

**BOARD OF SELECTMEN
MEETING MINUTES - JUNE 9, 2008**

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

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

*Pledge of Allegiance

APPROVAL OF MINUTES – MAY 19, 2008 REGULAR MEETING

Selectman Rutan moved the Board vote to accept the Minutes of the May 19, 2008 Regular Meeting as submitted; Selectman Rand seconded the motion. Vote 4-0-1 (Selectman Amberson abstained).

7:00 p.m. - ELECTION OF OFFICERS

Chairman – Dawn Rand

Nominations for Chairman were called by Town Clerk Andrew Dowd.

Selectman Pantazis moved the Board vote to nominate Selectman Rand to the position of Chairman; Selectman Amberson seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Chairman.

The motion to nominate Selectman Rand to the position of Chairman passed unanimously.

Vice Chairman – Jeff Amberson

Nominations for Vice Chairman were called by Town Clerk Andrew Dowd.

Selectman Rutan moved the Board vote to nominate Selectman Amberson to the position of Vice Chairman; Selectman Bakstran seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Vice Chairman.

The motion to nominate Selectman Amberson to the position of Vice Chairman passed unanimously.

Clerk – Leslie Rutan

Nominations for Clerk were called by Town Clerk Andrew Dowd.

Selectman Amberson moved the Board vote to nominate Selectman Rutan to the position of Clerk; Selectman Rand seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Clerk.

The motion to nominate Selectman Rutan to the position of Clerk passed unanimously.

7:10 p.m. - MARK LEAHY, POLICE CHIEF
Appointment of Police Sergeant.

Chief Leahy was present along with Detective Brian Griffin. Members of the Police Department and friends and family of Detective Griffin were present as well. Chief Leahy informed the Board that Detective Griffin scored the highest of all applicants on the required components of the Sergeant's promotional process. Detective Griffin joined the Police Department in July of 2000. He has served as a member of the uniformed patrol branch, as a detective and as the School Resource Officer at Algonquin Regional High School. Chief Leahy requested that the Board appoint Brian Griffin to the position of Police Sergeant.

Selectman Amberson moved the Board vote to appoint Brian Griffin to the position of Police Sergeant effective June 9, 2008; Selectman Rutan seconded the motion; all members voted in favor.

Sergeant Brian Griffin thanked everyone for their support.

7:15 p.m. - APPOINTMENT OF TOWN ACCOUNTANT

Assistant Town Administrator John Coderre informed the Board that in anticipation of the retirement of Town Accountant Ahmed Elmi effective June 16, 2008, a recruitment process for his replacement was initiated back in December of 2007.

Mr. Coderre stated that approximately 20 applications were received in total and interviews were conducted with those candidates that met the education and experience levels detailed in the written job description. The interview panel consisted of the Town Administrator, the Assistant Town Administrator, the Treasurer/Collector and Dawn Rand as the Board of Selectmen's representative.

Based on the interview panel's unanimous choice, Mr. Coderre recommended that the Board appoint Kevin Flynn to the position of Town Accountant. Mr. Flynn resides in Milton, MA and comes with a rich mix of finance experience in both public and private sectors.

Selectman Amberson moved the Board vote to appoint Kevin Flynn to the position of Town Accountant effective June 12, 2008; Selectman Bakstran seconded the motion; all members voted in favor.

7:25 p.m. - NORTHBOROUGH CENTER TRAFFIC IMPROVEMENTS

John Diaz, Greenman-Pedersen, Inc. - Town's Traffic Engineering Consultant

Mr. Brenner provided the Board with a brief history of the Town's desire to work toward a solution for the traffic congestion in the downtown area. See attached memorandum from Town Engineer Fred Litchfield for detailed information.

John Diaz, GPI Cont. . .

Mr. Diaz from Greenman-Pedersen, Inc. (GPI) was present. GPI was hired by the Town for design services for the downtown traffic improvements. Mr. Diaz presented four alternative conceptual design plans for the traffic improvements along the Route 20 Corridor. For the highlights of each alternative, see attached document entitled "*Northborough Route 20 Alternative Comparison*".

