

TOWN OF FOXBOROUGH
SELECTMEN'S MEETING
DECEMBER 1, 2015

Members Present: James J. DeVellis, Chairman
David S. Feldman, Vice Chairman
Christopher P. Mitchell, Clerk
John R. Gray
Virginia M. Coppola

Others Present: William G. Keegan, Jr., Town Manager
Ms. Mary Beth Bernard, Assistant Town Manager
Mr. Christopher Gallagher, Town Engineer
Ms. Paige Duncan, Town Planner
Mr. Kevin Weinfeld, Chairman, Planning Board
Mr. Jack Authelet, Town Historian
Mr. Raymond McKay
Mr. William E. Grieder, Jr.
Mr. Michael Johns, Veterans Agent
Mr. Roger Hill, DPW Director
Mr. Randy Scollins, Finance Director

The meeting was brought to order at 6:30 p.m. by James DeVellis.

A motion to enter into Executive Session to discuss the 12/15/15 auction properties and to conduct strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions or contract negotiations with union personnel as well as approve the November 17, 2015 Board of Selectmen Executive Session Minutes and return to regular session at the conclusion. **The motion carried 5-0-0. Roll Call Christopher Mitchell – yes, James DeVellis – yes, John Gray - yes, David Feldman – yes, Virginia Coppola – yes**

Mr. DeVellis stated that the Board convened earlier at 6:30pm and had an Executive Session and the topics that they discussed at 6:30pm were that Lorraine Brue, Kevin Weinfeld and Lisa Sinkus came in from the Finance Department and they discussed the auction that is going to happen on December 15, 2015 for three properties in town. The two items that the Board did not discuss because they ran out of time and will continue at the end of the meeting in Executive Session is that they will be the Library Contract and they are going to approve the November 17, 2015 Board of Selectmen Executive Session meeting minutes.

James DeVellis read the agenda.

7:04pm – Citizen's Input

No one was present.

7:05pm – Selectmen’s Update

Mr. DeVellis stated that he hoped everyone had a nice Thanksgiving. He wanted to give a special call out to the Jaycees, the Recreation Department and Library. If everyone noticed over the Thanksgiving holiday it was an all-volunteer effort and it is all private money donated to light the trees. The Jaycees did a wonderful job setting up the nativity scene. They had a record number of kids and the kids came out and did the tree decorating at the Library and the Recreation Department and they had 80 kids come from the Middle School to sing. With everything bad going on in the world it was nice to have a nice, safe, happy weekend.

7:10pm – New Employee - Paige Duncan, Planning Director, Kevin Weinfeld, Chairman, Planning Board

Mr. DeVellis stated that Paige Duncan is our new Town Planner coming from Wrentham and they thought it would be a nice idea to welcome her and let her introduce herself.

Mr. Weinfeld stated that the Board is very pleased and feel very privileged to have an opportunity to interview and hire Paige. She has long experience both on the municipal and the private side with engineering firms as a Planner for a variety of towns in our region and she has great energy and they think she is going to do wonderful things for our town Planning Board and she is going to be a great asset to the Town Hall as well.

Ms. Duncan stated that she starts tomorrow morning. They started interviewing in August so it is great to finally be starting. She has been attending a few meetings and getting to know the community and the energy here makes her very excited. She thanked the Board for welcoming her and she is ready to get to work.

Mr. Gray stated that she has a lot of work to do and they have seen her at a number of meetings around town and he wished her well.

Mr. Mitchell welcomed her.

Mr. Feldman stated that they are looking forward to getting her involved with the Economic Development Committee and help implement the Master Plan. Ms. Duncan stated that she will be at their next meeting next Wednesday night.

Mr. DeVellis stated that he has worked with Ms. Duncan for a number of years over in Wrentham and she is a very good communicator and he has seen her bring fresh ideas all the way through town meeting; present it at town meeting and get support. All the work that the Planning Board has done with the Master Plan and moving it forward he is very excited.

Ms. Coppola welcomed her.

7:15pm –65 Elm Street Easement – National Grid - Chris Gallagher

Mr. Gallagher stated as part of the Solar Field project on Elm Street, National Grid needs to install three new poles on the 65 Elm Street property. There is an existing easement there and this will really just extend that and make it an “L” shape to go towards the solar field which will be set back off the street. It is a basic easement and there is a graph on the backside. Stephen Madaus the counsel who has been working on the project since its inception has reviewed the easement and agreed that it is good to go. Mr. Gallagher stated that it just needs the signatures of the Board and once they get it back they will start setting poles and they will see some action over there. Mr. DeVellis stated that this easement gets signed by the Board of Selectmen and he asked Mr. Keegan if this has been vetted through town counsel and Mr. Keegan’s office in which Mr. Keegan stated yes.

Mr. Feldman asked if the easement was going to be paved in which Mr. Gallagher stated no.

Motion by Christopher Mitchell to approve and grant the easement as submitted. Seconded by John Gray. **Vote 5-0-0**

7:16pm – Jack Authelet – Honor Ray McKay for Years of Service

Mr. Authelet stated that the Inspections Department does pretty well in producing legends. A couple of years ago they honored Pete Turner as Foxborough’s first ever Building Commissioner and all the years that he served. Now we are here tonight for another remarkable public servant by the name of Ray McKay.

Mr. Authelet gave a quick profile of Mr. McKay stating that he was born down at Sunlight Farm on South Street. In the fourth grade he was one of the last classes to attend the one room Quaker Hill Schoolhouse.

He played football under the late, great Al Stewart who became a lifelong friend. He graduated from the Stockbridge School of Agriculture here at UMass Amherst and became involved in landscaping and gardening with an acquaintance by the name of Arthur Kelly. Ray and his wife raised three daughters. Ray worked nights at the Foxboro Company while earning his Bachelors and Master’s degrees in Education at Bridgewater State University.

In 1965 he joined the faculty at the Intermediate School later named for another lifelong friend John J. Ahern who was Ray’s 11th grade history teacher. Ray broadened the many students he taught science and social studies and he was also elected to the school committee. That same year he heard that the job of Sealers of Weights & Measures was open and it paid a whopping \$200 per year. When Ray tested a pump he followed the law to the letter. If anyone tried to tamper with it, it would be obvious. Ray did stress that very few problems ever existed with any of the local merchants.

When he started as the Sealer of Weights & Measures in 1965 Foxborough had 12 service stations with 35 pumps and we now have 6 stations and 85 pumps and most gasoline stations are now combined with convenience stores. The test equipment was owned by the town which included a set of weights the smallest being a 1/10th of gram. He also had a 5 gallon prover

officially certified by the state as 5 gallons so that in testing a pump 5 gallons passed the test and they had a 100 gallon prover used for the fuel oil trucks.

