

**BOARD OF SELECTMEN
MEETING MINUTES – November 21, 2011**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

MEMBERS PRESENT: Jeff Amberson, Chairman
Dawn Rand, Vice Chairman
Leslie Rutan, Clerk
William Pantazis
Aaron Hutchins

*Pledge of Allegiance

APPROVAL OF MINUTES – NOVEMBER 7, 2011 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the November 7, 2011 regular meeting as submitted, Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - **ROB THEVE, FIRE DEPARTMENT CAPTAIN**
Presentation on Fire Department Collection for "Toys for Tots"
Program.

Fire Captain Rob Theve was present to announce that the Northborough Fire Department is again an official drop-off site for the USMC Toys for Tots Collection Program. In addition to the Fire Department, additional drop-off sites are located at the Northborough Town Hall and Library. Mr. Theve added that a number of area businesses are supporting the cause by coordinating their own toy drives. Toys can be dropped off at either location on or before December 15th. Captain Theve encouraged those in need to contact him.

7:05 p.m. - **VIRGINIA SIMMS GEORGE, CHAIR
COMMUNITY AFFAIRS COMMITTEE**
Presentation on Holiday Trolley Program.

Community Affairs Committee Chairman Virginia Simms George and Kimberly Reed of the Purple Rose were present to announce that the 7th Annual Holiday Trolley program will be held on December 10th 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 Rand moved the Board vote to authorize the operation of the Holiday Trolley on December 10, 2011 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.

7:10 p.m. - **FRED LITCHFIELD, TOWN ENGINEER**
Follow-up Presentation on a previously requested truck exclusion
on Ridge Road.

Town Engineer Fred Litchfield provided a follow-up presentation to an earlier request for a Heavy Commercial Truck Exclusion on Ridge Road. Mr. Litchfield added that additional traffic counts were taken this summer on Collins Road, Ridge Road and Maple Street.

TRUCK EXCLUSION PRESENTATION CONT. . .

Mr. Litchfield informed the Board that although Collins Road is the only road that met the minimum 5% criteria for a Heavy Commercial Truck Exclusion, he would like to submit a formal application to the Mass DOT requesting that Ridge Road, Maple Street, Brigham Street and Collins Road all be excluded roads due to the fact that each of these roads must be traveled upon in order for a truck to reach Collins Road.

Several questions and comments were heard from members of the Board, followed by comments from the audience.

Mr. Litchfield assured the Board that this new request to include all four streets will not jeopardize the data that's already been collected and approved by Mass DOT for Collins Road.

Selectman Rutan moved the Board vote to submit a formal application to the Massachusetts Department of Transportation requesting a Heavy Commercial Vehicle Exclusion for Collins Road, Maple Street, Ridge Road and Brigham Street; Selectman Pantazis seconded the motion; all members voted in favor.

REPORTSAaron Hutchins

- Congratulated the Police Department on their recent re-accreditation. Thanked the Police Department for being actively involved in police accreditation initiatives for the last twenty-three years.
- Wished everyone a Happy Thanksgiving and emphasized the purpose of the holiday. He extended his gratefulness to everyone who works for the Town, adding that he is grateful to be a resident and to serve as a member of the Board of Selectmen.

William Pantazis

- Announced that Saturday, November 26th is "Support your Local Merchants" Day.
- Requested an update on the River Street Bridge construction. Mr. Litchfield stated that the repaving is scheduled to take place within the next couple of weeks. The bridge will re-open shortly thereafter.
- Wished everyone a Happy Thanksgiving.

Leslie Rutan, Clerk

- Noted that the Interview Committee met with an applicant for the Community Affairs Committee prior to tonight's meeting. See below for appointment.
- Noted that the Coat Drive sponsored by the Helping Hands Association and the Northborough Moms & Tots was a great success, where over 300 coats were donated. Also thanked Zee Cleaners in Northborough for offering to dry clean each coat at no charge.
- Thanked Chief Leahy for coordinating a meeting that was hosted by Wegmans for all of the shops at Northborough Crossing. All of the retailers were able to meet each other and discuss a variety of topics, including the initiatives of the police department in keeping retailers aware and alerted to what's going on around them.

Leslie Rutan's Report Cont. . .

- Questioned if the Town is proactively addressing the hanging limbs throughout town? Mr. Coderre stated that road crews started cleaning up hanging limbs today. He encouraged residents to call his office if they aware of any hanging limbs that need attention.

Dawn Rand, Vice Chairman

- Questioned if any additional brush drop-off dates have been scheduled? Mr. Coderre announced that an additional brush drop-off date has been scheduled at the Highway Garage for this Saturday, November 26th from 8 a.m. – 12 Noon.

Jeff Amberson, Chairman

- Thanked the DPW employees for their efforts during and after the October snow storm, in addition to everything else they do.
- Congratulated the Police Department on their recent re-accreditation, especially Lieutenant William Lyver who was instrumental in this year's re-accreditation process.
- Reminded residents to keep the hydrants in their area free from storm debris and snow.

John Coderre, Town Administrator

- Informed the Board that the Classification Hearing to set the tax rate will take place at the Board's December 19th Meeting.
- Informed the Board that the Town's Auditor will present the FY2011 Year-End Audit Report at the Board's December 19th Meeting.
- Again, extended his appreciation and thanks to the YMCA for their help during and after the October snow storm.

APPOINTMENT TO THE COMMUNITY AFFAIRS COMMITTEE

Selectman Rutan moved the Board vote to appoint Amy Rogers to the Community Affairs Committee for a partial three-year term; Selectman Hutchins seconded the motion; all members voted in favor.

PUBLIC COMMENTS

None.

MEETING SCHEDULE FOR JANUARY THROUGH APRIL

Selectman Pantazis moved the Board vote to hold to the regular meeting schedule of the second and fourth Mondays of each month for January through April; Selectman Rand seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:05 p.m. - EXECUTIVE SESSION

Selectman Hutchins 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 this matter in an open meeting may have a detrimental effect on the position of the Board; Selectman Rand seconded the motion; the roll call vote was taken as follows:

Rand	"aye"	Hutchins	"aye"
Rutan	"aye"	Amberson	"aye"
Pantazis	"aye"		

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

ADJOURNMENT

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

Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 21, 2011 Meeting Agenda.
2. November 7, 2011 Meeting Minutes.
3. Toys for Tots Flyer.
4. Holiday Trolley Flyer.
5. Information packet – Ridge Road Truck Exclusion.
6. Meeting Schedule Memo.