

**BOARD OF SELECTMEN  
MEETING MINUTES - JULY 21, 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 – JUNE 23, 2008 REGULAR MEETING**

Selectman Amberson moved the Board vote to accept the Minutes of the June 23, 2008 Regular Meeting as submitted; Selectman Bakstran seconded the motion; all members voted in favor.

**7:00 p.m. - PUBLIC HEARING**

Application for Cable Television License by Verizon.

The entire public hearing was transcribed by a stenographer and a copy of the transcript is to be provided by Verizon to the Town to be placed in the cable files. As Verizon and counsel both made technical and other statements for the record, the formal transcript is duly noted here by reference.

Barry Brenner introduced Attorney Bill August as Special Cable Counsel to the Town. He then read the public hearing notice in its entirety.

Peter Bowman of Verizon introduced himself and Jim McGrail of Telecommunications Insight Group, who participated in the negotiation process on behalf of Verizon.

Attorney August thanked all who were involved in the negotiating process. Prior to his beginning his presentation he asked the representatives from Verizon to confirm for the record their construction timetable.

Mr. McGrail stated that the aerial construction is 100% complete. Verizon already has 74% of the entire Northborough community built-out. This includes 100% of the aerial, some underground work and a portion of the multi-dwelling units. Verizon has agreed that they will have approximately 83% of Northborough built out by year end 2008. The License Agreement allows for Verizon to complete the remaining 17% within four years. Verizon has agreed to come before the Board of Selectmen to provide quarterly updates on the completion timetable for the remaining 17%.

Attorney August reviewed in detail the proposed Verizon Cable License and related matters.

Mr. Brenner thanked Verizon and all others who were involved in the negotiating process. He then said a few words about the advantages of the Board approving the issuance of this license.

**PUBLIC HEARING CONT. . .**

Dick Swee, Chairman of the Cable Television Advisory Committee informed the Board that the Committee voted unanimously to support this license. Cable Access Director Kathleen Dalglish expressed her support as well.

Several questions and comments were heard from members of the Board and positive comments were received by members of the audience.

Selectman Amberson moved the Board vote to approve the issuance of a cable television license to Verizon New England, Inc. effective this July 21, 2008 as set forth in the document titled "Cable Television Final License Granted to Verizon New England, Inc." dated July 21, 2008; Selectman Rutan seconded the motion; all members voted in favor.

**8:15 p.m. - JUNE HUBBARD-WARD, TREASURER/COLLECTOR**

Approval/Execution of Advances in Lieu of Borrowing.

Treasurer/Collector June Hubbard-Ward was present to request the Board's approval for internal funding of several projects through "Advances in Lieu of Borrowing".

These debt authorizations were approved at the April 2008 Annual Town Meeting and are itemized below.

<b>Article #</b>	<b>Purpose</b>	<b>Date</b>	<b>Amount</b>
<b>ATM</b>		<b>Issued</b>	
<b>April 28, 2008</b>			
20	Senior Center Construction	\$	1,200,000.00
24	Town Water Wells	\$	500,000.00
25	DPW Truck	\$	65,000.00
26	Fire Departmental Equipment	\$	55,000.00
27	DPW Highway Garage	\$	356,000.00
28	DPW Plow & Sander	\$	150,000.00
47	Lincoln Street School Roof	\$	925,000.00
	Lincoln Street Tile Floor		
48	Replacement	\$	40,000.00
49	Melican Middle School Gym Floor	\$	25,300.00
<b>Total Advance in Lieu of</b>			
<b>Borrowing</b>		<b>\$</b>	<b>3,316,300.00</b>

Selectman Pantazis moved the Board vote to approve and execute the documents for the Advances in Lieu of Borrowing; Selectman Bakstran seconded the motion; all members voted in favor.

**8:20 p.m. - NORTHBOROUGH CENTER TRAFFIC IMPROVEMENTS**  
Presentation by John Diaz, Greenman-Pedersen, Inc., Town's Traffic Engineering Consultants.

Town Engineer Fred Litchfield introduced Traffic Engineering Consultant John Diaz of Greenman-Pedersen, Inc. (GPI). GPI was hired by the Town for design services for the downtown traffic improvements. Mr. Diaz reviewed in detail the four alternative conceptual design plans for the traffic improvements along the Route 20 Corridor. These same alternatives were presented to the public at an informational meeting held at the Melican Middle School on June 16, 2008, where invitations were sent to approximately 160 residents, landowners and business owners in the downtown area and where roughly 40 people were in attendance.

As stated in a memo to the Board of Selectmen from Town Engineer Fred Litchfield, each of these options have been reviewed by Town Staff and discussed publicly. Option 1 – Traffic Signals Only with an estimated cost of \$1,500,000 is the least expensive option but does not provide any significant improvement to the level of service along Main Street over current conditions. Option 3 – Church Street Relocation and Option 4 – South Street Relocation with estimated costs of \$8,200,000 and \$4,500,000 respectively will require extensive land takings and relocation of some local roads and some park land. It is also anticipated that Mass Highway will only provide a small portion of the funding required for Option 3 or 4 because a majority of the work in each of these options will be performed on local roads. The improvement to the level of service along Main Street projected in Options 3 and 4 is similar to the improvements seen with Option 2, which has an estimated cost of \$2,500,000 and will be completely funded by Mass Highway.

Mr. Litchfield and Mr. Diaz requested the Board's endorsement of Option 2 so that GPI may proceed to the 25% design stage in accordance with the schedule outlined in the "Town of Northborough Conceptual Alternative Comparison May 2008".

Following the presentation, Mr. Diaz and Mr. Litchfield answered several questions from members of the Board and members of the audience.

Selectman Rutan moved the Board vote to have the design prepared for Option #2 for the Northborough Center Traffic Improvements Project; Selectman Amberson seconded the motion; all members voted in favor.

## **REPORTS**

### William Pantazis

- Thanked the Fire and Police Departments on saving the life of a resident in response to a 911 call. Noted his appreciation to both departments.
- Attended the recent retirement party for retiring Town Administrator Barry Brenner.
- Noted the receipt of recent complaints about yard sale signs throughout Town that are posted and then not taken down. Requested that this be discussed as a future agenda item to see if the Town has any bylaws in place that could address this issue.

### Fran Bakstran

- Noted the receipt of noise complaints from residents in the vicinity of the Exxon Station due to the recent installation of outside monitors. Requested that this be discussed as a future agenda item to determine whether or not this would be considered outside entertainment, therefore needing to be licensed.

#### Leslie Rutan, Clerk

- Thanked the Fire and Police Departments for their outstanding efforts regarding the devastating fire at 243 West Main Street and the subsequent arrest of an individual.
- Thanked Bob Ellis for doing a terrific job representing the Town of Northborough while he conducts tours around Town.
- Noted an article in the Boston Globe that names the Town of Northborough as a leader in helping their elderly and disabled residents. Thanked the Elderly & Disabled Taxation Fund Committee for their efforts in public education on this need. Encouraged residents to continue to donate to the Elderly & Disabled Taxation Fund.
- Congratulated Tim Bombard and John Moffitt, as well as their families for their being recently awarded Purple Hearts.
- Congratulated Chief Durgin and his department for the receipt of grant funding for a detection, deterrent, search and surveillance system to be used to locate victims trapped within rubble following a building and/or structure collapse.

#### Jeff Amberson, Vice Chairman

- Again, noted his frustration with people posting signs on War Memorial monuments.
- Announced that National Night Out will be held on August 5<sup>th</sup> at Ellsworth-MacAfee Park.

#### Dawn Rand

- Requested that the next agenda include an update on the status of defibrillators in police cruisers.
- Noted the concern of a resident about the fact that the quarterly tax bills are mailed out with two bills but only one return envelope. Requested that future mailings include two return envelopes.
- Noted the receipt of complaints regarding the on-going construction on Whitney Street. See below under "*Public Comments – Whitney Street*" for further discussion.
- Announced a groundbreaking ceremony for the Senior Center on August 15<sup>th</sup> at 2 pm.
- Noted that this is Barry Brenner's last meeting. Thanked him for all that he had done for the Town and wished him luck in his future endeavors.

#### Barry M. Brenner, Town Administrator

- Acknowledged that this is his final meeting. Thanked the members of the Board of Selectmen, both past and present. Also thanked the Town Staff and all of the Boards, Committees and Commissions that he has worked with over the years. Noted that he enjoyed his time here and wished everyone well, especially the newly appointed Town Administrator John Coderre.

**PUBLIC COMMENTS – WHITNEY STREET**

DPW Director Kara Buzanoski and Town Engineer Fred Litchfield informed the Board that they have been in contact with the developer of Lawrence Place. The roadways within Lawrence Place and the grinding and paving of Whitney Street was scheduled to begin in early July. Since then a conflict has arisen and a meeting has been scheduled to try to resolve it and to then set the time schedule for when the work will be completed. Mr. Litchfield has been assured by the contractor that the paving will be complete prior to the opening of the new school year.

Residents of Whitney Street were present to express their frustration with the on-going problems with the Whitney Street construction and with the fact that a bond was not placed on the project. Ms. Buzanoski informed the Board that the Town does receive State Funding for road repairs. Although, she does not anticipate having to do so, the option is there to use these funds in the case that the developer does not complete the road repairs.

**MEMORANDUM OF UNDERSTANDING – WITH FAMILY & YOUTH SERVICES, INC.**

Mr. Brenner informed the Board that effective June 30, 2006, Northborough Family & Youth Services, Inc. (NFYS) no longer wished to retain the services of the Town Office of Family & Youth Services staff to provide executive and administrative support related to programs within the mission of NFYS, Inc.

Effective July 1, 2007, a Memorandum of Understanding replaced the former Management Services Agreement which expired on June 30, 2006. That Memorandum of Understanding is being renewed effective July 1, 2008 with terms and conditions that take into consideration the NFYS, Inc. Board's decision to close its FunCare Program at the end of August 2007. NFYS, Inc. will continue to make a financial contribution to the Town of Northborough in the amount of \$15,000 to recognize the cost to the Town for providing those services as listed in the agreement.

Selectman Bakstran moved the Board vote to approve the renewal of the Memorandum of Agreement with Family & Youth Services, Inc.; Selectman Rutan seconded the motion; all members voted in favor.

**APPROVAL/EXECUTION OF CEMETERY DEEDS A777 & A778**

Selectman Rutan moved the Board vote to approve and execute Cemetery Deeds A777 and A778; Selectman Amberson seconded the motion; all members voted in favor.

**9:35 p.m. – EXECUTIVE SESSION**

Selectman Pantazis moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Subsection 23B, Subsection 3, Personnel Matter; Selectman Rutan 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.

**9:50 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 9:50 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen