

**BOARD OF SELECTMEN
MEETING MINUTES – February 25, 2013**

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 – FEBRUARY 11, 2013 REGULAR MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the February 11, 2013 regular meeting as submitted, Selectman Rand seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – FEBRUARY 14, 2013 SPECIAL MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the February 14, 2013 special meeting as submitted, Selectman Rand seconded the motion. Vote 4-0-1 (Selectman Hutchins was absent from this meeting and therefore abstained).

7:00 p.m. - DAVID PAGLIERONI D/B/A JAMN AUTO SALES

To consider an application for a Class II License for premises located at 197 Main Street.

David Paglieroni introduced himself as the new owner of JAMN Auto Sales located at 197 Main Street. He informed the Board that he has held a Class II License in the Town of Framingham since 1998.

The application has been reviewed by the Police Chief, Fire Chief and Building Inspector. All recommend approval, providing that the existing conditions are adhered to.

Selectman Amberson moved the Board vote to grant a Class II License to David Paglieroni d/b/a JAMN Auto Sales for premises located at 197 Main Street, with the following conditions:

1. No more than 65 vehicles can be stored on the property at any one time and must be stored as shown on the plot plan dated February, 1997.
2. A frame or shell of a vehicle will be considered a whole vehicle for the purpose of storage.
3. The gate leading to the rear of the property shall not be blocked at any time by a parked or stored vehicle to ensure emergency access.
4. Continued maintenance of the fire alarm system and its connection to the Northborough Fire Department.
5. A permit is required for the storage of any flammable fluids or gases in conformance with 527 CMR 14:00.

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

7:05 p.m. - NIKOLAOS KAKAVITSAS D/B/A ATHENS PIZZA
To consider an application for a Common Victualler License for premises located at 292 Main Street.

Nikolaos Kakavitsas introduced himself as the new owner of Athens Pizza at 292 Main Street. Mr. Kakavitsas is in the process of obtaining all of the necessary permits to re-open the business.

Selectman Rand moved the Board vote to approve the application for a Common Victualler License as submitted by Nikolaos Kakavitsas d/b/a Athens Pizza for premises located at 292 Main Street with the condition that the licensee receive satisfactory inspections by the Building, Fire and Health Departments; Selectman Amberson seconded the motion; all members voted in favor.

**7:10 p.m. - KATHY JOUBERT, TOWN PLANNER
FRED LONARDO, BUILDING INSPECTOR**
Continued discussion on possible sign bylaw amendments.

Mr. Coderre provided a brief review of the history leading up to tonight's discussion on the proposed amendments to the sign bylaw. A presentation on the possible amendments was made by Town Planner Kathy Joubert and Building Inspector Fred Lonardo.

As part of the presentation, Ms. Joubert informed the Board that she discussed with Town Counsel the proposed amendment to Section 7-09-040 (*Signs L. Permit Not Required*) as it pertains to Applefest. It is the opinion of Town Counsel that changes to this portion of the bylaw are not necessary in order to accommodate signs for the Annual Applefest event as previously discussed.

Following a lengthy discussion, the consensus of the Board was as follows:

Signs for Town-sponsored and/or Special Events

Selectman Amberson suggested an amendment that would establish an allowable timeframe for the signs to be erected prior to the event and removed at the conclusion of the event, such as one month prior to the event and taken down one week after the event. It was discussed that exceptions may be granted to this timeframe by the Building Inspector, or other body as appropriate. The Board also agreed that temporary signs should not exceed 15 square feet, and under no circumstance should they be allowed in the public right-of-way or on Town land.

Selectman Hutchins stated that he is not convinced that the changes to regulate an allowable timeframe that a sign can be erected are necessary, especially where they pertain to non-profit organizations.

Special Signs

Members of the Board agreed that they are not in favor of this amendment as this would permit signs to be located within the public right-of-way. It was discussed that the Town should not allow signs to be placed in the public right-of-way and there should not be an exception for real estate signs advertising an open house. The Board was unanimous in its belief that all commercial or sale signs should be treated equally, without exception.

Temporary Signs

Members of the Board agreed that they are in support of the proposed amendments regarding temporary signs as written.

The Board then heard comments from three business owners in the audience. In response, Mr. Coderre noted for the record that those businesses along the main corridor have been notified of the Planning Board's public hearing on March 5th where the possible amendments to the sign bylaw will be discussed.

Selectman Rand moved the Board vote to authorize the Chairman to send a letter to the Planning Board on behalf of the Board outlining the consensus of the Board on each of the proposed amendments to the sign bylaw; Selectman Amberson seconded the motion. Although all members voted in favor of sending a letter to the Planning Board, Selectman Hutchins indicated that he does not agree with the Board's general consensus that an allowable timeframe should be established for the display of temporary signs, especially pertaining to non-profit organizations.

REPORTS

Aaron Hutchins

- Requested a meeting with Mr. Coderre to discuss the Financial Trend Monitoring Report that was presented at the February 14th Special Meeting.
- Noticed that the Town of Mansfield has drafted a BYOB Policy based on ours.
- Humorously addressed the Board and citizens of Northborough through a written "State of My Seat" address.

Dawn Rand

- No report.

Jeff Amberson, Clerk

- No report.

Leslie Rutan, Vice Chairman

- Wished good luck to the Algonquin students who are participating in the upcoming All State Concert at the Symphony Hall in Boston.
- Noted that the Algonquin Boys Basketball team are playing top seed and the Algonquin Girls Basketball team are playing second seed in the Division I tournament. Wished them all luck in their upcoming games.
- Announced that Harvard Pilgrim awarded a \$2500 grant to the Northborough Food Pantry from its Community Spirit 9/11 Mini-Grant Program.

Leslie Rutan, Vice Chairman Report Cont. . .

- Noted that the Town is considering the use of the Code RED service, which would replace the now defunct Reverse 911 service. Mr. Coderre informed the Board that he will provide more information at a future Board Meeting.
- Noted that the recent adoption of our BYOB Policy was mentioned in the February publication of the Beacon.

William Pantazis, Chairman

- No report.

John Coderre, Town Administrator

- Noted that the FY2014 Capital Improvement Plan will be presented at the Board's next meeting.
- Noted that the State Legislators are scheduled to attend the Board's next meeting to review the Town's Legislative Priorities letter.

PUBLIC COMMENTS

None.

RENEWAL OF AUDIT CONTRACT

Mr. Coderre informed the Board that the new audit proposal provides continuation of audit services for fiscal years 2013 – 2015 at a 2% annual fee increase not to exceed \$24,520 for 2013, \$25,010 for 2014 and \$25,510 for 2015. In response to a question by Selectman Hutchins, Mr. Coderre assured the Board that the fee is both fair and comparable to what other communities are paying.

Selectman Hutchins moved the Board vote to renew the contract for Audit Services with Bill Fraher, CPA for Fiscal Years 2013 – 2015 and that the Town Administrator be authorized to execute the contract on behalf of the Board of Selectmen; Selectman Rand seconded the motion; all members voted in favor.

UPDATE ON PRELIMINARY FY2014 BUDGET

Mr. Coderre informed the Board that the Town has received the final Assabet Valley assessment and the preliminary ARHS assessment, which is expected to be formally voted on at the February 27th meeting of the Regional School Committee.

The proposed budgets for the key departments are estimated to increase as follows:

- Northborough K-8 Schools increases \$877,288 to \$20,372,565 (4.5%)
- General Government (Town) increases \$777,566 to \$18,056,813 (4.5%)
- Assabet Valley Vocational HS assessment decreases by \$9,706 to \$646,939 (1.48%)
- Algonquin Operating assessment increases \$801,892 to \$8,835,115 (9.98%)
Note: The debt for ARHS decreases by \$623,862 to \$665,232 (48.40%)

UPDATE ON PRELIMINARY FY2014 BUDGET CONT. . .

Mr. Coderre added that the outstanding budgetary items include Health Insurance renewal and debt figures.

Mr. Coderre noted that the net effect of changes to the ARHS assessment and debt service is an overall increase of 1.91% or \$178,030. The timing of the debt service reduction is the main reason why the Town's FY2014 budget model and goals can still be realized. Although the tax impact will be greater than originally anticipated, it should still be below \$200 per single family home, barring any further reductions in State Aid.

REVIEW OF DRAFT TOWN MEETING WARRANT

Mr. Coderre presented to the Board the draft warrant for the Annual Town Meeting and briefly reviewed each article. He indicated that although this initial review provides a good indication of the matters likely to come before Town Meeting, he stressed that the draft warrant presented this evening contains some incomplete information and several placeholders for articles still being developed.

Following his review of the draft warrant, Mr. Coderre added that the Community Preservation Committee will be invited to attend a future Board meeting to discuss each of their warrant articles in more detail.

ADOPTION OF CMRPC REGION-WIDE PRE-DISASTER MITIGATION PLAN

Mr. Coderre presented information regarding the Town's participation in the CMRPC's Region-Wide Pre-Disaster Mitigation Plan. He recommended that the Board adopt the plan, which will give Northborough access to potential grant funding for projects such as replacement of the Church Street culvert. There is no expense or commitment of resources associated with the Board's adoption of the plan, only a commitment to continue planning with other area communities for Pre-Disaster Mitigation.

He indicated that the Town intends to file several grant proposals under the umbrella of this plan.

Selectman Hutchins moved the Board vote to adopt the Pre-Disaster Hazard Mitigation Plan as presented; Selectman Rand seconded the motion; all members voted in favor.

REAPPOINTMENT OF CARL KINKEL TO THE CULTURAL COUNCIL

Selectman Rutan moved the Board vote to reappoint Carl Kinkel to the Cultural Council for a three-year term; Selectman Amberson seconded the motion; all members voted in favor.

EXECUTION OF CEMETERY DEED A911

Selectman Hutchins moved the Board vote to execute Cemetery Deed A911; Selectman Rand seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

ADJOURNMENT

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

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. February 25, 2013 Meeting Agenda.
2. February 11, 2013 Meeting Minutes.
3. Information packet – David Paglieroni d/b/a JAMN Auto Sales.
4. Information packet – Nikolaos Kakavitsas d/b/a Athens Pizza.
5. Information packet – Sign Bylaw Amendments.
6. Information packet – Audit Contract Renewal.
7. Information packet – Preliminary FY2014 Budget.
8. Information packet – Draft Town Meeting Warrant.
9. Information packet – CMRPC Region-Wide Pre-Disaster Mitigation Plan.
10. Information packet – Cultural Council Reappointment.
11. Cemetery Deed.