

**TOWN OF MILLBURY  
BOARD OF SELECTMEN MEETING MINUTES**

**December 13, 2022**

**6 PM**

**Present:** Mary Krumsiek, Katie McKenna, Scott Despres, Chris Naff and David Delaney  
Andrew Lowe, Chief Lewos, Jennifer Barrett, Laurie Keefe, Karyn Clark, Nicole Oliveria,  
Andrea Warpula

**Zoom:** Rob Greene, ariordan, Fran Desimone, Ann, Maxine

**Public Hearings**

**PH-1: 6 PM** In conformity with the requirements of Section 22 of Chapter 166 of the Massachusetts General Laws, you are hereby notified that a public hearing will be held in the Millbury Town Hall, 127 Elm Street, Millbury on **Tuesday, December 13, 2022 at 6 PM** on the Petition Massachusetts Electric Company dba NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Cross St-National Grid to install 6 SO Poles on Cross St beginning at a point approximately 515 feet southeast of the centerline of the intersection of Grafton St and continuing approximately 675 feet in a southeast direction. Install five new 40 ft class 2 poles: P2-1, P3-1, P4-1, P-5-1 & P6 and one 45 FT Class 2 Pole: P7-1 on Cross St

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked- Cross St -Millbury-Massachusetts No# **30671791**.

Motion to open Public Hearing by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

Rob Greene, representative from National Grid, stated that 6 new poles will be put on Cross St due to a failed feed line. Selectman Despres expressed his concerns about the street having too many poles. Rob stated that it was a tough decision but it is needed, the road is very isolated anyways.

Motion to close Public Hearing by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

Motion to approve 6 SO Poles on Cross St beginning at a point approximately 515 feet southeast of the centerline of the intersection of Grafton St and continuing approximately 675 feet in a southeast direction. Install five new 40 ft class 2 poles: P2-1, P3-1, P4-1, P-5-1 & P6 and one 45 FT Class 2 Pole: P7-1 on Cross St. Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked- Cross St - Millbury-Massachusetts No# **30671791**, by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

RECEIVED  
TOWN CLERK  
2022 JAN 30 AM 10:54  
MILLBURY, MASS.

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**Vote to approve a Corp Name Change on a Common Victualler License-Global Montello Group Corp to Millbury Xtra Mart-100 Worcester-Providence Turnpike**

Motion to approve Corp Name Change on a Common Victualler License-Global Montello Group Corp to Millbury Xtra Mart-100 Worcester-Providence Turnpike by Selectman Naff, seconded by Selectman Delaney. Motion carried unanimously.

**Reconsideration of McCracken Rd sewer installation (tabled on 11/22/2022)**

Motion to take Reconsideration of McCracken Rd sewer installation (tabled on 11/22/2022) off the table by Selectman McKenna, seconded by Selectman Naff. Motion carried unanimously.

Motion to reconsider McCracken Rd sewer installation by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

Selectman Naff stated that he discussed this with the board and they suggested that we could develop engineering plans instead that could be used in the future when we know if we actually need the sewer. Previously, the selectmen had voted 3-2 on the sewer installation but with the plans we would have a better understanding of the land. Sean stated that sewer plans in the past gave an estimated cost of \$700,000. Selectman Naff added that a pump station will be needed as well. Lynch will work with us. Sewers main concern is which way the water will flow, the plan will serve us for 10-15 years.

Motion to divert remaining funding from the McCracken Rd project in regards to proposals of the sewer plans from the infrastructure by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

**6:15 PM:** The Millbury Board of Selectmen will hold a Public Hearing on Tuesday December 13, 2022 at 6:15 p.m. at the Municipal Office Building, 127 Elm Street, Millbury, MA to act upon the application for a Change of Category from a Wines and Malt Beverages to All Alcoholic Beverages for Goretti Supermarkets Inc. 1 Providence Street Millbury, MA 01527. Motion to open Public Hearing by Selectman Naff, seconded by Selectman McKenna. Motion carried unanimously.

Motion to close PH by Selectman Despres, seconded by Selectman McKenna. Motion carried unanimously.

Motion to approve a Change of Category from a Wines and Malt Beverages to All Alcoholic Beverages for Goretti Supermarkets Inc. 1 Providence Street Millbury, MA 01527.

