

**BOARD OF SELECTMEN  
MEETING MINUTES – MAY 24, 2010**

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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  
William Pantazis  
Fran Bakstran

\*Pledge of Allegiance

**APPROVAL OF MINUTES – APRIL 12, 2010 REGULAR MEETING**

Selectman Rand moved the Board vote to approve the Minutes of the April 12, 2010 Regular Meeting as presented; Selectman Rutan seconded the motion; all members voted in favor.

**APPROVAL OF MINUTES – APRIL 26, 2010 SPECIAL MEETING**

Selectman Rand moved the Board vote to approve the Minutes of the April 26, 2010 Special Meeting as presented; Selectman Bakstran seconded the motion; all members voted in favor.

7:00 p.m. - **ELECTION OF OFFICERS**

Chairman –

Nominations for Chairman were called by Town Clerk Andrew Dowd.

Selectman Bakstran moved the Board vote to nominate Selectman Rand to the position of Chairman; Selectman Rutan 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 –

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

Selectman Pantazis 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 –

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 Bakstran 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.

7:03 p.m. - **LAURIE KLEIN, SCHOLARSHIP COMMITTEE CHAIR**  
Presentation of Scholarship Awards.

Scholarship Committee Chairperson Laurie Klein, as well as other members of the Scholarship Committee were present to award scholarships to the following graduating high school students who were present this evening:

Brian Brady  
Arielle Cohen  
Tiffany Daley  
Tiffany Entwistle  
Carro Halpin  
James McGregor  
Emily Rutan

Members of the Board thanked the members of the Scholarship Committee for their work and offered their congratulations to the scholarship recipients and their families.

7:08 p.m. - **RICHARD NOVITCH**  
Request to block off Samuel Gamwel Road on Saturday, June 26,  
2010 from 1pm - 6pm.

Richard Novitch of 34 Samuel Gamwel Road was present to request that the Board grant permission to block off Samuel Gamwel Road from #22 through #34 for a neighborhood block party on Saturday, June 26<sup>th</sup>. He noted that his original request was that the road be blocked off during the hours of 1 pm - 6 pm. He asked the Board if the hours could be changed to 2 pm - 8 pm. Mr. Novitch informed the Board that those neighbors who will be affected by the road closing have all expressed their support.

Chief Leahy and Chief Durgin noted their support of this request with the below-mentioned conditions.

Selectman Rutan moved the Board vote to block off Samuel Gamwel Road from #22 through #34 on Saturday, June 26, 2010 from 2 pm - 8 pm with the following conditions as recommended by the Police Chief:

1. Block off Samuel Gamwel Road at Claflin Farm Lane and at Thaddeus Mason Road using the folding florescent yellow barricades from the Police Department.
2. Block off from #22 through #34 using a thick row of orange cones across the complete width of the roadway.

Selectman Amberson seconded the motion; all members voted in favor.

7:10 p.m.      **EAGLE SCOUT MATTHEW PFANNENSTIEL**  
To introduce Eagle Scout project.

Matt Pfannenstiel presented his Eagle Scout project of placing boxes at the Town Hall, Senior Center, Post Office and the American Legion to allow residents to turn in their old retired American Flags. The boxes will be 34 inches tall, 12 inches wide and 12 inches deep with locked lids. The boxes will be a permanent wooden structure and decorated as if an American Flag is wrapped around it. Each of the boxes will be emptied by the American Legion and then respectfully retired at a Flag burning ceremony on Flag Day each year.

Chairman Rand thanked Mr. Pfannenstiel on behalf of the Board and requested that he work with the Town Administrator to determine the best location for the Town Hall box.

7:15 p.m. -    **PUBLIC HEARING**  
To consider the application for a new All Alcoholic Beverages Restaurant License as submitted by Yama Zakura Corp. for premises located at 369 West Main Street.

Attorney Jeffrey Leland was present along with representatives of Yama Zakura. Attorney Leland informed the Board that Yama Zakura has held a Wine & Malt Restaurant License since 2006. They would like to apply for the All Alcoholic Restaurant License and turn their Wine & Malt License back to the Town once it's approved.

Detective Sergeant Brian Griffin has reviewed the application packet and recommends approval.

Selectman Amberson moved the Board vote to approve the application for a new All Alcoholic Beverages Restaurant License as submitted by Yama Zakura Corp. for premises located at 369 West Main Street; Selectman Rutan seconded the motion; all members voted in favor.

7:20 p.m. -    **FRED LITCHFIELD, TOWN ENGINEER**

- Order of Taking of Silas Drive and Woodstone Road.
- Discussion of Solid Waste Collection Contract Extension.

**Order of Taking of Silas Drive**

Town Engineer Fred Litchfield presented the Board with the Acceptance and Deed documents for Silas Drive in accordance with Article 23 of the 2010 Annual Town Meeting.

Selectman Bakstran moved the Board vote to execute the Order of Taking of easements for public way purposes for Silas Drive and to authorize Town Counsel to record the Order of Taking with the Worcester Registry of Deeds; Selectman Rutan seconded the motion; all members voted in favor.

Order of Taking of Woodstone Road and Fawcett Orchard Road

Town Engineer Fred Litchfield stated that Woodstone Road and Fawcett Orchard Road are complete and ready for acceptance in accordance with Article 26 of the 2010 Annual Town Meeting. Mr. Litchfield informed the Board of an outstanding issue with a homeowner on Woodstone Road pertaining to the release of funds dedicated to the repair of the roadway. Town Counsel is working to resolve this issue and recommends that the Town continue to move forward with the Orders of Taking.

Ms. Sawdon of 2 Fawcett Orchard Road was present in the audience and spoke in favor of the Town moving forward with the Orders of Taking.

Selectman Rutan moved the Board vote to execute the Order of Taking of easements for public way purposes for the roads within Woodstone Estates, known as Woodstone Road and Fawcett Orchard Road, and to authorize Town Counsel to record the Orders of Taking with the Worcester Registry of Deeds only upon receipt of written notice, which may be by e-mail, from the Town Administrator that the Board of Selectmen is satisfied with the status of monies pledged under three outstanding Security Agreements posted by Guyer, Burrowes and Roche Carens & DeGiacomo, and not otherwise; Selectman Amberson seconded the motion; all members voted in favor.

Discussion of Solid Waste Collection Contract Extension

Town Engineer Fred Litchfield informed the Board that in March of this year, he had solicited quotes for a toter-based solid waste and recycling program. Three companies responded and each of the three prices exceeded what we are currently paying for our existing solid waste and recycling program. Quotes for five-year contracts were also received for our existing solid waste and recycling program. In addition, an offer from Pellegrino Trucking for a one-year extension to our current contract with a 7.5% reduction from the FY2011 contract extension was negotiated. This results in a total budgetary savings of \$38,821.

Mr. Litchfield recommended that the Board approve the one-year extension with Pellegrino Trucking at the lower price. This will allow the Town to solicit formal bids for five-year contracts for both our existing solid waste and recycling program, as well as for a toter-based system. He added that he will plan to come back before the Board with more detailed information about the proposed bidding process and timeline.

Members of the Board spoke about the quality of services provided by Pellegrino Trucking and supported the one-year extension of the existing contract, especially considering the cost savings and the added benefit of having one more year to further investigate the options.

Selectman Bakstran moved the Board vote to approve and execute the one-year FY2011 extension of the Solid Waste Collection Contract with Pellegrino Trucking Company, Inc.; Selectman Rutan seconded the motion; all members voted in favor.

## REPORTS

### Fran Bakstran, Chairman

- Congratulated Eagle Scouts Nicholas Giannotti and Steven Coughlin.

### William Pantazis

- Announced that the Memorial Day Parade will start at 10:45 am this year at the Civil War Monument.
- Thanked the DPW Department for their hard work in maintaining and preparing the cemetery for Memorial Day.

### Leslie Rutan, Clerk

- Thanked those residents who re-elected her to another term to the Board of Selectmen. Also thanked everyone involved in the election.
- Noted that the Town of Northborough is expected to receive \$22,748 from the State for the Special Election held in January.
- Spoke about the recent E-Government Award with Distinction that was presented to the Town by Massachusetts Common Cause for its commitment to open government via our Town Website.
- Noted that Middle School Student Bella Alex submitted a Doodle for Google drawing and was chosen as a finalist in Region One of the grade 6-8 category. She encouraged residents to go on-line and vote for her. Not only will Bella receive recognition, but the Middle School will also receive \$25,000 to be used for technology.
- Congratulations to all of the Northborough residents who ran in the Boston Marathon.
- Noted that the Annual Town Clean-up was again a success.
- Noted that the Northborough Ed Foundation held a Quiz Night to raise money for the schools. Thanked John Kane for coordinating the event.
- Questioned if the scaffolding in front of the Old Town Hall can be removed now that the winter weather is behind us. Mr. Coderre stated that a letter has been sent to the landowner requesting that the scaffolding be removed.
- Commended the Trails Committee for all that they do and requested that they appear before the Board at a future meeting to provide an update on their efforts.
- Noted the donation of a painting of the aqueduct by local resident Gigi Casella. Ms. Casella donated her painting to the Police Department in memory of all Northborough Police Officers, especially Sergeant Frank Mueller, who passed away in 2009.

### Jeff Amberson

- Encouraged residents to go on-line and vote for Bella Alex, who had submitted the Doodle for Google drawing.
- Thanked the DPW Department for their hard work in maintaining and preparing the cemetery for Memorial Day.
- Asked that residents take a moment to acknowledge the true meaning of Memorial Day.
- Congratulated the Police Department for their recent re-accreditation by the Massachusetts Police Accreditation Commission. Thanked the Police Chief and Lieutenant Lyver for their efforts.

Dawn Rand, Vice Chairman

- Thanked the DPW Department for all of their hard work and announced that there is one day left (June 18<sup>th</sup>) to drop off brush at the Highway Garage.
- Requested that members of the Board review their current liaison assignments and get back to her before the next Board meeting with any requests for changes.
- Encouraged residents to stop by the new Senior Center.
- Noted that Selectman Bakstran will speak on behalf of the Board at the Memorial Day Ceremony.

John Coderre, Town Administrator

- Announced that Town Accountant Jason Little has recently received the designation of Certified Governmental Accountant by the Massachusetts Municipal Auditors' & Accountants' Association.
- Announced that the Town has received its second EPA Brownfields Grant Award in the amount of \$200,000 for the cleanup at 167 Bearfoot Road. Noted that the Town was recognized for submitting an outstanding grant proposal and the tremendous time and energy that was put into it. He will provide a report on the full budgetary impact for the completion of this project at a subsequent meeting.

**PUBLIC COMMENTS**

None.

**DESIGNATION OF REPRESENTATIVES TO THE WESTBOROUGH STATE HOSPITAL PLANNING COMMISSION**

Mr. Coderre informed the Board that the Westborough State Hospital Planning Commission is being created in order to study the potential reuse of the Westborough State Hospital, which is scheduled to be closed.

The commission includes three members of the Northborough Board of Selectmen, or their designees. Mr. Coderre recommended that one of the designees be Town Planner Kathy Joubert. Ms. Joubert has been involved in this project from its inception and can bring technical expertise to the process regarding Northborough's zoning and master plan of development.

Selectman Amberson moved the Board vote to designate Town Planner Kathy Joubert as the Board's representative to the Westborough State Hospital Planning Commission; Selectman Rutan seconded the motion; all members voted in favor.

Selectman Amberson moved the Board vote to designate Chairman Rand as the Board's representative to the Westborough State Hospital Planning Commission; Selectman Bakstran seconded the motion; all members voted in favor.

Selectman Amberson moved the Board vote to designate Selectman Bakstran as the Board's representative to the Westborough State Hospital Planning Commission; Selectman Rutan seconded the motion; all members voted in favor.

### **ACCEPTANCE OF DONATIONS ON BEHALF OF ASSABET PARK AND ELLSWORTH/McAFEE PARK**

Mr. Coderre informed the Board that due to the efforts of Recreation Director Allison Lane, two local businesses have agreed to donate funds in sponsorship of Assabet Park and Ellsworth/McAfee Park. Their sponsorship would entail a small 3x5 foot sign that would hang on the fence outside the park from May-October. The donated money would be used to repair any playground equipment, upkeep of the property and to add any equipment that might be needed. Ms. Lane will continue to seek sponsorships each year.

Members of the Board commended Ms. Lane for her efforts. Selectman Bakstran suggested that certain criteria be developed for future sponsorships.

Selectman Pantazis moved the Board vote to approve the acceptance of funds pursuant to Massachusetts General Laws, Chapter 44, Section 53A for the purpose of expending said monies to maintain Assabet Park and administer a park sponsorship program and to authorize the Recreation Department to execute same; Selectman Bakstran seconded the motion; all members voted in favor.

Selectman Pantazis moved the Board vote to approve the acceptance of funds pursuant to Massachusetts General Laws, Chapter 44, Section 53A for the purpose of expending said monies to maintain Ellsworth/McAfee Park and administer a park sponsorship program and to authorize the Recreation Department to execute same; Selectman Rutan seconded the motion; all members voted in favor.

### **APPROVAL/EXECUTION OF CEMETERY DEED A835**

Selectman Rutan moved the Board vote to approve and execute Cemetery Deed A835; Selectman Amberson seconded the motion; all members voted in favor.

### **OTHER BUSINESS**

None

### **8:15 p.m. – EXECUTIVE SESSION**

Selectman Pantazis moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Section 23B, Subsection 3, (labor negotiations matter) and Subsection 6, (purchase, exchange, lease or value of real property); Selectman Bakstran seconded the motion; all members voted in favor.

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

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

**ADJOURNMENT**

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

Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen