

## **Town of Princeton, Mass. -- Selectboard Meeting Minutes March 10, 2020 – 7 PM – Town Hall Annex**

Present: Chair Karen Cruise, Matthew Moncreaff, Richy Bisk and TA Sherry Patch w/ Adam King, student rep. Also, Advisory Cmte. members Helga Lyons, Bill Lawton, Judy Dino, Mary Jo Wojtusik, Richard McCowan and Chairman Wayne Adams.

**Minutes** – The board voted all in favor to approve the minutes, as amended, from March 3 and March 4

**Emergency Management** – Board of Health member Jim Hillis and administrator Terri Longtine were in with Fire Chief John Bennett to outline what the town is doing in light of the COVID-19 State of Emergency which the governor called today. Terri reported that the CDC has a link on the BOH webpage which is updated daily and the state web link is updated weekly. The town has had an Emergency Response Plan in place and the town's Emergency Dispensary Site is T.P. School. The Emergency Response Team will stage a "walk-through" there in a week or two to practice a mass vaccination procedure—this is a regular exercise of the ERP. Chief Bennett described the protective equipment his department has in stock and the protocol for transport and delivery of patients to hospitals and related procedures for infectious disease control/management.

Karen C. asked about senior citizens and Chief Bennett explained that Police and Fire staff have a list of all seniors in town and contact information and noted how the situation was handled during the 2008 ice storm.

**Parks & Rec FY'21 Budget**– The commission's three members, Kelton Burbank, Phil Gransewicz and Kari Sledzik, were in to review budget and staffing issues. Revenue from lease of soccer fields has been declining for several years. Demand for the fields at Krashes has diminished with competition from all over the region that may be free of charge—or may offer all-season turf and night-lighting. Other uses for the fields have been considered, but Kelton noted that DCR holds a conservation restriction on the Krashes property that imposes certain limitations. Group discussed need for track & field and school sports facilities. Group agreed that little-used "upper field" could be abandoned except for seasonal mowing, and other fields including those at T.P. School are mainly used by residents—so the goal may be to concentrate on those.

The group agreed to set the P & R budget for FY'21 at \$21,000 with about \$10,000 of that for a director salary at up to 10 hours/week. A capital plan for using/maintaining the fields may be crafted for a future budget.

**8:25 PM Road Adv. Cmte. update & FY'21 Budget** - Sherry noted that VHB (Vanasse, Hangen & Brustlin, Inc.) has been recommended by the RAC to do the engineering/design for the Forslund and Coal Kiln project and Leominster Road. Also, A.J. Virgilio is recommended for the Rte. 31 Bridge construction project and Kenefick Corp. for the Route 31 culvert construction project. Sherry and the RAC are writing a Complete Streets grant application for technical assistance in upgrading roadways and adding assets that support bikes, pedestrians and handicap accessibility.

**ACTION:** The Board voted all in favor to award the engineering/design projects for Forslund/Coal Kiln and Leominster Rd to VHB, Inc.; award the construction of the Route 31

bridge to A.J. Virgilio Construction; and award construction of the Route 140 culvert to Kenefick Corp.

**8:45 PM Budget Review** – The S.B. and A.C. went over several items in the proposed FY’21 Town Budget. Capital Expenditures were reviewed, including police cruisers. Suggestion was made to increase IT staff time which is currently 10 hours/week. Matthew pointed out that cost for town employees email service seemed excessive and Sherry noted that the IT Committee was producing a report, and any IT issues/questions should be deferred to the committee. Matthew offered to coordinate with the IT Committee and review options and alternatives that may save money for the town.

Helga L. focused on the WRSD budget proposal and questioned increases, such as 4.5% for salaries. She wanted to see more transparency. Discussion continued around paying for PFAS mitigation costs and if debt is incurred, should it be short or long-term. Wayne A. wanted to see the town’s debt schedule for the next few years and it was noted that the information is already available from the treasurer’s office. The library showed a 3% increase and the goal is to limit increases to 2% so Sherry offered to look into it. The town’s total increase is showing 4.6% because it includes the school budget and Wayne A. suggested trying to bring the Town’s non-school portion down to 3%. At the next joint meeting, Wayne plans on presenting the A.C.’s proposed financial policies.

**Waste & Recycling Committee** – The board received two applications for the ad hoc Waste & Recycling Committee and representatives from other boards will fill out the group. Terri Longtine is working with the BOH to determine whether or not she will represent the Board.

**ACTION:** The Board voted all in favor to appoint Marsha Paine and Shaunna Knuth to the Waste & Recycling Committee for a one-year term along with Richy Bisk for the S.B.; Claire Golding for the E.A.C. Helga Lyons will be the AC liaison

**10:10 PM -- Meeting adjourned.**

*Respectfully submitted, Marie Auger, land use coordinator*

**Referenced Documents:** Budget overview spreadsheets; Applications from Marsha Paine and Shaunna Knuth for W&R Cmte.