

**BOARD OF SELECTMEN
MEETING MINUTES – October 15, 2012**

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

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

*Pledge of Allegiance

APPROVAL OF MINUTES – SEPTEMBER 24, 2012 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the September 24, 2012 regular meeting as submitted; Selectman Amberson seconded the motion. Vote 3-0-2 (Chairman Pantazis and Selectman Rutan were not present at the September 24, 2012 Meeting and therefore abstained.

7:00 p.m. - HEARING – DPW DIRECTOR DANIEL NASON

Set Fees for Plowing/Sanding Private Ways for the upcoming 2012-2013 winter season.

DPW Director Dan Nason proposed to the Board that the base charge for plowing and sanding/salting of private ways and unaccepted streets which are 100% complete be increased approximately 3.0% from last year to cover the increased costs of labor, equipment maintenance, sand, salt and other materials, and diesel and gasoline fuel.

Residents of the private ways that received plowing and sanding/salting services during the last Winter Season were notified of tonight's hearing to increase the fees. None were present.

Selectman Hutchins moved the Board vote to set the fees for plowing, sanding and salting of private ways less than 3,000 feet for the 2012/2013 winter season as follows:

\$170.00 per storm for plowing
\$170.00 per storm for sanding/salting

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

7:05 p.m. - RICK LEIF - NORTHBOROUGH AFFORDABLE HOUSING CORPORATION

Request for waiver of fees related to the construction of four affordable senior rental units at 1 Centre Drive.

Rick Leif was present on behalf of Northborough Affordable Housing Corporation (NAHC) to request that the Board waive the fees associated with the construction of four affordable senior rental units at 1 Centre Drive. Mr. Leif's presentation included a brief

RICK LEIF – NORTHBOROUGH AFFORDABLE HOUSING CORP. CONT. . .

history of NAHC, a 501 C3 non-profit organization chartered to create affordable housing in Northborough.

Selectman Amberson moved the Board vote to approve the request of Northborough Affordable Housing Corporation to waive the fees associated with the construction of four affordable senior rental units at 1 Centre Drive, with the exception of the fees associated with the Water and Sewer Enterprise Funds; Selectman Rutan seconded the motion; all members voted in favor.

REPORTSAaron Hutchins

- Recognized Joe Wall from Boy Scout Troop 101 who was in attendance at tonight's meeting in order to earn his Citizenship in the Community Merit Badge.
- Confirmed that the evening ban for sports and other activities has been lifted due to the recent frost.
- Noted that the Nixon Family was recently recognized in the National News. Pleased to see that this family continues to be remembered.
- Noted the receipt of an update provided by the Police Chief on the upcoming paving schedule associated with the downtown construction project. Chief Leahy was present and provided detailed information on the paving schedule.
- Questioned whether or not "decorative" crosswalks will be included as part of the downtown construction project? Mr. Coderre stated that if there is any contingency funds leftover, the contractor may consider including "decorative" measures to be included in the plan for crosswalks.
- Continues to attend the meetings of the Boards, Committees and Commissions of which he is a liaison to. Was not able to attend the recent meeting of the Historical Commission where the demolition of the town-owned building on West Main Street was discussed. Questioned whether or not the Town has any specific plans for the use of this property? Mr. Coderre responded no, not at this time.

Dawn Rand

- Attended the Northborough Alumni Association's annual Homecoming Reunion.
- Now that the paving is taking place on the downtown construction project, questioned when the railroad crossings will be replaced? Mr. Coderre responded that the railroad crossing replacement will be done under a different phase of the project, before the final pavement is done.
- Requested a status update on the bridge on Church Street. Mr. Coderre responded that the DPW Department will be shoring the bridge in order to make it safe for people to walk on. Eventually, it will be determined whether or not it needs to be repaired or replaced, at which time, funding options can be investigated.

Jeff Amberson, Clerk

- Spoke to the cub scouts of Den 8, Pack 28 about local government. Thanked them for the invitation.

Leslie Rutan, Vice Chairman

- Noted that the Interview Committee met with an applicant for the Cultural Council. See below for appointment.
- Requested a status update on the analysis project for road conditions throughout Town. Asked when a plan for roadway improvements is expected to be developed? Mr. Nason responded that a meeting is scheduled for next week to begin reviewing the data. A plan for the roadway improvements is still a couple of months away.
- Announced that Northborough Helping Hands Association is sponsoring a coat drive until November 12th. Collections are being taken at the Library and at the Recreation Department. Requested that this be added to the Town Website.
- Noted that the EPA rated Algonquin Regional High School as more energy efficient than 94% of similarly sized schools in the Country. Thanked Algonquin Facilities Director Mike Gorman for his efforts in this regard.
- Announced that Verizon has completed the build-out plan for FiOS in accordance with the contract. All Northborough residents now have the ability to choose between Verizon or Charter for service.
- Requested an update on the ZBA decision regarding the Roughnecks Baseball Association. Mr. Coderre responded that the ZBA denied their application and the timeframe to appeal the decision has expired.

William Pantazis, Chairman

- Noted the resignation of Tanya List from the Board of Library Trustees. Requested that a letter of appreciation be sent on behalf of the Board.

John Coderre, Town Administrator

- Noted that the voter registration deadline is Wednesday, October 17th at 8pm.
- Noted that the Town's auditor will attend the Board's November 5th meeting to present the FY2012 Audit Report.

PUBLIC COMMENTS

None.

APPOINTMENT TO THE CULTURAL COUNCIL

Selectman Rutan moved the Board vote to appoint Yurima Guilarte-Murphy to the Cultural Council for a three-year term; Selectman Rand seconded the motion; all members voted in favor.

DISCUSSION OF PRELIMINARY FREE CASH PLAN

Mr. Coderre presented his preliminary FY2014 Free Cash Plan for consideration and use during the upcoming budget process. The FY2012 year-end Free Cash was certified at slightly over \$2.45 million. At this level, the Town will be able to maintain an appropriation to the Reserve Account, continue to contribute to the FY2014 Operating Budget and pay cash for a significant portion of our upcoming capital needs.

Mr. Coderre reiterated that the Free Cash Policy represents a conservative spending approach that serves as a planning guide by identifying appropriate uses of Free Cash. The final use of Free Cash is reviewed by the Appropriations and Financial Planning Committees and is subject to Town Meeting approval and appropriation.

DISCUSSION ON BRING YOUR OWN BOTTLE (BYOB) POLICY

Mr. Coderre informed the Board that as of the Board's last meeting, only two Wine & Malt Restaurant Licenses remain available under the State's quota system, with the exception of the five site-specific All Alcoholic Restaurant Licenses for Northborough Crossing. It is now a good time for the Board to consider whether or not it wishes to prohibit the practice of BYOB or draft regulations that would allow BYOB with certain conditions.

Following some discussion amongst members of the Board on the merits of a BYOB Policy, the Board asked Mr. Coderre to move forward with drafting a BYOB Policy for discussion purposes. If the Board decides to pursue a formal policy, a public hearing would then be scheduled to allow for public input.

EXECUTION OF WARRANT FOR THE NOV 6, 2012 STATE ELECTION

Selectman Rand moved the Board vote to execute the Warrant for the November 6, 2012 State Election; Selectman Hutchins seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

ADJOURNMENT

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

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. October 15, 2012 Meeting Agenda.
2. September 24, 2012 Meeting Minutes.
3. Information packet – Plowing/Sanding Private Ways Fees.
4. Information packet – NAHC Request to Waive Fees.
5. Memorandum – Preliminary Free Cash Plan.
6. Information packet – BYOB Policy.
7. State Election Warrant.