

**BOARD OF SELECTMEN
MEETING MINUTES – March 11, 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

Chairman Pantazis introduced the Boy Scouts of Troop 101 who were in the audience to earn their Citizenship in the Community Badge.

APPROVAL OF MINUTES – FEBRUARY 25, 2013 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the February 25, 2013 regular meeting as submitted, Selectman Amberson seconded the motion; all members voted in favor.

**7:00 p.m. - SENATOR JAMES B. ELDRIDGE
SENATOR HARRIETTE L. CHANDLER
STATE REPRESENTATIVE DANIELLE GREGOIRE
STATE REPRESENTATIVE HAROLD P. NAUGHTON**
Discussion of Legislative Priorities.

In preparation for tonight's legislative update, letters were sent in late January from the Board of Selectmen to the State Legislators advising them of Northborough's legislative priorities. At the request of the Board, Senators Eldridge and Chandler, Representatives Naughton and Gregoire were present. Also present in the audience were Assistant School Superintendent Christine Johnson, Director of Student Services Barbara Goodman and Northborough School Committee member Patricia Kress.

Mr. Coderre reviewed the following top two legislative priorities: 1) Restoration of Circuit-Breaker Funding; and 2) Reauthorization of Chapter 90 Funds. He then spoke about each of the additional secondary issues and initiatives.

Senators Eldridge and Chandler and Representatives Naughton and Gregoire provided a legislative update to the Board. Following several questions and comments from Mr. Coderre and members of the Board, the discussion focused on the need to modernize the procurement and public construction laws by exempting construction projects of \$100,000 or less from the prevailing wage law.

At the recommendation of the State Legislators, the Board discussed filing Home Rule Petitions for Insurance Proceeds for IOD, Property Claims and for modernization of the procurement and public construction laws by exempting construction projects of \$50,000 or less from the prevailing wage law. Senators Eldridge and Chandler and Representatives Naughton and Gregoire offered their assistance in support of the Home Rule Petitions. Each offered support for exempting construction projects of \$50,000 or less rather than the \$100,000 originally proposed.

DISCUSSION OF LEGISLATIVE PRIORITIES CONT. . .

Lastly, Senator Chandler informed the Board that she expects to see funding from a major transportation capital bond bill this year. She recommended that Mr. Coderre work with the DPW Director and other public safety officials to prioritize upcoming projects and to determine what prospects the Town might bring forward for possible funding.

Mr. Coderre thanked the Legislators for coming in this evening and for always being attentive to the needs of Northborough.

8:15 p.m. - PUBLIC HEARING

Presentation by Town Planner Kathy Joubert on the Proposed Changes to Section 1-80 of the Northborough Town Code.

Town Planner Kathy Joubert informed the Board of her request to amend Section 1-80 of the Northborough Town Code, specifically subsections 1-80-030 "Posting of Warrant" and 1-80-040 "Notice and Warrant for Special Town Meeting". Her request is to amend how the wording of an article must appear in the Warrant. Currently text to be deleted is shown in brackets and text to be added is shown in brackets and underlined.

Ms. Joubert stated that given the amount of change made to the zoning bylaw on an annual basis, this method to demonstrate the proposed changes has proven to be a cumbersome process as the zoning bylaw has many sections and subsections already shown in brackets.

Ms. Joubert proposed an amendment to the Town Code which would enable text changes to be shown as follows:

- new language to be added to any section of the Town Code will be underlined
- existing language to be deleted would be shown with a ~~striketrough~~

Chairman Pantazis invited comments from the audience. There were none.

Selectman Rand moved the Board vote to amend Section 1-80 of the Northborough Town Code, specifically subsections 1-80-030 "Posting of Warrant" and 1-80-040 "Notice and Warrant for Special Town Meeting" as presented and to include the same as a warrant article on the 2013 Annual Town Meeting Warrant; Selectman Amberson seconded the motion; all members voted in favor.

REPORTSAaron Hutchins

- Thanked the Boy Scouts of Troop 101 for being here this evening in their efforts to earn their Citizenship in the Community Merit Badge.
- Thanked Town staff for their efforts during the recent snow storm.
- Noted that nominations papers can still be taken out for the Annual Town Election.

Dawn Rand

- Noted that she has received complaints regarding the usage of the Lion's Club sign. Mr. Coderre suggested that the Board reach out to the Lion's Club to discuss these concerns in light of the recent sign bylaw discussions. The Board agreed to invite the Lion's Club in to a future meeting if needed.

