

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

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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 – MARCH 9, 2015 REGULAR MEETING**

Selectman Amberson moved the Board vote to approve the meeting minutes of the March 9, 2015 regular meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

**7:00 p.m. - JOINT PUBLIC HEARING WITH APPROPRIATIONS  
COMMITTEE  
FY2016 Proposed Budget.**

Present for the Appropriations Committee were Chair Elaine Kelly and members Robert D'Amico, Anthony Poteete and Dan McInnis.

Also present in the audience were Finance Director June Hubbard-Ward and Town Accountant Jason Little.

At 7:00 p.m., Chairman Kelly called the meeting of the Appropriations Committee to order.

Mr. Coderre presented the FY2016 Proposed Budget, which included the latest information available regarding revenue projections and departmental expenditure requests. The FY2016 Operating Budget for all funds, including General Government, Northborough K-8, Regional High School, Assabet Valley Regional High School and Special Warrant Articles is \$62,764,856 or a 7.5% increase over FY2015. This includes rather significant one-time pay-as-you-go capital expenditures, a one-time contribution to the Stabilization Fund and the new Debt Service for the voter approved Lincoln Street School project. The recurring operational budgets are up just 3.7%.

The FY2016 Budget was developed in conformance with the goals and objectives of the Town's comprehensive financial policies and is balanced within the confines of Proposition 2½. It supports core departmental services and missions, protects long-run solvency by addressing unfunded liabilities, invests in equipment and facilities and invests in infrastructure through the newly developed Pavement Management Plan. The tax bill for the average single family home increased just \$98 per year on average over the last five years.

**JOINT PUBLIC HEARING WITH APPROPRIATIONS COMMITTEE CONT. . .**

Following several questions and comments from members of the Board of Selectmen and the Appropriations Committee, Mr. Coderre thanked the members of the Financial Team – Assistant Town Administrator Kimberly Foster, Finance Director June Hubbard-Ward and Town Accountant Jason Little. Members of the Board expressed their appreciation to Mr. Coderre and the Financial Team as well.

At 7:50 p.m., the Appropriations Committee adjourned from the Joint Public Hearing.

**7:50 p.m. - PUBLIC HEARING**

To consider an application to transfer the All Alcoholic Beverages Restaurant License From Marc Turo d/b/a Bistro Limoncello to NGU Restaurant Group, LLC d/b/a Bistro Limoncello for premises located at 290 West Main Street.

Partners of NGU Restaurant Group LLC Patrick Caine and Stephanie Allen were present along with the Manager of Record Jaret Yost. All have extensive experience in the food and beverage industry and are TIPS Certified. There are no plans to make any changes to the day-to-day operations of the business. Detective Sergeant Brian Griffin indicated that he has no concerns to report as to the suitability of Mr. Caine, Ms. Allen and Mr. Yost.

Selectman Rutan moved the Board vote to approve the application to transfer the All Alcoholic Beverages Restaurant License from Marc Turo d/b/a Bistro Limoncello to NGU Restaurant Group LLC d/b/a Bistro Limoncello for premises located at 290 West Main Street; Selectman Amberson seconded the motion; all members voted in favor.

**7:50 p.m. - HEARING**

To consider an application for a new Officer/Director for Indoor Sports Management, Inc. d/b/a Replays (inside Teamworks) for their Wine & Malt Beverages Restaurant License for premises located at 185 Otis Street.

Thomas Moore was present and introduced himself as the sole Officer/Director of Indoor Sports Management, Inc. – d/b/a Replays (inside Teamworks), which currently holds a Wine & Malt Beverages Restaurant License for premises located at 185 Otis Street.

During the recent license renewal process, it was brought to the Town's attention that a change of Officer/Director had occurred, at which time Mr. Moore was notified that this change would require approval by the Board of Selectmen and the Alcoholic Beverages Control Commission (ABCC).

Thomas McLaughlin, the previous president and sole shareholder of Indoor Sports Management, Inc. passed away on December 5, 2010. Mr. Moore indicated that near the time of Mr. McLaughlin's death, he took over the duties of president and has been the sole shareholder since that time.

All the day-to-day operations of the restaurant and all employees, including Kevin O'Connell who has been the manager of record since 2006 will remain the same.

**HEARING CONT. . .**

Detective Sergeant Brian Griffin indicated that he has no concerns to report as to the suitability of Thomas Moore.

Selectman Pantazis moved the Board vote to approve the application for a new Officer/Director for Indoor Sports Management, Inc. d/b/a Replays (inside Teamworks) for their Wine & Malt Beverages Restaurant License for premises located at 185 Otis Street; Selectman Rutan seconded the motion; all members voted in favor.