Ray eventually returned to Sunlight Farm with friend Arthur Kelly and opened a nursery and garden center. Trees, plants, pumpkins and Christmas trees became the order of the day even as inspections continued. In the off season they plowed driveways. From that point on no school fundraiser was ever short of plants and shrubs to sell or auction. At his final Christmas tree sale last year Ray matched donations solicited for the Foxborough Discretionary Fund. Ray retired from teaching in 1999 where treasured memories of the growth of the school, enrichment of education and the countless experiments and special projects shared with the students one of whom is Frank, the gentlemen filming this program tonight. Ray remained continuously active as the Sealer of Weights & Measures for 49 long years certifying pumps and scales to ensure that the public received fair value. It actually protected merchants as well like a fuel dealer many years ago whose pumps measured 100 gallons for every 106 gallons. There was an addition to the Sealers responsibilities when the town started licensing taxis so Ray laid out a measured mile on South Street to check the meters.

2014 proved to be a time to finally step aside and bring his varied commitments of public service to a close and this year the end came with his involvement with Marshfield Fair which he had endured since he was 11 years of age and here he is at 77 finally stepping down from the Board of Directors bringing an end to the cattle shows, tractor pulls, pumpkin contests and 4H competitions. Mr. Authelet also dared to suggest that they were the only ones on earth that dared to hand a microphone to Ray McKay.

Ray McKay, Ahern School faculty, School Committee, Sealers of Weights & Measures all those years of community service totally dedicated to everyone getting the full measure that they were entitled to in the classroom, in the marketplace, and in the community tonight we are able to unveil a plaque which will hang in the Inspections Department at Town Hall in recognition of his 49 years of public service.

Mr. DeVellis stated that in August it was Ray McKay Day at Marshfield Fair. The town's general bylaws require the Board of Selectmen to appoint Weights & Measures; it is a one year appointment. A gallon of gas is a gallon of gas; the meters on the taxi's; the scanners in the shopping centers, it is a way for the town to keep the integrity so the consumers and buyers are all on the same page and there is some integrity in the system and to do that for the number of years that Ray did for Foxborough he must have seen an incredible change in the systems that we do here and he kept up with it so the Board is extremely grateful for the longevity and the time and the commitment that he had to Foxborough and he just wanted to say thank you.

Mr. Gray stated that his family and he enjoyed going to his Christmas Tree stand every year and getting a cup of hot cider and they are truly going to miss that and thanked him for doing that forever; that was really Foxborough.

Mr. Mitchell stated that he got to know Ray pretty well when he owned his landscape company. He was always the go to person when he needed that one or two other shrubs or some extra

perennials or annuals; he had great quality stuff and always enjoyed chatting with you. He appreciates everything he has done for the town.

Mr. Feldman stated that for as long as he can remember pumping gas and looking up at the pump and seeing that sticker "Ray McKay"; it is going to be weird not seeing that signature on that sticker going forward.

Ms. Coppola stated thank you for your Christmas Trees, wreaths and pumpkins but mostly thank you for plowing my driveway. You were wonderful and always a gentleman and Foxborough was very fortunate to have you amongst their employees.

Mr. DeVellis read the plaque which stated "Sealer of Weights & Measures from 1965-2014; Ahern School Faculty from 1965-1999; School Committee from 1965-1968 49 years of Community Service".

Mr. McKay stated that it is nice to have people say good things about you. It has been great living in Foxborough, being the Inspector of Weights & Measures and the School Committee. He got to serve with some terrific people. He had to mention Vin Igo and stated that anyone that didn't get to meet Vin he feels sorry for them. He was Mr. Foxborough and he was a terrific guy and did a great job on the school committee for many years. The thing that he enjoyed about getting this award was that he started thinking about all the people that he knew in the Town of Foxborough and that he had been associated with that he helped and they helped him.

Mr. McKay thanked everyone and stated that it has been 48 years and he enjoyed just about every one of them and he is proud to say that he never spilled a drop of product (maybe once or twice).

Mr. Casbarra stated that it has been an honor and a privilege to know him for the last 20 years. Valerie Green wanted to extend her congratulations and she was sorry that she couldn't be here tonight but she had to work but she wanted Mr. Casbarra to tell him that he was her favorite inspector. Ray stated that Val is certainly special.

Mr. Casbarra stated that a few years ago Ray stated that he would like to retire and he wondered how he was going to replace him. There was a youngster in the Board of Health who showed an interest, Kevin Duquette so he asked Ray if he would mentor him to be certified to take that job and Ray said yes and he did it for two years. He took Kevin under his wing and took him out on the field and showed him really how to deal with people as much as perform the inspection. It was more than just being an inspector and measuring that pump, it was about developing a working relationship with people and there was no better person than Ray to do that. Kevin got certified and was ready to take over the position and Ray retired. One thing that Ray and Bill have in common is that they like to take care of the equipment that they have and they are proud that they still have that equipment kicking around. Every once in a while the state would step in and say you can't use a galvanized can anymore you have to go to stainless steel so they would be forced to do it. Kevin Duquette went out on his first sealer job at the Shell Station and came back to the office with a long face and Bill asked him what was wrong in which Kevin stated that

a lady ran over the funnel his very first time out. Mr. Casbarra congratulated Mr. McKay on his retirement and stated that it was an honor to know him.

Ray stated that once his friend Arthur Kelly saw him at Joe's Gulf and turned around and came in the yard and he hit is funnel.

7:30pm – Citation for Bill Grieder, Planning Board

Mr. DeVellis stated that he thought about how to do this. Bill has an incredible resume of service to the town over his years and rather than try to explain it the Board has a citation for him which he read.

“This is the official citation from the Foxborough Board of Selectmen. The Board of Selectmen on the occasion of retirement from public service commends William E. Grieder, Jr., on supporting the Town of Foxborough for more than 25 years. Recognition is given to William E. Grieder, Jr., for your selfless dedication as a member of numerous committees and project involvement in the town. May this recognition express our appreciation for the many years you spent helping better the community on Cable Access, Cable Review, Cable Television, Advisory Committee, Comprehensive Wastewater Management Committee, Founder's Day Committee, Proposed Racetrack Advisory Committee, Zoning By Law Review Committee, Planning Board, Dog Park Committee and the Billboard Advisory Committee. As a member and Vice Chairman of Foxborough's Planning Board you helped develop the town's first Master Plan since 1971. In 2015 you again helped Foxborough outline our vision with the complete Master Plan update. We acknowledge your contributions to the community and the many and varied projects with which you have been involved including the town's public safety building and Boyden Library expansion, Patriots Place and Gillette Stadium, Chestnut Green, Lakeview Pavilion, the Water Treatment Facilities, the Solar Facilities, Sports Areas such as the basketball courts, the ice rinks, the Booth building and ballfields as well as 20 subdivisions with 174 lots. We wish to commend your leadership, dedication and efforts towards efficiency and improvement of the town, Foxborough has benefited greatly from many years of your commitment. Congratulations on your retirement we wish you happiness and continued success. This citation is given under the seal of the Town of Foxborough on the 1st day of December 2015.”

Mr. DeVellis stated people can get the breadth and history of Mr. Grieder from the citation.

Representative Jay Barrows was unable to attend the meeting but he offered a citation. Ms. Coppola read the citation.

