

October 29, 2018

The October 29<sup>th</sup> meeting of the Board of Selectmen was called to order at 6:45PM by Chairman Michael Soter with all members in attendance.

Public Hearing – application of New Hunan Kitchen, LLC, d/b/a New Hunan Kitchen, Zhongtuan Sun, Mgr. for a Restaurant All Alcohol and Common Victualler, 799 South Main St.

Mr. Soter read the public hearing notice.

Attorney Russell Chin represented the applicant, Zhongtuan Sun. He stated the applicant is seeking a common victualler and all alcohol license for his new establishment New Hunan Kitchen at 799 South Main Street. The hours of operation will be 11:30AM – 11:30PM Sunday – Saturday. He stated they opened for business this past weekend as they misunderstood the procedure. However, they did confirm it was for takeout and delivery service only. Mr. Soter asked the client if he would be training all his employees and Mr. Sun confirmed his employees would be trained in TIPS and choking and whatever else the law required him to do.

Mr. Soter asked if there was anyone in the audience there for the Public Hearing. No one responded.

On a Spencer/Martinis motion, the Board unanimously voted to close the public hearing.

On a Martinis/McNulty motion, the Board unanimously voted to approve the application of New Hunan Kitchen, LLC, d/b/a New Hunan Kitchen, Zhongtuan Sun, Mgr. for a Restaurant All Alcohol and Common Victualler License, hours of operation Sunday – Saturday 11:30AM – 11:30PM, 799 South Main St., Unit#7.

On a Spencer/Connor motion, the Board unanimously voted to appoint Mr. Darrell Crow for a 3 year term to the Cultural Council.

On a Spencer/McNulty motion, the Board unanimously voted to award Contract 2018-LCWM, Lakeview Ave and Cross Street Water Main Installation to the low bidder, Gravity Construction of Plainville, MA in the amount of \$278,062.78.

On a McNulty/Spencer motion, the Board unanimously approved the following abatements: municipal water, \$1,584.95; residential water, \$6,202.45; residential sewer, \$300.33

On a McNulty/Connor motion, the Board voted to approve the September 25th minutes as submitted with Mr. Martinis & Mr. Soter abstaining from the vote as they were not at that meeting.

On a Martinis/McNulty motion, the Board unanimously voted to accept the October 1st minutes as submitted.

At 7:00PM Mr. Soter welcomed all members of the audience who were in attendance for the All Boards Meeting. Mr. Soter asked the Board if anyone wanted to say a few words to which there were none. He stated the All Boards Meeting this year will be run differently than it has been in the past, hearing only from Town Counsel and Mary MacKinnon, the town's new CFO.

Speaking on behalf of our Town Counsel was Janelle Austin. Ms. Austin touched upon the laws adhering to open meeting laws, public records requests as well as compliance and best practice. The most important thing to remember when receiving a public records request is that the request must be responded to within 10 business days. (Please see the attached handout). As far as compliance, Ms. Austin and Mr. Soter stressed the importance of obtaining a town email if you are a member of a town board. It would be in everyone's best interest to obtain a town email address for compliance purposes. Members of the audience who do not have one were advised to speak to the IT department. Ms. Austin also touched upon open meeting laws and presented the audience with a 'frequently asked questions about open meeting laws handout' – please see attached.

Ann Odabashian, Town Clerk, spoke briefly on Early Voting. The municipal center has been opened to the public for early voting since Monday October 22<sup>nd</sup> and will continue to do so until Friday November 2<sup>nd</sup>. To date they have received 914 early voters.

Mr. Fraine introduced Mary MacKinnon and stated that in just the short amount of time Mary had been with the town she has already received a \$72,000 grant from the Department of Revenue which will go towards the incorporation of an online permitting process through the town website.

Ms. MacKinnon gave a brief summary stating that tax revenues remain stable, ambulance receipts remain steady and that we are at 97% of tax collection. FY19 is expected to have \$934,000 of new growth. There are a few projects on the horizon including the senior center renovation and resolving the town's TTHM issues. Concerns include contract negotiations and some significant debt maturing in FY22. Also of concern and a large focus of hers will be to replenish our reserve fund. As a former employee of the Department of Revenue she is also focused on best practices. Over the next 12 months she will develop financial policies and procedures focusing on the capital planning process and utilizing technology.

Mr. Soter concluded that the Board is excited about the new growth and anxious to get back on track. He reminded everyone to get out and vote on November 6<sup>th</sup>.

Minutes of October 29, 2018  
Page 3

On a Spencer/McNulty motion, the Board unanimously voted to adjourn the meeting at 7:45 PM.

Respectfully submitted,

Hilarie J. Allie  
Administrative Assistant