

**BOARD OF SELECTMEN
MEETING MINUTES – March 27, 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

APPROVAL OF MINUTES – MARCH 13, 2017 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the March 13, 2017 regular meeting as submitted; Selectman Perreault seconded the motion. Vote 4-0-1 (Selectman Amberson abstained as he was not present at the meeting).

7:00 p.m. - JOINT PUBLIC HEARING WITH APPROPRIATIONS COMMITTEE
FY2018 Proposed Budget.

Present for the Appropriations Committee were Chair Elaine Kelly and members George Brenckle, Bob D'Amico, Janice Hight, Richard Nieber and Anthony Poteete.

Also present in the audience were members of the Financial Team - Finance Director June Hubbard-Ward, Town Accountant Jason Little and Assistant Town Administrator Kimberly Foster.

Chairman Kelly called the meeting of the Appropriations Committee to order.

Mr. Coderre presented the FY2018 proposed Budget, which included the latest information available regarding revenue projections and departmental expenditure requests. The FY2018 General Fund Operating Budget, including General Government, Northborough K-8, Regional High School, Assabet Valley Regional High School and Special Warrant Articles is \$61,995,912 or a 2.78% increase over FY2017. This includes one-time pay-as-you-go capital expenditures and a one-time \$200,000 contribution to the Stabilization Fund.

Mr. Coderre reviewed the FY2018 Budget goals as follows:

- To protect and improve the Town's Overall Financial Condition
- To develop a budget that is in conformance with the Town's comprehensive financial policies
- To maintain Northborough as an affordable place to live and operate a business
- To protect the Town's long-run solvency beyond the immediate budget cycle

The proposed budgets for the key departments are estimated to increase as follows:

- Northborough K-8 Schools increase \$725,174 or 3.19% to \$23,445,017
- General Government (Town) increases \$765,216 or 3.8% to \$20,902,493
- Algonquin Operating Assessment increases \$343,219 or 3.41% to \$10,414,869
 - The debt for ARHS virtually level at \$660,574 until final payment in FY2027
- Assabet Valley Vocational HS combined Operating Assessment and Debt Service increases \$12,445 or 1.41%
 - Operating Assessment increases \$53,348 or 7.75% to \$741,661 as enrollment increases from 46 to 49 students
 - Debt service associated with the recently completed renovation project decreases from \$192,135 to \$151,232

The General Government Highlights of the FY2018 Budget include the following:

- All collective bargaining agreements settled for 2% in FY2018.
- Total personnel is up 1.2 full-time employees, including a new 8 hour per week Library Page and a new Firefighter/Paramedic mid fiscal year.
- Health Insurance currently budgeted at \$5.52 million, an increase of \$424,844 or 8.3%.
 - Includes all active General Government and K-8 School employees and Town & School retirees.
 - Current Health Insurance Premium renewals require a budget increase of \$611,700 or 12%.
 - Pending negotiated plan design changes, the FY2018 Budget remains structurally unbalanced. It is anticipated that successful negotiations will be finalized by Town Meeting.
- Includes a \$500,000 appropriation into the State Pension Reserves Investment Trust (PRIT) Fund in accordance with the OPEB funding plan.
- Pavement Management Plan combined FY2018 funding target of \$1.1M is reached through a combination of Chapter 90 Funds, operating revenues and \$300,000 in Capital appropriation.
- FY2018 estimated tax impact of \$230 on the average single family home valued at \$408,144. Estimate is based on current values – residential values may likely increase.

In summary, the FY2018 Budget supports core departmental services and missions, protects long-run solvency by addressing unfunded liabilities and invests in equipment, facilities and infrastructure. Mr. Coderre reiterated that the Budget was developed in conformance with the goals and objectives of the Town's comprehensive financial policies and will be balanced within the confines of Proposition 2½ pending successful negotiations for health insurance plan design changes in FY2017.

Following several questions and comments from members of the Board of Selectmen and the Appropriations Committee, Mr. Coderre thanked the Appropriations Committee and members of the Financial Team – Assistant Town Administrator Kimberly Foster, Finance Director June Hubbard-Ward and Town Accountant Jason Little. Members of

the Board expressed their appreciation to Mr. Coderre, the Financial Team, the Appropriations Committee and the various bargaining units.

At 8:00 p.m., the Appropriations Committee adjourned from the Joint Public Hearing.

8:00 p.m. - PUBLIC HEARING

To consider an application as submitted by Compete, Inc. d/b/a Romaine's Wood Grill & Bar to alter the premises located at 299 West Main Street where an All Alcoholic Beverages Restaurant License is in effect.