“Commonwealth of Massachusetts House of Representatives Be it hereby known to all that the Massachusetts House of Representatives offers its sincerest congratulations to William E. Grieder, Jr., in recognition of your retirement after serving the community of Foxborough for 26 years. The entire membership extends its very best wishes and expresses the hope for future good fortune and continued success in all endeavors. Given this 3rd day of December 2015 at the State House Boston, MA by Robert A. DeLeo, Speaker of the House and offered by F.J. Barrows, State Representative.”

Mr. DeVellis stated that he has been on the Board of Selectmen for six years and a lot of times before things come up at this table he will call Bill for advice. A lot of the things that the Board deals with are on the shoulders of what Bill has done with the Planning Board. You have survived for 25 years here and you do it with integrity and honesty and not many people have the thick skin to be able to keep going forward. You and your wife have been standup citizens for a very, very long time. More often than not when Mr. DeVellis asks you questions and goes through different things you will end it by saying “Don’t let the bastards get you down”. Mostly on the Planning Board you are in a position of where you are reviewing things and you are planning and moving forward but you are the police for the zoning and whether it is subdivisions or development you have friends and enemies on each topic potentially but you keep going forward and you don’t let it bother you and you do what’s best for the town and very few things sway you and because of that you have your fingerprints on the Master Plan and everything in town has Bill Grieder at some point on it and Mr. DeVellis is very grateful and he knows the Board is as well.

Mr. Gray stated that they have worked together for many years and your sweat really shows in this town. They are truly going to miss you; your contributions have been endless. Congratulations on your retirement.

Mr. Mitchell stated that he wished he got to work with him longer. Through all the different things that Mr. Mitchell has done he has always been there and reading the list of things including the dog park you definitely had a huge influence on this town.

Mr. Feldman stated that unfortunately they did not work a lot together but he wished he had. Mr. Feldman had reached out to a number of people that had interaction with him and there was one common theme – integrity and he thinks that exemplifies what you are all about. No one had a bad thing to say about you whether it was on this side of the table or the other side of the table and you were always fair. Spending time on the other side of the table in front of the Planning Board, that is all you want when you are proposing development projects; you just want fairness and you exemplified that.

Ms. Coppola stated that she has known he and his wife for many years. You exemplify integrity and everything you did was for the good of the town. The institutional knowledge that you have is going to be very hard to replace so Foxborough’s great loss is Nantucket’s great gain and we hope to see you around. Good friend and good public servant and just an all-around nice guy.

Mr. Grieder stated that you don’t get a chance to pick where you are born but by-in-large you get to pick where you are going to settle down and raise your family. He had a profession where they covered some 20 odd towns and in doing so he got to see different communities from the inside and out because he was associated with facilities in town. They chose Foxborough 42 years ago to be a place where they wanted to raise a family. They chose it because it had the country look and had a terrific common and historical area and people were warm and friendly and there were a lot of activities; there was a lot of things for families to do. Here we are this many years later and it is that and much more. He was very fortunate to be accepted and allowed to work with so many great folks in many organizations and committees and it has been a tremendous learning experience for him. He went from being a country bumpkin from the

“Rock” to a big country bumpkin from the “Rock” and it was very gratifying to have been part of everything here and he looks forward to coming back and he will say that he is leaving his favorite mother-in-law here just to make sure that nothing goes array.

Mr. Grieder stated it has been a terrific ride and he thanked everyone for having him along.

7:51pm – Deteriorating State of Ancient Cemeteries – Jack Authelet, Michael Johns

Mr. DeVellis stated that Mr. Authelet and Mr. Johns had asked to put this topic on the agenda and basically it is to give an overview of the ancient cemeteries that we have in town and brainstorm what can be done with respect to the state of cemeteries.

Mr. Authelet stated that they would like to take a quick run through the ancient cemeteries in town and the Board would get a very clear picture of what this proposal is all about.

Mr. Authelet showed a slide of:

Centre Burial Ground - There were many more graves there and they were removed to Rockhill Cemetery to allow space for Memorial Hall to be built. All of the graves were removed when Central Street was widened. The burial count there right now is 102 but you begin to see a variety of challenges of how the different gravestones over the years have failed and how they have been handled. The slide will give the Board a picture of what has evolved over many years.

Payson Cemetery on Chestnut Street - 35 graves are in there and they do recognize the effort made by the Tree & Park Department when they keep these places mowed and the brush cut back but you can see the advanced state of deterioration. Broken stones have a protocol for fixing many of these. Tree roots have contributed to some of the damage.

Hodges/Pratt Burial Ground on East Street - 76 graves are in there and it has a mixed bag of damage to stones; the readability is an issue and the lichen on the stone.

Federal law requires that a flag will be placed on the grave of every veteran prior to Memorial Day every year and this is followed religiously but here you see flags being placed on a grave of a Civil War Veteran and the flag stands out bright and new but the gravestone itself is broken. Also, there are many different types of stones for Veterans supplied by the government and others by the family but they see here again just the natural physical presence in the ground all these years and all of the things that would come to influence that (erosion of the soil).

Boyden Burial Ground on Cocasset Street - 158 graves. This was a combination of nature and pressure. There are protocols on protecting fallen gravestones that cannot be up righted; there are ways to accommodate them on the ground. You have good growth and bad growth and it is a tough combination. These are some of the very first settlers of this community. This would be a very simple task to work out improvements.

Sherman Burial Ground on Green Street – There was a burial in this cemetery 10 years ago and ground work was done but there is a row of broken stones.

Wading River Burial Ground on Cedar Street – Typical but there has been some work done down here by members of the Brintnell family. They live in Mansfield and Thomas Brintnell was the first settler to build and occupy a home in the territory that became Foxborough; that was back in 1691 and his grandchildren were the first white children born in the new territory. Some work has been done there. It is symbolic in that just beyond the cemetery is a field and water which is the two elements that brought people here. Also, Mr. Brintnell was an Officer in the Royal Navy stationed in Muddy River, Brookline and one of his tasks was to determine all of the headwaters to all the bays to which water flowed where British Ships were anchored so he started at Narragansett Bay coming up to Taunton River and it got smaller and smaller and smaller and he couldn't get the boat up any higher so he had to get out and walk and that was the name that got stuck on Wading River.

The slides give the Board a view of the cemeteries and what they are talking about. All of these cemeteries with the exception of Centre Burial Ground were family cemeteries at one time; all taken over by the town and all town responsibility now. When he shared these photos with Mike Johns and Bob Cutler; you just absorb what you see and accept the reality of it and they agreed that they had to meet and see what could be done. They set up a date to meet but when the Historical Commission had a briefing on this, Jennifer Savickis' immediate response was that they wanted to be involved. Deb Wendell offered her photographic talents to help them in documentation. Based on that Mark Ferencik of the Historical Commission attended the meeting that he had with Mike Johns and Bob Cutler. He brought not only his membership on the Historical Commission but he has been on the Rockhill Cemetery Board for many years. One of the main purposes of the meeting was where do we go from here, how do we address this problem. They strongly believe that no one board can just pick up with this and run with it. They wanted a public forum where this could be presented to the entire community and this is why they asked to be able to meet with the Board of Selectmen here tonight. That way the entire community will become aware of the seriousness of what they are talking about but also it will by the nature of the problem involve the town clerk's office to retrieve all the documentation of when the town took over these cemeteries, what the conditions were, all of the language and town meeting votes and the Finance Officer with some of the early cemetery funds that came with these. It is going to involve DPW, Tree & Park, Conservation, Assessors, Finance Office, all things that would help them. It will open up opportunities for groups like the Historical Society, Garden Club, Civic and Fraternal organizations, Scouts, and everyone willing to respond and he bets if they need some advice from an architect they might find one somewhere.

