

Approved: August 5, 2024
 WINCHENDON TOWN CLERK
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TOWN OF WINCHENDON
 BOARD OF SELECTMEN MEETING
 Meeting Minutes

MONDAY, July 15, 2024-6:30pm
 Town Hall, 2nd Floor Auditorium, 109 Front Street, Winchendon, Mass.

Present: Rick Ward, Chair
 Andrew Beauvais, Vice Chair
 Audrey LaBrie
 Melissa Blanchard
 Erika Eitland

Debra Dennis, Executive Assistant

List of Documents Presented at Meeting:

- Resignation Letter- Anne Coderre-Council on Aging
 - Letter of Interest-Olivia Tarleton-Council on Aging
 - Resignation Letter-Erika Eitland-Master Plan Implementation Committee
 - Resignation Letter-Coral Grout-Cultural Council
 - Road Race Permit Application-Ahimsa Haven Animal Rescue-The Stray Cat Strut 5K, August 3, 2024 at 8:30am
 - Entertainment Permit Application-Kiwanis Club-Chili Cook Off-August 3, 2024 10-4pm at the Winchendon Community Park
 - (4) Special One Day Wine & Malt Liquor Licenses Application-Brian Croteau-Chili Cook Off-August 2-August 5th
 - Draft Board of Selectman Executive Session Meeting Minutes April 29, 2024
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6:30 PM Chair Ward called the meeting to order at 6:30P.M. All rose for the Pledge of Allegiance. Chair Ward asked if anyone would be audio or video recording this meeting tonight to which there was no response heard.

1. **SELECTMEN'S COMMENTS AND ANNOUNCEMENTS:** Selectwoman LaBrie said everyone stay cool and check on your neighbors. Chair Ward said we are looking for volunteer's to serve on the Communications Committee. There are currently two vacancies. The Finance Committee has one vacancy.
2. **PUBLIC COMMENTS AND ANNOUNCEMENTS:** There was no public comments or announcements this evening.
3. **PUBLIC HEARINGS:** There were no public hearings scheduled for this evening.
4. **APPOINTMENTS/RESIGNATIONS:**
 - 4.1 **Resignation of Anne Coderre-Council on Aging-**Chair Ward said Anne Coderre after serving more than 20 years on the Council has submitted her resignation. Selectwoman LaBrie thanked her for her years of service. **Selectwoman LaBrie moved to accept the resignation of Anne Coderre effective immediately. Selectman Beauvais seconded. Vote: All aye.**
 - 4.2 **Appointment of Olivia Tarleton-Council on Aging-** Chair Ward said Olivia Tarleton has been an Associate Member on the Council on Aging and the Council has voted to request the confirmation of her appointment as a full member. Selectwoman LaBrie thanked her for stepping up and serving. **Selectwoman LaBrie moved to appoint Olivia Tarleton to the Council on Aging with a term expiration of June 30, 2027. Selectman Beauvais seconded. Vote: All aye.**

- 4.3 **Resignation Erika Eitland-Master Plan Implementation Committee-** Chair Ward said Erika Eitland has submitted her resignation from the Master Plan Implementation Committee. Selectwoman LaBrie thanked Erika for the time she served on the committee. **Selectwoman LaBrie moved to accept the resignation of Erika Eitland from the Master Plan Implementation Committee. Selectman Beauvais seconded. Vote: All aye.**
- 4.4 **Resignation Coral May Grout-Cultural Council-**Chair Ward said Coral Grout has submitted her resignation letter from the Cultural Council. **Selectwoman LaBrie moved to accept the resignation of Coral Grout from the Cultural Council and thank her for her years of service. Selectman Beauvais seconded. Vote: All aye.**

