

**BOARD OF SELECTMEN
MEETING MINUTES – June 8, 2015**

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

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

MEMBERS ABSENT: Leslie Rutan, Vice Chairman

*Pledge of Allegiance

APPROVAL OF MINUTES – MAY 18, 2015 REGULAR MEETING

Selectman Pantazis moved the Board vote to approve the meeting minutes of the May 18, 2015 regular meeting as submitted; Selectman Rand seconded the motion; all members voted in favor.

7:00 p.m. - PUBLIC HEARING

To consider Plan No. 18283991 from National Grid for the installation of underground facilities on Hemlock Drive.

Michael Fraiser was present on behalf of National Grid. He informed the Board that National Grid is proposing installation of new 1-3" conduit to be installed from an existing pad to a new hand hole set in order to feed a new house located at 32A Hemlock Drive. The length will be approximately 110' between both facilities.

No members of the public were present to speak. Chairman Amberson closed the public hearing.

Selectman Pantazis moved the Board vote to approve and execute Plan #18283991 as presented by Massachusetts Electric (National Grid) to install underground facilities on Hemlock Drive; Selectman Rand seconded the motion; all members voted in favor.

7:05 p.m. - JUNE HUBBARD-WARD, FINANCE DIRECTOR

Approval/Execution of General Obligation Bonds, Bond Anticipation Notes, Advances in Lieu of Borrowing and a three-year Compensating Balance Agreement with Santander Bank.

Approval/Execution of General Obligation Bonds

Finance Director June Hubbard-Ward requested the Board's approval and execution of General Obligation Bonds in the amount of \$7,390,000 relating to the Lincoln Street Elementary School Construction Project as authorized at the April 2014 Annual Town Meeting.

Selectman Perreault moved the Board vote to approve and execute Bonds in the amount of \$7,390,000 pursuant to the Vote of the Board of Selectmen as prepared by Bond Counsel and as presented by Finance Director June Hubbard-Ward; Selectman Rand seconded the motion; all members voted in favor.

Approval/Execution of Bond Anticipation Notes

Ms. Hubbard-Ward requested the Board's approval and execution of Bond Anticipation Notes (BAN's) in the amount of \$1,650,000 in order to fund the \$1.5M Meter Replacement project in addition to \$150,000 for the planning phase of the Hudson Street Pump Station project, both of which were approved at the April 2014 Annual Town Meeting. The BAN's will be paid through Water and Sewer Enterprise Funds.

Selectman Perreault moved the Board vote to approve and execute Bond Anticipation Notes in the amount of \$1,650,000 as presented by Finance Director June Hubbard-Ward; Selectman Rand seconded the motion; all members voted in favor.

Approval/Execution of Advances in Lieu of Borrowing

Ms. Hubbard-Ward requested the Board's approval and execution of Advances in Lieu of Borrowing in the amount of \$1,780,000 for the following debt authorizations that were approved at the April 2015 Annual Town Meeting:

Fire Department Ambulance	\$ 280,000
Hudson Street Pump Station Improvements	1,500,000

Selectman Rand moved the Board vote to approve and execute the Advances in Lieu of Borrowing in the amount of \$1,780,000 as submitted by Finance Director June Hubbard-Ward; Selectman Pantazis seconded the motion; all members voted in favor.

Approval/Execution of Compensating Balance Agreement for Banking Services

Ms. Hubbard-Ward requested the Board's approval and execution of a Compensating Balance Agreement for banking services with Santander Bank. The agreement covers the period of July 1, 2015 through June 30, 2018.

Selectman Rand moved the Board vote to approve and execute the Compensating Balance Agreement for banking services with Santander Bank for the period July 1, 2015 through June 30, 2018; Selectman Pantazis seconded the motion; all members voted in favor.

7:10 p.m. - KATHY JOUBERT, TOWN PLANNER

Approval and Execution of Matraia Conservation Restriction
as part of the Tri-Town Landscape Project.

Town Planner Kathy Joubert requested the Board's approval and execution of a Conservation Restriction pertaining to the Town's purchase of a 6.65 acre parcel of land from the Matraia Family Trust. The property, which abuts Town-owned conservation land at Mt. Pisgah, was purchased by the Town, acting by and through its Conservation Commission in October 2014.