It should be noted before they get too far into this that Mike Johns represents a lot of the people that are buried there. The headstones and markers of Veterans are subject to very strict protocols established by the Veterans Administration and if they can, they will address each of those concurrently with a broader cemetery effort. These strict protocols were established by the state for the care and restoration of ancient cemeteries and burial grounds.

There is a separate section in the state recommendations established specifically for preservation guidelines for municipally owned burial grounds so they recognize the uniqueness of their challenge and Foxborough certainly isn't alone. There are a few certainties about the challenge presented by these cemeteries except that if we do nothing soon there will be none. They all

know they will eventually be dealing with various state agencies utilizing experts who are specialized in such challenges, seeking funding and applying for grants but first they must (and are required) to take the following steps as it forms the baseline upon which everything will be based:

Documentation - including the origin of the burial era; registered deeds; dates of the first and last burials; details of the acceptance by the town; and verification of existing grave markers for each burial record.

Evaluation - This includes a detailed report of each grave as to the condition of the grave markers; readability of the stone; condition of the burial area; stability of markers and threats of greater damage or deterioration.

A detailed sketch of each cemetery would also be necessary so that locations of particular graves could be referenced for workers that would be going in to work on them. Perhaps Foxboro Cable Access could assist them with some aerial footage with their drone to get a footprint of the cemeteries.

Once they have that data in place they will then be in a position to make the best possible decision as to how they can move forward with the restoration and preservation of the graves of our veterans of the Revolutionary War, War of 1812 and the Civil War as well as the graves of the founding families of our community. Efforts to establish a data base can begin immediately and certainly members of the Historical Commission are already pulling together a variety of documentation but it will flourish with all the contributing agencies involved if they have support and encouragement from the Board of Selectmen. They want to know that the whole town would be harmonious to what they were doing. Precisely where this leads them and the path getting there they are not sure yet but they have every reason to believe that Foxborough history will be well served by this project.

They couldn't take the risk of people just trying to pick up and run this and then begin to hit obstacles but if they can approach this through the Board of Selectmen and through the Town Manager everyone will be receptive to doing their part in providing the documentation and then that is the basis they can spread out. All the veterans' graves are already identified and again there are three different methods of replacing or repairing Civil War graves.

Mr. DeVellis stated that a picture is worth a thousand words and it was certainly eye opening to see it and then also to hear the number of cemeteries that we have and that they are owned by the town and not private so there is certainly a responsibility that the town has in part from a memorial perspective but also from a regulatory perspective; we are required to do certain things and there is protocol for it.

The big picture is that this is more than a DPW effort and Scouts with leaf blowers and super glue. There are professionals that put the process together, documentation, phasing, and complete and partial restoration. Mr. DeVellis thinks what Mr. Authelet is looking for is for the first step for the Board of Selectmen to say one, this is important and something that they want to

get behind and two, help him begin; consultants can't do the documentation; we have that with the Town Clerk's office and the town records but start to put that together.

Mr. DeVellis asked Mr. Authelet who he sees leading this; is it the Historical Commission or himself or the Selectmen? Mr. Authelet stated from what was said at the Historical Commission meeting, they would welcome a leadership role.

There was also a small cemetery on Spring Street that the three graves were removed; Stratton Country Club there was a little area set off to one side and that was the old Stratton cemetery and they will review that but they went through great lengths to identify that area before the country club was built and they had an expert come out and test for the burials. There has always been the mystery of the Clapp Cemetery on Beach Street which somehow got obliterated over the years; just one burial however; he now has a fresh lead that he thinks might solve that mystery.

Mr. Gray asked if other towns have gone through this process that they have found their graveyards are in a state of disrepair and actually organized citizens and other departments to address it. Have there been other towns that we can use as a model. Mr. Authelet stated yes, that he has this all documented and the publication about municipally owned, they give so many examples of what different towns have done and how they have done it and types of grants that have been provided. The state really has reached out very actively to encourage this type of thing and he has all of that documentation on disc and it has been downloaded at Memorial Hall. It is available to anyone and it is really for each main basic component of what they are trying to do; there are examples from towns that did that. Mr. Gray stated that there is a template that if they are going to tackle this in which Mr. Authelet stated yes. Whoever does it, it is by set protocols and if they follow those steps they will be golden with the state and everyone else. Once they get a cemetery all done quite possibly there would be volunteers who want to do vegetation along the wall or something like that to add some color to it so there is a chance for people to get involved.

Mr. DeVellis stated obviously from beginning to end this is going to take years to get to the end goal. As a first step maybe Mr. Authelet could come back in April (four months) but in the meantime if it is okay with the Board they can direct the Town Manager to open up the resources from the Town Clerk's Office and DPW for the communication to happen with the Historical Commission and basically help them with whatever resources that they need with the staff's time to get something going. Mr. DeVellis is thinking that four months is enough time to at least put a boilerplate together of going to the next step. The reason Mr. DeVellis is saying four months is that if they set something to come back it helps the Board juggle it a little bit better.

Mr. Keegan stated that he had worked on a very similar project like this in his previous community where they had a couple of historic cemeteries that had a similar type of stone damage; not quite to this extent of the damage that he saw on these pictures. The fact that this is so spread out over several different burial grounds is interesting to him as well because he has not seen it done that way. It does require a certain amount of expertise and he appreciates everything that Mr. Authelet has said tonight because even the work that has been done up to this point is astounding to him that he has done that much. At some point you are going to need help from an expert and it is going to require some level of funding commitment to do this. They will

need someone to identify the type of work that needs to be done because every single stone and every single plot is going to require a certain level of improvement. Mr. Authelet stated that is why they will have an observation of each and every stone so that it gives them the opportunity to say that they have 300 of this and 200 of that and these are the types of problems. That becomes the basis for the expert to get a quick start; they don't have to do that, it is all laid out for them that is why it is so important to get that documentation. Mr. DeVellis stated that the first step is to use the resources that the town has to identify this (deeds, graphics, etc.), and then a consultant can look at that and then there is an RFP process. Mr. Authelet stated initially a lot of that is pulling things out of the towns records and bringing it all in with a folder for each cemetery and then they can build from there. Mr. Authelet stated that the Historical Commission are very strong in their desire to be involved; they have already started gathering information.

