

**BOARD OF SELECTMEN
MEETING MINUTES – NOVEMBER 22, 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 – NOVEMBER 8, 2010 REGULAR MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the November 8, 2010 regular meeting as submitted, Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - **BILL FRAHER, TOWN AUDITOR**
Presentation on FY 2010 Audit Report.

Bill Fraher, CPA made a presentation to the Board on the completed Final Audit Report for FY 2010.

Mr. Fraher informed the Board that the Town is in a good overall financial position. However, the budget process for the next few years will continue to be challenging due to anticipated slow revenue growth. As in the past, Mr. Fraher recommended that the Town continue to monitor the trend of tax revenues, local aid and other receipts and to ensure that annual operating budgets are kept within available revenue and other funding sources.

Mr. Fraher reviewed his Management Letter Comments, noting that no material weaknesses or reportable conditions were found. He also commended the Town Administrator and the Board on the recent adoption of the Free Cash Policy.

Mr. Coderre attributed the cleanest audit in memory to the coordinated efforts of the Financial Team, which systematically addressed audit comments and eliminated them. Mr. Coderre publicly acknowledged Finance Director June Hubbard-Ward and Town Accountant Jason Little who were in the audience.

7:10 p.m. - **ROB THEVE - FIRE DEPARTMENT CAPTAIN**
Presentation on Fire Department Collection for "Toys for Tots" Program.

Fire Captain Rob Theve announced that the Northborough Fire Department is again an official drop-off site for the USMC Toys for Tots Collection Program. An additional drop-off site is located at the Northborough Town Hall. Toys can be dropped off at either location on or before December 16, 2010. Captain Theve encouraged those in need to contact him.

7:15 p.m. - **VIRGINIA SIMMS GEORGE, CHAIR**
COMMUNITY AFFAIRS COMMITTEE
Presentation on Holiday Trolley Program.

Community Affairs Committee Chair Virginia Simms George and Kimberly Reed from The Purple Rose announced that the Annual Holiday Trolley program will be held on December 11th from 12:00 - 5:00 p.m. The tree lighting ceremony in the Town center is scheduled for 5:30 p.m. that same evening.

Selectman Amberson moved the Board vote to authorize the operation of the Holiday Trolley on December 11, 2010 from 11:30 a.m. to 5:30 p.m., and to authorize the proposed trolley stop locations; Selectman Rutan seconded the motion; all members voted in favor.

7:25 p.m. - **ANTHONY ZITON - CHAIRMAN**
FRIENDS OF THE NORTHBOROUGH DOG PARK
Presentation on proposed Dog Park.

Mr. Coderre provided some background information leading up to tonight's presentation. Anthony Ziton then made a presentation to the Board on the proposed Dog Park on Town-owned land located on Southwest Cutoff, formerly known as Mustang Stables. The items reviewed during the presentation were the proposed layout, estimated costs, funding ideas, how it will be maintained and by whom, timelines for completion, and the proposed rules, regulations and policies for the Dog Park.

Mr. Ziton informed the Board that the group has received positive feedback from the Conservation Commission after meeting with them recently. The group has also reached out to the neighboring abutters notifying them of their proposal. No responses have been received to date. Mr. Ziton added that the paperwork has been submitted to the Secretary of State to form the group as a non-profit organization.

Members of the Board expressed their support of the location and the proposed plan presented this evening. Dog Officer Claudia McGuire was present in the audience and noted her support of the proposed plan as well.

Selectman Bakstran moved the Board vote to support the proposal by the "Friends of Northborough Dog Park" to create a fenced-in Dog Park on Town owned land, formerly known as Mustang Stables located on Southwest Cutoff, provided the group forms a 501(3)(c) non-profit organization for the purpose of entering into a written agreement with the Town substantially in the form as outlined in the September 16, 2008 letter from Town Counsel; Selectman Amberson seconded the motion; all members voted in favor.

REPORTS

Fran Bakstran

- Attended the Good Scout Award Dinner. Congratulated Northborough resident Nancy Berglund for being honored at the event.
- Noted the success of the Recreation Department, adding that it's nice to see that activities are being offered to residents of all ages.
- Questioned whether or not number signs are required on houses. Fire Chief Durgin responded that they are. She suggested that to raise awareness for this requirement might be a good project for an Eagle Scout.

William Pantazis

- Wished everyone a Happy Thanksgiving.

Leslie Rutan, Clerk

- Reminded residents that the High School Musical "*Where's Charlie*" will be held at 7:00 pm on December 2, 3, 4 at the High School.
- Announced that the American Legion has extended their deadline for accepting donations to send care packages to the troops to November 29th.
- Thanked Health Agent Jamie Terry for her efforts in scheduling a series of flu clinics.
- Noted that the School Superintendent recently mentioned that Wegmans has already reached out to the School Department to create a future partnership between the company and the schools to discuss nutritional initiatives.
- On behalf of a resident, requested whether or not a truck exclusion could be considered on Bartlett Street. Mr. Coderre responded that there are significant warrants that must be met in order for an area to be considered for a truck exclusion. He added that since Bartlett Street is the most direct way towards an industrial park area, a truck exclusion would not be appropriate. Mr. Coderre offered to look into other ways to help mitigate the noise of the trucks traveling on this street.

Jeff Amberson, Vice Chairman

- Attended the Fire Prevention Open House on October 24th. Thanked the Fire Chief and his staff for organizing the event.
- Asked that residents remember to keep the fire hydrants and sidewalks in their area free of snow.

Dawn Rand, Chairman

- Noted that Town Counsel has filed a Declaratory Judgment against the Regional High School District in regards to the School Building Assistance payments.
- Announced that the Annual Winter Ball will be held on January 29, 2011 at the White Cliff's.

John Coderre, Town Administrator

- Noted that because there are no conflicts with Holidays during the months of January through April, the Board of Selectmen Meeting Schedule for those months will be the routine 2nd and 4th Monday of each month.
- Informed the Board that the required Tax Classification Hearing will be scheduled for the Board's Meeting on December 6th.

PUBLIC COMMENTS

None.

OTHER BUSINESS

None.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 8, 2010 Meeting Minutes.
2. Information packet - FY 2010 Audit.
3. Information flyer - Toys for Tots.
4. Information flyer - Holiday Trolley Program.
5. Information packet - Proposed Dog Park.
6. Memo regarding BOS Meeting Schedule - January- April 2011.