



# TOWN OF SHREWSBURY

Board of Selectmen Meeting  
Board of Selectmen's Meeting Room  
Richard D. Carney Municipal Office Building  
100 Maple Avenue  
Shrewsbury, Massachusetts 01545-5398

Tuesday, June 9, 2020 - 7:00 PM  
MINUTES

**Important Notice:** Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the **Shrewsbury Board of Selectmen** will be conducted via remote participation to the greatest extent possible. All meetings and hearings listed in the agenda will also be done so through remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the town's website, at [www.shrewsburyma.gov/coronavirus](http://www.shrewsburyma.gov/coronavirus). For this meeting, members of the public who wish to listen or watch the meeting may do so by visiting <https://www.shrewsburymediaconnection.org/>. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the town's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. To participate in the public comment portion of this meeting, dial [1 747-248-7354] and enter the following pin: [153 991 490#]. Please mute your device until the Chair of the Board of Selectmen addresses your agenda item or opens the meeting to public comment.

**Present:** Mr. Maurice DePalo, Chairman, Ms. Beth Casavant, Vice Chairman, Mr. John Lebeaux, Clerk, Mr. James Kane, Selectman, Mr. John Samia, Selectman

**Also Present:** Mr. Kevin Mizikar, Town Manager, Ms. Priya Rathnam, Library Director, Angela Snell, Superintendent of Public Facilities, Jeffrey Howland, DPW Director

Mr. DePalo called the meeting to order at 7:00pm and read the remote script verbatim.

## Preliminaries:

### 1. Approve bills, payrolls and warrants

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, the Board unanimously voted, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve warrants 2096, 2047, 2096ME, 2098, 20100 as presented.

### 2. Approve Minutes of May 12, 2020

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, the Board unanimously voted, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve minutes of May 12, 2020.

### 3. Announcements/Reports

Mr. Lebeaux stated the following:

“As I imagine the rest of you have been doing since we issued our statement last Thursday regarding the homicide of George Floyd, I've been thinking about our next steps. My impression, which I think all of you share, is that the Board's statement was intended as a beginning step, not a final action. I spent a lot of time thinking Thursday night and Friday, and realize that though I have many, many more questions than answers, the Town of Shrewsbury needs to much more actively consider questions of diversity, discrimination, and racism. I made Mr. Mizikar aware of my

thinking Friday, and he informed me that he had heard somewhat similarly from residents that further action is necessary, which I believe led to tonight's Correspondence Item 29 in which we are requested to form an Anti-Racism Committee. Board members, though I agree with the sentiment expressed in the request, I do not think it is as bold and broad as it should be. I would like to request, Mr. Chairman, that you place on an upcoming agenda, preferably our next regularly scheduled meeting, an agenda item to discuss any and all steps necessary to consider questions of diversity, discrimination, and racism in the Town of Shrewsbury and how to best address them. As it is not on tonight's agenda, I don't think it's appropriate to discuss too deeply, but I will propose the formation of a much larger body than a standing committee, a task force that will meet intensely over a period of say 90 days to study the issues and provide a series of recommendations to the Board. Membership would be composed of a mix of residents and government leaders that reflect the makeup of the community. The Task Force would offer opportunities for public comment through written and, if technologically feasible, oral comments. I would expect that among the recommendations from the Task Force would be the formation of a smaller permanent public body, as the writers of item #29 request. My thinking is that the permanent committee's charge would be framed around the recommendations of the task force."

Ms. Casavant agreed with Mr. Lebeaux and wants to make sure that the issues within our community are addressed appropriately and the task force should be formed right away. Mr. Kane echoed with sentiments of the Board. Mr. Samia thinks it's important to move forward and believes the Board should act quickly and would like to know what we actively do today as a community in terms of policies and procedures and would encourage all viewers to provide feedback on what they think the committee would look like and what the goals would be. Mr. DePalo commented that it would be helpful if members of the Board and the Town Manager could reach out to the writer of the letters in items 27 & 29 to see what the task force may entail. Mr. DePalo reviewed items 28&29 in the agenda and reviewed the background of Juneteenth. The Board cannot act on that request this evening however a series of meetings have been scheduled over the next week to review outdoor seating licenses and action could be taken on Mondays meeting on June 15<sup>th</sup>. In regards to item 29, Mr. Lebeaux proposal encompasses that request.

Mr. Mizikar stated that 16 months ago, Town staff began holding meetings and discussed long term planning and deeper engagement within the community. Town staff developed the following purpose and vision for the Town:

- **PURPOSE:** The Town of Shrewsbury is dedicated to fostering a vibrant and safe community for all to thrive.
- **VISION FOR THE TOWN GOVERNMENT:** The Town of Shrewsbury will be the best local government in the world.