Mr. DeVellis stated that they will pencil Mr. Authelet in for four months and if he wants to talk to the Historical Commission and if they think they can do it quicker or it is not enough time the Board can adjust it because he thinks that is a good starting point.

Mr. Johns stated that Mr. Authelet has really covered everything. Mr. Authelet did initially approach himself and the Town Clerk; the Town Clerk because of the documentation issue; Veteran's because they have 65 veterans among those 550+/- graves and the Federal Government has set guidelines to replace those stones and that is very well laid out and they can replace the stone itself at no cost through the Federal Government. It would be a matter of contracting or someone placing them that would be their responsibility. From the six town cemeteries that were mentioned they have veterans of the Revolutionary War, War of 1812 in all of them and the Civil War in four out of the six cemeteries. Mr. Johns was brought in to support this team so he is available to whatever the Town Manager says they are going to do to support this community effort to restore these and he will bring his specialty in veteran's services and federal benefits to bear. Mr. Johns is at the disposal of the Board and the Town Manager.

Mr. Mitchell asked how long the process of the federal funds; we know we are going to do this, is it something that we can document those graves and apply now. Mr. Johns stated that the federal government will actually supply the stone; the biggest part of the work is getting the documentation. There are two things for the veteran graves; there is the proof of service which the further you go back the harder it is to get and then the proof of death (where they died). If they don't have documentation which they do have a lot of it, but if there is anything missing it is somewhere between \$25 to \$75 to get the documentation through the Federal Government and then they will provide the engraved stone or in the case of the older stones (they are actually raised letter stones) so it is a historical stone that it gets replaced with; they aren't sending money, they are sending a stone. The timeline on that at least for the more modern stones is about three months and he doesn't have any experience to give any details on how long it would take for the older ones. Mr. Mitchell stated that he wasn't sure where they were talking federal government if it would take years. Mr. Johns stated no, he would guess that they are talking a 3-6 month period to get stones sent here once we provide them with documentation and signatures from the town.

Mr. Authelet stated that resources he has used to develop records of individual soldiers he can produce for each one of those people so at least it gives them some specific information (where

they served and how they died) so it might help getting that documentation. If the veteran's family needed assistance from the government when he passed away, the government provided the stone and if they did that and that stone is damaged as long as it wasn't cemetery personnel who did it, it is a very quick replacement because the government did it in the first place. There are different categories.

Mr. Mitchell stated all of the other stones, if the town owns them and they are damaged because of trees or whatever the town has to replace them? Mr. Authelet stated it would be best to do something. You can take those pieces and provide proper ground insulation; you can't make the stone stand up again but if you can get those pieces together and they are still readable and still identifies the grave. One thing that the federal government requires is if the stone is severely damaged and there are just a lot of little pieces, it is a federal mandate that those pieces be pulverized just as you can't retire a flag without burning it, you pulverize those stones so that little bits and pieces of stone with someone's information on it isn't lying around somewhere and they would have an entire stone replace it.

Mr. DeVellis stated that the first biggest step is the public awareness and they have that now across the board. Mr. DeVellis asked Mr. Keegan to reach out over the next few months to Mr. Authelet and hopefully he will come back with a plethora of information that will get him to the next step.

8:20pm – Street Lighting South Grove Street – Roger Hill, Chris Mitchell

Mr. Hill stated that they had a request this past summer from a gentleman at the end of Grove Street and there is a situation down there that the tree canopies really bend and at night there is a fairly long space between the lights so there is not enough light. The last light in Foxborough is quite a ways up the street and then as you go down towards the Mansfield line there are three poles and when you get to the Mansfield line there is a light on their first pole so right now to put a light on any one those three poles would require the Board to vary the policy of one every three poles. Mr. Hill looked at it and found a pole that is suitable to put it on and he sent a memo to the Town Manager to bring it to the Board so the Board could decide whether they would like to vary from policy to allow them to have a light installed on that pole.

Mr. DeVellis asked Mr. Keegan to update the Board on their policy. Mr. Keegan stated that the Board has a policy currently that states that it is every other pole and this would mean that the Board would have to vary from that policy because this would be a side by side light situation. Mr. Hill stated that it is one in every three poles. Some years ago when the economy dropped the Board took out a lot of lights and basically said they would allow one on every third pole.

Mr. Gray asked if the light in Mansfield goes into Mr. Hill's counting. Mr. Hill stated that if you count that as the third pole, then yes. Mr. Hill stated that the spacing between poles are not all the same and sometimes you see a big gap between the poles. Mr. Hill stated on the sheet that Mr. Gallagher handed to the Board the red dots are the poles without lights and the green dots are the poles with lights. At Penni Terrace you have Pole #8 that has a light on it, you then have Poles #9, #10 and #11 that are all in Foxborough without lights and then the last green dot is in Mansfield and that has a light on it. Mr. Gallagher and Mr. Hill both agree that Pole #10 (second

one in from the town line) is the best location for it that way you don't have back to back poles straddling the town line. It brings it a little closer to Ray Charles Circle which is where the concern came from. Pole #9 has a transformer on it and is not really suitable for a street light and it is also very close to Pole #8 which has a light on it. Mr. Mitchell stated that this is a huge stretch between #9 and #10. Mr. Gray asked if a pole had been moved at one point in which Mr. Hill stated that he didn't know.

Mr. Mitchell stated that he drove this twice since picking up his packet. It seems like that is way too big of a stretch between poles; how are the wires being supported. Mr. Hill stated that they can go quite a ways between poles. Mr. Hill stated that there are some real long stretches between the poles on North Street. Mr. Hill stated that it is even worse in the summer at night. Mr. Mitchell stated that after riding around there and looking at the lights and walking around town on the drawing if you paid attention to it and you go down South Street the actual fixture on the lights are a totally different fixture than everything else he has seen and it is a lot brighter. This looks like it needs another light somewhere but have we looked into the difference in fixtures. Mr. Keegan stated that they are trying to purchase all of the light fixtures because we own them all and the next phase of that would be to actually implement an LED program to replace them all with LED's which are much better lights and they are whiter and cleaner lights and last a long time and they provide a much wider space of light as well. Mr. Mitchell asked what the time table on that and the whole conversion process would be. Mr. Keegan stated that you are probably talking about a couple of years to do that. Mr. Hill stated that they looked at a four or five year program to do it. Mr. Keegan stated that you have to buy them first which takes about a year and they would buy them over a period of time but during that period of time they could actually start paying for some of those lights to be replaced.

Mr. DeVellis stated that if the Board's policy is every third pole they don't need their policy here because that would mean that there would be a light on Pole #11 which you wouldn't need to change the Board's policy if the Board put it in at #11 but Mr. Hill and Mr. Gallagher stated that wouldn't make sense because there is one on the other side in Mansfield so going to #10 is their recommendation because they are saying that this makes sense with the distance. Is it one neighbor or is this a problem area? Mr. Hill stated that he sees it as a problem area. Mr. Hill didn't look at it from a standpoint of only one guy is complaining; he went down there and drove it at night. Mr. Mitchell stated that one stretch is very dark. Ms. Coppola stated that she was contacted earlier in the summer by a woman and she lives on South Grove so it is not just one person. Mr. Hill stated that the gentleman lives on Ray Charles Circle. Ms. Coppola stated that this woman said it was bad.

