

**BOARD OF SELECTMEN
MEETING MINUTES – November 19, 2018**

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

MEMBERS PRESENT: Dawn Rand, Chairman
Jason Perreault, Vice Chairman
Leslie Rutan, Clerk
Timothy Kaelin
Julianne Hirsh

*Pledge of Allegiance

APPROVAL OF MINUTES – NOVEMBER 5, 2018 REGULAR MEETING

Selectman Rutan moved the Board vote to approve the meeting minutes of the November 5, 2018 regular meeting as submitted; Selectman Perreault 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, Finance Director June Hubbard-Ward, 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 FY2019.

Following a review of the market activity for the FY2019 Interim Certification, the total taxable value for the Town of Northborough is up from \$2.79 billion to approximately \$2.94 billion, or 5.3%. This analysis was based on valid sales activity during calendar year 2017 for single family homes and condominiums. Market adjustments resulted in an overall increase in single-family home values of approximately 6.3%, while condominiums increased approximately 3.9%. In addition, industrial properties increased by 5.6% and commercial properties increased by 2.3%.

Mr. Brogie presented the various tax rate scenarios. Should the Board of Selectmen decide to continue with a single tax rate, the FY2019 rate would decrease from \$17.39 in FY2018 to \$17.15 in FY2019. The levy amount to be raised by taxation would be \$50,434,582. This year \$36.7 million was certified in "new growth" value which would result in approximately \$638,625 in new tax dollars. The average single family tax bill would increase by \$331 from \$7,340 in FY2018 to \$7,671 for FY2019.

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.

Karen Chapman from the Corridor Nine Area Chamber of Commerce was present to speak to the Chamber's previously submitted 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 Perreault 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 Rutan seconded the motion; all members voted in favor.

Selectman Perreault 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.

7:55 p.m. - SANDRA COOMBS
Presentation on 2018 Holiday Trolley Event.

Sandra Coombs was present to announce that the 13th Annual Holiday Trolley program will be held on December 1st from 12pm – 5pm. The event helps to raise awareness and to encourage support of local businesses. 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.

Selectman Rutan moved the Board vote to authorize the operation of the Holiday Trolley on December 1, 2018 from 11:30am to 5:30pm and to authorize the proposed trolley stop locations; Selectman Kaelin seconded the motion; all members voted in favor.

8:00 p.m. - REBECCA MIHOPOULOS– COMMUNITY AFFAIRS COMMITTEE
Presentation on 2018 Tree Lighting Event and Request to close Blake Street.

Community Affairs Committee member Rebecca Foley Mihopoulos was present to announce that the annual tree lighting ceremony at the Neil Ellsworth Evergreen tree on Blake Street is scheduled on December 1, 2018 at 5pm immediately following the Trolley event. Pizza, cookies and hot cocoa will be served and Holiday carols will be sung by a Children's Chorus.

Selectman Kaelin moved the Board vote to close Blake Street on December 1, 2018 from 4:30pm to 6:15pm for the tree lighting ceremony; Selectman Perreault seconded the motion; all members voted in favor.

8:05 p.m. - APPLEFEST FOLLOW-UP DISCUSSION

To discuss the event schedule expectations for future planning of the annual Applefest celebration.

Chairman Rand stated that members of the Applefest Committee and the Rotary Club were invited to tonight's meeting to discuss the event schedule expectations for future planning of the annual Applefest celebration. Chairman Rand noted that she received an email from a member of the Applefest Committee requesting that tonight's discussion be rescheduled. With that being said, she recognized the fact that many members of the Applefest Committee were in the audience.

After some discussion, it was agreed by all present that the discussion regarding the scheduling of future Applefest events would be rescheduled to the December 17, 2018 Board Meeting.

REPORTSJulianne Hirsch

- Attended the informational meeting about the Town Common.
- Attended a meeting of the Massachusetts Selectmen's Association where the use of social media by municipalities was discussed.
- Requested that a sentence be added to the Selectmen's page on the Town website that will direct users to click on the specific hyperlinks in order to email a Board member. It was suggested that in addition to hyperlinks for the individual members, that a hyperlink be added to allow a user to email the Board as a whole.
- Questioned if there are any plans to redesign the Town website to perhaps make it more user-friendly. Mr. Coderre responded that the Town recently secured a \$40,000 State grant that will provide for a holistic assessment of the MIS Department. This assessment will include looking at updates to the Town website, as well as security measures. It is anticipated that this project will likely take place sometime in the Spring of 2019.
- Wished everyone a Happy Thanksgiving.