Mr. Mizikar stated: "In my opinion local government was created for the benefit of and to serve its residents. There is no government entity that is to be closer or more responsive to its residents. Local government employees whether by actual physical address or professional commitment are members of this community. We are here to serve, protect, foster and enable. Never to harm. I know the individual employees of this Town and I see their passion to serve protect foster and enable and reject all things that may cause harm. I see and hear the residents of this Town and others asking for us never to cause harm, physical, physiological; intentional or unintentional. I have compassion for the groups and individuals that local governments have harmed. I am disgusted by and reject any actions that would cause harm. I grieve for the family of George Floyd. I embrace my role as the Town Manager to better connect the employees of the Town and the residents of the Town. We are not separate groups; We are Shrewsbury."

#### **4. Town Manager's Report**

Mr. Mizikar stated that the farmer's market will begin on June 17th. Mr. Mizikar reviewed the status of ongoing construction project as detailed in a memo dated June 4, 2020 from DPW Director Jeff Howland. Mr. Mizikar discussed the status of the bond rating agencies during the Covid-19 pandemic.

Ms. Rathnam reviewed library updates as detailed in the referenced document. The Board commended Ms. Rathnam for her work during the Covid-19 pandemic. Ms. Snell reviewed an overview of the cleaning for the library.

Ms. Snell also provided an overview of the status on Parks and Recreations for phase 2 operations as detailed in a press release issued on June 9, 2020. Parks & Rec not fully staffed right now and they appreciate cooperation while they are trying to get everything in order.

**Special Reports/Actions/Updates:**

**5. Coronavirus/COVID-19 from Town Manager**

Mr. Mizikar reviewed a PowerPoint presentation detailing an update on COVID-19 including positive cases, deaths, status of town buildings & staff.

**Financial Business:**

**6. Budget Report**

Mr. Mizikar reviewed a PowerPoint presentation that reviewed the FY2021 budget and a revenue model that is being used as the background for the 1/12<sup>th</sup> budget for July 2020 and the July 2020 Expenditures summary. Mr. Mizikar presented the detail for the July 2020 1/12<sup>th</sup> budget and the Board discussed various line items.

**7. Review and act on the Monthly expenditure plan for July 2020 for the General Fund, Water Services Fund, Sewer Fund, PAYT Fund, Stormwater Fund and PEG Access Fund and authorize the electronic submission of the plan in accordance with the Division of Local Services Bulletin-2020-6**

Mr. Lebeaux moved the Board vote to approve the Monthly expenditure plan for July 2020 for the General Fund, Water Services Fund, Sewer Fund, PAYT Fund, Stormwater Fund and PEG Access Fund in the Amount of \$18,184,470 and authorize the electronic submission of the plan in accordance with the Division of Local Services Bulletin-2020-6, seconded by Ms. Casavant, unanimously voted on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes.

**Meetings/Hearings:**

**8. 7:20 pm: Continued Public Hearing with Keith Lindem, Proposed Manager, 81 Clinton Pub, LLC, d/b/a Billy's Pub, 81 Clinton Street, for an All Alcoholic Beverages Pouring License and Entertainment License. Hours of Operation Sunday through Saturday 11:00am-2:00am. Hours of Entertainment Friday and Saturday 7:00pm-11:00pm**

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to continue the hearing to the next meeting.

**New Business:**

**9. Review Open Meeting Law complaint from Patrick Higgins submitted on May 27, 2020 concerning the Board's May 26, 2020 meeting and executive sessions on March 7, 2020 and March 10, 2020**

Mr. Mizikar reviewed the items of Mr. Higgins complaints, the responsibility of the Board and future actions of staff. Mr. Mizikar reviewed the contents of a letter prepared in order to address Mr. Higgins complaint. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to sign the letter as prepared by the manager's office.

**10. Review and act to sign a letter of support for the 2020 Municipal Vulnerability Grant application and to authorize the chairman to sign the 2020 Municipal Vulnerability Grant**

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to sign a letter of support for the 2020 Municipal Vulnerability Grant application and to authorize the chairman to sign the 2020 Municipal Vulnerability Grant

**11. Review and act on the Town Manager Evaluation form**

Mr. Samia suggested that the prior year Town Manager goals be included in the evaluation form for review. The Board suggested edits on the form. Mr. DePalo stated that he would work on edits with Kristin Anderson and bring it back the Board for final approval.

**12. Review and act on process for approval of outdoor dining premises pursuant to COVID-19 Order No. 35**

The Board discussed the application form and process for approval. Mr. Samia made minor suggestions to the application form. On a motion by Ms. Casavant, seconded by Mr. Samia, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve the application and process for approval of outdoor dining premises pursuant to COVID-19 Order No. 35.

