

**BOARD OF SELECTMEN  
MEETING MINUTES – April 14, 2014**

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

**MEMBERS PRESENT:** Leslie Rutan, Chairman  
Dawn Rand, Vice Chairman  
Aaron Hutchins  
William Pantazis

**MEMBERS ABSENT:** Jeff Amberson, Clerk

\*Pledge of Allegiance

**APPROVAL OF MINUTES – MARCH 24, 2014 REGULAR MEETING**

Selectman Rand moved the Board vote to approve the meeting minutes of the March 24, 2014 regular meeting as submitted; Selectman Pantazis seconded the motion; all members voted in favor.

**7:00 p.m. - SCHOLARSHIP COMMITTEE**  
Presentation of Scholarship Awards.

Scholarship Committee Chair Bob D'Amico was present along with Committee members Kelly Moran and James Kihungi. Mr. D'Amico introduced students Ariel Thompson and Michael McGregor as the 2014 Scholarship recipients. Ms. Thompson and Mr. McGregor were present with their families and each was awarded \$500.

**7:05 p.m. - ASHLEY DAVIES, SUDBURY VALLEY TRUSTEES**  
Approval/Execution of Schunder Conservation Restriction.

Town Engineer Fred Litchfield introduced Ashley Davies from the Sudbury Valley Trustees. Ms. Davies is also a member of the Open Space Committee.

Ms. Davies informed the Board that the Green Street Conservation Restriction was made possible by funds provided by the Community Preservation Act (CPA) and the Town Meeting vote of Article 40 at the 2011 Annual Town Meeting. The use of CPA funds to acquire land requires the restricted premises be protected with a conservation restriction, which in this case will be held by Sudbury Valley Trustees, Inc.

Mr. Litchfield stated that the Trails Committees has already constructed some trails on this property and the DPW Department has constructed a parking area in order to provide safe off street parking. He added that the Conservation Commission approved and executed the Green Street Conservation Restriction at their meeting on March 10, 2014.

Selectman Pantazis moved the Board vote to approve and execute the Green Street Conservation Restriction to be held by the Sudbury Valley Trustees in accordance with Article 40 at the 2011 Annual Town Meeting; Selectman Hutchins seconded the motion; all members voted in favor.

## REPORTS

### Aaron Hutchins

- Requested an update from Town Engineer Fred Litchfield about the traffic signal at the Route 20/Hudson Street intersection in terms of Hudson Street traffic controlling the traffic flow on Main Street. Following a brief update, Selectman Hutchins extended his appreciation to Mr. Litchfield for his follow-up efforts regarding his concerns.
- Thanked members of the Board for their support during his tenure as a Selectman.
- Read aloud his top ten reasons as to why he loved being a Selectman.

### William Pantazis

- Wished Selectman Hutchins well.
- Noted that the Interview Committee met with Thomas Lowe for the 250<sup>th</sup> Town Anniversary Committee. See below for appointment.
- Encouraged residents to attend the Annual Town Meeting.

### Dawn Rand, Vice Chairman

- Wished Selectman Hutchins well.

### Leslie Rutan, Chair.

- Thanked Town Engineer Fred Litchfield for his recent downtown traffic improvement status report.
- Extended her appreciation to the Police Department on behalf of a resident who recently placed a call about a fisher cat on his property.
- Noted that the Fire Department responded to a brush fire on Crawford Street this afternoon.
- Announced that the second week in April is National Public Safety Telecommunicators Week in recognition of the men and women who serve as public safety dispatchers.
- Encouraged residents to attend the Annual Town Meeting.

### John Coderre, Town Administrator

- No report.

## **APPOINTMENT TO THE 250<sup>TH</sup> TOWN ANNIVERSARY COMMITTEE**

Selectman Pantazis moved the Board vote to appoint Thomas Lowe to the 250<sup>th</sup> Town Anniversary Committee for a three year term; Selectman Rand seconded the motion; all members voted in favor.

## **PUBLIC COMMENTS**

None.

## **PRESENTATION ON FY2015 CAPITAL BUDGET**

Mr. Coderre made a presentation to the Board on the proposed FY2015 Capital Budget. The presentation included an overview of the recommended Capital Budget Projects included in the Town Meeting Warrant as Articles 21 through 34.

