

**BOARD OF SELECTMEN
MEETING MINUTES – June 13, 2016**

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

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

Chairman Pantazis called for a moment of silence in honor of the Orlando victims.

*Pledge of Allegiance

APPROVAL OF MINUTES – MAY 6, 2016 SPECIAL MEETING

Selectman Amberson moved the Board vote to approve the meeting minutes of the May 6, 2016 special meeting as submitted; Selectman Rand seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – MAY 16, 2016 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the May 16, 2016 regular meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – MAY 24, 2016 SPECIAL MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the May 24, 2016 special meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

7:00 p.m. - WILLIAM LYVER, POLICE CHIEF
Appointment and Swearing-In of Police Sergeant.

Chief Lyver reviewed the promotional process for the open position of Sergeant. Five internal candidates participated in the process with the written test of which three passed and moved on to the assessment center. The order in which the three candidates were ranked is as follows: James Scesny; Justin Faucher and Jeremy Trefry.

Chief Lyver requested that the Board appoint Officer James Scesny to the position of Police Sergeant effective June 14, 2016. Scesny was hired as a Police Officer with the Northborough Police Department in 1992 and has served as Acting Sergeant.

Members of the Board thanked Officer Scesny for his service to date and offered their congratulations.

Selectman Perreault moved the Board vote to appoint James Scesny to the position of Police Sergeant effective June 14, 2016; Selectman Rutan seconded the motion; all members voted in favor.

Following his appointment, Scesny was officially sworn in as Police Sergeant by Town Clerk Andrew Dowd.

7:05 p.m. - DAVID PARENTI, FIRE CHIEF
Introduction and Swearing-In of Firefighter/Paramedics.

Chief Parenti informed the Board that thirteen applications were received for the two Firefighter/Paramedic positions. Six applicants were invited in for an initial interview with Northborough Fire Captain Robert Theve, Northborough FF/Paramedic Patrick Doucimo, Selectman Leslie Rutan and Assistant Town Administrator Kim Foster. Four candidates were chosen to move forward with a second interview with Chief Parenti and Kim Foster.

Chief Parenti introduced Nicholas Johnson and Ryan Snee, both of whom were appointed as Firefighter/Paramedics effective June 6, 2016.

Nicholas Johnson is a resident of Auburn and a 1998 graduate of South High School in Worcester. He earned his Paramedic Certification from Mass Bay Community College in 2009 and has worked as an EMT/Paramedic for the past fifteen years. Most recently, Nicholas worked for UMass Memorial Hospital and Worcester EMS while also working for the Dudley Fire Department as a per diem Paramedic. He worked for Patriot Ambulance in Marlborough as a Field Supervisor/EMT for five years before getting his Paramedic Certification. He is certified in ACLS, as well as PALS, NIMS, CPR and most recently became certified in Medically Induced Intubation techniques(RSI). Nicholas will be attending the Massachusetts Fire Academy in August for his Career Recruit Basic Training and will graduate on November 8, 2016 as a Nationally Certified Firefighter.

Ryan Snee is a resident of Sterling and a 2007 graduate of St. John's High School in Shrewsbury. He attended Curry College, Becker College and graduated from Quinsigamond Community College with a Paramedic Technology Associates Degree. He completed his clinical time at Marlborough and St. Vincent's Hospitals and completed his Ride Time with the Northborough Fire Department and the Worcester EMS. He most recently worked for the Town of Westminster Fire Department as a Career Firefighter/ Paramedic and with Vital EMS. Additionally, he worked as a call/per diem Firefighter/ Paramedic for the West Boylston Fire Department. Ryan completed his certification in Open Water 1 Scuba Diving. He is Firefighter I and II certified through the Mass Fire Academy Pro Board. He is also a nationally licensed paramedic with PALS and is ACLS certified.

Surrounded by members of their family Mr. Johnson and Mr. Snee were officially sworn in as Firefighter/Paramedics by Town Clerk Andrew Dowd.

7:15 p.m. - JUNE HUBBARD-WARD, FINANCE DIRECTOR
Approval/Execution of Bond Anticipation Notes and Advances in Lieu of Borrowing.

Approval/Execution of Bond Anticipation Notes

Finance Director June Hubbard-Ward requested the Board's approval and execution of \$3,430,000 in Bond Anticipation Notes for the following projects:

<u>Town Meeting</u>	<u>Purpose</u>	<u>BAN</u>
2014 ATM	Hudson Street Sewer Pump Station Design	\$ 150,000
2014 ATM	Water Meter Replacement & Billing	1,500,000
2015 ATM	Fire Department Ambulance	280,000
2015 ATM	Hudson Street Sewer Pump Station	<u>1,500,000</u>
Total		\$3,430,000

Selectman Amberson moved the Board vote to approve and execute Bond Anticipation Notes in the amount of \$3,430,000 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

Finance Director June Hubbard-Ward requested the Board's approval for the internal funding of two projects through available funds using "Advances in Lieu of Borrowing" for the following projects approved at the 2016 Annual Town Meeting:

Church Street Culvert Replacement	\$1,027,000
Sewer – Inflow & Infiltration Project	500,000
CPA – White Cliffs Acquisition	<u>1,700,000</u>
Total	\$3,227,000

Selectman Amberson moved the Board vote to approve and execute Advances in Lieu of Borrowing in the amount of \$3,227,000 as presented by Finance Director June Hubbard-Ward; Selectman Rand seconded the motion; all members voted in favor.

