

**Board of Selectmen  
June 20, 2023  
Town Hall  
Veteran's Memorial Hall, Town Hall  
308 Main Street, Sturbridge**

**This meeting is available online at:**

**<https://sturbridge.vod.castus.tv/vod/?video=0e0daae9-d47d-44a7-a6ba-0dc61d672885>**

**Present:**

Jamie Goodwin, Chair  
Mary Dowling, Clerk  
Selectman MaryLou Volpe

**Absent:**

Chase Kaitbenski, Vice Chair  
Selectman Mary Blanchard

**Staff:**

Robin A. Grimm, Ph.D., Town Administrator  
Michelle Garman, Executive Assistant

**Chair Goodwin called meeting to order at 6:30p.m.**

**The Selectmen led the Pledge of Allegiance.**

**Moment of Silence observed**

**Chair Goodwin read the agenda.**

**Public Service Announcements**

Administrator Grimm announced the daughters of the American Revolution presented a proclamation to the Town. Administrator Grimm read the proclamation.

**Department Reports:**

**Water /Sewer** – Shane Moody, Veolia gave a detailed description of his department report a copy of which is on file in the Town Administrators Office

**DPW** – Heather Blakeley, Director of the Department of Public Work, gave a detailed description of her department report a copy of which is on file in the Town Administrators Office

- A. Consideration and possible action on the appointment of Thomas Boudreau to the Department of Public Works as the Operations Manager with a starting salary of \$89,000.00, with two weeks' vacation upon starting.

**Motion: To appoint Thomas Boudreau to the Department of Public Works as the Operations Manager with a starting salary of \$89,000.00, with two weeks' vacation upon starting.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

**Town Administrator Update–**

- Memorandum of Agreement with Department of Public Works – Anniversary Date Payments

Administrator Grimm would like the Boards approval on drafting a Memorandum of Agreement for raises to happen on the anniversary date not the next payroll period.

The Board of Selectmen were all in agreement.

- Town Administrator Merit Review

Administrator Grimm, stated per her contract she had agreed that her first year here to have 2% increase. The Board will have to send a memo to Barbara regarding her merit increase if they determine one. The merit increase was capped at 2% for the first year and after that, it could be up to the 3%.

**Motion: To authorize the 2% raise for the Town Administrate for fiscal year 2024, in addition to the base 2.5%.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Chair Goodwin**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

- Request to roll vacation time over

**Motion: To allow the Town Administrator to rollover 88 hours of vacation time.**

**By: Chair Goodwin**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

**Action Items:**

- B. Consideration and possible action to confirm the appointment of Maura O'Conner to the Municipal Affordable Housing Trust Committee for a term to expire December 19, 2023, the remainder of Robert Lucier's Term.

**Motion: To confirm the appointment of Maura O'Conner to the Municipal Affordable Housing Trust Committee for a term to expire December 19, 2023, the remainder of Robert Lucier's Term.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

C. Consideration and possible action on an application for a temporary dock permit for Hope Hartland at 111 Shore Road, Sturbridge.

Ms. Hartland gave a brief description to the Board regarding the placement of the temporary dock and stated it will be removed seasonally.

**Motion: To approve the application for a temporary dock permit for Hope Hartland at 111 Shore Road, Sturbridge**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

D. Consideration and possible action on voting as Water Commissioners to vote on the proposed expansion in impervious area at the Senior Center.

**Motion: To approve the proposed expansion in impervious area at the Senior Center as set forth by the Town Planner.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

E. Consideration and possible action to confirm the appointment of Jim Rosseel to the Sturbridge Recreation Committee for a term to expire April 8, 2024.

**Motion: To confirm the appointment of Jim Rosseel to the Sturbridge Recreation Committee for a term to expire April 8, 2024.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

F. Consideration and possible action to formally dissolve the 2021 Charter Review Committee.

**Motion: Motion to formally dissolve the 2021 Charter Review Committee with thanks**

**By: Chair Jamie Goodwin**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

G. Consideration and possible action on the job description for the Sturbridge Farmers Market Manger position.

**Motion: To approve the job description for the Sturbridge Farmers Market Manger position.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Chair Jamie Goodwin**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

H. Consideration and possible action on the job description for the Center Office Building Pool Receptionist and Administrative Assistant position.

**Motion: To approve the job description for the Center Office Building Pool Receptionist and Administrative Assistant position**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

I. Consideration and possible action on the job description for the Assistant Director/Outreach Coordinator position.

**Motion: To approve the job description for the Assistant Director/Outreach Coordinator position.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Chair Jamie Goodwin**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

J. Consideration and possible action on the job description for the Assistant Conservation Agent position.

**Motion: To approve the job description for the Assistant Conservation Agent position.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

K. Consideration and possible action for the Board of Selectmen to support the continued use of the Wetland Protection Funds of \$12,056.20 to supplement the Assistant Conservation Agents proposed salary of \$44,877.45.

