

**BOARD OF SELECTMEN
MEETING MINUTES – July 20, 2015**

7:10 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

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

*Pledge of Allegiance

APPROVAL OF MINUTES – JUNE 22, 2015 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the June 22, 2015 regular meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - CERTIFICATE OF APPRECIATION

To Sergeant James Bruce for his twenty-nine years of service to the Town with the Northborough Police Department.

Sergeant James Bruce was present, along with family and friends. Following a brief presentation by Lieutenant William Lyver, members of the Board expressed their appreciation to Sergeant Bruce and wished him well in his retirement. Chairman Amberson then presented a Certificate of Appreciation to Sergeant Bruce in recognition of his twenty-nine year of service to the Town with the Northborough Police Department. Sergeant Bruce thanked the Board and his family.

7:05 p.m. - HEARING

To consider an application for a Special One-Day License as submitted by George Pember for premises located at 244 West Main Street.

George Pember of the Northborough Rotary Club was present to request a One-Day Special Liquor License for the Club's Pride in Workmanship Award Ceremony, at which time Selectman Dawn Rand will be recognized. The event will take place at the St. Rose of Lima Parish at 244 West Main Street on Wednesday, July 22nd between the hours of 6pm – 8pm.

The Police Chief, former Fire Chief and former Building Inspector have reviewed the application and recommend that it be approved.

Selectman Rutan moved the Board vote to approve the application for a Special One-Day License as submitted by George Pember on behalf of the Rotary Club of Northborough, Inc. for an event to be held at the St. Rose of Lima Parish, 244 West Main Street on Wednesday, July 22, 2015 between 6pm – 8pm. Per the recommendation of the Alcoholic Beverages Control Commission, the license shall include the 24-hour period immediately before and after the event in order to allow for the proper delivery and disposal of all alcoholic beverages prior to and immediately following the event, and to further waive the license fee; Selectman Perreault seconded the motion. Vote 4-0-1 (Selectman Rand abstained).

7:10 p.m. - DAN NASON, DPW DIRECTOR

- Informational Presentation regarding Completed Water/Sewer Rate Study.
- Update on On-going DPW Projects.

Informational Presentation regarding Completed Water/Sewer Rate Study

DPW Director Dan Nason introduced Christopher Woodcock from Woodcock and Associates. The Town contracted Woodcock and Associates to conduct a Water & Sewer Rate Study. Mr. Nason informed the Board that the rate study recommends no water rate increase for FY2016. Given the potential for a significant assessment from the City of Marlborough, the rate study recommends a 20% rate increase in FY2016 for the Sewer Division. Mr. Woodcock added that similar rate increases will have to follow in subsequent years. Following the presentation and some additional comments from Town Administrator John Coderre, questions and comments were heard from members of the Board.

The Water & Sewer Commission will hold a public hearing to take comments and consider the rate study's recommendation on August 18, 2015. At their regular meeting on September 15, 2015, the Water & Sewer Commission will vote on the recommendations. If adopted, the ratepayers will be notified by mail. The rate changes will take effect with the 2nd Quarter bills to be mailed in November, 2015.

Update on On-going DPW Projects

DPW Director Dan Nason provided a status update on a number of ongoing projects, including the implementation of the pavement management plan, Otis Street and Church Street culvert replacements, construction of a salt storage facility and fuel island, DPW garage environmental compliance, water meter upgrade and the Hudson Street sewer pump station. Members of the Board thanked Mr. Nason for the update.

REPORTSJason Perreault

- Attended the retirement party for Chief Durgin and wished him well in his retirement.
- Observed the written examination process for Police Officers. Thanked Chief Leahy and Lieutenant Lyver.

Dawn Rand

- Attended the retirement party for Chief Durgin and wished him well in his retirement.

William Pantazis, Clerk

- Attended the retirement party for Chief Durgin and wished him well in his retirement.

Leslie Rutan, Vice Chairman

- Attended the retirement party for Chief Durgin and wished him well in his retirement. Thanked those who participated.
- Noted that there are a number of Boards and Committees in need of volunteers.
- Encouraged residents to sign up for Town News via the Town Website.
- Encouraged residents to donate to the Food Pantry.

Jeff Amberson, Chairman

- Attended the retirement party for Chief Durgin and wished him well in his retirement.

John Coderre, Town Administrator

- Announced that the final State Aid figures have been released and the net budget impact is approximately \$122,000 more than the FY2016 budget that was passed at the April 2015 Annual Town Meeting

PUBLIC COMMENTS

None.

APPOINTMENT OF INTERIM FIRE CHIEF

Mr. Coderre informed the Board that the Interim Chief Selection Committee recommends the appointment of retired North Reading Fire Chief Richard Harris as Northborough Interim Fire Chief effective July 22, 2015.

Chief Harris has over thirty-three years of experience working in a community of similar size and demographics. Chief Harris holds a Master's Degree in Fire Science and Administration and has a strong reputation as an inclusive manager with a focus on employee training and development.

Members of the Board expressed their support in the appointment of Chief Harris and thanked Captain Jay Houston for his efforts during the weeks he served as Acting Fire Chief.

Selectman Rand moved the Board vote to appoint Richard Harris as Northborough Interim Fire Chief effective July 22, 2015 subject to the Town Administrator to negotiating and executing a temporary employment agreement; Selectman Rutan seconded the motion; all members voted in favor.

MEETING SCHEDULE FOR SEPTEMBER – DECEMBER

By consensus, the Board set the meeting schedule for September through December as follows:

September 14 & 28

October 19

November 9 & 23

December 14

EXECUTION OF CEMETERY DEED A971

Selectman Perreault moved the Board vote to execute Cemetery Deed A971; Selectman Pantazis seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:15 p.m. - EXECUTIVE SESSION

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

Perreault	“aye”	Rutan	“aye”
Rand	“aye”	Amberson	“aye”
Pantazis	“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 Rutan seconded the motion; all members voted in favor.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Kimberly Foster
Assistant Town Administrator

Documents used during meeting:

1. July 20, 2015 Meeting Agenda.
2. June 22, 2015 Meeting Minutes.
3. Certificate of Appreciation.
4. Information packet – Hearing on Special One Day License.
5. Information packet – Water/Sewer Rate Study.
6. Memo – Ongoing DPW Projects.
7. Memo – Appointment of Interim Fire Chief.
8. Memo – September – December Meeting Schedule.
9. Cemetery Deed.