**Review & Approve Previous Minutes of October 25, 2022**

Motion to approve Minutes of October 25, 2022 by Selectman Despres, seconded by Selectman Naff. Motion carried unanimously

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### **Annual evaluation of Police Chief and determination of any associated salary increase**

The Cumulative General Administration: 4, Reporting and Financial Administration: 3.98, Personnel Administration: 4, Program: 3.96, Select Board/ Manager Relations: 3.98

Overall: 3.98

Selectman Krumsiek stated the Chiefs Corner is great. He takes accountability and maintains professionalism. The officers support Brian. Brian stated he is familiar with the manual, and he is up to date with all the trainings. Selectman Despres added that the Board made the right choice by having Brian. Selectman McKenna acknowledge the Chiefs Corner, it helps improve communication. Selectman Naff stated that Brian has done a great job with the department especially with the new officers. He asked if we need to grow or not, Brian stated that he has some ideas for next fiscal year but he isn't sure if 25 officers is enough as some are out injured, he will know better once they return to the work force. Selectman Naff added that Brian should let the Board about any needs. Selectman Delaney also thanked Brian about the Chiefs Corner. He hears Brian out on calls which is very important for the town. Due to the favorable review Brian is up for a 2 ½ % raise.

Motion to increase the Police Chiefs salary by 2 ½% by Selectman Delaney, seconded by Selectman Naff. Motion carried unanimously.

Keith Gasco stated that Brian is a great boss and all the officers support him.

Motion to add another 2 ½ increase this year by Selectman Delaney, seconded by Selectman McKenna. Selectman Krumsiek, Selectman McKenna, Selectman Naff and Selectman Delaney all in favor, Selectman Despres opposed. Motion carried 4-1.

**6:30 PM:** The Millbury Board of Selectmen will conduct a Public Hearing during its scheduled meeting on Tuesday, December 13, 2022 at 6:30 PM at the Millbury Municipal Office Building, 127 Elm Street, Selectmen's Meeting Room. The hearing will review the status of projects funded through Millbury's joint FY 2020 Community Development Block Grant, in partnership with the Town of Dudley, a \$664,500 award, including 1) engineering design for public works infrastructure improvements in a predominantly residential neighborhood on Pearl Street and northern Maple Street in Millbury; 2) architectural design at the Millbury Senior Center for repairs to roof insulation and limited disabled access improvements; and 3) a housing rehabilitation program for eligible low-to-moderate income residents in Millbury and Dudley. A potential grant amendment to transfer uncommitted or unused architectural design, engineering design, housing rehabilitation and/or administrative funds for use with construction of infrastructure improvements on Pearl Street (primarily funded through FY 2021 CDBG funds) will also be discussed.

Motion to open the Public Hearing by Selectman Despres, seconded by Selectman McKenna. Motion carried unanimously.

Andrew Loew from the Central Mass Regional Planning Commission, stated that the Millbury received the grant for \$664,500. The grant was used on three activities. The Senior Center Improvement design. The roof insulation needs to be fixed. The estimated construction cost will be

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around \$233,000. The second activity is the Pearl-Maple improvement project design. It's a residential neighborhood, Lenard Engineering was hired to work there. The water drains, storm water, sidewalks, sewer, roads and parking would be worked on. It will be a 2 or 3 phase project and will cost around \$2 million. The design for Pearl Street is complete and Maple street will be all set soon as well. Design for the Housing Authority aspect is done and under review. The third activity was the Housing Rehabilitation Program. There were supply chain, cost, and sub consultant staffing issues launching the program but now it is moving more steadily. Work is done at 1 home, 6 homes are under contract or underway, 2 will be inspected and bid out, and 1 is waiting on the owners decision. 1-2 are more likely, though there is a waiting list, if residents are interested, they can request a pre application through the Planning Department. Aside from the three activities, the town is considering asking for an amendment to the grant to support a fourth activity. Around \$65,000 that hasn't been used yet including \$44,000 from the housing rehabilitation yet. By transferring the funds, we would be able to put them towards construction of the Pearl Street infrastructure project. This runs the risk of downsizing by a unit or so but would help move the grant toward expenditure and closeout goals and make the Pearl Street project possible. Selectman Despres asked for a timeline of the projects. Andrew stated that the Senior Center projects design is done, the Pearl-Maple St project is almost done with the design and we are waiting to bid out the Pearl Street construction when the amendment is approved by the state. The housing rehabilitation is currently active.

Motion to close the Public Hearing by Selectman Despres, seconded by Selectman Delaney. Motion carried unanimously.