The Conservation Restriction will be held by the Sudbury Valley Trustees. The Tri-Town Landscape project permanently protects 500 acres of open space.

KATHY JOUBERT, TOWN PLANNER CONT. . .

Selectman Perreault moved the Board vote to approve and execute the Conservation Restriction from Matraia Family Trust to the Northborough Conservation Commission and Sudbury Valley Trustees, Inc. pursuant to Massachusetts General Laws, Chapter 184, Section 31-33 and Massachusetts General Laws, Chapter 40, Section 8C; Selectman Rand seconded the motion; all members voted in favor.

7:15 p.m. - PUBLIC HEARING

To consider an application to transfer 100% of stock interest in Indoor Sports Management, Inc. d/b/a Replays for their Wine & Malt Restaurant License for premises located at 185 Otis Street.

Mr. Coderre indicated that when the Board approved an application for a New Officer/Director for Indoor Sports Management, Inc. (dba Replays) at their meeting on March 23, 2015 for their Wine & Malt Beverages Restaurant License for premises located at 185 Otis Street, the application should have included a request to add Thomas Moore as the sole stockholder as well.

President of Indoor Sports Management, Inc. Thomas Moore was present and reminded the Board that Thomas McLaughlin, the previous president and sole stockholder of Indoor Sports Management, Inc. passed away on December 5, 2010. Near the time of his death, Thomas Moore took over the duties of president and has been the sole stockholder since that time.

No members of the public were present to speak. Chairman Amberson closed the public hearing.

Selectman Pantazis moved the Board vote to approve the application to transfer 100% of stock interest in Indoor Sports Management, Inc. d/b/a Replays from Thomas McLaughlin to Thomas Moore for their Wine & Malt Restaurant License for premises located at 185 Otis Street; Selectman Rand seconded the motion; all members voted in favor.

7:20 p.m. - 250th TOWN ANNIVERSARY COMMITTEE

Presentation of first Donation to the 250th Town Anniversary Committee by Republic Services.

250th Town Anniversary Committee Chair Virginia Simms George made a short presentation on the Committee's efforts to date. Also in the audience were Committee Members Norm Corbin and David Carlson. Following the presentation, representatives from Republic Services were invited to join Ms. Simms George to present a check to the 250th Town Anniversary Committee in the amount of \$1200. Ms. Simms George and members of the Board thanked Republic Services for their donation.

7:25 p.m. - SCHOLARSHIP COMMITTEE

Presentation of Scholarship Awards by Scholarship Committee and a donation from Republic Services.

Scholarship Committee Chair Bob D'Amico and Committee Member Kelly Moran were present to make a short presentation on the Committee's efforts to date. Following the presentation, Mr. D'Amico introduced the scholarship recipients – Emily Lowe, Matthew Wagner and Julia Insani. Once the scholarships were awarded, Republic Services donated a check to the Scholarship Committee in the amount of \$1000. Mr. D'Amico and members of the Board thanked Republic Services for their donation.

Members of the Board congratulated the Scholarship recipients.

7:30 p.m. - MARK LEAHY, POLICE CHIEF

Promotional Process for Police Sergeant.

Chief Leahy was present to request the Board's support of his proposal that an assessment center be added to the Sergeant's promotional process. He informed the Board that the proposal was well received by the Patrolmen's Union. All were in agreement that an assessment center, through its practical exercises, better captures the real-life abilities of the candidates. Following a review of the costs associated with the Chief's proposal, Mr. Coderre assured the Board that given the infrequency that a Sergeant's position will open up, he thinks the related costs are reasonable and can be covered within the operating budget due to the retirements of Patrolman Robert Haglund and Sergeant James Bruce.

In response to Chief Leahy's earlier recommendation that he and a member of the Board of Selectmen continue to observe the interview testing phase in a non-participating role, Selectman Rand indicated that she would like to see the Board play a more active role in the selection process. Chief Leahy responded that the current process has been in place for the past 12 years and questioned why the concern is being raised now? Selectman Rand answered that her request that the Board play a more active role is not based on any particular concern, but rather that she believes that as the appointing authority, the Board should be more actively involved in the entire process.

Following some discussion amongst Chief Leahy and members of the Board, all agreed that moving forward all members of the Board will have the opportunity to observe the entire process if they wish to do so. This will allow for increased transparency and will provide added assurance to the Board, as the appointing authority, to be actively involved in the Sergeant's promotional process as a whole.

