

**BOARD OF SELECTMEN
MEETING MINUTES – November 5, 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 – OCTOBER 15, 2012 REGULAR MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the October 15, 2012 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 2012 Audit Report.

Bill Fraher, CPA made a presentation to the Board on the completed Final Audit Report for FY2012. The Town continues to be in a good overall financial position, having approximately \$6.1 million in combined free cash and stabilization fund balances, prior to implementation of the FY2014 Free Cash Plan. He warned that despite these reserves and given the continued difficult economy and state budget issues, the budget process for the next few years will continue to be challenging.

Mr. Fraher reviewed his Management Letter comments, which detailed a clean audit with no material weaknesses or significant deficiencies being found. He 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.

Following the presentation, questions and comments were heard from members of the Board. In response to a request from Selectman Rand, Mr. Coderre will provide the Board with an update on the revolving fund accounts.

Mr. Coderre publicly acknowledged the efforts of Finance Director June Hubbard-Ward and Town Accountant Jason Little and other Department Heads, as well as several members of the Financial Planning Committee who were in the audience.

7:10 p.m. - YURI KRASNOV - ZEM HAN
Request to amend Entertainment License for Zem Han at 4 West Main Street to include live entertainment.

Yuri Krasnov from Zem Han was present to request permission to amend the Entertainment License to include a belly dancer every other week on either a Friday or

ZEM HAN CONT. . .

Saturday evening between the hours of 7pm and 9pm, at which time two 15-minute dances would be performed. He added that belly dancing is a traditional Mediterranean art form and would complement the cultural experience of the restaurant.

Following several questions and comments from members of the Board, it was suggested that Zem Han post information about the performances on the restaurant's website and at the entrance to the restaurant in order to advise the general public of the performances ahead of time. Mr. Krasnov agreed to the posting requirements.

Selectman Hutchins moved the Board vote to amend the Entertainment License for Zem Han at 4 West Main Street to include inside live entertainment as set forth in Massachusetts General Laws, Chapter 140, Section 183A, Paragraph 2, but not those activities set forth in Chapter 140, Section 183A, Paragraph 3 with the condition that Zem Han post notification of the specific dates and times of the performances at the entrance to the restaurant and on their website; Selectman Rand seconded the motion; all members voted in favor.

REPORTS**Aaron Hutchins**

- Recognized Boy Scout Jason Howe who was in attendance at tonight's meeting in order to earn his Citizenship in the Community Merit Badge.
- Encouraged people to get out tomorrow and vote.

Dawn Rand

- Thanked Town staff for their efforts during and after the recent storm. Expressed her disappointment with National Grid.

Jeff Amberson, Clerk

- Thanked Town staff for their efforts during and after the recent storm.
- Reminded residents to keep their sidewalks and any surrounding fire hydrants clear of snow during the upcoming winter season.
- Encouraged people to get out and vote. Thanked the Town Clerk's Office and the many volunteers who help with the elections for their behind-the-scene efforts.

Leslie Rutan, Vice Chairman

- Noted that the Interview Committee met with an applicant for the Community Affairs Committee. See below for appointment.
- Thanked Town staff for their efforts before, during and after the storm.
- Spoke about the many complaints from residents about their disappointment with National Grid's response following the recent storm. Mr. Coderre explained the reason for the substantial power outage experienced throughout Town. He added that following the storm, he and the Fire Chief met with the president of National Grid where he expressed the need for better communication so that Town staff can give residents a reasonable expectation of when power might be restored.

Leslie Rutan Report Cont. . .

- Encouraged residents to sign up for the automatic email notices from the Town website.
- Reminded residents 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.
- Announced that the Boy Scouts will be conducting their annual Scouting for Food Drive on Saturday, November 10th.

William Pantazis, Chairman

- Encouraged people to get out and vote.
- Thanked the Town staff for their efforts during Hurricane Sandy.

John Coderre, Town Administrator

- Publicly acknowledged the efforts of Town staff with regards to Hurricane Sandy.
- Announced the appointment of Fred Leonardo as the new full-time Building Inspector.
- Announced the appointment of Mia McDonald as the new part-time Conservation Agent.
- Acknowledged Boy Scout Jason Howe From Troop 1, who was in attendance at tonight's meeting in order to earn his Citizenship in the Community Merit Badge.

PUBLIC COMMENTS

None.

APPOINTMENT TO THE COMMUNITY AFFAIRS COMMITTEE

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

APPROVAL/EXECUTION OF PLOWING AND SANDING AGREEMENTS

Selectman Rand moved the Board vote to approve and execute the plowing and sanding agreements for the 2012/2013 Winter Season for the following private ways: Maple Lane, Harris Avenue, 37-55 Green Street and 467-497 Howard Street (Kimberly Lane); Selectman Rutan seconded the motion; all members voted in favor.

DISCUSSION ON BRING YOUR OWN BOTTLE (BYOB) POLICY

At the Board's October 15, 2012 meeting, Mr. Coderre noted that 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. Mr. Coderre suggested that perhaps it was 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. At that time, the Board asked Mr. Coderre to move forward with drafting a BYOB Policy for discussion purposes.

DISCUSSION ON BRING YOUR OWN BOTTLE (BYOB) POLICY CONT. . .

Following a review of the key highlights of the draft Carry-In Wine & Malt (BYOB) Policy, several questions and comments were heard from members of the Board.

Members of the Board agreed that the draft Carry-In Wine & Malt Policy is a good start and agreed to move forward and schedule a public comment session to see if the general public, as well as any current liquor and/or common victualler licensee have anything to add prior to possible adoption of the policy. Selectman Rand stated that although, as of right now, she would be in favor of prohibiting BYOB all together, she would be happy to hear comments from the general public and other licensees before making a decision.

OTHER BUSINESS

None.

ADJOURNMENT

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

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 5, 2012 Meeting Agenda.
2. October 15, 2012 Meeting Minutes.
3. Information packet – FY 2012 Audit Report.
4. Information packet – Zem Han Entertainment Request.
5. Information packet – Plowing and Sanding Agreements.
6. Information packet – Carry-In Wine & Malt (BYOB) Policy.