

BOARD OF SELECTMEN
MEETING MINUTES – May 20, 2013

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

MEMBERS PRESENT: William Pantazis, Chairman
Jeff Amberson
Dawn Rand
Aaron Hutchins – arrived at 7:45pm

MEMBERS ABSENT: Leslie Rutan, Vice Chairman

*Pledge of Allegiance

APPROVAL OF MINUTES

Chairman Pantazis indicated that the Board's approval of minutes will be postponed until later in the meeting when Selectman Hutchins will be present.

7:00 p.m. - KATHY JOUBERT, TOWN PLANNER
Economic Development Update.

Town Planner Kathy Joubert provided the following Economic Development update:

15 Main Street (presently known as Gulf Gas Station)

- Proposed Cumberland Farms convenience store and fuel pumps
- Building size of 4000 square feet
- Three fuel pumps
- Entrances and exits on Hudson and Main Streets
- 24/7 operation
- Applicant has completed process with Design Review Committee
- Public hearing on May 14, 2013 with the Zoning Board of Appeals

9 Monroe Street (Former Doyle Photography Studio)

- Proposed commercial building
- Building size of 6000 square feet
- Applicant has begun process with Design Review Committee
- Public hearing on June 25, 2013 with Zoning Board of Appeals

61 & 65 West Main Street (Former Pierce Gas Station)

- Proposed mixed-use development with two buildings
- One single story commercial building 8800 square feet
- One two story building 22,000 square feet, first floor commercial, second story apartments
- Applicant has begun process with Design Review Committee
- Public hearing on June 25, 2013 with Zoning Board of Appeals

Economic Development Update Cont. . .

70 West Main Street (Dunkin Donuts)

- Applicant working with staff and MDOT to create 2nd drive-up window on front of store and 3rd access driveway
- Initial stages of development. Will meet with Design Review Committee in near future.

333 Southwest Cutoff (East Coast Golf)

- Proposed commercial development along Route 20 frontage and proposed baseball training facility on rear of property
- 3 retail/commercial pads proposed for 12,000 square feet of restaurant with alcohol, 6000 square feet for bank, and 2000 square feet for drive-thru restaurant
- 3 baseball diamonds proposed for site with 15,000 square feet of office and batting cages
- Public hearing with Zoning Board of Appeals on May 14, 2013 for commercial development
- Public hearing with Planning Board on May 21, 2013 for outdoor recreation development
- Applicant will submit for Site Plan Approval with both boards after use hearings

360 Southwest Cutoff (Lavin parcel adjacent to Northborough Crossing main entrance)

- Planning Board recently approved Site Plan for landscape material storage yard
- The Natural Landscape, existing business in town, will display and sell stone products from this site by appointment only

175 Bearfoot Road (Iron Mountain)

- Will be adding three digital data storage pods at existing facility in three phases
- Each pod is approximately 21,000 square feet and first pod built will contain office space
- Six-eight employees operating 24/7
- Applicant will be filing with Planning Board in near future for Site Plan Approval

150 Church Street (residential property)

- Common driveway application for two house lots
- Public hearing on May 21, 2013 with the Planning Board

7:10 p.m. - JOHN CAMPBELL – OPEN SPACE COMMITTEE CHAIR.

Request to increase the membership of the Open Space Committee.

Open Space Committee Chairman John Campbell was not able to attend tonight's meeting. On behalf of the Open Space Committee, Town Planner Kathy Joubert asked the Board to consider increasing the membership of the Open Space Committee from seven members and two alternates to ten members. Currently the Board of Selectmen appoints three (3) citizen and (2) alternate members in addition to the Chairpersons or their designees of the Planning Board, Conservation Commission, Parks & Recreation Commission and Board of Selectmen.

Selectman Amberson, who serves as the Board's designee to the Open Space Committee, expressed his support of this request.