**Motion: To approve the continued use of the Wetland Protection Funds of \$12,056.20 to supplement the Assistant Conservation Agents proposed salary of \$44,877.45.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

L. Consideration and possible action on an application filed by Publick House Service Corp1 d/b/a/ The Publick House to change the hours for service of alcoholic beverages on Sundays from 11:00a.m. to 10:00a.m.

**Motion: To approve the Publick House Service Corp1 d/b/a/ The Publick House to change the hours for service of alcoholic beverages on Sundays from 11:00a.m. to 10:00a.m.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

M. Consideration and possible action on an application for a Hawker and Peddler License for Dennis F. Walsh for the sale of farm fresh fruits and vegetables at Empire Village ( parking lot area) Rt. 20, Sturbridge.

**Motion: To approve the application for a Hawker and Peddler License for Dennis F. Walsh for the sale of farm fresh fruits and vegetables at Empire Village ( parking lot area) Rt. 20, Sturbridge.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

N. Consideration and possible action to authorize the Chair to execute the contract with the Commonwealth of Massachusetts, Department of Conservation and Recreation for the 469a Main Street Trail and Bridge Design.

**Motion: To authorize the Chair to execute the contract with the Commonwealth of Massachusetts, Department of Conservation and Recreation for the 469a Main Street Trail and Bridge Design.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

O. Consideration and possible action to authorize the Chair to execute the contract with the Commonwealth of Massachusetts, Department of Conservation and Recreation for the Grand Trunk Trail River Road, Engineering and Permitting.

**Motion: To authorize the Chair to execute the contract with the Commonwealth of Massachusetts, Department of Conservation and Recreation for the Grand Trunk Trail River Road, Engineering and Permitting.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

P. Consideration and possible action on the letter of resignation from Derek Ames from the Sturbridge Police Department.

**Motion: To accept the letter of resignation from Derek Ames from the Sturbridge Police Department.**

**By: Chair Jamie Goodwin**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

Q. Consideration and possible <sup>action</sup> on the letter of resignation from David Bond from the Department of Public Works.

**Motion: To accept letter of resignation from David Bond from the Department of Public Works.**

**By: Chair Jamie Goodwin**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

R. Consideration and possible action on the letter of resignation from Jennifer Babcock from the Sturbridge Council on Aging.

**Motion: To accept letter of resignation from Jennifer Babcock from the Sturbridge Council on Aging.**

**By: Chair Jamie Goodwin**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

S. Consideration and possible action on the re-appointment of Marita Tasse to the Sturbridge Lakes Advisory Committee for a term to expire July 17, 2025.

**Motion: To re-appointment of Marita Tasse to the Sturbridge Lakes Advisory Committee for a term to expire July 17, 2025.**

**By: Selectman Mary Dowling**

**2<sup>nd</sup>: Selectman MaryLou Volpe**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

T. Consideration and possible action on the re-appointment of Sherry Kellaher to the Sturbridge Lake Advisory Committee as the Leadmine Lake representative for a term to expire April 18, 2026.

**Motion: To re-appointment of Sherry Kellaher to the Sturbridge Lake Advisory Committee as the Leadmine Lake representative for a term to expire April 18, 2026.**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman MaryDowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

**Old Business:**

**New Business:**

Selectmen Dowling wished everyone a happy healthy summer

**Correspondence**

**Approval of Minutes: June 5, 2023 and May 15, 2023**

**Motion: To approve the minutes as written**

**By: Selectman MaryLou Volpe**

**2<sup>nd</sup>: Selectman Mary Dowling**

**Vote: 3-0-0 (Vice Chair Kaitbenski and Selectman Blanchard absent)**

**Citizen's Forum**

**Executive Session** – Pursuant to G.L. c. 30A, Section 21(a)(3) to discuss strategy with respect to pending litigation where an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares.

**Motion:** To go into executive session and not to reconvene

**By:** Selectman Mary Dowling

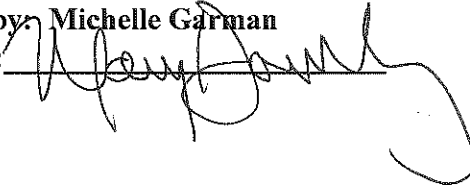
**2<sup>nd</sup>:** Selectman MaryLou Volpe

**Vote:** Selectman MaryLou Volpe- Yes, Selectman Mary Dowling – Yes, Chair Jamie Goodwin – Yes.

The meeting adjourned at 7:36 p.m.

Minutes prepared by: Michelle Garman

Clerk of the Board:



Date signed:

