

**BOARD OF SELECTMEN
MEETING MINUTES – February 13, 2017**

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

Town Administrator John Coderre acknowledged Ryan Grandpre and James Ares from Troop 101 who were present in the audience to earn their *Citizenship in the Community Merit Badge*.

APPROVAL OF MINUTES – JANUARY 23, 2017 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the January 23, 2017 regular meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

7:00 p.m. - HEARING

To consider an application for a Special One-Day License as submitted by James Forbush on behalf of Algonquin Athletic Boosters Club for an event to be held at C'est LaVie Bistro at 30 Main Street.

James Forbush was present on behalf of the Algonquin Athletic Boosters Club to request a Special One-Day License for a fundraising event that will be held at C'est LaVie Bistro at 30 Main Street. The event will take place on Friday, March 10, 2017 from 7pm to 10pm and will benefit the High School Athletic Department.

The application has been reviewed by the Police, Fire, Building and Health Departments and all recommend approval.

Selectman Rutan moved the Board vote to approve the application for a Special One-Day License as submitted by James Forbush on behalf of the Algonquin Athletic Boosters Club for a fundraising event at C'est LaVie Bistro at 30 Main Street on Friday, March 10, 2017 between 7pm – 10pm. 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 Rand seconded the motion; all members voted in favor.

7:05 p.m. - VIRAL PATEL – ECONO LODGE

Request for an Inn Holder, Common Victualler and Entertainment License for premises located at 380 Southwest Cutoff.

Mr. Viral Patel was present and introduced himself as the new owner of the Econolodge Inn & Suites at 380 Southwest Cutoff. He requested the Board's consideration of his application for an Inn Holder, Common Victualler and Entertainment License. The Entertainment License is for a television only.

ECONOLOGDE CONT. . .

Mr. Coderre informed the Board that during an inspection by the Building Inspector and Fire Chief on November 7, 2016, it was discovered that alterations were made to over 50% of the building without proper permits. As a result, Mr. Patel was ordered to immediately cease and desist all work on the property. Since the November 7, 2016 inspection, Mr. Patel has been cooperating with the Building and Fire Departments to correct the violations.

On January 18, 2017 Town staff met with Mr. Patel's Architect Dario DiMare of Dario Designs, Inc. It was agreed that the following items must be provided to the Building Inspector before a permit can be issued to allow the work to continue:

1. Provide a brief history of what has transpired since Mr. Patel purchased the building.
2. Provide a CAD version of the 2012 plan of the facility provided by the previous owner.
3. Provide an existing plan of the facility. A walk-through of the building will be required in order to verify the layout of the rooms.
4. Provide a proposed drawing confirming compliance with AAB requirements. Drawing must illustrate the required number of handicap accessible rooms (according to IBC Table 1107.6.1.1 = 5).
5. Provide a proposed drawing of the electrical work that will be done by a licensed electrician.

Members of the Board expressed concern with the fact that renovations were undertaken without the proper permit. Following some discussion, Chief Parenti assured the Board that he and the Building Inspector have determined that the building is safe and Mr. Patel has been allowed to continue to be open for business. Mr. Patel confirmed that he has a copy of the memorandum dated February 7, 2016 to the Board outlining the items mentioned above. He assured the Board that he has a clear understanding of the expectations moving forward.

Selectman Amberson moved the Board vote to approve the application for an Inn Holder, Common Victualler and Entertainment License as submitted by Viral Patel of KSP, Inc. d/b/a/ Econolodge Inn & Suites for premises located at 380 Southwest Cutoff with the following conditions as referenced in the February 7, 2017 memorandum from Diane Wackell to the Board:

1. That the licensee provide the necessary documents to the Building Inspector no later than March 18, 2017.
2. Once the renovations to the building are complete, satisfactory re-inspections must be conducted by the Building, Fire and Health Departments.

Selectman Rand seconded the motion; all members voted in favor.

REPORTS

Jason Perreault

- Thanked the DPW Department for their efforts during the storms over the past week.
- Reminded residents to shovel out any fire hydrants near their properties.