5. PERMIT/LICENSE APPLICATIONS:

- 5.1 **Road Race Permit-Ahimsa Haven Animal Rescue-The Stray Cat Strut 5K, August 3, 2024 at 8:30am** -This is a request for a Road Race Permit from Ahimsa Haven Animal Rescue to hold The Stray Cat Strut 5K on August 3, 2024. The race will begin at 8:30am from the Winchendon Community Park, 86 Ingleside. They have requested the fee to be waived. Nicole Roberts representing Ahimsa Haven came forward and said this is the second annual Stray Cat Strut in conjunction with the Chili Cook Off. Last year the race took about an hour. This year we have a new route. We will have a police detail and/or volunteers on every turn. Selectwoman Eitland asked do you have a flyer you can share with us. Ms. Roberts said she does and will. **Selectwoman LaBrie move to approve the Road Race Permit for Ahimsa Haven Animal Rescue, The Stray Cat Strut 5K on August 3, 2024 with registration at 8:00am and waive the fee due to non-profit status. Selectman Beauvais seconded. Vote: All aye.**
- 5.2 **Entertainment Permit-Kiwanis Club-Chili Cook Off-August 3, 2024 10-4pm at the Winchendon Community Park-**Brian Croteau said this is the annual Chili Cook Off. There will be music down at the stage. **Selectwoman LaBrie moved to approve the Entertainment Permit for the Kiwanis Club/WCAC for the Chili Cook off on August 3, 2024 from 10am-4pm at the Winchendon Community Park and waive the fee. Selectman Beauvais seconded. Vote: All aye.**
- (4) Special One Day Wine & Malt Liquor Licenses-Brian Croteau-Chili Cook Off-August 2-August 5th**-Selectwoman LaBrie moved to approve the four Special One Day Liquor Licenses for Wine and Malt only for the Winchendon CAC for August 2-August 5, 2024 for the Chili Cook Off on August 3, 2024 and to waive the fee due to non-profit status. Selectman Beauvais seconded. Selectwoman LaBrie amended her motion to say for Brian Croteau not the Winchendon CAC. Selectman Beauvais seconded. **Vote: All aye.**

6. BOARDS/COMMITTEES/COMMISSIONS: There was no boards, committees, or commissions discussion this evening.

7. NEW BUSINESS:

- 7.1 **Discussion/Vote on increasing the Purchase Order amount-** Chair Ward said Brian Croteau, DPW Director will be attending to discuss increasing the Purchase Order amount from \$500 to \$2,000. Purchase Orders are submitted and approved by the Town Manager and the Accountant. Brian Croteau said it was a recommendation by the state to do Purchase Orders. With inflation we can't buy anything for \$500 dollars. The Town Manager and Accountant were asked what a good amount would be which they said \$2,000. This will create less paperwork for us but still keeps check and balances. Chair Ward said he spoke to the Accountant today and she is in favor of this. Selectwoman LaBrie said this seems like a big increase going from \$500 to \$2,000. Selectwoman Eitland said this eases the tension and makes it more efficient. Selectman Beauvais said he understands the concern with the large jump but inflation has increased. **Selectman Beauvais moved to approve increasing the Purchase Order amount from \$500 to \$2,000. Selectwoman Blanchard seconded. Vote: All aye.**

8. OLD BUSINESS: There was no old business this evening.

9. TOWN MANAGER'S REPORT: There was no Town Manager's Report presented this evening.

10. MINUTES:

10.1 April 29, 2024 Executive Session Minutes-Chair Ward said the only Board members that were present was Selectwoman LaBrie, Selectwoman Blanchard, and Chair Ward. **Selectwoman Blanchard moved to approve only and not release the Executive Session Board of Selectmen Minutes of April 29, 2024 as presented tonight. Selectwoman LaBrie seconded. Vote: Selectwoman LaBrie aye, Selectwoman Blanchard aye, Selectwoman Eitland abstained, Selectman Beauvais abstained, and Chair Ward aye.**

11. COMMUNICATIONS: Chair Ward said the next meeting is this Thursday with the School Committee. We have three applicants. He explained the process they would follow at Thursday's joint meeting with the School Committee. He said we will start at 6pm. The next regular Board of Selectman meeting will be August 5th. at 6:30pm.

12. AGENDA ITEMS:

13. EXECUTIVE SESSION:

14. ADJOURNMENT: Selectwoman LaBrie moved to adjourn. Selectwoman Blanchard seconded. **Vote: All aye.**

The meeting was adjourned at 6:58pm.

Respectfully submitted



Debra Dennis

Executive Assistant