



Select Board

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Select Board Special Meeting Minutes Meeting via Zoom March 15, 2021

Open Meeting

Quorum present: Roger Kavanagh, Select Board Chair, Eric Shimelonis and Kathleen Keresey, Select Board Members, and Marie Ryan, Town Administrator.

Roger called the meeting to order at 5:01 PM.

The prior meeting minutes have not been finalized so they will be approved at the next meeting.

Town Administrator Updates:

- The Town Warrant for Town Meeting has been sent to Town Counsel for review.
- The Town Report is being prepared to be sent to the printers.
- Town Administrator Marie Ryan will be on vacation Wednesday, March 24-26th.

Host Community Agreement Policy:

There have been only three responses to the request for public input in regards to the draft Host Community Agreement Policy posted on the website.

All three Select Board Members agree that the draft is comprehensive and that they had done their due diligence in creating this policy.

Roger asked Marie to get more information on two items that need to be completed in the policy. The items in question are; the number of copies needed to be submitted with the application and the other item is the approximate cost for submission review. Marie will get this information and report back to the Board at the next meeting on March 29.

Select Board Speak:

Roger brought up the Winter Parking Ban issue that was discussed at the March 1 Select Board meeting. A resident had complained that residents living in the Card Lake Inn Apartments are parking in the municipal parking lot instead of utilizing the parking lot behind their building. Roger pointed out that nothing has been done to verify who owns the cars parked in the lot overnight. He suggested writing a letter to the owner of the property asking him to remind his tenants that they have a parking lot behind the building for their use, that there is a Winter Parking Ban still in effect and, if they are using the lot for overnight parking, they need to move their cars by 8AM in the morning. Eric and Kathleen agreed. Roger asked Marie to draft a letter for the Board to review.

Roger suggested inviting Earl Moffatt to an upcoming meeting to provide an update on the Hazardous Mitigation Plan status and to have an executive session to discuss the continuing legal issues being taken by the Board of Health. Marie said Earl is already on the agenda for the March 29 meeting and she will let him know about the topics we would like him to cover.

Kathleen said the Town's submission for the Winter Shared Streets Grant had a few issues that are being addressed. She created a wrap up power point presentation with assistance of the businesses that benefited from the awarded Shared Streets and Spaces Grant to be sent to Mass DOT. This presentation will be shared in the future.

Eric contacted Dana Bixby, Planning Board Chair and shared with her the most recent plans sent to the Board in regards to the Moscow Road purchase. Dana will review the plans from National Grid and compare to the plans the Master Plan Committee is working on and analyze how the two plans can be incorporated.

Eric mentioned that Fire Chief Steve Traver has been trying to retrieve Town owned Fire Department equipment from some past members. Eric and Steve will create a friendly letter encouraging the return of the equipment and have the letter delivered by the Police Chief.

Citizen Speak:

No comments.

Kathleen made a motion to adjourn at 5:54 PM, Eric seconded.

Roll call vote:

Eric, Yes Roger, Yes Kathleen, Yes

Motion Passed.

Meeting adjourned.

Respectfully submitted,

Marie U. Ryan

Town Administrator