

**BOARD OF SELECTMEN
MEETING MINUTES – November 28, 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

*Pledge of Allegiance

APPROVAL OF MINUTES – NOVEMBER 14, 2016 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the November 14, 2016 regular meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

**7:00 p.m. - VIRGINIA SIMMS GEORGE, CHAIR.
250TH TOWN ANNIVERSARY COMMITTEE
Recognition of 250th Town Anniversary Committee Members.**

Virginia Simms George, Chair of the 250th Town Anniversary Committee was present to publicly recognize and thank her fellow Committee members for their efforts in planning the year-long 250th celebration. The following members of the Committee were present and recognized: Thomas Lowe, Dale Rains, David Carlson, Amy Graham, Lorna Helms, Robert Marchetta and Cathy McAuliffe, Andy Dowd and Diane Wackell. Committee members Norm Corbin and Amy Graham were not able to attend.

Members of the Board thanked the Committee for their service.

**7:10 p.m. - LISA HODGE – COMMUNITY AFFAIRS COMMITTEE
SANDRA COMBS – NORTHBOROUGH LOCAL FIRST
Presentation on 2016 Holiday Trolley Program.
Request to Close Blake Street.**

Sandra Combs from Northborough Local First was present to announce that the 11th Annual Holiday Trolley program will be held on December 3rd from 12pm – 5pm. Two trolleys will be operating this year with planned stops to those businesses who are participating in this year's event. Additional information can be found at northboroholidaytrolley.com.

Community Affairs Committee Chair Lisa Hodge announced that the tree lighting ceremony at the Neil Ellsworth Evergreen tree on Blake Street is scheduled for 5pm that same evening. She added that a letter was mailed to Blake Street business owners inviting them to participate in the tree lighting ceremony. No concerns from the business owners were received.

Selectman Rand moved the Board vote to authorize the operation of the Holiday Trolley on December 3, 2016 from 11:30am to 5:30pm and to authorize the proposed trolley stop locations; Selectman Amberson seconded the motion; all members voted in favor.

HOLIDAY TROLLEY PROGRAM CONT. . .

Selectman Rand moved the Board vote to close Blake Street on December 3, 2016 from 4:30pm to 6:15pm for the tree lighting ceremony; Selectman Rutan seconded the motion; all members voted in favor.

7:15 p.m. - ROB THEVE, FIRE DEPARTMENT CAPTAIN

Presentation on Fire Department Collection for "Toys for Tots" Program.

Fire Captain Rob Theve was present to announce that the Northborough Fire Department is again an official drop-off site for the USMC Toys for Tots Collection Program. In addition to the Fire Department, additional drop-off sites are located at the Northborough Town Hall, Police Station and Library. Toys can be dropped off at either location through December 11th. Captain Theve encouraged those in need to contact him.

7:20 p.m. - HEARING

To consider a request from Blue Prime (formerly Bistro Limoncello) to change the Manager of Record for their All Alcoholic Beverages Restaurant License for premises located at 290 West Main Street.

Todd Lyons was present to request that the manager of record for the All Alcoholic Beverages Restaurant License for NGU Restaurant, LLC d/b/a Blue Prime located at 290 West Main Street be changed from Jaret Yost to himself. Mr. Lyons has over ten years of experience in the food and beverage industry and is TIPS Certified.

Detective Sergeant Brian Griffin was present and indicated that he found Mr. Lyons to be of suitable character with no concerns to report.

Selectman Perreault moved the Board vote to approve the request from NGU Restaurant, LLC d/b/a Blue Prime to change the manager of record for the All Alcoholic Beverages Restaurant License for premises located at 290 West Main Street from Jaret Yost to Todd Lyons; Selectman Rutan seconded the motion; all members voted in favor.

7:25 p.m. - HEARING

To consider a request from Yama Zakura to change the Manager of Record for their All Alcoholic Beverages Restaurant License for premises located at 369 West Main Street.

Anna Boupvavichith was present to request that the manager of record for the All Alcoholic Beverage Restaurant License for Yama Zakura located at 369 West Main Street be changed from Sipasong Vongkhamheuang to herself. Ms. Boupvavichith has been the owner and chef of Yama Zakura since the restaurant first opened in 2004. An on-site TIPS recertification class for herself and her employees is in the process of being scheduled.

Detective Sergeant Brian Griffin was present and indicated that he found Ms. Boupvavichith to be of suitable character with no concerns to report.

HEARING CONT. . .

Selectman Amberson moved the Board vote to approve the request from Yama Zakura to change the manager of record for the All Alcoholic Beverages Restaurant License for premises located at 369 West Main Street from Sipasong Vongkhamheuang to Anna Boupavichith; Selectman Rutan seconded the motion; all members voted in favor.

REPORTSJason Perreault

- No report.

Leslie Rutan

- Thanked Chief Lyver and Chief Parenti for the effort and time they put into their monthly reports.
- Noted that Niche.com ranked Algonquin High School 27 out of about 300 with an overall grade of A+.
- Thanked Assabet Technical High School Carpentry Teacher Wayne Coulson and especially his students for the wonderful work that they have done on the replacement of the pump station roof located in the Town Hall parking lot, the improvements to the pavilion and gazebo at Ellsworth MacAfee Park and the replacement of a crypt roof in the Northborough cemetery.

Jeff Amberson, Clerk

- No report.

Dawn Rand, Vice Chairman

- No report.

William Pantazis, Chairman

- Attended and spoke at the Ribbon Cutting Ceremony for the affordable housing project at 33-35 & 37-39 West Main Street. The project will create five affordable housing units and is the result of a collaborative effort between the Community Preservation Committee who helped to provide funding for the project, Habitat for Humanity, the Northborough Affordable Housing Corporation and Trinity Church. Assabet High School students will be involved with the project as well.

John Coderre, Town Administrator

- Noted that the next Capital Improvement Project will begin with a feasibility study for the addition/renovation of the Fire Station. A Building Committee will be created and will consist of one member each from the Board of Selectmen, Appropriations Committee and Financial Planning Committee, as well as the Fire Chief, Town Administrator, a Firefighter and two citizens at-large.
- Announced that the Town was awarded a Risk Management Grant in the amount of \$10,000 from the Massachusetts Interlocal Insurance Association (MIIA) to conduct a catch basin mapping project designed to help with our DEP storm water management compliance. Congratulated Assistant Town Administrator Kim Foster and DPW Director Scott Charpentier for their successful collaboration on this grant effort.

PUBLIC COMMENTS

None.

OTHER BUSINESS

None.

ADJOURNMENT

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

Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 28, 2016 Meeting Agenda.
2. November 14, 2016 Meeting Minutes.
3. Memorandum – 250th Town Anniversary Committee.
4. Information packet – Holiday Trolley and Tree Lighting Event.
5. Toys for Tots Flyer.
6. Information packet – Blue Prime Change of Manager.
7. Information packet – Yama Zakura Change of Manager.