Mr. Litchfield stated that tonight's presentation is intended to publicly announce the project and to invite all interested parties to attend a public informational meeting to be held on June 16, 2008 at 7:00 pm in the Melican Middle School Library. An announcement of this meeting was mailed to landowners, business owners and residents located between the Library and the Citgo Station, as well as property owners within 300 feet of Main Street where it connects with South Street and Church Street.

Fred Litchfield, Town Engineer – Approval of Agreements with State and Brendon Properties for Traffic Signals for Loop Project

Mr. Litchfield informed the Board that there are two agreements before the Board this evening for their consideration and approval. Neither agreement requires any financial obligation on behalf of the Town. The first is between the Town and Brendon Properties and the second is between the Town and the Massachusetts Highway Department.

The purpose of these agreements is to transfer ownership and all future maintenance of three new traffic control signals to the Massachusetts Highway Department. These three signals are being installed by Brendon Properties as part of the traffic mitigation required for the LOOP project. The signals are located at the intersections of Route 20 at the Route 9 Eastbound Ramp, at the Route 9 Westbound Ramp and at the South Site Drive of the LOOP.

Selectman Pantazis moved the Board vote to approve and execute the Agreements with the State and Brendon Properties for Traffic Signals for the Loop Project; Selectman Rutan seconded the motion; all members voted in favor.

**8:00 p.m. - REQUEST OF REGIONAL SCHOOL COMMITTEE –
DISPOSITION OF BOND ANTICIPATION NOTES’
INTEREST REIMBURSEMENT**

Mr. Brenner informed the Board that the Regional School Committee has requested that the Boards of Selectmen for Southborough and Northborough provide input as to the disposition of the interest reimbursement on Bond Anticipation Notes for the Regional High School Addition/Renovation Project.

The Regional School Committee has two options: (1) use the interest reimbursement to pay down the amount of debt outstanding on the project; or (2) use the interest reimbursement to provide a one-time reduction in the debt assessment to the Towns.

Disposition of Bond Anticipation Notes' Interest Reimbursement Cont...

Mr. Brenner informed the Board that the Town Treasurer has estimated the cost of debt service to borrow the amount of \$3,077,000 if Option #2 is used. Northborough's share of this estimated cost of \$4.3 million would be \$2.7 million over 20 years. If Option #1 is used, this cost is avoided (\$2.7 million), while Option #2 results in an estimated net additional cost of \$750,000 to Northborough over 20 years.

Mr. Brenner recommended that the Board inform the Regional School Committee that the Town would prefer to have the interest reimbursement on the Bond Anticipation Notes be used to pay down the amount of debt outstanding on the Project.

The Board heard from James Casella of 70 Coolidge Circle who respectfully disagreed with the Town Administrator and his recommendation that the interest reimbursement on the Bond Anticipation Notes be used to pay down the amount of debt outstanding on the project. Jason Perreault of 27 Treetop Circle spoke to the issue and stressed that the primary focus should remain on the State Reimbursement.

Selectman Rutan moved the Board vote to inform the Regional School Committee that the Town would prefer to have the interest reimbursement on the Bond Anticipation Notes be used to pay down the amount of debt outstanding on the Project; Selectman Bakstran seconded the motion. Vote 4-1-0 (Selectman Pantazis opposed).

Allocation of the State Grant for the Regional High School Project

Mr. Brenner noted that on a related but separate issue, the Regional School Committee has not taken any action on the issue of allocation of the State Grant for the Regional High School Addition/Renovation Project. On December 3, 2007, the Board wrote to the Regional School Committee on this issue in response to the Regional School Committee's request of August 27, 2007 that we work with the Town of Southborough.

Mr. Brenner stated that to date, the Board has responded to all requests of the Regional School Committee for information. The Board has been more than patient in awaiting action by the Regional School Committee. He recommended that the Board send a letter to the Regional School Committee requesting that they resolve the outstanding issue on the State Grant Allocation forthwith. Members of the Board expressed their frustration with sending letters and not receiving either a proper or timely response to any of them.

