

Town of Dudley

Board of Selectmen

Highway Commissioners
Cemetery Commissioners
December 20, 2021 @ 6:30pm
Dudley Municipal Complex
71 West Main Street
Dudley, MA 01571
Approved 1/11/22

Some matters have been taken out of agenda order but were typed up in agenda order for ease of locating information when necessary.

1. Call to Order, Pledge of Allegiance:

Honorable Vice-Chairman John Marsi opened the meeting at 6:30pm. In attendance were Hon. Kerry Cyganiewicz, Hon. Jason Johnson and Hon. Steven Sullivan. Also, present were Jonathan Ruda, Town Administrator and Michelle Jervis, Administrative Secretary. Hon. Paul Joseph had requested to participate remotely under 940 CMR 29.10(7) and the reason is Personal Illness.

2. Consent Agenda

Steven Sullivan motioned to dispense with the reading of the 2022 license renewals in as part of the Consent Agenda. Jason Johnson seconded.
Roll Call Vote:

**John Marsi, Aye,
Steven Sullivan, Aye,
Jason Johnson, Aye,
Kerry Cyganiewicz, Aye,
Paul Joseph, Aye.**

Steven Sullivan motioned to approve the Consent Agenda which encompassed approving the meeting minutes of December 6, 2021, reappointment of Deborah Thibaudeau as MIS Director with a term to expire December 31, 2022, reappointment of 2021-2022 Police Reserve Officers with a term to expire December 31, 2022 – Officer James Rivera, Officer Robbie L'heueux, Officer Paige Moroz, Officer John Glowacki, Officer Anthony DiDonato and Officer Elizabeth Wojnar. Also reappointment of Officer Eric Gulkin with a term to expire 6/30/2022. Kerry Cyganiewicz seconded.
Roll Call Vote:

**John Marsi, Aye,
Steven Sullivan, Aye,
Jason Johnson, Aye,
Kerry Cyganiewicz, Aye,
Paul Joseph, Aye.**

3. Appointments:

Appointment of Full Time Officer – Police Chief Steven Wojnar and Officer Paige Moroz came before the Board. Chief Wojnar stated that for almost 9 years his department has

gone without a female officer and recommends Officer Moroz for the position. Officer Moroz thanked everyone for their support and looks forward working full time for the department and town she grew up in. **Steven Sullivan motioned that the Board votes to offer Ms. Paige Moroz a full time position with the Dudley Police Department and authorized to work under her reserve officer appointment or via waiver through the Commonwealth, at the discretion of the Chief and that she will assume the position of Student Officer upon her entrance into the police academy and upon successful completion of all requirements, she will be appointed, by the proper vote of the Board, as a full time probationary officer with the department. The Board acknowledges that although she is not subject to the collective bargaining agreement for seniority purposes, and upon successful completion of all requirements, her initial date of hire will be December 20, 2021. Kerry Cyganiewicz seconded.**

Roll Call Vote:

Steven Sullivan, Aye

Paul Joseph, Aye

Kerry Cyganiewicz, Aye

John Marsi, Aye

Jason Johnson, Aye

Dudley Police Department – Declare Sergeant Opening – Chief Wojnar stated that due to the promotion of Lieutenant Karlowicz he will have a sergeant vacancy within the department and requesting the Board to declare an opening. Based on his research it is believed a modified process, like the Lieutenant’s assessment should be conducted. **Jason Johnson motioned to approve the revised job description for the position of Sergeant and to declare a Sergeant opening effective today, 12/20/21 with an anticipated date of appointment to be early February 2022 and to vote to authorize the Chief of Police to work with Public Safety Consultants, LLC to conduct a written examination and assessment center to establish a list of candidates for the position of Police Sergeant.**

Steven Sullivan seconded.

Roll Call Vote:

Steven Sullivan, Aye

Paul Joseph, Aye

Kerry Cyganiewicz, Aye

John Marsi, Aye

Jason Johnson, Aye

4. Town Administrator’s Report:

Mr. Ruda stated that he will be preparing a budget memo this week to department heads asking for their budgets by the third week in January with conservation guidance. He has a positive outlook for the budget addressing regulatory compliance and employee retention along with several new sources of revenue. Regarding the testing of the five (5) private wells on Eagle Drive, the results came back that any chemicals, including PFAS, were within the limits from Mass Department of Environmental Protection (MassDEP).

However, we will be working with Mass DEP on any further testing that they require.

Steven Sullivan motioned to accept the Town Administrator’s report. Kerry Cyganiewicz seconded.

