend Warrant Article #43. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Warrant Article #44 – Mrs. Vandal reviewed the Warrant Article and asked that it be continued until the next meeting.

Motion made by Mrs. Kopcinski to Continue Warrant Article #44 until May 9, 2023. Motion seconded by Mr. DiRocco. Motion passed unanimously.

Warrant Article #45 – Mrs. Vandal reviewed the Warrant Article and asked that it be continued until the next meeting.

Motion made by Mr. DiRocco to Continue Warrant Article #45 until May 9, 2023. Motion seconded by Mrs. Kopcinski. Motion passed unanimously.

Sub-Committee Reports

Economic Development Committee

Mrs. Genest discussed the Committee working on a social media promotion built around the Memorial Day Parade as a way to help businesses and Dan Phelps, Economic Development Project Planner,

working on welcome packets for new residents and businesses with grant money from the State's Community Compact Grant Program.

Beaver Brook Farm Ad-Hoc Sub-Committee

Mrs. Genest stated that the Sub-Committee met last night and discussed a picnic area, porta potty and the potential for bathrooms in the squash barn.

New Business

Discuss Town Charter Review Process

Mrs. Vandal discussed working with the Collins Center on the Town Charter Review as the Town Charter clearly states it is to be reviewed every ten years. Mrs. Vandal discussed there being no real issues with the current Charter and being hesitant to sign a \$20,000 contract if there are no issues. Mrs. Vandal asked that the Board think about any needed Charter updates, and they will discuss them at their next meeting.

Mrs. Genest discussed having the Board review the Charter and then it could be justified if a review is needed.

Approval of Minutes

March 21, 2023 – Motion made by Mr. DiRocco to Approve the Minutes of March 21, 2023. Motion seconded by Mrs. Kopcinski. Motion passed 3 to 0. Mrs. Genest abstained from voting.

March 28, 2023 – Motion made by Mr. DiRocco to Approve the Minutes of March 28, 2023. Motion seconded by Mrs. Kopcinski. Motion passed 3 to 0. Mrs. Genest abstained from voting.,

Adjournment

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

The Meeting was Adjourned at 8:17 p.m.