Mr. DeVellis stated that the recommendation is Pole #10 which is outside of the Board's policy and asked if Mr. Keegan was recommending it in which Mr. Keegan stated yes.

Motion by Christopher Mitchell to vary from their street light policy and approve to put a light on Pole #10 on South Grove Street. Seconded by John Gray.

Mr. Feldman asked if we would own that light if we put it up in which Mr. Hill stated no. Mr. Gallagher stated that we would have to go through National Grid. We will pay for the actual electrician to install the light and National Grid will come out and do the connection and then it

is a matter of whether it is a National Grid pole or a Verizon pole as to who actually owns the fixture but we have it in the works that within the next year or so we will own all of them. Mr. Feldman asked if we can request an LED light at that location in which Mr. Gallagher stated that it is on the town to pay the electrician to fund the streetlight being installed so we can do that. Mr. Keegan stated that it is actually less money to run it. Mr. Mitchell stated that would be good in that area where there is such a stretch. Mr. Hill stated that he wouldn't want to do too many of those at this time because the technology is rapidly changing on pole lights. Mr. Keegan stated that it is a pretty strict standard to reach this discussion tonight and we wouldn't be in front of the Board tonight asking for this unless they had kicked it around a lot.

Mr. DeVellis stated that the recommendation is clear.

Vote 5-0-0

8:35pm – Review/Accept Bond Refunding Bill – Randy Scollins, Finance Director

Mr. Scollins stated that he was before the Board six weeks ago talking about refunding/refinancing some of our bonds and the Board authorized that and so they bid that out and Mr. Scollins is back with the results and ultimately asking for the Board's acceptance. Mr. Scollins stated that they received competitive bids from eight bond underwriters on November 19, 2015 for \$7.535M with an 11 year general obligation and they are refunding bonds. FTN Financial Capital Markets was the winning bidder with an average interest rate of 1.57%. Bond proceeds will be used to refund the outstanding bonds the town originally issued on June 15, 2005 and August 15, 2006.

This refunding will generate a savings of \$1,036,415 over the remaining life of the bonds which is about \$243,000 higher than what they originally estimated. Prior to the sales Standard & Poor's rating services affirmed the towns AA+ bond rating and revised its outlook from stable to positive. Mr. Scollins stated that he is here to ask for the Board's vote to accept the low bid so they can complete this transaction over the next two days. Mr. Scollins provided a form of vote for the Clerk and it does need to be read and after the meeting Mr. Scollins will collect the Board's signatures to courier them off to the Bond Counsel in the morning if the Board accepts.

Mr. DeVellis thanked Mr. Scollins for his complete package. In summary it went out to bid, they got eight, and this is the best that you got in which Mr. Scollins stated exactly. Any downside that the Board should be aware of in which Mr. Scollins stated none. He wanted to inform the Board that you can only do this once for 20 year bonds so that is why they have to ask permission from the Board to do this. It is a great environment and part of it is luck and the timing that the rates are still low right now and they got a very competitive set of bids and a month from now he doesn't know if they could do any better so he would recommend this.

Mr. Feldman asked who put this official statement together. Mr. Scollins stated that it was a combination of our Financial Advisor, First Southwest, Mr. Scollins and Ms. Sinkus. Mr. Feldman stated that he read through the whole thing and the information in there is fantastic, not just for the reissuing of the bond but the statistics and data here for the town are invaluable and you can actually use this document when reviewing the budgets, looking at population statistics.

Mr. Scollins stated that is why he likes to share it with the Board because it is other than the financial statements themselves all of the statistics; he thinks it is probably one of the most comprehensive documents that you could provide about the financial health of the community and all of the different things that drive it. Mr. Scollins stated that he does have a bound copy for anyone that would like one.

Mr. DeVellis stated that the Clerk is asked to certify so he thinks the motion will be to read the vote of the Board of Selectmen.

I, the Clerk of the Board of Selectmen of the Town of Foxborough, Massachusetts (the “Town”), certify that at a meeting of the board held December 1, 2015, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: That in order to reduce interest costs, the Treasurer is authorized to issue refunding bonds, at one time or from time to time, pursuant to Chapter 44, Section 21A of the General Laws, or pursuant to any other enabling authority, to refund all of the Town’s (i) \$14,013,000 General Obligation Municipal Purpose Loan of 2005 Bonds dated June 15, 2005 and maturing on June 15 in the years 2017 through 2025 (inclusive), and (ii) \$4,515,000 General Obligation Public Safety Facility Bonds dated August 15, 2006 and maturing on August 15 in the years 2017 through 2026 (inclusive), (together, the “Refunded Bonds”) and that the proceeds of any refunding bonds issued pursuant to this vote shall be used to pay the principal, redemption premium and interest on the Refunded Bonds and costs of issuance of the refunding bonds.

Further Voted: that the sale of the \$7,535,000 General Obligation Refunding Bonds of the Town dated December 3, 2015 (the “Bonds”), to FTN Financial Capital Markets at the price of \$8,048,811.08 and accrued interest, if any, is hereby approved and confirmed. The Bonds shall be payable on August 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2016	\$620,000	3.00%	2022	\$800,000	3.00%
2017	845,000	3.00	2023	785,000	3.00
2018	840,000	3.00	2024	765,000	3.00
2019	835,000	3.00	2025	205,000	3.00
2020	825,000	3.00	2026	205,000	3.00
2021	810,000	3.00			

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 13, 2015, and a final Official Statement dated November 19, 2015 (the “Official Statement”),

each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: to authorize the execution and delivery of a Refunding Escrow Agreement to be dated December 3, 2015, between the Town and U.S. Bank National Association, as Refunding Escrow Agent and Paying Agent.

Further Voted: that the Town Treasurer and the Board of Selectmen be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Treasurer to establish post issuance federal tax compliance procedures in such form as the Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

Further Voted: that each member of the Board of Selectmen, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: December 1, 2015

Clerk of the Board of Selectmen

Vote 5-0-0

8:43pm – Review/Vote on Stadium Seating Agreement – William G. Keegan, Jr.

Mr. DeVellis stated that this was the third time this was on the agenda. The first time was to authorize the Board to go into discussion and the second time they came back with a draft and it went back to Mr. Keegan and Town Counsel who sat with the Kraft Organization and went

through the fine details of it and came to an agreement so the Board is now ready to take a vote on it.