Selectman Amberson moved the Board vote to amend the membership of the Open Space Committee to include a total of ten (10) members to be appointed as follows:

Chairperson or designee of Planning Board
Chairperson or designee of Conservation Commission
Chairperson or designee of Parks & Recreation Commission
Chairperson or designee of Board of Selectmen
Six (6) citizens appointed by the Board of Selectmen

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

7:20 p.m. - JAMIE TERRY – HEALTH AGENT

Approval and acceptance of a "Building a Healthy Northborough" Grant from Mass in Motion.

Health Agent Jamie Terry was not able to attend tonight's meeting. Town Planner Kathy Joubert was present to request the Board's approval and acceptance of its second *Building a Healthy Northborough* Grant from Mass in Motion.

Ms. Joubert informed the Board that the Town has been awarded a new year of grant funding in the amount of \$60,000 for the grant cycle beginning July 1, 2013 through June 30, 2014. She announced that Northborough is one of the first four Mass In Motion communities who have started to see a decrease in BMI rates.

Ms. Joubert provided an update on the efforts of the *Building a Healthy Northborough* Program, which included the following:

- Updating recreation and NEDP policies to assure healthier food options.
- Continuing updates to the CATCH kids club programs to keep all kids moving.
- Successful implementation of 30 community gardens on Valentine Road.
- Working with local restaurants in offering healthy meal options.
- Creation of a new website: healthynorthborough.org.
- Continuing to work closely with the schools to provide healthy nutrition and physical education options.

Building a Healthy Northborough Program Update Cont. . .

- Continuing to work with the Trails Committee in promoting the many trails Northborough has to offer.

Selectman Rand moved the Board vote to approve the acceptance of the Mass in Motion Grant pursuant to Massachusetts General Laws, Chapter 44, Section 53A for the purpose of expending said monies to continue efforts with the Building a Healthy Northborough Program and to authorize the Town Administrator to execute same; Selectman Amberson seconded the motion; all members voted in favor.

REPORTS**Dawn Rand**

- Noted that the Interview Committee met with applicants for the Parks & Recreation Commission. See below for appointment.
- Announced that the Memorial Day Parade will be held on Monday, May 27th.

Jeff Amberson, Clerk

- Attended the Senior Center Volunteer Recognition Dinner. Thanked all of the volunteers, as well as everyone who coordinated the event.
- Thanked everyone who took the time to vote in the recent Town Election. Thanked the Town Clerk, the election workers and the police department for their efforts.

William Pantazis, Chairman

- Thanked everyone who took the time to vote and encouraged residents to continue to vote in future elections.
- Encouraged residents to attend the Memorial Day Parade.

John Coderre, Town Administrator

- Noted that information about the Memorial Day Parade, including the route is on the Town's website.

APPOINTMENT TO THE PARKS & RECREATION COMMISSION

Selectman Rand moved the Board vote to appoint Mark Awdycki to the Parks & Recreation Commission for a two-year term; Selectman Amberson seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – APRIL 22, 2013 SPECIAL MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the April 22, 2013 special meeting as submitted, Selectman Rand seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – APRIL 25, 2013 SPECIAL MEETING

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

PUBLIC COMMENTS

None.

APPROVAL/EXECUTION OF 2013 CIC GRANT INTER-MUNICIPAL AGREEMENT

Town Engineer Fred Litchfield was present and noted that in the fall of 2012, the Board supported the Town's participation in a regional storm water grant application intended to provide funding to help evaluate storm water related tasks as required by the current NPDES Municipal Separate Storm Sewer System (MS4) Permit administered by the United States Environmental Protection Agency.

The 30-town application for Regional Storm Water Management through the CIC Program has been awarded. However, as part of the 9C cuts announced by the Governor, the grant was reduced from \$200,000 to \$115,000. In order to avoid significant scope modifications, each Town is being asked to contribute \$2,833 to make up the difference and still retain all the benefits of the original grant application.

