

**BOARD OF SELECTMEN  
MEETING MINUTES – November 20, 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 – NOVEMBER 6, 2017 REGULAR MEETING**

Selectman Rand moved the Board vote to approve the meeting minutes of the November 6, 2017 regular meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

**7:00 p.m. - DAVID PARENTI, FIRE CHIEF**  
Swearing-In of Jamie Desautels as Fire Captain.

Fire Chief Parenti announced the promotional appointment of Jamie Desautels to the position of Fire Captain effective November 13, 2017. Following a review of the hiring process, Chief Parenti added that Captain Desautels began his career in the fire service with Northborough's Fire Explorer Post in 1984. He became a member of the call department in January of 1989 and was hired as a full-time career firefighter in February of 1991.

Captain Desautels received his Associates in Fire Science, a Bachelors in Fire Science and recently his Masters of Public Administration from Anna Maria College. He is currently attending a fourteen week course at the Massachusetts Fire Academy's Chief Fire Officers Training Program.

Captain Desautels introduced members of his family that were present in the audience.

Members of the Board congratulated Captain Desautels on his promotion to Fire Captain.

Surrounded by his family and members of the Northborough Fire and Police Departments, Desautels was officially sworn in as Fire Captain by Town Clerk Andrew Dowd.

**7:10 p.m. - COMMUNITY AFFAIRS COMMITTEE**  
Presentation on 2017 Holiday Trolley Program.  
Request to Close Blake Street.

Kate Ray was present to announce that the 12<sup>th</sup> Annual Holiday Trolley program will be held on December 2<sup>nd</sup> from 12pm – 5pm. She indicated that six volunteers have taken over the efforts of planning this annual event. 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](http://northboroholidaytrolley.com).

Holiday Trolley Program Cont. . .

Community Affairs Committee member Rebecca Foley Mihopoulos was present to announce that the tree lighting ceremony at the Neil Ellsworth Evergreen tree on Blake Street is scheduled for 5pm that same evening.

Selectman Pantazis moved the Board vote to authorize the operation of the Holiday Trolley on December 2, 2017 from 11:30am to 5:30pm and to authorize the proposed trolley stop locations; Selectman Rand seconded the motion; all members voted in favor.

Selectman Rutan moved the Board vote to close Blake Street on December 2, 2017 from 4:30pm to 6:15pm for the tree lighting ceremony; Selectman Amberson 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 13<sup>th</sup>. Captain Theve encouraged those in need to contact him.

**7:20 p.m. - JUNE HUBBARD-WARD – FINANCE DIRECTOR**

Approval/Execution of Advances in Lieu of Borrowing.

Finance Director June Hubbard-Ward was present to request that the Board approve and execute an Advance in Lieu of Borrowing for the sewer inflow and infiltration debt authorization which was approved at the April 2016 Annual Town Meeting.

Selectman Amberson moved the Board vote to approve and execute the Advance in Lieu of Borrowing in the amount of \$380,000 as submitted by Finance Director June Hubbard-Ward; Selectman Pantazis seconded the motion; all members voted in favor.

## **REPORTS**

### William Pantazis

- Noted that the Interview Committee met with applicants for the White Cliffs Committee. See next page for appointments.

### Dawn Rand

- No report.

### Leslie Rutan, Clerk

- Attended the bi-annual LEPC meeting. Noted how great it is to hear about the continued efforts to ensure the safety and security of our Town.
- Complimented the new *Entering Northborough* signs. Requested that the Eagle Scout who's sign was taken down for the installation of the new signs be notified.

Jeff Amberson, Vice Chairman

- Attended the Ribbon Cutting ceremony for Poured, Paired and Plated.
- Noted that the Municipal Naming Committee continues to meet and has reviewed submissions for the naming of several locations in Town. The Committee will bring a recommendation to the Board for their consideration at an upcoming meeting.
- Thanked the DPW Department for their efforts on all of the ongoing projects.

Jason Perreault, Chairman

- Announced that at this time, the Board has no further update to provide regarding recreational and medical marijuana.
- Announced that the Northborough Turkey Trot will take place at the Zeh Elementary School on Thanksgiving morning to benefit the Northborough Food Pantry.

John Coderre

- Noted that the annual Financial Trend Monitoring System Report update will take place on December 14<sup>th</sup>, where the main topic will be health insurance.

**APPOINTMENTS TO THE WHITE CLIFFS COMMITTEE**

Selectman Pantazis moved the Board vote to appoint Todd Helwig to the White Cliffs Committee; Selectman Amberson seconded the motion; all members voted in favor.

Selectman Pantazis moved the Board vote to appoint Tom Reardon to the White Cliffs Committee; Selectman Amberson seconded the motion; all members voted in favor.

**PUBLIC COMMENTS**

None.

**BOARD APPOINTMENT TO MASTER PLAN STEERING COMMITTEE**

By agreement, Selectman Pantazis will serve as the Board's representative to the Master Plan Steering Committee.

**EXECUTION OF CEMETERY DEED 1035**

Selectman Rutan moved the Board vote to execute Cemetery Deed 1035 as presented; Selectman Rand seconded the motion; all members voted in favor.

**OTHER BUSINESS**

None.

**7:45 p.m. - EXECUTIVE SESSION**

Selectman Amberson 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 Rand seconded the motion, the roll call vote was taken as follows.

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

**ADJOURNMENT**

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

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

Documents used during meeting:

1. November 20, 2017 Meeting Agenda.
2. November 6, 2017 Meeting Minutes.
3. Memorandum – Fire Captain.
4. Holiday Trolley Program Flyer.
5. Toys for Tots Flyer.
6. Memorandum – Advances in Lieu of Borrowing.
7. Cemetery Deed.