Mr. Keegan stated that this is a good faith compromise on both parties and he is pleased to be able to bring this forward to the Board for consideration tonight. The vote that the Board will be taking will be to authorize the Town Manager to sign this agreement on behalf of the town. The Kraft Group will sign following this. This represents effectively a 50% compromise in terms of revenue for the seats that were removed. The total seats that were removed were about 2,052 seats according to the agreement. The town will receive \$1.52 for each of those seats times ten games. The reason that the \$1.52 is the number is because that is the number for NFL games. There is a higher number for special events, concerts, etc., of \$2.55 but the Optum Field Lounge seats are not used for that purpose, they are only used for NFL games. We will receive that payment from the Kraft Group for those seats. What is important about this is that it allows us the opportunity to move forward and have further discussions about the terms of the lease because as you can see the business is evolving before our eyes. At this point in time we will allow things that weren't considered to be a part of the original lease document and now is the time for us to start looking at those things to see how we can collectively gain both financially as well as productively at that property for both the town and the Kraft organization. This is an opportunity to get us off on the right foot and Mr. Keegan is appreciative of both this Board and the Kraft Organization to come to some resolution about reaching this point. There has been a dispute about how this current agreement applies. This agreement while it is an MOU (Memorandum of Understanding) does not in any way amend the existing document; that document still remains in place. This is an agreement to move forward on an interim basis until they can actually come to some final terms as to how they will deal with the bigger issues overall.

Mr. Gray asked if this expires or runs out at the end of the football season. Mr. Keegan stated that it does and they will then effectively either come to a resolution of what the terms are for the new agreement and hopefully bring something forward for consideration at the Annual Town Meeting, if not then they will have to come to some other interim agreement for that.

Mr. Mitchell asked if everyone has already started talking about the lease or are there scheduled meetings. Mr. Keegan stated that they have had some preliminary discussions; they have had a couple of meetings and they are trying to decide on an agenda of items that they would like to talk about and they are trying to schedule a meeting in a couple of weeks to do that. Mr. Keegan just wanted to make sure that everyone is aware of the fact that he has heard from members of the Board and everyone has done their due diligence about this agreement. Provided everyone is in concurrence about this agreement they will then move on to the next phase.

Mr. Gray stated that this doesn't obligate them for any future action, they just basically said that we will get through this and put it behind us and we will then begin to talk about what the future might bring but there is no definition to that yet in which Mr. Keegan stated that is correct, they are working on that piece right now. Mr. DeVellis stated that there have not been any formal meetings that anyone has missed, it just hasn't started yet and they are working towards that.

Mr. Mitchell asked if the Kraft Group was fine with this in which Mr. Keegan stated that both sides have agreed to the terms.

Ms. Brue stated that the optics that she sees on this, it strikes her that it is very similar to a request for the waiver of admission fees to MIIA games because this is related to the fact that there is an admission being charged for entry to these clubs; it seems like it is being waived. Mr. Keegan stated that this is not the same because the reason there is a dispute over this is because this is a different type of fee being charged; it is not a ticket fee per say but they are resolving it that way in terms of what the value is for the seats that have been removed. It is a 50% agreement to go forward with the bigger issue to charge for those seats going forward because there are going to be other changes at the stadium going forward so as a result they want to come to a better understanding of that. Ms. Brue stated to her, it is too close to the payment in lieu of taxes that is being affected here. Just the optics to her are exactly the same as waiving an admission fee. Mr. Keegan stated that it is not the same because the ticket fee is very specific in terms of there is actually a ticket being exchanged for a seat in the stadium; this is actually an additional fee for a new area and as a result the tickets for the rest of the remaining part of the stadium is still being charged, this is a case where they removed seats and now they charge an additional fee for going into this area. There are seats within this area but it is an area that is in addition to a person's admission ticket, so it is an additional fee on top of that. As a result, this agreement is how that is being handled and this is an interim solution until they can get to the bigger discussion on that; it was a compromise. Otherwise, the thought would be that we would have to go to arbitration and for the amount of money that we are talking about it would have cost us probably half of what we are going to receive in order to pay that for just the arbitration fee. Ms. Brue stated that she is happy to hear that it is for just one season that they are talking about. Mr. Gray stated that it doesn't set a future precedent; that discussion is yet to come. Mr. Keegan stated that the important thing is that this does not change the agreement that is the key piece of the language in this agreement. Mr. DeVellis stated that the only way the agreement can get changed is if it goes to town meeting. At the very beginning of this exercise they engaged town counsel to say what is the legal opinion from the town's perspective and then they asked for a legal response from the Kraft organization which is public record. The mediation, the mitigation and the litigation they looked at the pluses and minuses and the town comes out behind on that. The Kraft Organization feels one way and the town feels the other, this is let's take a time out and lets go over it for the next couple of months. If they can't, they are back exactly where they started.

Motion by Christopher Mitchell to allow William Keegan to sign the MOU with NPS, LLC.
Seconded by John Gray. **Voted 5-0-0**

8:53pm - Special Town Meeting/Warrant Articles Update

Mr. DeVellis stated that he wanted to keep this on the agenda for no other reason than to keep the warrant articles in front of them in case there are changes through the process of the Advisory Committee or clarification that people wanted. Mr. DeVellis asked Mr. Keegan if anything has changed from the Advisory Committee that they need to discuss in which Mr. Keegan stated not at this juncture.

Mr. Gray stated at the last Board of Selectmen meeting there was some language to the Sexual Abuse Committee and the Board adopted that with instructions to see what state law requires because there was some issue about the age in which someone could be a reporter. Mr. DeVellis asked if that was clarified with the Advisory Committee in which Mr. Gray stated yes, that is where it stands presently.

Mr. DeVellis asked if any of the other articles were changed significantly in which Ms. Bernard stated no, the last draft was presented at the last Ad Com meeting and they do not have any changes.

8:55pm – Town Manager Update – William G. Keegan, Jr.

Mr. Keegan stated that he wanted to congratulate the football team for winning on Thanksgiving Day and they had a really exciting finish to the season with a 13-12 win over Mansfield so congratulations to them for a great season and great win on Thanksgiving Day.

Mr. DeVellis stated that the Cheerleaders are going to the Nationals for the first time in a long time.

Congratulations to Normandy Farms Family Camping Resort which is located right here in Foxborough was awarded Large Park of the Year by the National Association of RV Parks and Campgrounds during its Annual Outdoor Hospitality Expo held November 2-6 in Daytona, Florida. This is the fourth win for Normandy Farms also the award recipients in 1985, 1995, 2005, and now in 2015. At the Board of Selectmen's next meeting they hope to have a proclamation prepared for the Board's signature. Mr. Keegan stated that Representative Barrows will be here with something as well so they just want to formally recognize them for that award. Mr. Keegan stated they are number one in the country. It is a great facility and it has always been lauded as being one of the number one campgrounds in New England for years and now it is being recognized in a much broader level. Congratulations to them for their outstanding accomplishment.

Mr. Keegan stated that just as a reminder to the residents that Dooley will be doing their annual collection of Sharps for Foxborough residents on Tuesday, December 15, 2015 from 12:00pm-2:00pm and it will be held in the McGinty Room at the Foxborough Public Safety Building located at 8 Chestnut Street. If anyone has any questions about that please contact Dooley at 508-543-1389.