Selectman Rutan moved the Board vote to send a letter to the Regional School Committee requesting that the Regional School Committee resolve the outstanding issue on the State Grant Allocation forthwith by adding the Northborough Board of Selectmen and this issue as an agenda item at their next meeting; Selectman Bakstran seconded the motion; all members voted in favor.

REPORTSWilliam Pantazis

- No report.

Jeff Amberson, Vice Chairman

- Noted the receipt of a press release concerning the funding for the fireworks display during this year's Applefest. The funds to cover this event are about \$10,000 short. If this money is not raised before June 13th, the fireworks will have to be cancelled. He made one last plea for donations.
- Congratulated all of those who helped with the recent re-count for the Senior Center.
- Congratulated all of the High School Seniors who graduated yesterday.
- Noted the receipt of a complaint about the running of dogs at 119 Colburn Street. Reminded residents that there is a leash law in Town and noted that the Dog Officer has posted signs asking residents to obey the leash law.

Fran Bakstran

- Noted that the Interview Committee held several interviews prior to tonight's meeting. See below for appointments.
- Announced that Congressman McGovern will be at Davidian's Farm on June 14th from 11am-12Noon.
- In light of the complaints about the unleashed dogs running around at 119 Colburn Street, requested that the Dog Officer be invited to a future meeting to update the public on the leash law.
- Noted that the Historical Society is looking for volunteers to listen to interviews that they have on tape for historical significance. They need volunteers to listen and help index them for future reference.
- Noted that the transportation services offered by the Senior Center should continue without interruption despite a change in the contract.
- Noted a recent request from a resident asking that a street be named in honor of Governor Davis. Requested information as to whether or not this can be done and the impact it would have on the community.
- Noted that the Solid Waste Advisory Committee held their public sharing meeting where only one person showed up. The Committee is hoping to report to the Board of Selectmen soon.

Leslie Rutan, Clerk

- Congratulated the graduating seniors. Thanked the administration, teachers and School Superintendent Gobron for ensuring a nice ceremony for the Class of 2008.
- Thanked everyone who participated in the Memorial Day parade and thanked Gerard Bourque for his efforts in coordinating and dedicating the new memorials prior to the parade.
- Attended the recent Relay for Life which took place at Algonquin High School. Thanked those who organized and participated in the event.
- Noted that the Rotary Club organized a Restaurant Week to benefit the Northborough Shopping Plaza Fire Fund. To date, the Rotary Club has collected more than \$15,000 for the Fire Fund.
- Congratulated Assabet Valley Technical High School Principal Mary Jo Nawrocki on her being named the Principal of the Year by the Massachusetts Secondary School Administrator's Association.
- Congratulated Town Accountant Ahmed Elmi on his upcoming retirement.

Report of Leslie Rutan Cont. . .

- Noted that several areas in Town have overgrown bushes, trees and branches. Requested that the DPW Department maintain all intersections for visibility reasons. One in particular is on Allen Street when taking a right onto Hudson Street. Encouraged the public to contact the DPW Department if they know of certain areas that need attention.

Dawn Rand

- Noted that the Senior Center is going forward by six votes due to the recent results of the election re-count.
- Noted that the Senior Center has placed a collection box for book donations behind Central One Bank. Books will be sold in order to raise money for the new Senior Center.
- Requested an update on the process of disposing old vehicles currently being stored at the Highway Barn. Assistant Town Administrator John Coderre informed the Board that most of the old vehicles will be sold as scrap. There is a great deal of paperwork that is required in order to get this done. The DPW Director is currently working on it.

Barry M. Brenner, Town Administrator

- Provided an update on the Whitney Street paving project. He indicated that the water work is complete and the sewer work is complete except for one very deep lateral connection to a private residence. The contractor has committed to repave Whitney Street at the end of June. The DPW Director will continue to monitor their progress.

