

**BOARD OF SELECTMEN
MEETING MINUTES – JULY 19, 2010**

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 14, 2010 REGULAR MEETING

Selectman Amberson moved the Board vote to approve the Minutes of the June 14, 2010 Regular Meeting as presented; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - **BOB MIHALEK, TRAILS COMMITTEE CHAIR**
Update on the continuing efforts of the Trails Committee.

Chairman of the Trails Committee Bob Mihalek was present to provide an update on the Committee's continuing efforts to develop and maintain a viable trail system on public and private property throughout the Town. Some of the Committee's routine work includes mowing grass, removing fallen trees, brush cutting and hedge trimming, bridge repairs, and stocking maps in the trail mailboxes. The Committee also works with local Eagle Scouts on volunteer projects.

Mr. Mihalek acknowledged the contributions from local organizations and the Community Preservation Committee. Copies of maps of the various trails in Town were provided to members of the Board. Residents can obtain copies of updated maps on the Town website.

7:10 p.m. - **JOHN CAMPBELL, OPEN SPACE COMMITTEE CHAIR**
Update on the Status of the Open Space and Recreation Plan.

Chairman of the Open Space Committee John Campbell was present. Mr. Campbell summarized the process undertaken to update the Open Space and Recreation Plan. He added that in addition to monthly meetings, community involvement was provided by means of a survey posted on the Town's website and additional comments will be taken at a public forum to be held on August 2nd. A copy of the draft Open Space and Recreation Plan Update is available on the Town's website.

Mr. Campbell added that letters of support have been received from the Conservation Commission, Planning Board, Trails Committee and the Parks & Recreation Commission. He requested a letter of support from the Board of Selectmen as well. The Plan will then be submitted to the MA Division of Conservation Services for final review and approval.

OPEN SPACE COMMITTEE UPDATE CONT. . .

Selectman Amberson moved the Board vote to authorize the Chair of the Board of Selectmen to send a letter of support to the Division of Conservation Services for the Open Space and Recreation Plan Update; Selectman Rutan seconded the motion; all members voted in favor.

7:25 p.m. - **MARK LEAHY, POLICE CHIEF**
Appointment of Special Police Officers.

Chief Leahy informed the Board that reappointment of Special Police Officers is not necessary at this time due to the death of Frank Mueller and the resignations from Thomas Martin and Edward Shead.

Selectman Amberson moved the Board vote to accept the resignations from Thomas Martin and Edward Shead as Special Police Officers effective immediately; Selectman Rutan seconded the motion; all members voted in favor.

7:25 p.m. - **JUNE HUBBARD-WARD, FINANCE DIRECTOR**
Approval of the Advances in Lieu of Borrowing.

Ms. June Hubbard-Ward was present to request that the Board approve internal funding for three projects through the "Advances in Lieu of Borrowing" procedure. The following debt authorizations were approved at previous Annual Town Meetings:

➤ Water Treatment Plant – Brigham St. Well	\$1,000,000
➤ DPW Truck and Sander	165,000
➤ Melican Middle School Roof	<u>350,000</u>

Total Advance in Lieu of Borrowing	\$1,515,000
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Selectman Rutan moved the Board vote to approve and execute the Advances in Lieu of Borrowing in the amount of \$1,515,000 as submitted by Treasurer/Collector June Hubbard-Ward; Selectman Amberson seconded the motion; all members voted in favor.

7:30 p.m. - **FRED LITCHFIELD, TOWN ENGINEER**

- Status Report on Future Solid Waste Bids.
- Approve an Amended Order of Taking for Silas Drive.

Status Report on Future Solid Waste Bids

Mr. Litchfield summarized the proposed timeline for the solicitation of formal bids for solid waste and recycling collection services. The proposed schedule is being started much earlier than normal to allow for a full and complete analysis of the options and discussion with the Board of Selectmen and other Financial Boards during the FY12 Budget Review Process.

Approval of Amended Order of Taking for Silas Drive

Mr. Litchfield informed the Board that the original Order of Taking for Silas Drive was rejected by the Registry of Deeds because one of the landowners was not shown on the final plan. The landowner in question has been added to the list and the amended Order of Taking will be resubmitted.

Selectman Bakstran moved the Board vote to approve and execute the amended Order of Taking for Silas Drive; Selectman Amberson seconded the motion; all members voted in favor.

REPORTS

Fran Bakstran

- Congratulated Nicholas Hurtz for achieving the rank of Eagle Scout.
- Noted that the Interview Committee met with applicants for the Cultural Council and Community Affairs Committee. See below for appointments.
- Noted that the recent publication "Here's to Water" published by the Massachusetts Water Resources Authority was very informative and confirmed that the quality of our tap water is excellent.
- Announced that the Annual Applefest Celebration will be held during the weekend of September 10-12th. Contact Michelle Gillespie at 393-3155 for additional information.
- Provided an update on the continuing efforts of the Wind Committee in gathering wind data to determine if there is a suitable site on or within a one-mile radius of Tougas Farm.
- Announced that the Wind Committee will hold a public ribbon cutting ceremony on August 5th at 2 p.m. to publicly acknowledge the met tower at Tougas Farm. Added that if this site proves to be viable, a wind turbine that would be used strictly for municipal service only and could produce half of the energy that the municipal government would need.

William Pantazis

- No report.

Leslie Rutan, Clerk

- Acknowledged that the scaffolding at the Old Town Hall has been removed.
- Thanked Allison Lane and the Recreation Department staff for coordinating and running the summer programs.
- Noted that Verizon has been in her neighborhood preparing for the installation of their FiOS service.

Jeff Amberson, Vice Chairman

- Attended the Senior Picnic at the Senior Center on June 22nd. The annual event was sponsored by the Rotary Club and run by the Senior Center staff.
- Announced that the summer concert series will be held on Thursday evenings at Ellsworth McAfee Park from 6-8 p.m. The events are sponsored by the Community Affairs Committee.

Jeff Amberson's Report Cont. . .

- Noted that he has been approached by local business owners about the lack of enforcement regarding sandwich board signs. Mr. Coderre informed the Board of a recent campaign by the Building Inspector in which all business owners were advised of the Town's bylaw that prohibits these signs under most circumstances. Business owners are advised to contact the Building Department with any questions or concerns.

Dawn Rand, Chairman

- Noted the resignation of Louise Houle from her long-time tenure on the Community Affairs Committee. Requested that a letter of appreciation be sent.
- Announced that suggestions for names of the Northborough Public Schools should be forwarded to herself or Nancy Bergland.

John Coderre, Town Administrator

- No report.

APPOINTMENT TO THE COMMUNITY AFFAIRS COMMITTEE

Selectman Bakstran moved the Board vote to appoint Kara McCormick to the Community Affairs Committee for a three-year term effectively immediately; Selectman Amberson seconded the motion; all members voted in favor.

APPOINTMENT TO THE CULTURAL COUNCIL

Selectman Bakstran moved the Board vote to appoint Stephen Dennis to the Cultural Council for a three-year term effective immediately; Selectman Amberson seconded the motion; all members voted in favor.

APPOINTMENT TO THE CULTURAL COUNCIL

Selectman Bakstran moved the Board vote to appoint Sanjeev Wadhvani to the Cultural Council for a three-year term effective September 1, 2010; Selectman Amberson seconded the motion; all members voted in favor.

PUBLIC COMMENTS

None.

APPROVAL OF BIKE RACING EVENT - AUGUST 15, 2010

Eric Averill from Sun Multi Sports Events was present to request permission for the biking portion of the Westborough Sprint Triathlon to run through Route 20 in Northborough. It is expected that 200-250 participants will pass through Northborough on bicycles on August 15th between 8:15 a.m. - 9:15 a.m. The route will begin on South Street, onto Brigham Street, heading east on Main Street onto Bartlett Street and then continuing until they enter Marlborough.

Mr. Averill added that a portion of the proceeds from the event will go to the Leukemia and Lymphoma Society in memory of a past member of the Westborough Rotary Club.

APPROVAL OF BIKE RACING EVENT - AUGUST 15, 2010 CONT. . .

Mr. Averill confirmed that he has been made aware and is agreeable to the conditions recommended by the Police and Fire Departments.

Selectman Bakstran moved the Board vote to allow a bike race over state highway 20 through the Town of Northborough on August 15, 2010 with the condition that the applicant shall be responsible for the strict adherence to the agreed-upon plans as outlined in the letters dated July 12, 2010 from Sergeant Galvin and July 8, 2010 from Fire Chief Durgin, as well as any and all related expenses; Selectman Rutan seconded the motion; all members voted in favor.

MEMORANDUM OF UNDERSTANDING WITH NEDP, INC.

Mr. Coderre informed the Board that the annual Memorandum of Agreement between the Town and Extended Day Program, Inc. is for the continued use of office space and facilities at the Town Hall. This updated Agreement for FY11 provides for an increase in payment to the Town from \$16,300 in FY10 to \$17,500 in FY11 to reflect increased costs associated with use of the space, as well as the shared Administrative Assistant position.

Selectman Rutan moved the Board vote to approve the FY11 Memorandum of Understanding between the Town and Northborough Extended Day Program, Inc. for the use of office space and facilities at the Town Hall and to authorize the Town Administrator to execute same; Selectman Amberson seconded the motion; all members voted in favor.

REAPPOINTMENT - DISTRICT DIRECTOR, BURIAL & VETERANS AGENT

Selectman Pantazis moved the Board vote to reappoint Richard Perron to serve as the Town's Burial Agent and Veterans Agent, as well as the District Director for the Towns of Northborough, Shrewsbury and Grafton for a one-year term; Selectman Rutan seconded the motion; all members voted in favor.

APPROVAL/EXECUTION OF CEMETERY DEEDS A837, A838 & A839

Selectman Pantazis moved the Board vote to approve and execute Cemetery Deeds A837, A838 & A839; Selectman Amberson seconded the motion; all members voted in favor.

OTHER BUSINESS

None

ADJOURNMENT

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

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. Updated information from the Trails Committee, including maps.
2. Information packet for the Open Space and Recreation Plan.
3. Information packet regarding the annual appointment of Special Police Officers.
4. Memo outlining request for Advances in Lieu of Borrowing.
5. Memo providing a status report on future solid waste bids.
6. Amended Order of Taking for Silas Drive.
7. Information packet on Bike Racing Event request.
8. Memorandum of Understanding with NEDP, Inc.
9. Information packet on Reappointment of District Director, Burial Agent and Veterans Agent.
10. Cemetery Deeds.