Mr. Litchfield requested the Board's approval of the Inter-Municipal Agreement for Matching Funds between the Town of Northborough and the Town of Spencer, who is coordinating the application on behalf of the 30 participating communities.

Selectman Rand moved the Board vote to approve and execute the 2013 Inter-Municipal Agreement with the Town of Spencer for matching grant funds from the 2013 CIC Grant for Regionalizing Municipal Storm Water Management in Central Massachusetts as part of the 30-town joint application; Selectman Amberson seconded the motion; all members voted in favor.

UPDATE ON COLLINS ROAD TRUCK EXCLUSION

Town Engineer Fred Litchfield noted that in March of 2012, the Board voted and the Massachusetts Department of Transportation approved a 24 hour Heavy Commercial Vehicle Exclusion on Collins Road. In an effort to determine the effectiveness of this truck exclusion, he has asked the Central Massachusetts Regional Planning Commission to install six (6) traffic counters within the area around Collins Road as part of their annual traffic counting plans within the Town of Northborough. Traffic counters were installed on Ridge Road, Maple Street, Collins Road and Brigham Street during the week of May 13th as a way of measuring the truck traffic on the streets around Collins Road to be sure truck traffic is not seeking alternate routes within the residential neighborhood around Collins Road.

Mr. Litchfield indicated that once the data is provided to the Town and is reviewed by staff, he will provide the Board with a summary of the results and a recommendation of any possible future steps required to prohibit heavy commercial vehicles from using these residential streets.

UPDATE ON DOWNTOWN TRAFFIC IMPROVEMENT PROJECT

Mr. Litchfield provided an update on the Downtown Traffic Improvement Project. He informed the Board that MassDOT has extended the contract completion date to July 1, 2013. He added that once the markings and the final coat of pavement have been completed, the traffic signals will then be monitored and tweaked, if needed.

Selectman Hutchins arrived at 7:45p.m.

APPROVAL OF MINUTES – APRIL 8, 2013 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the April 8, 2013 regular meeting as submitted, Selectman Hutchins seconded the motion. Vote 3-0-1 (Selectman Amberson was not present at the April 8, 2013 meeting and therefore abstained).

EXECUTION OF CEMETERY DEEDS A913 & A914

Selectman Hutchins moved the Board vote to execute Cemetery Deeds A913 & A914; Selectman Rand seconded the motion; all members voted in favor.

REPORTS CONTINUED. ..

Aaron Hutchins

- Apologized for his lateness to tonight's meeting. He is an annual presenter at the Algonquin Senior Class Awards ceremony.
- Thanked Mr. Coderre and his staff for the preparation and coordination efforts that led to a successful Annual Town Meeting.
- Volunteered at Algonquin's Post Prom All Night Party. Congratulated everyone who coordinated and attended this annual event.
- Noted the upcoming retirement of David Yellick from the DPW Department after 37 years of service. Thanked him for his service.
- Noted his appreciation to the Fire Chief for taking the time to thank surrounding Fire Departments for providing mutual assistance when needed.
- Attended the Senior Center Volunteer Recognition Dinner. Thanked the Senior Center volunteers.

OTHER BUSINESS

None.

7:55 p.m. - EXECUTIVE SESSION

Selectman Amberson 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”
Rand	“aye”
Amberson	“aye”
Pantazis	“aye”

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

ADJOURNMENT

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

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. May 20, 2013 Meeting Agenda.
2. April 8, 2013 Meeting Minutes.
3. April 22, 2013 Meeting Minutes.
4. April 25, 2013 Meeting Minutes.
5. Memorandum – Economic Development Update.
6. Memorandum – Request from Open Space Committee.
7. Memorandum – Building a Healthy Northborough Grant Acceptance.
8. Information packet – 2013 CIC Grant Inter-municipal Agreement.
9. Memorandum – Collins Road Truck Exclusion Update.
10. Memorandum – Downtown Traffic Improvement Project Update.
11. Cemetery Deeds.