Richard Romaine of Romaine's Wood Grill & Bar at 299 West Main Street was present. He indicated that the restaurant has received a complete renovation of mostly cosmetic nature. The alteration that relates to the All Alcoholic Beverages Restaurant License is the relocation of the exterior entrance door. The relocated entrance will improve the flow of patrons entering the restaurant and allows for a larger waiting area and host station.

Mr. Kota Subu, an abutter from the Boston Group at 21 Southwest Cutoff was present in support of the renovations, noting his appreciation of the restaurant and the business that it brings to Northborough.

It was noted that the application has been reviewed by the Fire Chief, the Building Inspector and Detective Sergeant Brian Griffin. There are no concerns with the application and all recommend approval.

Selectman Rutan moved the Board vote to approve the application as submitted by Compete, Inc. d/b/a Romaine's Wood Grill & Bar to alter the premises of their All Alcoholic Beverages Restaurant License for premises located at 299 West Main Street; Selectman Amberson seconded the motion; all members voted in favor.

REPORTS

Jason Perreault

- No report.

Leslie Rutan

- Asked the Police Chief and DPW Director if there have been any traffic accidents due to the cement stairway at 75 Otis Street (Armeno Coffee Roasters). DPW Director Scott Charpentier responded that the DPW plow operator is well aware of this staircase and knows to stay clear. Chief Lyver responded that he is not aware of any accidents at this location on account of the cement stairs.
- Requested an update on the status of closing out the Lincoln Street School Building project. Mr. Coderre responded that the Massachusetts School Building Authority (MSBA) cannot close out the project until 10 months following the date of its substantial completion. It is anticipated that the project will be closed out in July, at which time we will know the final reimbursement rate under the grant.

Jeff Amberson, Clerk

- Noted that the school traffic lights at the Lincoln Street school need to be adjusted. Mr. Coderre responded that our vendor has already been asked to look at these lights and to adjust all of the other school traffic lights following the time change.

Dawn Rand, Vice Chairman

- Noted that residents are inquiring if Lincoln Street in the area of the previous gas main project is scheduled as part of the pavement management program. Added that residents are also inquiring about pavement improvements to Milk Porridge Circle. Mr. Charpentier responded that Lincoln Street from the pavement joint to Pleasant Street is part of this year's paving program with bids scheduled to be submitted this week. Pleasant Street from the apartments to upper Church Street is part of the bid package as an add-alt and will be included if funding allows. He responded that Milk Porridge Circle has problematic water services that continue to be repaired and replaced. The pavement condition here cannot be addressed until the water service issues are resolved. He added that the DPW is aware and sympathetic to the roadway condition as it stands.

William Pantazis, Chairman

- Attended the official swearing-in ceremony of Firefighter/Paramedic Dillon Kessler at the Fire Station. Added that while he was at the Fire Station, he was able to observe on-site training being conducted inside the State-owned self-contained breathing apparatus maze trailer. Chief Parenti stated that this is an excellent training program provided by the State at no cost to the Town.

John Coderre, Town Administrator

- No report.

PUBLIC COMMENTS

None.

APPROVE/EXECUTE WARRANT FOR ANNUAL TOWN MEETING

Mr. Coderre informed the Board that since the official closing of the Warrant at their meeting on March 13th, the warrant article for the cell tower lease has been removed. He explained that under the initial acquisition of the Senior Center property, the Town already has the authority to issue RFPs for cell tower leases. Otherwise, the warrant remains the same. He noted that approval of the warrant this evening is subject to final review by town counsel.

Selectman Amberson moved the Board vote to approve the Annual Town Meeting Warrant, and execute the Warrant after final review and coordination by the Town Administrator and review by Town Counsel; and that the warrant be posted as required by the Town's Bylaws, no later than April 10th; Selectman Rutan seconded the motion; all members voted in favor.

APPROVE/EXECUTE WARRANT FOR ANNUAL TOWN ELECTION

Selectman Perreault moved the Board vote to approve and execute the Warrant for the May 9, 2017 Annual Town Election as presented; Selectman Rand seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:25 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 & 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.

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 Rutan seconded the motion; all members voted in favor.

Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. March 27, 2017 Meeting Agenda.
2. March 13, 2107 Meeting Minutes.
3. Information packet – FY2018 Proposed Budget.
4. Information packet – Romaine’s Wood Grill & Bar.
5. Annual Town Meeting Warrant.
6. Annual Town Election Warrant.