Jeff Amberson, Clerk

- Reminded residents that the Annual Town Meeting will be held on April 22nd at 7:30pm at the High School.

Leslie Rutan, Vice Chairman

- Noted that there has been a vacancy on the ZBA due to the resignation of Craig Gugger in December. The vacancy was posted on the Town's cable access channel in January. The only applicant to date has been ZBA Alternate Member Robert Berger who was appointed in March 2012. See below for appointment.
- Thanked the Boy Scouts of Troop 101 for being here this evening in their efforts to earn their Citizenship in the Community Merit Badge.
- Thanked Assistant Town Clerk Teresa Kelly for her 16 years of service to the Town. The Board agreed to award her a Certificate of Appreciation.
- Noted that the Daily Voice will no longer be covering Northborough. Thanked reporter Bret Matthew and wished him well.
- Made mention of the Algonquin Boys and Girls Indoor Track teams.
- Announced that the Melican Middle School is participating in a fund-raising effort that will help benefit the Northborough Food Pantry.
- Congratulated Algonquin faculty and students on the success of their recent lip-sync video, which received over 30,000 hits on YouTube before being removed due to copyright issues.
- Expressed concern about the Patty Lane intersection and asked if the stop line heading east can be repainted. DPW Director Dan Nason indicated that line painting cannot be done at this time due to the current temperatures.

William Pantazis, Chairman

- No report.

John Coderre, Town Administrator

- No report.

APPOINTMENT TO THE ZONING BOARD OF APPEALS

Selectman Rutan moved the Board vote to appoint Zoning Board of Appeals Alternate Member Robert Berger to the Zoning Board of Appeals as a full voting Member for a partial two-year term; Selectman Rand seconded the motion; all members voted in favor.

PUBLIC COMMENTS

None.

DISCUSSION REGARDING NEW VETERANS DISTRICT

Assistant Town Administrator Kimberly (Hood) Foster spoke about the efforts of the State Department of Veterans' Services (DVS) to increase the minimum staffing requirements for veterans services districts. In order to continue with the Veterans Services District that is currently in place with the Towns of Shrewsbury and Grafton (of which the Town of Westborough is proposed to be added), the DVS is requiring that the Board of Selectmen adopt Section 10 and Section 11 of Chapter 115, which, respectively, establishes the legislative framework for a Veterans Services District and a District Board.

The Towns of Grafton, Shrewsbury and Westborough have all recently adopted the same legislation, and the four communities have worked together to prepare a proposal for submission to the Secretary of the Department of Veterans' Services. If approved, the four Towns would enter into an agreement formalizing the creation of the Central Massachusetts Veterans' District effective July 1, 2013. The current District Director Richard Perron is due to retire on June 30, 2013.

Creation of Veterans' Services District (M.G.L. Ch. 115, sec. 10)

Selectman Amberson moved the Board vote to establish a Veterans' Services District with the Towns of Grafton, Shrewsbury and Westborough for the purpose of furnishing such information, advice and assistance to veterans and their dependents as may be necessary to enable them to procure the benefits to which they are or may be entitled relative to employment, vocational or other educational opportunities, hospitalization, medical care, pensions, and other veterans' benefits; Selectman Rand seconded the motion; all members voted in favor.

Creation of a Veterans' Services Board (M.G.L. Ch. 115, sec. 11)

Selectman Amberson moved the Board vote to establish a Veterans' Services Board and appoint to said board the Chairman of the Board of Selectmen or his designee to fulfill the obligations expressed in M.G.L Ch. 115, sec. 11., which include the appointment of a director of veterans' services, the appointment of a district treasurer, the apportionment of district expenses, and the payment of costs and expenses by district members; Selectman Rutan seconded the motion; all members voted in favor.

PRESENTATION OF PROPOSED FY2014 CAPITAL BUDGET

Mr. Coderre reviewed the updated Capital Improvement Plan, which included the proposed FY2014 capital projects that will be considered at this year's Annual Town Meeting. The approximate total of the FY2014 capital projects is \$1.5M, which will be funded with no additional impact to the taxpayers. The Financial Planning Committee voted unanimously to support the proposed FY2014 Capital Budget and to recommend the proposed financing approach to the Board of Selectmen.

Mr. Coderre reviewed the following CIP Projects:

Fire Department	SCBA Compressor Replacement	\$ 50,000
Fire Department	Emergency Shelter Trailer	28,000
DPW: Highway Division	Salt Shed Replacement	800,000
DPW: Highway Division	Fueling Island Replacement/Relocation	425,000
DPW: Highway Division	Front-end Loader	203,500

PRESENTATION OF PROPOSED FY2014 CAPITAL BUDGET CONT. . .

Following the presentation, a few questions and comments were heard from members of the Board.

DISCUSSION OF LOCAL OPTIONS MEALS & HOTEL TAX

Mr. Coderre informed the Board that one of the conclusions of the Financial Trend Monitoring System Report was that revenues are not likely to grow much over the next several years. It was recommended that the identification of additional revenue sources such as the adoption of the Meals and/or Room Occupancy Surcharge be explored to alleviate the tax burden on residents.

Mr. Coderre reviewed summary sheets and maps for both the Meals Tax and Room Tax. The maps showed which communities who have already approved the local option revenues. If adopted at the April Town Meeting, the estimated \$280,000 in revenues would be used towards reducing the average FY2014 single family tax bill by approximately \$35.

Members of the Board agreed to place the Meals Tax and Room Tax on the Town Meeting Warrant in order to give Northborough residents the opportunity to decide. Selectman Rand questioned if the Meals Tax would hurt small businesses. Mr. Coderre responded that there has been no documented impact on businesses in the communities where they have been adopted. He added that these local option taxes were approved by the Legislation in order to provide relief to local property taxes.

Selectman Rutan moved the Board vote to include on the Town Meeting Warrant the local option meals excise pursuant to Massachusetts General Laws, Chapter 64L, Section 2(a); Selectman Amberson seconded the motion; all members voted in favor.

Selectman Rutan moved the Board vote to include on the Town Meeting Warrant the local option room occupancy excise pursuant to Massachusetts General Laws, Chapter 64G, Section 3(a); Selectman Amberson seconded the motion; all members voted in favor.

DISCUSSION OF SIGN BYLAW WARRANT ARTICLES

Chairman Pantazis indicated that in light of the action taken by the Planning Board at their hearing on March 5th with regard to the draft sign bylaw amendments, the Board has the following three options to consider: 1) to proceed with the bylaw amendments on the warrant without support of the Planning Board; 2) to proceed to place on the warrant just the Planning Board's recommended change to allow real estate signs, which the Board unanimously opposed at its last meeting; or 3) to remove all the draft amendments from the warrant, given the Planning Board's statement that they intend to review the sign bylaw holistically during the coming year.

Selectman Rand moved the Board vote to remove all draft sign bylaw amendments from the Town Meeting Warrant, given the Planning Board's statement that they intend to review the sign bylaw holistically during the coming year; Selectman Amberson seconded the motion; all members voted in favor.

DISCUSSION OF SIGN BYLAW WARRANT ARTICLES CONT. . .

Selectman Rutan added that in the meantime, she would like to see the continued enforcement of the existing sign bylaw.

CLOSE TOWN MEETING WARRANT

Selectman Hutchins moved the Board vote to place Home Rule Petitions on the Town Meeting Warrant for insurance proceeds for IOD, property claims and for modernization of the procurement and public construction laws by exempting construction projects of \$50,000 or less from the prevailing wage law; Selectman Rand seconded the motion; all members voted in favor.

Mr. Coderre informed the Board that the proposed special legislation pertaining to the request of Wegmans to allow a pouring license and a package store license at one location has not yet been approved by the Legislation. Due to the timing, this has been removed from the Town Meeting Warrant. If approved, the article will likely come back to next year's Town Meeting for consideration.

Selectman Hutchins moved the Board vote to close the Annual Town Meeting Warrant; Selectman Rand seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

9:25 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 (collective bargaining) 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:

Hutchins	“aye”	Rutan	“aye”
Rand	“aye”	Amberson	“aye”
Amberson	“aye”		

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

ADJOURNMENT

Selectman Amberson moved the Board vote to adjourn; Selectman Rand seconded the motion; all members voted in favor. Meeting adjourned at 9:45 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. March 11, 2013 Meeting Agenda.
2. February 25, 2013 Meeting Minutes.
3. Information packet – Legislative Priorities.
4. Information packet – Proposed changes to Section 1-80 Northborough Town Code.
5. Information packet – New Veterans District.
6. Information packet – Proposed FY2014 Capital Budget.
7. Information packet – Local Option Meals & Hotel Tax.
8. Information packet – Sign Bylaw Warrant Articles.
9. Information packet – Town Meeting Warrant Summary.