Today Mr. Keegan met with Representative Barrows on a couple of items and one item is that they are dealing with the two land issues dealing with the town and one is the land issue over at the state property located at Chestnut Green down at the former auditorium site. The previous language had been submitted to House Counsel and Town Counsel has come back with some additional changes which they may have to bring back to the Annual Town Meeting for further adoption. That is on hold right now until they can get that resolved but they are trying to get that resolved as quickly as possible.

The second thing is that they are trying to resolve a land issue that was on the former State Hospital land located down on Walnut Street and Route 140 and they want to use some of that land for the Housing Authority use as well and that is being worked on as we speak.

Representative Barrows also forward some sample language that the House and Senate have been working on for cities and towns when they want to update, change or make requests for updated liquor licenses. The next time they go to town meeting they can use that and just submit that language.

The Boston Regional Metropolitan Planning Organization are going through their development process and milestones for the FY17 – FY21 program and they are going through their process which actually starts on December 18, 2015 by first identifying the new tip contacts for each community. This would typically run through the Town Manager's Office and Town Engineer which is an easy step and that has to be in by December 18, 2015. They are going to be looking for complete project funding application forms by January 30, 2016 so Mr. Keegan will discuss with Mr. Hill and his crew to see where we are with that. It goes through a series of processes all the way up through May 5, 2016 of next year. They will release the final draft of the 2017 – 2021 tip program. There is a meeting on Tuesday, December 15, 2015 and again on January 12, 2016 to look at that process.

Those are the main topics that they have been working on.

The other thing of course is that they are going to be undertaking a major auction which has not been done in this town for many years and Mr. Keegan is very pleased to see that they are finally moving forward on this front. The Town Asset Review Committee has brought forward four different properties:

1. Former fire
2. Funeral Home located directly behind the fire station
3. 1.64 acre wooded land parcel located at Garrett Spillane Road
4. Land Lock Parcel of 1.34 acres of land located off of Cross Street

The auction will be held December 15, 2015 at 12:00pm and will be held in the Boyden Library, 10 Bird Street here in Foxborough.

If anyone has any questions about this property or any of the properties as Mr. Keegan has just indicated, they recommend that you contact the Zekos Group who is the town's auctioneer for this process. They have a website at www.zekosgroup.com and they can also be contacted at 508-842-9000. This is also listed on our website if anyone has any further questions. It is an important piece because it is something that has been contemplated for quite some time and they are very pleased to be able to get this done.

Mr. Keegan stated that there will be an open house this Saturday from 11:00am-12:00pm at the fire station to look at that property. Mr. DeVellis asked if that was all the properties or just the fire station in which Ms. Sinkus responded just the fire station and funeral home.

Mr. Mitchell asked if there are signs on the other parcels. Ms. Sinkus stated the land lock no, but Garrett Spillane has a sign. Mr. Mitchell asked if all of the abutters have been notified in which Mr. Keegan stated yes.

Ms. Coppola asked Mr. Keegan if he had an update on the Housing Trust Committee. Mr. Keegan stated that they have not met and that is one of the first things that he is going to talk to the new town planner about tomorrow morning. Ms. Coppola asked if the committee is complete now in which Mr. Keegan stated that they still need members. They only have one member that they can actually recommend. Mr. Keegan stated that they have the town members. Ms. Coppola asked if they still need those couple of members or can they function with what they have. Mr. Keegan stated that they can probably function with what they have. Ms. Coppola stated that it is December now. Mr. Keegan stated that he will work through that tomorrow morning with Ms. Duncan.

9:05pm – Assistant Town Manager Update – Mary Beth Bernard

Ms. Bernard stated that they are currently happy to announce that they are using an automated applicant tracking system which is something that the town purchased a few years ago but now our infrastructure has caught up and our staffing. They have three positions currently advertised on our website; one is due to a resignation of the Payroll Coordinator. They are looking for two minute takers for the Economic Development Advisory Board and the Advisory Committee and they are both looking for Wednesday night minute takers. They also have a retirement in Public Works so they posted the Public Works Supervisor position. Ms. Bernard welcomes everyone to go on to our website and click on “Job Opportunities” and it takes you from there to an automated application that they can fill out.

They are making some progress on the contracts. They are meeting with Ad Com tomorrow night and this Board later in executive session to discuss the Library contract. They are hoping to have another one solved by the next meeting. They have started negotiations for the next cycle with another few groups.

They are making progress with policy documents and the Personnel Wage Board are really hard at work and are meeting every other week. They have redefined the Personnel By Law; are creating a standalone policy document manual and they created a mission statement. They are using H.R. counsel to help them and those will be ready for the Annual Town Meeting in warrant article form.

It was mentioned already by Chairman DeVellis but Ms. Bernard wanted to do a shout out to the Recreation Staff, Jaycees and their new Library Director, Manny Leite for all of their hard work on the tree lighting. It was just a festive and feel good community event and Ms. Bernard was thrilled to be a part of it.

9:00pm – Action Items

Motion by Christopher Mitchell to accept the gift donation of \$50 from Ms. Evelyn Malm in memory of Ted Inman for the Council on Aging. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation of \$290 from various donors for the soldier statue for the Foxborough Historical Commission. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$200 from anonymous for the Council on Aging & Human Services programs. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$50 from Shirley Emery for animal care to Animal Control. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$50 from Mr. & Mrs. Wheatley, III in memory of Ted Inman to the Council on Aging. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to reappoint John Hazeldine to the Agricultural Commission with a term expiring 12/24/18. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to renew Anwar Saliba Hackney License expiring 12/1/17. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$100 from Anonymous in memory of Priscilla Kennedy to the Council on Aging. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$2,500 from Foxboro Youth Baseball & Softball Association for dugout construction at Payson Road to the Recreation Department. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$2,167.94 from TD Bank to be used for repairs on the Booth Castle and Booth Field Playground to the Recreation Department. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation in the amount of \$1,228.70 from various donors for the Flagpole Fund to the Friends of Foxboro Flagpole. Seconded by John Gray. **Vote 5-0-0**

Mr. DeVellis stated that they are about 50% now.

Mr. Mitchell read the list of flagpole donors.

Motion by Christopher Mitchell to approve the Public Event Application from the Foxborough Jaycees for Caroling on the Common on December 17, 2015 from 5:00pm-8:00pm. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation worth approximately \$24 each for (6) Family Passes to Winter Skate at Patriot Place from the Patriot Place Management for the Citizens of Foxborough to the Recreation Department. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the gift donation worth approximately \$1,200 for 200 One Day Passes to the Winter Skate at Patriot Place from the Patriot Place Management to be passed out by Mr. & Mrs. Claus at the Annual Tree Lighting to the Recreation Department. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to accept the November 17, 2015 Board of Selectmen Minutes as written. Seconded by John Gray. **Vote 5-0-0**

Motion by Christopher Mitchell to adjourn the Board of Selectmen's meeting at 9:30pm and adjourn into executive session. Seconded by John Gray. **The motion carried 5-0-0. Roll Call Christopher Mitchell – yes, James DeVellis – yes, John Gray - yes, David Feldman – yes, Virginia Coppola – yes**