REPORTS**Jason Perreault**

- Thanked all who participated and attended the Memorial Day Parade. Noted his appreciation for the dedication to and kind words spoken about Army Specialist Brian Arsenault.
- Congratulated the Algonquin High School graduating seniors.

Dawn Rand

- Noted her appreciation to those who participated and attended the Memorial Day Parade. Thanked all who helped coordinate this annual event.

William Pantazis, Clerk

- Thanked everyone who participated and attended the Memorial Day Parade. Thanked the American Legion and the DPW Department for their efforts.
- Noted that he received a complaint from residents concerning a manhole cover on Church Street. Requested that DPW Director Dan Nason take a look at it and see if it is something that can be addressed.

Jeff Amberson, Chairman

- Thanked the American Legion, the DPW Department and especially the Arsenault family who made an emotional tribute to their son Army Specialist Brian Arsenault.
- Announced that a 5K Road Race is scheduled for June 14th starting at the Proctor School to support Boroughs Cares 4 Troops, an organization founded to support local residents serving in the military by sending care packages to deployed troops.
- Congratulated the Algonquin High School graduating seniors.
- Noted the resignation of Justin Snook from the Cultural Council. Requested that a letter of appreciation be sent on behalf of the Board.

John Coderre, Town Administrator

- Reminded the Board that the groundbreaking ceremony for the Lincoln Street Building Project is scheduled for June 18th at 10am.

PUBLIC COMMENTS

None.

APPROVAL/EXECUTION OF EASEMENT FOR ELECTRIC DISTRIBUTION SYSTEM AT 76 LINCOLN STREET

Following authorization at the 2015 Annual Town Meeting to grant an easement for the electrical distribution system to National Grid for service to the Lincoln Street Elementary School during the upcoming renovation project, Mr. Coderre requested the Board's approval and execution of the final Easement document as prepared by Town Counsel.

Selectman Perreault moved the Board vote to approve and execute the Easement for an Electric Distribution System pursuant to the vote of Article 37 at the 2015 Annual Town Meeting; Selectman Rand seconded the motion; all members voted in favor.

APPOINTMENTS OF ALTERNATE MEMBERS TO THE HISTORIC DISTRICT COMMISSION

Mr. Coderre noted that the Historic District Commission is allowed to have seven voting members and up to seven alternate members. Brian Smith has been a member of the Historical Commission, now known as the Historic District Commission since 2012 and Debra Comeau has been a member since 2011. Both have requested to serve as Alternate Members rather than full-time voting members to the Historic District Commission.

APPOINTMENTS TO THE HISTORIC DISTRICT COMMISSION

Marie Nieber, a past member of the Historical Commission has indicated that she wishes to serve as an Alternate Member to the Historic District Commission as well.

The remaining members of the Historic District Commission are in favor of these appointments.

Selectman Rand moved the Board vote to appoint Brian Smith as an Alternate Member to the Historic District Commission for a three-year term; Selectman Pantazis seconded the motion; all members voted in favor.

Selectman Rand moved the Board vote to appoint Debra Comeau as an Alternate Member to the Historic District Commission for a two-year term; Selectman Pantazis seconded the motion; all members voted in favor.

Selectman Rand moved the Board vote to appoint Marie Nieber as an Alternate Member to the Historic District Commission for a one-year term; Selectman Pantazis seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:20 p.m. - EXECUTIVE SESSION

Selectman Pantazis moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Subsection 3 (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 Rand seconded the motion; the roll call vote was taken as follows:

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

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

ADJOURNMENT

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

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. June 8, 2015 Meeting Agenda.
2. May 18, 2015 Meeting Minutes.
3. Information packet – National Grid Plan #18283991.
4. Information packet – General obligation bonds, bond anticipation notes, advance in lieu of borrowing and compensating balance agreement.
5. Information packet – Conservation Restriction.
6. Information packet – Transfer of Stock Interest – Replays.
7. Information packet – 250th Town Anniversary Committee.
8. Information packet – Scholarship Committee.
9. Information packet – Promotional process for Police Sergeant.
10. Information packet – Easement for Electric Distribution System.
11. Information packet – Appointment of Alternate Members to the Historic District Commission.