**13. Review and act on the reappointment of James Brown, 92 High Street, Jeffrey Howland, 100 Maple Avenue, Nick Repekta, 100 Maple Avenue, Joseph Thomas, 86 Grove Street, Patricia Sheehan, 100 Maple Avenue, Kristen Las, 100 Maple Avenue, and Andrew Truman, 100 Maple Avenue, to the Complete Streets Committee for a three year term to expire on June 30, 2023**

Mr. Kane and Mr. Mizikar discussed the charge and practicality of the complete streets committee. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve the reappointments.

**14. Review and act on the reappointment of John Campbell, 176 North Street, and Kristine Gustafson, 216 Prospect Street, to the Historic District Commission for a three year term to expire on June 30, 2023**

Mr. Campbell requested to wait on his reappointment. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to reappoint Kristine Gustafson to the Historic District Commission for a three year term to expire on June 30, 2023.

**15. Review and act on the reappointment of Robert Pine, 20 Montgomery Ave, Worcester, to the Insurance Advisory Committee for a one year term to expire on June 30, 2021**

Mr. Kane and Mr. Mizikar discussed the charge and practicality of the complete streets committee. On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve the reappointment.

**16. Review and act on the reappointment of Stephen Madaus, 100 Front Street, Worcester, as Town Counsel for a one year term to expire on June 30, 2021**

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to approve the reappointment.

**Correspondence: The Board of Selectmen will review and possibly act on the following:**

17. Email, dated May 22, 2020, from Melinda Springer, 47 Memorial Drive, re: Selectmen's Meeting – so noted
18. Email, dated May 24, 2020, from Stefanie Gauguet, 23 Appaloosa Drive, re: Street Sign and Little Library- The Board discussed that the little library can be placed on private property. The sign will be sent to the DPW for review as well as an analysis on what has been done in the past with these types of requests.
19. Email, dated May 25, 2020, from Christopher G. Mehne, Town Moderator, re: Town Meeting Planning Guide- so noted
20. Email, dated May 26, 2020, from Melinda Springer, 47 Memorial Drive, re: Dog Bark Log for May 25, 2020- so noted
21. Email, dated May 26, 2020, from Kevin Krasnecky, CMRPC, 1 Mercantile Street, Suite 520, Worcester, re: Public Meeting Notice- so noted
22. Email, dated May 26, 2020, from Chris Lund, 235 Cherry Street, re: Appeal of Approval decision for a Class I License for NITCO, 230 Cherry Street- so noted

Minutes

Shrewsbury Board of Selectmen

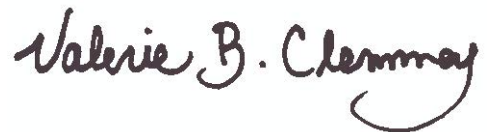
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23. Letter, dated May 28, 2020, from Adams Farm Condominium Trustees, re: Nuisance Dogs at 47 Memorial Drive- Mr. DePalo will work on crafting a response
24. Email, dated May 28, 2020, from Massachusetts Department of Revenue, Division of Local Services, re: Proposed 2020 Equalized Valuations- so noted
25. Email, dated June 3, 2020, from Chelsea Pajzer, 11 Westview Ave, re: Supporting Minorities in our Community- so noted
26. Letter, dated June 4, 2020, from Jeffrey Howland, DPW Director, to Debra Beavin, Economic Development Administration, 900 Market Street, Room 602, Philadelphia, PA, re: Letter of Support for FY 2020 EDA Public Works and Economic Adjustment Assistance Program- so noted
27. Email, dated June 5, 2020, from State Representative Hannah Kane, re: COVID-19 Elections Legislation - H47680- so noted
28. Email, dated June 8, 2020, from Elizabeth Hylton, 123 Bumble Bee Circle, and Philip Blumberg, 4 Brook Street, re: Juneteenth Recognition- so noted
29. Email, dated June 8, 2020, from Sanam Zaer, 8 Jamie Lane, and Bridgette Hylton, 1 Jacobson Drive, re: Proposal for Creation of Anti-Racism Committee- so noted

On a motion by Ms. Casavant, seconded by Mr. Lebeaux, on a roll call vote, Ms. Casavant-yes, Mr. Lebeaux-yes-Mr. Kane-yes, Mr. Samia-yes, and Mr. DePalo-yes, to adjourn at 9:00 pm.

Respectfully Submitted,



Valerie B. Clemmey  
Administrative Assistant to the Board of Selectmen

**Referenced Materials**

6/9/20 Remote Script

6/9/20 Library Info

6/9/20 Phase 2 release from Parks & Rec

6/9/20 Town Manager PowerPoint Slides

Letter dated June 10, 2020, re: OML Complaint of 5/27/2020