

**BOARD OF SELECTMEN
MEETING MINUTES – February 23, 2015**

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

MEMBERS PRESENT: Dawn Rand, Chairman
Jeff Amberson, Vice Chairman
Leslie Rutan, Clerk
Jason Perreault
William Pantazis

*Pledge of Allegiance

APPROVAL OF MINUTES – JANUARY 26, 2015 REGULAR MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the January 26, 2015 regular meeting as submitted; Selectman Rutan seconded the motion. Vote 4-0-1 (Selectman Pantazis was absent from the meeting and therefore abstained).

**7:00 p.m. - FRANCOIS HAMAD D/B/A ROADRUNNER
Continued From January 26, 2015**

To consider an application for a Transportation/Taxi License for premises located at 197 Main Street.

The Board considered an application from Francois Hamad d/b/a Roadrunner for a Transportation/Taxi License for premises located at 197 Main Street at their January 12, 2015 meeting. Mr. Hamad was looking to perform the administrative portion of the Transportation/Taxi License in his existing business office at this location and was planning to store the taxi vehicle at his residential address at 50 Boundary Street.

During the discussion, Mr. Hamad indicated to the Board that his residence at 50 Boundary Street is located on the Northborough/Marlborough line. His house is in Northborough, but his driveway is in Marlborough. This was later confirmed by the Town Assessor.

Mr. Coderre indicated that since the last Board meeting, Town staff has been informed by the Marlborough Licensing Board that their zoning regulations would not allow for a commercially licensed vehicle to be stored at the residential address at 50 Boundary Street.

Mr. Hamad was notified of tonight's continued hearing and declined to attend.

Selectman Amberson moved the Board vote to deny the application for the Transportation/Taxi License as submitted by Francois Hamad d/b/a Roadrunner for premises located at 197 Main Street without prejudice, based on the fact that Northborough's zoning regulations do not allow for taxi vehicles to be stored in Northborough and that Marlborough's zoning regulations will not allow for a commercially licensed vehicle to be stored at the residential address at 50 Boundary Street; Selectman Pantazis seconded the motion; all members voted in favor.

REPORTS

Jason Perreault

- Thanked the DPW Staff for their efforts during the recent storms. Thanked the Police and Fire Departments as well.
- Congratulated Assistant Town Administrator Kim Foster and her family on the recent arrival of a new baby son.

William Pantazis

- Noted that the Interview Committee met with applicants for various committees and commissions. See below for appointments.

Leslie Rutan, Clerk

- Thanked the DPW Staff for their efforts during the recent storms. Also thanked the residents for their patience and their efforts to stay off the roads.
- Noted the receipt of a letter from a resident on Bartlett Street extending his appreciation to the DPW Staff during the recent storms.
- Extended her appreciation to National Grid as the Town experienced no power outages during any of the recent storms. Mr. Coderre added that the tree trimming efforts by both the DPW Staff and National Grid over the past couple of years has made a significant difference in reducing the likelihood of power outages during inclement weather.
- Thanked the individual who wishes to remain anonymous for their generosity in offering a new home for the Food Pantry at 37 Pierce Street.
- Announced that the Lincoln Street Building Committee has scheduled another public information session to be held at the Lincoln Street School on March 24th at 6:30pm. Interested residents are encouraged to attend and take advantage of an opportunity to tour the building and hear the latest status update on the project.

Jeff Amberson, Vice Chairman

- Thanked the DPW Staff for their efforts during the recent storms.
- Announced that the Northborough Rotary Club will hold its 44th Annual Pancake Breakfast on Sunday, March 1st at the Lincoln Street School from 8am-12noon. Noted that this annual event has raised and awarded over \$350,000 in scholarships to hundreds of students.
- Attended the first annual Matt Bruce Cup Hockey Game between Algonquin and Westborough High Schools in honor of Matt Bruce who passed away from ALS. Thanked everyone who attended.
- Announced that the Senior Center will be celebrating their 5th year anniversary on Sunday, March 29th at 1pm.
- Congratulated Kim Foster on the arrival of her new baby son.

Dawn Rand, Chairman

- Thanked the DPW Staff for their efforts during the recent storms.
- Congratulated Kim Foster on the arrival of her new baby son.

John Coderre, Town Administrator

- Congratulated Kim Foster on the arrival of her new baby son.
- Noted that he is looking forward to providing a status update at the March 24th information session for the Lincoln Street School Building Project. Added that the design phase is complete. Sub bids are due on March 18th and general contract bids are due on April 1st.