REPORTS

William Pantazis, Clerk

- No report.

Dawn Rand

- Noted the passing of Marie Nieber. Spoke about her many years of service to the Town as a member of the Personnel Board and the Historic District Commission. Extended sympathy to her family and friends.

Jeff Amberson, Chairman

- Thanked all who attended and participated in the Memorial Day Parade. Thanked the Police Department, American Legion and the Veterans Agent for their efforts.
- Noted his receipt of several anonymous complaint letters that he will not take seriously unless the complainant makes his or her identity known.

Leslie Rutan, Vice Chairman

- Assured residents that they should feel comfortable bringing items of concern to the Board's attention and not feel like it must be done in an anonymous fashion.
- Spoke about a recent letter to the editor from a resident expressing concern with the quality of the trash bags. Mr. Coderre responded briefly. He will ask the Town Engineer to address the concerns.

Leslie Rutan, Vice Chairman Cont. . .

- Asked Chief Lyver if solicitors are required to check in with the Police Department? Chief Lyver responded yes, they are with the exception of non-profit organizations.

Jason Perreault

- Thanked everyone involved with the Memorial Day ceremonies.
- Noted his receipt of several anonymous complaint letters and requested an update for two inquiries in particular. One relates to the Colburn Street guardrail. He noted that he spoke with the DPW Director who indicated that a survey is being conducted on all guardrails in town. They will be addressed over time as budgetary resources permit. The other inquiry relates to the farming activities at 432 Whitney Street. Mr. Coderre indicated that the individual in question is before the Conservation Commission this evening to determine if the activities being conducted at the site are in violation of the Wetlands Protection Act. Otherwise, the Town does not have any jurisdiction over the ongoing activities at the site. The DEP, MDAR and the individual's probation officer continue to be involved.

John Coderre, Town Administrator

- No report.

7:25 p.m. - NORM CORBIN & BOY SCOUT CARTER BRANNON

- Presentation on an Eagle Scout Project to install temporary historic markers throughout town in support of the Town's 250th Anniversary Celebration.
- Request permission to place historic markers on Town property.

Norm Corbin, a member of the 250th Town Anniversary Committee was present along with Boy Scout Carter Brannon from Troop 1. Both presented Carter's Eagle Scout project in support of the Town's 250th Anniversary celebration. Mr. Brannon will build temporary historic markers depicting a brief history of the site with a photograph. He will also be contacting property owners for permission to install them at the various locations.

The Algonquin High School SWAT (Students Working to Advance Technology) Team will add QR (Quick Response Codes) to make the information available via a smart phone or tablet.

Permission is being requested this evening to place the markers at historic sites located on Town Property. The markers will be installed in July and will remain in place until October 1st.

Selectman Rutan moved the Board vote to grant permission to Carter Brannon to place temporary markers at historic sites located on Town property per the list presented at the June 13, 2016 Selectmen's Meeting providing that the installation of the markers be coordinated with the DPW Director during the month of July and with the understanding that the markers will be in place through October 1, 2016; Selectman Amberson seconded the motion; all members voted in favor.

PUBLIC COMMENTS

Chief Lyver indicated that the hiring process for the police officer vacancies has begun. Deadline to submit applications is July 7, 2016.

APPOINTMENTS TO THE MUNICIPAL NAMING COMMITTEE

Chairman Pantazis indicated that at the request of Selectman Amberson, the Board issued a press release in February 2016 seeking individuals to serve on the Municipal Naming Committee. The Committee is tasked with reviewing nominations received for the naming of non-school municipal public facilities and places and to make a recommendation based on this review to the Board of Selectmen.

Selectman Rand informed the Board that the Interview Committee conducted interviews with five applicants on June 7th. It is recommended that James Bruce, Andy Dowd and Dana Labb be appointed to the Municipal Naming Committee each for a twelve-month term.

Selectman Rand moved the Board vote to appoint James Bruce, Andrew Dowd and Dana Labb to the Municipal Naming Committee for a period of 12 months; Selectman Rutan seconded the motion; all members voted in favor.

Selectmen Amberson and Rutan will serve on the Municipal Naming Committee as the Board's representatives.

EXECUTION OF CEMETERY DEEDS A992, A993 & A994

Selectman Perreault moved the Board vote to execute Cemetery Deeds A992, A993 & A994; Selectman Rutan seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:00 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 (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 Amberson seconded the motion, the roll call vote was taken as follows.

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

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

ADJOURNMENT

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

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. June 13, 2016 Meeting Agenda.
2. May 6, 2016 Meeting Minutes.
3. May 16, 2016 Meeting Minutes.
4. May 24, 2016 Meeting Minutes.
5. Information packet – Appointment of Police Sergeant.
6. Memorandum – Swearing-In of Firefighter/Paramedics.
7. Information Packet – Bond Anticipation Notes and Advances.
8. Information packet – Eagle Scout Project.
9. Memorandum – Appointments to Municipal Naming Committee.
10. Cemetery Deeds.