

**BOARD OF SELECTMEN
MEETING MINUTES - FEBRUARY 11, 2008**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

MEMBERS PRESENT: William Pantazis, Chairman
Leslie Rutan, Vice Chairman
Fran Bakstran, Clerk
Jeff Amberson
Dawn Rand

*Pledge of Allegiance

APPROVAL OF MINUTES – JANUARY 28, 2008 REGULAR MEETING

Selectman Rand moved the Board vote to accept the Minutes of the January 28, 2008 Regular Meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

7:00 p.m. - MARK LEAHY, POLICE CHIEF
Appointment of Police Lieutenant.

Chief Leahy was present along with Sergeant William Lyver. Members of the Police Department and friends and family of Sergeant Lyver were present. Chief Leahy informed the Board that Sergeant Lyver has successfully passed all of the required components of the Lieutenant's promotional process. He requested that the Board appoint William Lyver to the position of Police Lieutenant.

Selectman Bakstran moved the Board vote to appoint Sergeant William E. Lyver, Jr. to the position of Lieutenant effective February 11, 2008, subject to finalization of terms and conditions for the appointment; Selectman Amberson seconded the motion; all members voted in favor.

Lieutenant Lyver thanked the members of the Board for their support. Chief Leahy invited members of the Board to attend a formal badge-pinning and swearing-in ceremony at the Police Department on February 12, 2008 at 7:00 pm.

REPORTS

Dawn Rand

- Attended the recent Chocolate Spectacular event sponsored by the Friends of the Senior Center. The Friends donated \$7500 to be used towards a study as to whether or not geothermal heat can be used in the new senior center. Thanked the Friends for the funds that they raise to benefit the senior center.

Jeff Amberson

- Attended the recent Chocolate Spectacular event. Thanked the Friends of the Senior Center for coordinating the event and thanked Whitney Place for hosting the event.
- Encouraged residents to educate themselves on the senior center project in order to make an educated decision when the project is presented at Town Meeting.

Fran Bakstran, Clerk

- Attended the recent Chocolate Spectacular event.
- Noted that the Interview Committee met with an applicant for the Council on Aging prior to tonight's meeting. See below for appointment.
- Noted that approximately one dozen presentations are being planned to educate residents on the Senior Center project. The Council on Aging is also working on an educational program to be aired on the cable access channel.
- Attended a recent meeting of the Historical Commission. Provided an update on their current efforts.
- Noted that the last meeting of the Solid Waste Advisory Committee had more members in the audience than those who serve on the Committee. Expressed her appreciation to those residents who attended this meeting.

Leslie Rutan, Vice Chairman

- Announced that a Band Concert will be held at the High School on February 12th at 7:30 pm in the new auditorium.
- Thanked the Police Chief for his annual report. Highlighted some of the statistics and programs included in the report.

APPOINTMENT TO THE COUNCIL ON AGING

Selectman Bakstran moved the Board vote to appoint Donna Ordway to the Council on Aging for a three-year term; Selectman Rand seconded the motion; all members voted in favor.

PUBLIC COMMENTS

No comments.

FY 2009 BUDGET POLICIES

Mr. Brenner made a presentation to the Board on his proposed Budget for FY 2009, which remains within Proposition 2½. He reviewed the following reductions and stated that when these reductions are combined with additional estimated revenue and other budgetary adjustments, the Municipal Budget would be within the limitations of Proposition 2½.

