



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, March 9, 2017
Selectmen's Meeting Room
7:00 pm

Present: Chairman, Elaine Kelly
Janice Hight
Rick Nieber
Tony Poteete
Bob D'Amico

Also present: John Coderre, Town Administrator
Kelly Burke, Senior Center Director
Adrienne Cost, COA Chair.
Christopher Lindquist, Library Director
Michelle Rehill, Library Trustees Chair.

The meeting was called to order at 7:00 p.m.

JOINT MEETING WITH FINANCIAL PLANNING COMMITTEE

Presentation of Community Preservation Committee Warrant Articles

Town Planner Kathy Joubert introduced the following six articles, representing \$545,900 in CPA allocations, which have been approved by the Community Preservation Committee for inclusion on this year's town meeting warrant. Four articles relate to the open space category and include work being done by the Conservation Commission on Bartlett Pond; trail work by the Trails Committee; phase II of the Town Common; and the final payment for the debt service on the Green Street parcel. One article in the housing category is for the Northborough Affordable Housing Corporation pertaining to the creation of affordable housing and one article pertains to the annual administration of the Community Preservation Act. A seventh article pertains to the purchase of the White Cliffs, which is on hold pending the outcome of the seller's remediation efforts regarding the removal of an underground storage tank.

- \$30,000 for the Conservation Commission for treatment of invasive weeds in Bartlett Pond.
- \$30,000 for the Trails Committee for on-going trail maintenance and purchase of signs and kiosks.
- \$100,000 for the Northborough Affordable Housing Corporation for the creation of affordable housing.
- \$315,000 for the Northborough Department Public Works for the creation of a town common at 39 and 45 West Main Street and 0 West Main Street. This is Phase II of two phases. (Ms. Joubert noted that the dollar amount is currently under review given the receipt of a \$215,000 grant).

- \$45,900 for debt service associated with purchase of Green Street parcel.
- \$25,000 for CPC administrative expenses associated with implementation of the Community Preservation Act.
- White Cliffs debt service payment (to be determined)

Economic Development Update

Ms. Joubert reviewed her memo dated March 6, 2017 which provided the Committee with an update regarding the following economic development projects in Town:

333 Southwest Cutoff – baseball fields and medical facility constructed; additional commercial square footage approved, not yet constructed

- 29 acre site
- Town water and sewer
- Commercial development along Route 20 frontage and baseball training facility on rear of property
- 3 retail/commercial pads approved. 30,000 sf bldg. completed (UMass urgent care facility, UMass medical offices, office space for baseball facility, batting cages). Additional space on site for 12,000 sf restaurant with alcohol, 6000 sf bank/commercial, and 2000 sf drive-thru restaurant.
- 3 baseball diamonds
- Industrial District with Major Commercial Development Overlay District
- Pedestrian crosswalk and signal has been installed on Route 20 connecting 333 Southwest Cutoff and Shops Way

370 Southwest Cutoff – under construction

- 19 acres
- Town water and sewer
- Stand-alone businesses include: Anthony’s Coal Fired Pizza and Med Post medical clinic in 6826 sf building, 5300 sf Applebee’s, and 7500 sf Margarita’s (101 outside seats and 236 inside seats).
- Operating businesses in 42,000 sf retail building include: Mooyah’s, Jimmy John’s, Lux Nails, Sport Clips, Oasis Dental, and St. Vincent medical offices. Hanto’s restaurant will be opening soon. Three spaces are vacant.
- Entrance off of Shops Way
- Industrial District
- Traffic signals have been installed at intersection of Shops Way and driveways to Applebee’s/Margarita’s and BJ’s Gas/Starbucks/Burger King
- Traffic signal to be installed at north entrance within 12-18 months

200 Southwest Cutoff – potential development

- 50 acres
- Town water and sewer
- Presently operating as a sand and gravel operation
- Site under agreement for pad-ready commercial development
- Industrial District

- Application of Major Commercial Development Overlay District available

1-C Belmont Street (Route 9) – approved, not constructed

- 3.56 acres
- Site was previously approved for a used car lot and was recently approved for an off-site sign for Northborough Crossing. Per ZBA decision, only one use is allowed on the site. Applicant is pursuing pylon sign.
- Highway Business District

0 Bartlett Street (next to FedEx site at 300 Bartlett Street) – approved, not constructed

- 99 acres
- Town water and sewer
- 340,000 sf and 350,000 sf warehouses
- Industrial District

301 Bartlett Street – approved, not constructed

- 32 acres
- Town water and sewer
- 220,000 sf warehouse/distribution facility
- Industrial District

113 West Main Street – under construction

- .44 acre site
- Town water and sewer
- 2200 sf commercial building. Being marketed as dental or retail space.
- Downtown Business District

25 West Main Street – under construction

- Bridal shop and doctor’s office

40 Bearfoot Road – under construction

- 10 acres
- Town water and sewer
- Industrial District
- Conversion of existing 61,530 sf building to a U-Haul commercial self-storage facility and construction of 2500 sf warehouse

33-39 Main Street – under construction

- HFH and NAHC development
- Both houses to be rehabbed
- 2 units with 2 bdrms
- 1 unit with 3 bdrms
- 1 unit with 5 bdrms
- Family selection lottery to be held on March 9, 2017.

16 East Main Street and 173 Main Street – under construction

- Duplex

16 Whitney Street – *building permit issued*

- Single family home

18 Whitney Street – *Special Permit approved*

- Duplex

269 Main Street – *Special Permit approved*

- 3600 sf auto repair shop relocating from Bartlett Street

225 & 227 South Street – *Special Permit approved*

- Two duplexes with shared common driveway

Chairman Kelly asked that the Town Planner provide an update on the expected tax revenues from the development of the second phase of Northborough Crossing.

Joint meeting with the Financial Planning Committee ended at 8:15 p.m.

APPROVAL OF MEETING MINUTES

Mr. D’Amico moved the Committee vote to approve the March 2, 2017 minutes, Ms. Hight seconded the motion. Minutes approved as submitted.

PRESENTATION: SENIOR CENTER – KELLY BURKE, SENIOR CENTER DIRECTOR

Senior Center Director Kelly Burke presented her FY2018 Budget. There are no significant changes for the FY2018 Senior Center budget. Overall, the departmental budget is up 3.28%, or \$8,616 which includes a \$3,000 increase for building maintenance costs. The departmental budget as presented includes 2% wage increases for Union and Non-Union personnel. As in previous years, \$11,259 will be expended directly from the Senior Center’s program revolving fund to supplement the contractual services line which is used to pay for the cleaning and maintenance of the building.

Ms. Burke provided an update on the various programs offered at the Senior Center and provided brochures and pamphlets for each.

PRESENTATION: LIBRARY – CHRISTOPHER LINDQUIST, LIBRARY DIRECTOR

Library Director Christopher Lindquist presented his FY2018 Budget. Overall, the FY2018 Library Budget is up 5.47%, or \$41,982. The current departmental budget, which was presented as a draft, includes a 2% wage increase for Union or Non-Union personnel. The draft budget also includes the addition of a part-time Library Page position at \$4,576. An additional \$5,575 was added to the books, supplies and non-print media budgets to keep the materials budget in line with State requirements.

Mr. Lindquist provided a handout that detailed usage trends and circulation statistics, as well as program updates. Although the number of borrowed items is down 5.2% since FY2010, attendance at programs is up. He noted that there were 674 programs offered last year, up by 214 from the previous year. Lastly, Mr. Lindquist informed the Committee that the Library recently received a bequest of \$36,000.

NEXT MEETING DATE AND COMMITTEE MEETING SCHEDULE

The Committee meets next on Thursday, March 23, 2017 at 7:00 p.m.

ANY OTHER BUSINESS TO COME BEFORE THE COMMITTEE

None.

ADJOURNMENT

Ms. Hight moved to adjourn; Mr. D'Amico seconded; motion to adjourn was unanimous.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

John W. Coderre

John Coderre, Town Administrator

Documents used during meeting:

March 9, 2017 Meeting Agenda

March 2, 2017 Meeting Minutes

CPC Memo

Economic Development Update

Senior Center Budget & Program Handouts

Library Budget & Handouts