**PRESENTATION ON FY2015 CAPITAL BUDGET CONT. . .**

The total FY2015 Capital Budget is \$3,079,500. The \$939,500 in General Fund projects will be funded entirely by sources that will result in no new tax impact for residents. The Water & Sewer Capital projects will be funded through a combination of Enterprise Fund Free Cash (\$165,000) and Debt Service (\$1,975,000).

Mr. Coderre noted that the Financial Planning Committee and the Appropriations Committee unanimously recommend approval of the FY2015 Capital Budget.

Following Mr. Coderre's presentation, several questions and comments were heard from members of the Board.

**SPECIAL FUND REQUEST – 250<sup>TH</sup> TOWN ANNIVERSARY COMMITTEE**

Mr. Coderre informed the Board that the 250<sup>th</sup> Town Anniversary Committee is requesting that the Board of Selectmen establish a Special Fund under Massachusetts General Law, Chapter 44, Section 53I for the purpose "settlement or incorporation celebrations".

Chairman Rutan read aloud the mission statement of the 250<sup>th</sup> Town Anniversary Committee.

Selectman Pantazis moved the Board vote to establish a Special Fund under Massachusetts General Laws, Chapter 44, Section 53I for use by the 250<sup>th</sup> Town Anniversary Committee for the purpose of event planning for the Town's 250<sup>th</sup> Anniversary in 2016; Selectman Rand seconded the motion; all members voted in favor.

**REAPPOINTMENTS TO BOARDS, COMMITTEES AND COMMISSIONS**

Selectman Hutchins moved the Board vote to reappoint those individuals who appear on the "2014 Reappointment List" to the corresponding Boards, Committees and Commissions; Selectman Pantazis seconded the motion; all members voted in favor.

**ASSIGNMENT OF TOWN MEETING WARRANT ARTICLES**

Members of the Board agreed on which Warrant Articles each of them would present at Town Meeting.

**VOTE ON TOWN MEETING WARRANT ARTICLE RECOMMENDATIONS**

The Board agreed to make a formal recommendation on the following Budget Warrant Articles at the Annual Town Meeting:

Selectman Rand moved the Board vote to recommend Articles 4, 5, 6 & 19 at the Annual Town Meeting; Selectman Pantazis seconded the motion; all members voted in favor.

Selectman Rand moved the Board vote to recommend Articles 43, 44, 45 & 46 at the Annual Town Meeting; Selectman Pantazis seconded the motion; all members voted in favor.

Selectman Rand moved the Board vote to recommend Articles 58 & 59 at the Annual Town Meeting; Selectman Pantazis seconded the motion; all members voted in favor.

**SET MEETING SCHEDULE FOR MAY – AUGUST**

Selectman Pantazis moved the Board vote to set the meeting schedule for May through August as follows:

- May 19<sup>th</sup>
- June 9<sup>th</sup> & 23<sup>rd</sup>
- July 14<sup>th</sup>
- August 11<sup>th</sup>

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

**EXECUTION OF CEMETERY DEEDS A937 & A938**

Selectman Pantazis moved the Board vote to execute Cemetery Deeds A937 & A938; Selectman Rand seconded the motion; all members voted in favor.

**OTHER BUSINESS**

None.

**8:25 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 & litigation) 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 Pantazis seconded the motion; the roll call vote was taken as follows:

Hutchins	“aye”	Rand	“aye”
Pantazis	“aye”	Rutan	“aye”

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

**ADJOURNMENT**

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

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Diane M. Wackell  
 Executive Assistant to the  
 Board of Selectmen

Documents used during meeting:

1. April 14, 2014 Meeting Agenda.
2. March 24, 2014 Meeting Minutes.
3. Memo – Scholarship Committee.
4. Information packet – Schunder Conservation Restriction.
5. Information packet – FY2015 Capital Budget.
6. Information packet – 250<sup>th</sup> Town Anniversary Committee Special Fund Request.
7. Information packet – Reappointments.
8. Information packet – Assignment of Town Meeting Warrant Articles.
9. Information packet – Vote on Town Meeting Warrant Article Recommendations.
10. Memo – Meeting Schedule.
11. Cemetery Deeds.