APPOINTMENTS TO CABLE TELEVISION ADVISORY COMMITTEE

Selectman Bakstran moved the Board vote to appoint James Murphy to the Cable Television Advisory Committee for a three-year term; Selectman Rutan seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint Jeff Junker to the Cable Television Advisory Committee for a three-year term; Selectman Rutan seconded the motion; all members voted in favor.

APPOINTMENTS TO THE SCHOLARSHIP COMMITTEE

Selectman Bakstran moved the Board vote to appoint Sidney Field to the Scholarship Committee for a three-year term; Selectman Rutan seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint Robert D'Amico to the Scholarship Committee for a two-year term; Selectman Rutan seconded the motion; all members voted in favor.

PUBLIC COMMENTS

Kevin Carroll – 45 Auger Avenue

Mr. Carroll suggested that meeting notices be posted on the Town Website. Mr. Carroll also suggested that a Town Bulletin Board be installed outside Town Hall where upcoming events can be displayed.

Selectman Rutan agreed with the suggestion for a Town Bulletin Board and asked that the purchase of one be looked into. Mr. Brenner stated that this has been suggested in the past, but that budget constraints have prevented the purchase of one.

Selectman Bakstran requested that the MIS Department come to a future meeting in order to discuss what can and cannot be posted on the Town Website.

Adding to the discussion of the advertisement of events, Selectman Amberson requested that residents not post signs on any of the memorials throughout Town.

Mr. Carroll informed the Board of conflicting speed limit signs on Route 20 at St. Rose where there is a westbound sign listing the speed limit as 30 mph. At the exact location across the street, the eastbound sign lists the speed limit as 40 mph.

Christine Kowal – 28 Hemlock Drive

Informed the Board that she has requested a copy of meeting minutes from the Conservation Commission. Requested information as to how soon minutes must be made available to the public. Chairman Rand requested that Mr. Brenner speak to the office of the Conservation Commission on behalf of Ms. Kowal.

SCHEDULE PUBLIC HEARING FOR JUNE 23, 2008 TO ESTABLISH A FEE FOR WINE & MALT BEVERAGE LICENSE HOLDERS WHO WISH TO SELL CORDIALS AND LIQUEURS

Mr. Brenner stated that at the 2008 Annual Town Meeting, the Town voted to accept the provisions of Chapter 138, Section 12, Paragraph 14, allowing Wine & Malt Beverage License Holders under Chapter 138, Section 12 to apply for a separate license to serve cordials and liqueurs.

Mr. Brenner recommended that the Board set an additional fee for a permit to sell cordials and liqueurs before beginning the application process. A questionnaire to all of the cities and towns on the Town Clerk's Network as to whether or not they have accepted the provisions of Chapter 138, Section 12, Paragraph 14 and whether or not they charge an additional fee for same produced only one response. The Town of Plymouth indicated that they charge an additional fee of \$425.

Mr. Brenner recommended that an additional charge of \$250 be established for those Wine & Malt Beverage License Holders who wish to also serve cordials and liqueurs.

The amended fee schedule would be as follows:

Restaurant - Beer & Wine:	\$1750.00 (current fee)
Restaurant – Beer, Wine, Cordials & Liqueurs:	\$2000.00 (new fee)*
Restaurant - All Alcoholic:	\$2250.00 (current fee)

Mr. Brenner recommended that a public hearing to establish the fee be scheduled for the Board's June 23, 2008 Meeting, where all Wine & Malt Beverage License Holders will be invited to attend.

Selectman Bakstran moved the Board vote to schedule a Public Hearing on establishing a Fee for the sale of cordials and liqueurs by Wine & Malt Beverage License Holders at the June 23, 2008 Board Meeting; Selectman Amberson seconded the motion; all members voted in favor.

APPROVAL/EXECUTION OF CEMETERY DEEDS A771 & A772

Selectman Pantazis moved the Board vote to approve and execute Cemetery Deeds A771 & A772; Selectman Rutan seconded the motion; all members voted in favor.

9:20 p.m. – EXECUTIVE SESSION

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

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

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

9:30 p.m. – RETURN TO OPEN MEETING

ADJOURNMENT

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

Meeting adjourned at 9:30 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen