

**BOARD OF SELECTMEN  
MEETING MINUTES – November 6, 2017**

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

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

\*Pledge of Allegiance

**APPROVAL OF MINUTES – OCTOBER 16, 2017 REGULAR MEETING**

Selectman Rand moved the Board vote to approve the meeting minutes of the October 16, 2017 regular meeting as submitted; Selectman Pantazis seconded the motion; all members voted in favor.

**7:00 p.m. - PUBLIC HEARING WITH BOARD OF ASSESSORS**

For the purpose of discussing the valuation of each class of property; the minimum residential factor and the allocation of the tax burden among the four classes of real property: residential, open space, commercial and industrial, and of personal property.

Principal Assessor Daniel Brogie, Town Accountant Jason Little and Assistant Town Administrator Kimberly Foster were present. Mr. Coderre made the presentation, which included information and options for the Board of Selectmen to determine whether there shall be a single or split tax rate for the various classes of property for FY2018.

Following a review of the market activity during the FY2018 Interim Certification, the total taxable value for the Town of Northborough has increased from \$2.69 billion to approximately \$2.79 billion, or 3.72%. This analysis was based on valid sales activity during calendar year 2016 for single family homes and condominiums. Market adjustments resulted in an overall increase in single-family home values of approximately 3.41%, while condominiums increased by approximately 4.62%. In addition, industrial properties increased by 2.73% and commercial properties increased by 3.8%.

Mr. Brogie presented the various tax rate scenarios. Should the Board of Selectmen decide to continue with a single tax rate, the FY2018 rate would remain the same at \$17.39. The levy amount to be raised by taxation would be \$48,585,577. This year \$33.5 million was certified in "new growth" value which would result in approximately \$583,208 in new tax dollars. The average single family tax bill would increase by \$242 from \$7,098 in FY2017 to \$7,340 for FY2018.

It was noted that the Board of Assessors unanimously recommended that the Board of Selectmen continue with the single tax rate, which promotes a fair and equitable system of taxation and would continue to help Northborough attract new business into the community while retaining those already located in Town.

**PUBLIC HEARING CONT. . .**

Members of the Board expressed their support of the continuation of a single tax classification.

Chairman Perreault noted that President of the Corridor Nine Area Chamber of Commerce Karen Chapman was not able to attend tonight's hearing, but forwarded a letter strongly supporting the continuation of a single tax classification. A letter was also submitted to the Board from the Chair of the Northborough Industrial Development Commission supporting the continuation of a single tax classification.

Selectman Rand moved the Board vote to close the Public Hearing with the Board of Assessors for the purpose of discussing the valuation of each class of property; the minimum residential factor and the allocation of the tax burden among the four classes of real property: residential, open space, commercial and industrial, and of personal property; Selectman Amberson seconded the motion; all members voted in favor.

Selectman Rand moved the Board vote to maintain a uniform tax rate for all classes of property at a factor of one; to oppose the implementation of a residential exemption; and to oppose the implementation of a small commercial exemption; Selectman Rutan seconded the motion; all members voted in favor.

**7:00 p.m. - BOARD DISCUSSION REGARDING  
MEDICAL MARIJUANA**

To discuss new information about the Opt Out option as it relates to medical marijuana.

The Board unanimously agreed at their October 16, 2017 meeting to "Opt-out" of all recreational and medical marijuana related activities, including the sale of accessories, and to include a provision that effectively eliminates the potential for use variances. At that meeting, the Board asked Mr. Coderre and Ms. Joubert to work with Town Counsel in drafting a general bylaw to accomplish the Board's policy goals as stated above for discussion at tonight's meeting.

Mr. Coderre reviewed two draft articles to be presented to Town Meeting, a general bylaw by the Board of Selectmen and an identical zoning bylaw by the Planning Board, both prohibiting recreational and medical marijuana establishments, including marijuana cultivators, independent testing laboratory, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana-related business. He also presented an article regulating recreational and medical marijuana establishments in the event the articles prohibiting the use are defeated.

Town Planner Kathy Joubert informed the Board that the Planning Board voted four (4) in favor to take the same action the Board of Selectmen proposed at their October 16, 2017 meeting. The Board reiterated that in the event that Town Counsel receives clear direction from either the Attorney General's Office or the Cannabis Control Commission (CCC) that action is needed before the April 2018 Annual Town Meeting, the Board of Selectmen is committed to calling a Special Town Meeting.

**DISCUSSION CONT. . .**

Chairman Perreault noted that the Central Massachusetts Regional Planning Commission has asked the CCC to provide clear guidance on the validity of temporary moratoriums prior to the issuance of the CCC's draft regulations due in mid-December.

Ms. Joubert indicated that the Planning Board will meet on November 15<sup>th</sup>. Additional meetings will be scheduled to continue discussion on this topic.

**REPORTS**William Pantazis

- Thanked Ms. Joubert for her recent Economic Development update.
- Attended a portion of the Assessment Center to observe the promotional process for the new Fire Captain.
- Attended the Ribbon Cutting ceremony at Jimmy John's sub shop located at 10010B Shops Way.
- Noted that the Interview Committee met with applicants for the Zoning Board of Appeals and Library Trustees. See below for appointments.

