

**BOARD OF SELECTMEN  
MEETING MINUTES – NOVEMBER 8, 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 – OCTOBER 18, 2010 REGULAR MEETING**

Selectman Rutan moved the Board vote to approve the meeting minutes of the October 18, 2010 regular meeting as submitted, Selectman Amberson seconded the motion; all members voted in favor.

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

To consider an application by Marc Turo d/b/a Bistro Limoncello to alter the premises of his All Alcoholic Beverages Restaurant License at 290 West Main Street.

Marc Turo was present along with Attorney Marshall Gould. Attorney Gould informed the Board that Mr. Turo is requesting permission to alter the premises of his All Alcoholic Beverages Restaurant License at 290 West Main Street. The proposed alteration is to expand the premises to include Unit #10 in addition to the current licensed premises at Unit #11 for a total inside seating capacity of 71. It will also include an outdoor seating area located at the front of the building with seating for up to 20 patrons.

The application has been reviewed by the Police Chief, Fire Chief and Building Inspector. There are no concerns with the application and all recommend approval with conditions that have been reviewed and agreed upon by the applicant.

Selectman Amberson moved the Board vote to approve the application as submitted by Marc Turo d/b/a Bistro Limoncello to alter the premises for the All Alcoholic Beverages Restaurant License at 290 West Main Street and to further note that the alteration of these premises will not be detrimental to the educational and spiritual activities of St. Rose of Lima Church located at 244 West Main Street. The approval is subject to the following:

1. The outside seating will include conditions as determined by the Police Chief, Fire Chief and Building Inspector.
2. The license will not be released until the time that a 304 certificate and certificate of occupancy has been issued.

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

## REPORTS

### Fran Bakstran

- Announced that the Boy Scouts have dropped off food collection bags. Donations are due on November 13th.
- Announced that the Health Department will sponsor a Flu Clinic on Tuesday, November 16th at the Senior Center from 2:30-5:30 pm.
- Noted that she will be attending the Northborough/Southborough Good Scouts Award Dinner on behalf of the Board. Congratulated Northborough resident Nancy Berglund for being recognized at this event.

### William Pantazis

- Thanked those who voted on November 2, 2010.
- Attended the renaming ceremony for a portion of Route 20 that will now be called Governor John Davis Highway.
- Reminded everyone that November 11<sup>th</sup> is Veterans Day.

### Leslie Rutan, Clerk

- Thanked the DPW Department for recent sidewalk maintenance at the request of a resident.
- Announced that the High School Musical "*Where's Charlie*" will be held at 7 pm on December 2, 3, 4 at the High School.
- Requested information on the deadline date that Verizon must adhere to in offering FiOS to all Town residents? Mr. Coderre responded that Verizon must have the entire Town 100% complete by July 2012, in accordance with the terms of their license.
- Thanked everyone who voted on November 2, 2010.
- Announced that the American Legion is accepting donations to send care packages to the troops. Donations must be made by November 20, 2010.

### Jeff Amberson, Vice Chairman

- Noted the various items needed for the donations made to the American Legion for the troop's care packages, including money to help with postage.
- Thanked the election workers and the Police Department for their efforts in the recent election.

### Dawn Rand, Chairman

- Thanked Mr. Coderre and DPW Director Kara Buzanoski for responding to a resident's request to have a tree removed.

### John Coderre, Town Administrator

- Informed the Board that the Town Auditor will attend the November 22<sup>nd</sup> Meeting to make a presentation on the FY2010 Audit Report.

## PUBLIC COMMENTS

None.

**DISCUSSION ON PROPOSED FREE CASH POLICY**

Mr. Coderre presented to the Board his proposed Free Cash Policy. This policy has been presented to both the Financial Planning and Appropriations Committees and both unanimously recommend approval.

Mr. Coderre informed the Board that the proposed policy represents a conservative spending approach that serves as a planning guide by identifying appropriate uses of Free Cash. If adopted, the policy would result in the development of an annual Free Cash Plan for use during the budget process. The final use of Free Cash would continue to be subject to Town Meeting approval and appropriation.

Mr. Coderre stressed the importance of adopting this policy based on the following key benefits:

- Creates a principle-based decision making process with clear, agreed upon priorities and expectations
- Provides for sustainable level of use in the operating budget
- Links one-time revenues to one-time expenditures
- Strengthens the Town's overall financial position and increases flexibility and lead time to address economic conditions
- Strengthens our Bond Rating

Following the presentation, several questions, followed by positive comments were heard by members of the Board.

Appropriations Committee Chairman Elaine Kelly and Financial Planning Committee Chairman Jason Perreault were present in the audience. Both offered their support and thanked Mr. Coderre and members of the Financial Team for the amount of effort that went into the development of this policy.

Selectman Bakstran moved the Board vote to adopt the Free Cash Policy as presented by Town Administrator John Coderre and recommended by the Appropriations and Financial Planning Committees; Selectman Rutan seconded the motion; all members voted in favor.

**APPROVAL/EXECUTION OF STATEMENT OF CLAIM -  
6 MILK PORRIDGE CIRCLE**

Mr. Coderre informed the Board that the Town recently demolished and removed a dangerous and dilapidated structure located at 6 Milk Porridge Circle. The claim for this expense was invoiced to the property owners and remains unpaid.

In order to establish a valid demolition lien on this property, a Statement of Lien needs to be executed by the Board and then recorded at the Worcester Registry of Deeds.

Selectman Amberson moved the Board vote to approve and execute the Statement of Claim due the Town for the demolition of the structure located at 6 Milk Porridge Circle; Selectman Pantazis seconded the motion; all members voted in favor.

**APPROVAL/EXECUTION OF PLOWING AND SANDING AGREEMENTS**

Selectman Bakstran moved the Board vote to approve and execute the Plowing and Sanding Agreements for the 2010/2011 Winter Season for the following private ways:

- Harris Avenue
- Maple Lane
- 37-55 Green Street
- 395-441 Howard Street (Sparrow Lane)
- 467-497 Howard Street (Kimberly Lane)

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

**OTHER BUSINESS**

None

**7:55 p.m. – EXECUTIVE SESSION**

Selectman Rutan moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Subsection 3 (litigation) due to the Chair's determination that a discussion regarding these matters in an open meeting may have a detrimental effect on the position of the Board; Selectman Bakstran seconded the motion; the roll call vote was taken as follows:

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

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Diane M. Wackell  
 Executive Assistant to the  
 Board of Selectmen

Documents used during meeting:

1. November 8, 2010 Meeting Agenda.
2. October 18, 2010 Meeting Minutes.
3. Information packet - Bistro Limoncello Public Hearing.
4. Information packet - Proposed Free Cash Policy.
5. Information packet - Statement of Claim - 6 Milk Porridge Circle.
6. Information packet - Plowing and Sanding Agreements for Private Ways.