Reserve Fund Account

Eliminate for one year funding for Reserve Account	(\$118,500)
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Stabilization Fund Account

Eliminate for one year funding of annual contribution to Stabilization Fund	(\$100,000)
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FY 2009 BUDGET POLICIES CONT. . .Staffing Reductions

Defer filling vacancies in following positions:

- Assistant Town Engineer
- Public Works Equipment Operator

Defer filling new Library positions

Salary and Benefits (\$132,000)

Veterans Agent

Reduce funding for aid to veterans due to current reduced caseload from \$21,000 to \$10,500 (\$ 10,500)

Historical Commission

Reduce Commission request to FY 2008 level of funding from \$700 to \$500 (\$ 200)

Debt Service

Reduction in estimate for Debt Service costs (\$100,000)

Transfer from Trust Funds

To underwrite some costs of Health and Public Works Departments, and Family & Youth Services Department (\$ 58,428)

Transfer

State reimbursement for Transportation for Student attending Norfolk Agricultural High School (\$ 18,900)

TOTAL REDUCTIONS (\$538,528)

Mr. Brenner informed the Board that at this time it is estimated that for FY 2009, the Municipal Budget, the Northborough K-8 Schools' Budget, and the Assessment for the Algonquin Regional High School may all be increased 3.75%, and the overall Budgets would be within the limits of Proposition 2½.

With respect to the Assessment for the Algonquin Regional High School, Mr. Brenner informed the Board that the increase for FY 2009 is predicated on the Regional School Committee acting to revise the FY 2008 Assessment. The revision is to reflect the reduction for the over-assessment in FY 2008 by the former School Superintendent who used FY 2007 State Aid for Chapter 70, rather than FY 2008 State Aid for Chapter 70 in formulating the FY 2008 Budget. The 3.75% increase for FY 2009 for the Regional High School would then be calculated on the lower revised assessment for FY 2008 for the Regional High School.

FY 2009 BUDGET POLICIES CONT. . .

Members of the Board praised Mr. Brenner for presenting a Budget that remains within Proposition 2½. Several questions and comments were heard by members of the Board, including their concern about the Assistant Town Engineer position being deferred and its impact on that department in light of all of the development going on in Town, especially the Loop Project.

Selectman Rutan noted that the conference, meetings and training component of each department budget amounts to approximately \$20,000. She inquired as to whether or not it would be beneficial to consolidate each department budget for this line item and to place it all into the Administrator's Budget. This would consolidate all meeting costs into one area, providing centralized oversight and the opportunity to determine whether or not this is an area that could be cut back. Mr. Brenner informed the Board that six years ago, the conference, meetings and training budgets were reduced by 50%. This was a significant reduction that has been sustained since that time.

ACCEPTANCE OF CASH DISTRIBUTION FROM STATE FOR THE NORTHBOROUGH LIBRARY DUE TO STATE ANTI-TRUST LITIGATION CONCERNING COMPACT DISCS

Selectman Rutan moved the Board vote to accept, on behalf of the Northborough Library, the State \$300 cash distribution due to the State's Antitrust Litigation concerning Compact Discs; Selectman Rand seconded the motion; all members voted in favor.

APPROVAL/EXECUTION OF CEMETERY DEEDS A762 – A765

Selectman Rand moved the Board vote to approve and execute Cemetery Deeds A762 through A765; Selectman Rutan seconded the motion; all members voted in favor.

ANY OTHER BUSINESS TO COME BEFORE THE BOARD

Buying and/or Selling of Town Property

Selectman Bakstran reminded the Board that several months ago, she had questioned under whose authority can Town-owned property be bought or sold and what would the process be? She had asked that this be scheduled on a future agenda in response to a resident's request to purchase Town-owned property.

8:10 p.m. – EXECUTIVE SESSION

Selectman Amberson moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Subsection 23B, Subsection 3, Personnel Matter; Selectman Rand seconded the motion; the roll call vote was taken as follows:

Bakstran	“aye”	Pantazis	“aye”
Amberson	“aye”	Rand	“aye”
Rutan	“aye”		

Chairman Pantazis announced that the Board would return from Executive Session only to adjourn.

9:00 p.m. – RETURN TO OPEN MEETING

ADJOURNMENT

Selectman Rand moved the Board vote to adjourn; Selectman Bakstran seconded the motion; all members voted in favor.

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant
to the Board of Selectmen