APPOINTMENT TO THE CONSERVATION COMMISSION

Selectman Pantazis moved the Board vote to appoint Justin Dufresne to the Conservation Commission for a partial two-year term; Selectman Rutan seconded the motion; all members voted in favor.

APPOINTMENT TO THE 250TH TOWN ANNIVERSARY COMMITTEE

Selectman Pantazis moved the Board vote to appoint Dale Rains to the 250th Town Anniversary Committee; Selectman Rutan seconded the motion; all members voted in favor.

APPOINTMENTS TO THE REGIONAL SCHOOL DISTRICT NAMING SUBCOMMITTEE

At the request of the Regional School Committee, the Board sought volunteers to serve on the Regional School District Naming Sub-Committee. Applications were accepted through February 18th. James Hogan and Aaron Hutchins expressed interest in serving.

Selectman Pantazis moved the Board vote to appoint James Hogan and Aaron Hutchins to the Regional School District Naming Sub-Committee, each for a term of 18 months; Selectman Rutan seconded the motion; all members voted in favor.

Selectman Pantazis nominated Selectman Rutan to serve as the Board's representative to the Regional School District Naming Sub-Committee for a term of 18 months; Selectman Amberson seconded the nomination; all members voted in favor.

PUBLIC COMMENTS

None

UPDATE ON PRELIMINARY FY2016 BUDGET

Mr. Coderre made a presentation to the Board on the preliminary FY2016 Budget. He reviewed the goals and objectives of the Financial Trend Monitoring System, the budget assumptions, key budget increases and outstanding budgetary items for the FY2016 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 an upcoming meeting of the Regional School Committee.

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

- Northborough K-8 Schools increases \$21,206,314 to \$21,951,539 (3.5%)
- General Government (Town) increases \$18,795,791 to \$19,456,306 (3.5%)
- Assabet Valley Vocational HS assessment increases by \$29,256 to \$857,536 (3.5%) as enrollment stabilizes. The Bond Anticipation Notes (BAN) interest charges associated with the ongoing renovation project are \$15,006.
- Algonquin Operating assessment increases \$9,176,544 to \$9,492,057 (3.5%) – based on the revenue sharing model. The debt for ARHS increases by \$3,670 to \$660,904 (0.56%)

Mr. Coderre reported that the FY2016 health insurance renewals came in favorably for the sixth consecutive year allowing for a 3% increase in the Health Insurance budget, exclusive of OPEB costs. He added that he is still waiting on the remaining debt figures to come in before the General Government departmental budgets can be finalized.

Members of the Board offered their appreciation to Mr. Coderre.

DISCUSSION OF DRAFT FY2016 LEGISLATIVE PRIORITIES

Mr. Coderre presented the Board with the draft legislative priorities letter for their review. The goal of preparing this letter is to provide the Town's State Legislative Delegation with clear direction regarding its priorities prior to their attendance at the March 9th Board Meeting.

Mr. Coderre stated that the letter includes the Town's position on various State mandates and/or regulations that we would like to see changed in order to provide additional relief to the Town. These include amendments that would save the Town money, facilitate raising additional revenues such as updated fees, and provide additional flexibility for the Town to manage its own affairs.

Mr. Coderre reviewed the top three legislative priorities:

1. Chapter 90 Roadway Repair Funding
2. Increased funding to the State's Special Education Circuit Breaker Program
3. Other Post-Employment Benefits (OPEB) Legislation Reform.

In addition to the top three priorities, a number of secondary priorities were included in the letter as well.

Selectman Rutan moved the Board vote to authorize the Chair and the Town Administrator to finalize and sign the Legislative Priorities letter for discussion with our State Legislative Delegation at the March 9th Board Meeting; Selectman Perreault seconded the motion; all members voted in favor.

REQUEST TO DEFICIT SPEND SNOW & ICE ACCOUNT

DPW Director Dan Nason informed the Board that the FY2015 Snow & Ice Account has been fully expended. He is here this evening to request the Board's approval to deficit spend the FY2015 Snow & Ice Account as needed.

Mr. Coderre added that the Snow & Ice Budget was increased for FY2015 based on the average expenditures over the last five years. Despite the increase, the number of significant snow events over the past month has created a deficit in this account.