**7:50 p.m. - JAMIE TERRY, HEALTH AGENT**

Approval of Inter-Municipal Agreement with the Town of Hudson for the hiring of a full-time Community Health Worker through the MetroWest Prevention and Wellness Trust Fund.

Health Agent Jamie Terry was present to request the Board's approval to hire a Community Health Worker (CHW) through the MetroWest Prevention and Wellness Trust Fund. The CHW position is fully funded through the Trust Fund and will be shared between the Towns of Northborough and Hudson. Ms. Terry indicated that the largest overall impact to our residents will be seen in falls prevention.

Selectman Amberson moved the Board vote to approve the Inter-Municipal Agreement with the Town of Hudson for the hiring of a full-time Community Health Worker through the MetroWest Prevention and Wellness Trust Fund and to authorize Town Administrator John Coderre to execute same; Selectman Perreault seconded the motion; all members voted in favor.

**REPORTS****Jason Perreault**

- Noted how pleased he is to finally see a settlement in the Algonquin Regional High School Reimbursement Issue. Extended his appreciation to former Financial Planning Committee members James Casella and Susan Sartori, Appropriations Committee Chair Elaine Kelly, Finance Director June Hubbard-Ward and especially Town Administrator John Coderre.
- Asked that residents be patient while the Public Works Department addresses the many road conditions throughout town.
- Noted that the Team Trivia Quiz Night will be held on March 27<sup>th</sup> at Indian Meadows.
- Thanked the Financial Planning Committee for their annual review of the Capital Improvement Plan.

**William Pantazis**

- Reminded residents that the Annual Town Meeting will be held on April 27<sup>th</sup> at 7:30pm at the Algonquin Regional High School.

Leslie Rutan, Clerk

- Congratulated Algonquin's 1100 Robotics Team on their winning the District Competition in Bryant, RI last weekend.
- Reminded residents that the Lincoln Street Building Committee has scheduled a public information session to be held at the Lincoln Street School on March 24<sup>th</sup> 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.
- Thanked Michael Davis for his service in the Cable Access Department and wished him the best in his new employment opportunity.

Jeff Amberson, Vice Chairman

- Noted that the Five-Year Anniversary celebration of the Senior Center will be held on Sunday, March 29<sup>th</sup> at 1pm. All are welcome.

Dawn Rand, Chairman

- Noted that the 250<sup>th</sup> Town Anniversary Committee will be holding a public information meeting at the Town Hall on March 24<sup>th</sup> at 7pm.
- Reminded the Board about the upcoming retirement of the Fire Chief. Asked members of the Board if they wish to move forward with hiring consultant services for the Fire Chief recruitment through an RFP process? See below for motion.

John Coderre, Town Administrator

- No report.

**REQUEST FOR PROPOSALS FOR HIRING OF CONSULTANT SERVICES FOR THE FIRE CHIEF RECRUITMENT**

Selectman Amberson moved the Board vote to authorize the Chair to work with the Town Administrator to finalize the request for proposals for hiring of consultant services for the Fire Chief recruitment and to proceed to advertise for such services; Selectman Pantazis seconded the motion; all members voted in favor.

Mr. Coderre suggested that the Board designate two Board members to work alongside Town staff during the recruitment process.

**PUBLIC COMMENTS**

None

**APPROVE/EXECUTE WARRANT FOR ANNUAL TOWN MEETING**

Selectman Perreault moved the Board vote to approve and execute the Warrant for the April 27, 2015 Annual Town Meeting; Selectman Rutan seconded the motion; all members voted in favor.

**APPROVE/EXECUTE WARRANT FOR ANNUAL TOWN ELECTION**

Selectman Perreault moved the Board vote to approve and execute the Warrant for the May 11, 2015 Annual Town Election; Selectman Amberson seconded the motion; all members voted in favor.

**OTHER BUSINESS**

None

**8:20 p.m. - EXECUTIVE SESSION**

Selectman Rutan 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 Pantazis seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Amberson	“aye”
Pantazis	“aye”	Rand	“aye”
Rutan	“aye”		

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

**ADJOURNMENT**

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

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

**Documents used during meeting:**

1. March 23, 2015 Meeting Agenda.
2. March 9, 2015 Meeting Minutes.
3. Information packet – FY2016 Proposed Budget.
4. Information packet – Public Hearing – Transfer of Liquor License.
5. Information packet – Hearing – New Officer/Director.
6. Information packet – Inter-Municipal Agreement presented by Health Agent.
7. Annual Town Meeting Warrant.
8. Annual Town Election Warrant.