Timothy Kaelin

- Attended a recent meeting of the Parks & Recreation Commission.
- Attended a recent meeting of the Planning Board.
- Thanked DPW Director Scott Charpentier for addressing the road safety concerns on Indian Meadow Drive.
- Announced that the Senior Center will hold their annual Holiday party on December 11th at 5pm.

Leslie Rutan, Clerk

- Noted that the Interview Committee met with applicants for the Youth Commission and the Board of Library Trustees. See next page for appointments.
- Thanked the Police Department for the extra police presence at the voting polls during the November 6th Election.
- Thanked Chief Parenti for posting important statistical information on Facebook.
- Attended the informational meeting about the Town Common.

Leslie Rutan Report Cont. . .

- Attended the Gale Library Open House on November 7th.
- Urged drivers to pay special attention to pedestrians using the crosswalks throughout town.
- Attended the recent grand opening of Moe's Auto Service Center.
- Attended the Senior Center Country Store Fair.

Jason Perreault, Vice Chair

- Attended the informational meeting about the Town Common.
- Wished everyone a happy and safe Thanksgiving.

Dawn Rand, Chair

- Reminded everyone that a meeting will be held on November 29th at 7pm at the Library where a presentation will be made on the status of the Fire Station project.
- Reminded everyone that the annual Financial Trend Monitoring System meeting will be held on December 13th at 7pm at the Library.

John Coderre

- No report.

APPOINTMENT TO THE BOARD OF LIBRARY TRUSTEES

Selectman Rutan moved the Board vote to appoint Hamilton Soriano to the Board of Library Trustees for a partial two-year term; Selectman Perreault seconded the motion; all members voted in favor.

APPOINTMENT TO THE YOUTH COMMISSION

Selectman Rutan moved the Board vote to appoint James Harrington to the Youth Commission for a partial two-year term; Selectman Perreault seconded the motion; all members voted in favor.

PUBLIC COMMENTS

Lisa Maselli of 13 Maple Street addressed the Board about her concern with the deterioration of the White Cliffs Building at 167 Main Street. She requested an update on the status of the project, specifically the status of hiring an architectural firm and what is being done to maintain and secure the building.

Mr. Coderre noted that the actual purchase of the property did not take place until September 2017, due to remediation efforts by the seller of contaminated soil following the discovery of an underground oil storage tank on the property. Mr. Coderre added that the White Cliffs Committee has interviewed architectural firms and is currently in contract negotiations with one of them. The architect will be responsible for hiring consultants to perform structural evaluations prior to any design work.

Mr. Coderre indicated that once the architect is on board, it will be their responsibility to plan for the interim stabilization of the building. In the meantime, the Town is fully aware of the needs of the building and the Department of Public Works staff inspects the property regularly.

SET MEETING SCHEDULE FOR JANUARY – APRIL 2019

Selectman Perreault moved the Board vote to set the meeting schedule for January through April 2019 as follows: January 14 & 28; February 11 & 25; March 11 & 25; April 8 & 22 (Town Meeting); Selectman Rutan seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:30 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 (litigation – re: Town vs. Anza and Town vs. City of Marlborough) 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 Rutan seconded the motion, the roll call vote was taken as follows.

Hirsh	“aye”	Perreault	“aye”
Kaelin	“aye	Rand	“aye”
Rutan	“aye”		

Chairman Rand announced that the Board would return from Executive Session only to adjourn.

9:15 p.m. – RETURN TO OPEN MEETING

ADJOURNMENT

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

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. November 19, 2018 Meeting Agenda
2. November 5, 2018 Meeting Minutes
3. Information packet – Public Hearing for Tax Classification
4. Flyer – Holiday Trolley Event
5. Flyer – Tree Lighting Event
6. Information packet – Applefest Discussion
7. Memorandum – Meeting Schedule