Mr. Coderre assured the Board that all attempts will be made to cover the projected shortfalls within the overall year-end FY2015 budget. In accordance with MGL, Chapter 44, Section 31D, the Appropriations Committee, as well as the Board of Selectmen, must be notified and approve any required deficit spending.

Selectman Perreault moved the Board vote to allow expenditures in excess of available appropriations for snow and ice removal and any other related expenses pursuant to Massachusetts General Laws, Chapter 44, Section 31D; Selectman Pantazis seconded the motion; all members voted in favor.

REVIEW OF RECOMMENDATION FROM 39 WEST MAIN STREET ADHOC COMMITTEE

Mr. Coderre made a presentation on the recommendation from the 39 West Main Street Ad Hoc Committee, which included the following:

- Background information on the parcel located at 39 West Main Street, which was recently acquired by the Town through foreclosure due to unpaid real estate taxes.
- Formation of the 39 West Main Street Ad Hoc Committee and its charge.
- Process to date and options.

Mr. Coderre reviewed the following options:

Option #1—bid the property out through a formal Invitation for Bid (IFB) process in accordance with State procurement laws MGL c.30B.

Option #2—bid the property out using a formal Request for Proposals (RFP) process in accordance with State procurement laws MGL c.30B.

Option #3—retain the property for some municipal purpose, including but not limited to open space/park land, affordable housing, or a mixed-use retail development with affordable housing apartments.

Following the presentation, members of the Board discussed the merits of the recommendation made by the 39 West Main Street Ad Hoc Committee to create a process via the Community Preservation Committee that will provide additional time to investigate alternative uses for a municipal purpose, including but not limited to open space/park land, affordable housing, or a mixed-use retail development with affordable housing apartments.

39 WEST MAIN STREET CONT. . .

Selectman Pantazis, who served as the Board's representative to the Committee thanked the members of the 39 West Main Street Ad Hoc Committee for their efforts.

Mr. Coderre informed the Board that since the 39 West Main Street Ad Hoc Committee has completed all of its assigned tasks to the satisfaction of the Board, it would be appropriate to formally dissolve the Committee effective immediately. By consensus, members of the Board agreed to dissolve the Committee.

Selectman Pantazis moved the Board vote to temporarily retain the 39 West Main Street parcel for the purpose of investigating possible municipal uses, including but not limited to open space/park land, affordable housing, or a mixed-use development with affordable housing apartments; and to further charge the Community Preservation Committee with overseeing a process to review various municipal uses for the 39 West Main Street parcel and to provide financial support for the investigatory work that is needed to get to a preferred alternative for consideration at Town Meeting. In the event that the Community Preservation Committee is unable to bring forward a project for implementation with CPC funds for Annual Town Meeting 2016, the Board will surplus the 39 West Main Street parcel using an RFP process in accordance with State Procurement Laws – MGL c.30B; Selectman Rutan seconded the motion; all members voted in favor.

APPROVAL/EXECUTION OF NATIONAL GRID LICENSE – ELECTRIC DISTRIBUTION SYSTEM FOR THE LINCOLN ST. SCHOOL PROJECT

Mr. Coderre informed the Board that in order for National Grid to perform the work for an electric distribution system for the Lincoln Street Elementary School project, an easement must be granted with approval by Town Meeting vote. In the event that National Grid can begin work prior to the April Annual Town Meeting, this license will allow access to the property. If approved at the Annual Town Meeting, the easement will supersede and replace the license.

Selectman Perreault moved the Board vote to grant a License to National Grid allowing for an Electric Distribution System for the Lincoln Street Elementary School project and to execute same; Selectman Rutan seconded the motion; all members voted in favor.

REVIEW OF SUMMARY TOWN MEETING WARRANT

Mr. Coderre presented to the Board a draft summary of the warrant articles for the Annual Town Meeting. Following his review of the draft warrant articles, 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.

OTHER BUSINESS

None

ADJOURNMENT

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

Meeting adjourned at 8:30p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. February 23, 2015 Meeting Agenda.
2. January 26, 2015 Meeting Minutes.
3. Memo – Transportation/Taxi License.
4. Information packet – Preliminary FY2016 Budget.
5. Information packet – Draft FY2016 Legislative Priorities.
6. Information packet – Snow & Ice Account.
7. Information packet – 39 West Main Street Ad Hoc Committee.
8. Information packet – National Grid License – Lincoln St School Project.
9. Information packet – Summary Town Meeting Warrant.