Leslie Rutan

- Thanked the DPW Department for their efforts during the storms over the past week.
- Asked that everyone use extra caution around crosswalks throughout town that may be snow covered.
- Congratulated the Police Department on being awarded a special grant from the Highway Safety Division of the Executive Office of Public Safety and Security. The grant was part of the "Drive Sober or Get Pulled Over" campaign that ran from November through New Year's Day. Thanked Sgt. William Griffin who prepared and applied for the grant.
- Congratulated Detective Michael Bisset for receiving the annual Traffic Safety Award from AAA.

Jeff Amberson, Clerk

- Thanked DPW, Police and Fire Departments for their public safety efforts during the recent storms.
- Reminded residents to keep their sidewalks clear of snow.

Dawn Rand, Vice Chairman

- Noted that the Interview Committee met with an applicant for the Cultural Council prior to tonight's meeting. See below for appointment.

William Pantazis, Chairman

- Reminded residents to check in on their elderly neighbors during storms and cold weather.

John Coderre, Town Administrator

- Informed the Board that the Snow & Ice Account has been spent. He will provide a further update at the Board's next meeting.

CULTURAL COUNCIL APPOINTMENT

Selectman Rand moved the Board vote to appoint Christine Kowal to the Cultural Council for a three-year term to expire on February 28, 2020; Selectman Perreault seconded the motion; all members voted in favor.

PUBLIC COMMENTS

Chief Parenti reminded residents to keep their heating system vents clear of snow.

DISCUSSION RE: HEALTH INSURANCE OPT-OUT PROGRAM POLICY

Mr. Coderre presented the proposed Health Insurance Opt-out program whereby the Town incentivizes people to leave it's health insurance to go to another source (typically a spouse's coverage). Northborough is one of the few area communities not to implement such an incentive program. The Group Insurance Commission (GIS), which covers all state employees, has an opt-out program as does Westborough and Southborough. Mr. Coderre shared his concern that we are becoming increasingly more attractive as the preferred source of health insurance coverage, adding that we recently picked up a new subscriber from Southborough because of their implementation of an opt-out program.

Mr. Coderre reminded the Board of the Town's successful negotiation to plan design changes with all Unions in FY17, holding down Health Insurance Budget increases to 3%. This opt-out program is the next logical move for FY18. He added that Town staff recommends implementation of this program.

Mr. Coderre indicated that most organizations try to keep the incentives at about 25% of the savings. The Town family plans average \$15,547. With an incentive offering of \$3,750, average savings per Town employee would be \$11,797. The School family plans average \$17,043. With the same incentive offering, average savings per School employee would be \$13,293.

Tonight's presentation was meant to introduce the concept and allow time for discussion and questions. If the Board is interested in moving forward, the Board will be asked to adopt this program at their next meeting. If approved, the goal is to implement this program effective July 1, 2017 (FY2018). It will be advertised and ready for the annual open enrollment in May.

APPROVAL OF APPOINTMENT TO THE FIRE STATION FEASIBILITY STUDY COMMITTEE

Mr. Coderre requested the Board's approval of his appointment of Daniel Brillhart to the Fire Station Feasibility Study Committee. Following a recent discussion with Chief Parenti, it was agreed that Captain Brillhart's insight as the facility manager is important to the project.

Selectman Rand moved the Board vote to approve the Town Administrator's appointment of Daniel Brillhart to the Fire Station Feasibility Study Committee; Selectman Rutan seconded the motion; all members voted in favor.

EXECUTION OF CEMETERY DEED

Selectman Perreault moved the Board vote to execute Cemetery Deed 1016; Selectman Rutan seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

7:45 p.m. - EXECUTIVE SESSION

Selectman Perreault 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 these matters 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.

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

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. February 13, 2017 Meeting Agenda.
2. January 23, 2017 Meeting Minutes.
3. Information packet – Special One-Day License.
4. Information packet – Health Insurance Opt-Out Program.
5. Email – Appointment to the Fire Station Feasibility Study Committee.
6. Cemetery Deed.