#### **Annual evaluation of Town Manager and determination of any associated salary increase**

Quantity of Work: 4.7, Quality of Work: 4.46, Job Knowledge: 4.6, Initiative: 4.8, Cooperation and Courtesy: 4.1, Accepts Constructive Criticism: 3.8, Attitude: 4.3, Organization: 4.9, Implementing/Obtaining results: 4.68, Planning and Organizing: 4.38, Analyzing and Decision Making: 4.2, Managing and Developing Staff: 4.8, Communicating and Relating to Colleges: 3.8

Overall: 4.42

Goals: 4.37

Selectman McKenna stated that communication has been great and staff seems to be happy with the Manager. Chairman Krumsiek stated that department heads like working with Sean and she supports him as well. Selectman Delaney added that he is very approachable. Selectman Naff stated that he appreciates Sean's resilience and professionalism. He handled many difficult situations in the past, he wants to focus on long term plans for the future. He wants Sean to use the board as a resource and collaborate more. Selectman Despres stated that he would like to update the rubrics. He likes the new hires and new ideas from Sean. The Board and the community supports the Manager. Selectman Naff added that the Small Business Grant was one of the best thing that happened this year, he thanked Sean for running that. Selectman Krumsiek added that the Town Deputy was a great addition. Sean thanked the Board

Motion to accept the Town Managers contract at 3% by Selectman Delaney, seconded by Selectman McKenna. Motion carried unanimously.

Motion to increase the Town Managers contract to an additional 2% for one year by Selectman Delaney, seconded by Selectman Naff. Selectman Krumsiek, Selectman McKenna, Selectman Naff and Selectman Delaney, all in favor, Selectman Delaney opposed. Motion carried 4-1.

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### **Set date for workshop to discuss calendar year 2023 goals and objectives for Board of Selectmen, Town Manager, and Police Chief (if applicable)**

The Board picked Motion to set January 17<sup>th</sup> for workshop to discuss calendar year 2023 goals and objectives for Board of Selectmen, Town Manager, and Police Chief

### **Management Update**

Sean stated the Chain of Lights was a great event. The Deputy conducted an Open Meeting Law training and many boards members and staff attended. As previously mentioned, the Mansions cistern needs to get work done but it is on Town Halls parcel. It has a historic significance therefore it will be kept. Selectman Naff suggested to put the cistern on the Mansions parcel. Sean stated that he and Jennifer will be providing a monthly report to the board about each departments spending from their budget. Lisa has been working full time in Finance now. The Town hall employees made a donation to the Autism Foundation is Maureen's name. She will be missed. Sean will be focusing on hiring someone for her position. We received a Community Compact Grant which will be utilized for software purchases for the finance and HR department. The DPW did a great job with the bad weather, roads looked great. The annual employee holiday party is 12/15 at the VFW. He appreciates the comments from the board. He has a good crew to work with. Chairman Krumsiek apologized to the town resident who's email she missed, she asked Sean if they can still add/ talk to the developer. Sean apologized to the resident and will get back about it. Selectman Despres appreciates the daily FHQ updates. Selectman Naff asked about the timeline of the project, Sean stated that it will be around second or third week of February 2024. He also asked we should discuss the existing fire station as well.

### **Dates to Remember**

- Nomination papers for Annual Town Election, Dog Licenses, & Census available in January
- Fire Department's Santa Parade 12/10, 12/17, 12/18
- Toy Drive at Felters Mill 9 am 12/17

### **Roundtable Discussion and Citizens Feedback**

Selectman Naff stated the Chain of Lights was amazing, attendance at the Mansion was very high. Chairman Krumsiek shared that Santa Claus at the Mansion knew her grandsons name which made him very happy. Selectman Despres stated that on Thursday night from 5:30-7:30 at the library to play Cribbage.

**Mail**-Letter from Fire Chief Kosiba re: generous donations to be deposited into the Fire Department's Gift account.

Motion to accept the donation to the Fire Departments gift account, seconded by Selectman Mckenna. Motion carried unanimously.

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**7:47 Adjourn Meeting**

Motion to adjourn the meeting by Selectman McKenna, seconded by Selectman Naff. Motion carried unanimously.

Respectfully submitted,

Amy Fleming, Secretary

Mary Krumsiek

Katie McKenna

Scott Despres

Chris Naff

David Delaney

The image shows five handwritten signatures stacked vertically over five horizontal lines. The signatures are: Mary Krumsiek, Katie McKenna, Scott Despres, Chris Naff, and David Delaney. The signatures are written in dark ink and are somewhat stylized.