Roll Call Vote:

John Marsi, Aye

Paul Joseph, Aye,

Jason Johnson, Aye

Steven Sullivan, Aye

Kerry Cyganiewicz, Aye

5. Public Hearing:

6. Licenses:

a. Henry's Sales and Service – Tabled from 12/6/21 - Request to change maximum number of vehicles from 8 vehicles to 13 vehicles – The Board reviewed the change of maximum number of vehicles and was satisfied with the Building Commissioner and Police Chief's reports. All agreed to move forward with the change of maximum vehicles on the lot at 65 Schofield Ave. Steven Sullivan motioned to grant the request from Henry's Sales and Service at 65 Schofield Ave. to change the maximum number of vehicles on their Class II Secondhand Vehicle License from 8 vehicles to 13 vehicles. Kerry Cyganiewicz seconded.

Roll Call Vote:

John Marsi, Aye

Paul Joseph, Aye,

Jason Johnson, Aye

Steven Sullivan, Aye

Kerry Cyganiewicz, Aye

b. Polish National Alliance of Dudley, Inc. d/b/a PNA – Change of Officer/Director – James Madden and Anna M. Agathos came before the Board. Mr. Madden is the manager of the bar and is requesting the Board approve Anna Agathos to become a new Officer/Director taking the place of Felicita Harvey. Jason Johnson motioned to accept the new Officer/Director of the PNA, Anna Agathos. Kerry Cyganiewicz seconded.

Roll Call Vote:

John Marsi, Aye

Paul Joseph, Aye,

Jason Johnson, Aye

Steven Sullivan, Aye

Kerry Cyganiewicz, Aye

7. Old Business:

a. Permitting Fees Study/Request to Adjust Permitting Fees – Tabled from 12/6/21 - Olivia Antonson, Intern from Nichols College, came before the Board with a presentation on Permitting fees study and to request to adjust permitting fees. She provided the Board with a financial summary and analysis of the Building and Zoning Departments First years from 2016 to 2021 and compared permit fees from five (5) local towns, Webster, Oxford, Southbridge, Charlton and Sturbridge. The last increase in permit fees came in 2012. Dudley's permit fees for the most part are much lower than the other towns in the area, with a few exceptions and she provided an average. New material for this presentation was submitted at the request of Selectmen Johnson. Selectmen Johnson wants to see a plan that we would be able to look at in the future and wants to know where we are and where we are going. We can determine with our fixed and variable costs with more activity; any expended revenue would cover more costs. Ms. Antonson prepared her report and Selectmen Johnson thanked her. Steven Sullivan motioned to accept the new fee schedule based on the fact that the fees have not been changed since 2012 and that we had a presentation put forward to accept the fee schedule stated in the document dated 12/20/21. Paul Joseph seconded. Kerry Cyganiewicz

recommended that the Board increase the Commercial Plumbing fee since it was lower than the others and we need to retain our inspectors. All agreed to modify the motion to include Commercial plumbing increase from \$150.00 to \$175.00.

Roll Call Vote:

John Marsi, Aye

Steven Sullivan, Aye

Jason Johnson, Nay

Kerry Cyganiewicz, Aye

Paul Joseph, Aye

b. ABCC 2022 Seasonal Population Increase Estimation Form – The Board signed the ABCC 2022 Seasonal Population Increase Estimation Form with the estimated population for Dudley in July 2022 of 11,232.

8. New Business:

Joint Meeting with Board of Health – Members of the Board of Health came before the Board, Jennifer Cournoyer, Lorri Ducharme, Roberta Johnson and Camille Griffin, Health Agent. Ms. Griffin stated that they had a joint phone call with Harrington Memorial Hospital, and they are feeling the recent COVID-19 surge in our communities. Roberta Johnson, who is also Dudley's Public Health Nurse, stated that in that meeting they asked if towns would be willing to implement a mask mandate in town and the feedback was that many towns were not on board. It would be more advantageous for us to provide vaccines. She placed the order today for 100 vaccine shots for anyone who has not received a vaccine or in need of a booster and will schedule a date for the clinic. Mr. Ruda, who participated in the phone call, stated that Harrington readily admitted that it a mask mandate would not be enforceable and the more people to get vaccinated the better. All thanked the Board for their hard work.

9. Department Head Comments:

10. Adjournment:

Steven Sullivan motioned to adjourn at 8:25pm. Kerry Cyganiewicz seconded.

Roll Call Vote:

John Marsi, Aye

Jason Johnson, Aye

Paul Joseph, Aye

Steven Sullivan, Aye

Kerry Cyganiewicz, Aye

Respectfully submitted

Michelle Jervis

Administrative Secretary