Dawn Rand

- Attended the Veterans' Luncheon at the Senior Center. Thanked everyone who coordinated the event and especially thanked the Veterans for their attendance.
- Attended the first meeting of the Fire Station Feasibility Study Committee. Next step will be to hire a consultant for the feasibility study, preliminary design and alternate Fire Station location study.

Leslie Rutan, Clerk

- Reminded residents that the Northborough Helping Hands Coat Drive is accepting donations through November 13<sup>th</sup>.
- Noted that a resident expressed how happy he is with the newly built retaining wall on Crawford Street.
- Thanked the Scouts and everyone who donated to the Scouts Annual Food Drive.
- Noted that the Northborough Substance Abuse Coalition is hosting an "If Only" event on November 8<sup>th</sup> at the High School.
- Noticed that it looks like the letters are pulling from the front of the Town Hall building. Mr. Coderre responded that he is currently looking into this.
- Thanked Ms. Joubert for the recent Economic Development update.
- Thanked the Police and Fire Chiefs for their monthly reports.

Jeff Amberson, Vice Chairman

- Thanked the DPW Department for their efforts in cleaning up after the recent rain and wind storm.

Jason Perreault, Chairman

- Announced that the 10<sup>th</sup> Annual Northborough Turkey Trot will take place on Thanksgiving morning to raise funds for the Northborough Food Pantry.
- Thanked Ms. Joubert for her efforts relating to the marijuana topic, as well as the many economic development projects in the works.

John Coderre

- Discussed the establishment of a Master Plan Steering Committee. See below for further details.

**APPOINTMENT OF ALTERNATE MEMBER TO THE ZBA**

Selectman Pantazis moved the Board vote to appoint Paul Tagliaferri as an alternate member to the Zoning Board of Appeals for a partial three-year term; Selectman Amberson seconded the motion; all members voted in favor.

**APPOINTMENT TO THE BOARD OF LIBRARY TRUSTEES**

Selectman Pantazis moved the Board vote to appoint Jack Sharp to the Board of Library Trustees for a partial three-year term; Selectman Amberson seconded the motion; all members voted in favor.

**MASTER PLAN STEERING COMMITTEE**

Mr. Coderre informed the Board that he has established a fifteen member Steering Committee to work with a consultant and town staff in updating the Town's Master Plan. The committee make up would be representatives from the following boards and four residents-at-large not affiliated with any town board:

Board of Selectmen – one representative  
School Committee – one representative  
Planning Board – three representatives  
Zoning Board of Appeals – one representative  
Design Review Committee – one representative  
Conservation Commission – one representative  
Historic District Commission – one representative  
Recreation Commission – one representative  
Open Space Committee – one representative  
Residents – four representatives

Mr. Coderre added that by charter he is the appointing authority and will be appointing four residents-at-large in addition to the Board and Committee representatives.

The purpose of the Master Plan Steering Committee is to:

- Advise, guide, and oversee the planning process of the Master Plan.
- Take charge of public outreach.
- Schedule and coordinate major community-wide planning events.
- Provide support and feedback to the planning consultant.
- Ensure that the implementation of the Master Plan is consistent with the plan's guiding principles and long term vision.
- Foster openness and inclusion in the master planning process through dialogue and communication with internal and external stakeholders.

**PUBLIC COMMENTS**

None.

**APPROVAL/EXECUTION OF TRAFFIC LIGHT AGREEMENT FOR NORTHBOROUGH CROSSING**

Town Engineer Fred Litchfield was present to request the approval and execution of the Traffic Signal Maintenance Agreement for the proposed traffic signal to be located on Route 20 at the intersection of the north entrance to Northborough Crossing and Hitching Post Lane. The traffic signal is expected to be installed in the Spring of 2018.

Selectman Amberson moved the Board vote to approve the Traffic Control Signal Agreement on Route 20 at the intersection of Shops Way (North) and Hitching Post Lane between MassDOT, Equity One JV Sub Northborough LLC and the Town and to authorize the Chair to execute same; Selectman Rutan seconded the motion; all members voted in favor.

**APPROVAL/EXECUTION OF PLOWING AND TREATMENT AGREEMENTS FOR PRIVATE WAYS FOR THE 2017/2018 WINTER SEASON**

Selectman Pantazis moved the Board vote to approve and execute the plowing and treatment agreements for the 2017/2018 Winter Season for Harris Avenue and Maple Lane; Selectman Amberson seconded the motion; all members voted in favor.

**EXECUTION OF CEMETERY DEEDS 1032, 1033 & 1034**

Selectman Rutan moved the Board vote to execute Cemetery Deeds 1032, 1033 & 1034 as presented; Selectman Rand seconded the motion; all members voted in favor.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

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

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

**Documents used during meeting:**

1. November 6, 2017 Meeting Agenda.
2. October 16, 2017 Meeting Minutes.
3. Information Packet – Public Hearing with Board of Assessors.
4. Information Packet –Recreational and Medical Marijuana.
5. Information Packet – Traffic Light Agreement
6. Plowing and Treatment Agreements for Private Ways.
7. Cemetery Deeds.