

**Westborough Board of Selectmen
Meeting Minutes
April 26, 2011
6:00 p.m. – 9:50 p.m.**

Present: Chairman Jané, Vice Chairman Goldblatt, Selectmen Dodd and Thompson

Also Present: James J. Malloy, Town Manager; Kristi Williams, Assistant Town Manager; Greg Franks, Town Counsel

Absent: Selectman Emery

Request to Approve the Board of Selectmen Meeting Minutes

- **April 5, 2011**

Vice Chairman Goldblatt moved to approve the Board of Selectmen Meeting Minutes of April 5, 2011. Selectman Thompson seconded. 4-0

- **April 12, 2011**

Vice Chairman Goldblatt moved to approve the Board of Selectmen Meeting Minutes of April 12, 2011. Selectman Thompson seconded. 4-0

Open Forum

Selectman Dodd thanked Chairman Jané for his many years of dedicated service to the Town of Westborough and presented him with a gift (purple tie).

Vice Chairman Goldblatt thanked Chairman Jané for his commitment to the Board of Selectmen and the School Committee and wished him good luck on his future endeavors.

Selectman Thompson also thanked Chairman Jané for his service to the community and congratulated him on his new venture.

Chairman Jané thanked his colleagues for their kind words and comments and also thanked the people of Westborough for electing him to serve.

Suspension of Class II Used Car Dealer's License Hearing/Westborough Mobil, 24 East Main Street/Jack Azar

Lieutenant Fryer explained that he was requested to check the number of unregistered vehicles at the Mobil Station property (24 East Main Street) by the Town Manager on February 24, 2011 due to complaints of excess amount of unregistered cars that he had received from the public. After Lt. Fryer inspected the property he said that he physically counted a total of 9 vehicles without plates. Mr. Azar, Owner, approached Lt. Fryer and informed him that one of those vehicles had its license plate just removed a few minutes ago due to the car owner authorizing Mobile Station to junk the car and were waiting for a tow truck to remove the vehicle from the

premises. Lt. Fryer said that he was also informed by Mr. Azar that another vehicle was not suppose to be on the property and proceeded to move it behind the building. Lt. Fryer informed Mr. Azar that he was reporting his findings to the Town Manager.

Joe Kallini, Operation Manager, admitted that there were 9 vehicles without plates on the property and proceeded to reiterate the same explanation that Lt. Fryer informed the Board with the following clarifications:

- The car that was to be junked was still registered. The customer took his plates from his vehicle to purchase and transfer the plates to another car.
- The other two vehicles in addition to the 6 vehicles allowed per the Class II Dealer's license were to be repaired from two dealerships, one of which Mr. Azar is able to obtain written notification from and the other from Millennium Motors, and were not for sale and noted that the Mobil Station is the registered repair garage for these two dealerships.

Mr. Kallini closed by saying that these were the reasons why there were 9 vehicles on the property that day and confirmed that their license only allows 6 unregistered vehicles.

Selectman Thompson asked Mr. Kallini if they had 6 vehicles for sale. Mr. Kallini said that they had 5 vehicles for sale and the 6 vehicle was being repaired.

Vice Chairman Goldblatt noted that this is the third time that Mr. Azar has come before the Board for a violation of his license and voiced her concerns regarding the disregard of responsibility for their license.

Selectman Thompson asked Lt. Fryer if he was able to decipher which vehicles were for sale. Lt. Fryer said that he did not see any vehicles for sale (usually a sale sign is placed on a vehicles that would be for sale) he only counted how many cars were on the property without plates.

Chairman Jané asked if the town has a way to enforce and define how many vehicles are for sale and how many are for repair. Town Counsel responded by saying that he does not think there is a procedure identifying which is for sale. The reason for the license is to control how many vehicles are on the lot so it would not look like a junk yard.

Selectman Thompson noted that the Town has the right to control the conditions of the license and said that since this is the third time Mr. Azar has come before the board for the same issue and declared that it is the responsibility of the owner to create a program to distinguish which vehicles are for sale and which are for repair. Selectman Thompson requested that Mr. Azar come back to the Board with a procedure manual indicating that.

Mr. Malloy noted that under Chapter 40, Section 62 of the Massachusetts General Laws Mr. Azar is required to keep a registration book of all vehicles that are for sale, the book is required to be in the format approved by the Registry of Motor Vehicles. Mr. Malloy announced that Chapter 146, Section 66 gives the Chief of Police or his designee/s authority to have access to review the books.

Selectman Thompson asked Mr. Azar if he has a registration book that is required by state statute. Mr. Azar said that he did have a registration book. He also said that when a vehicle comes in to be repaired there is a repair order ticket that is written up. He said that he has copies of the repair ticket orders. Selectman Thompson asked Mr. Azar if he showed the repair ticket orders to Lt. Fryer. Mr. Azar said that Lt. Fryer did not ask for them.

Mr. Kallini clarified that Lt. Fryer was not there to determine what vehicles were for sale or repair but that he was there to count the number of vehicles without plates on the property.

Police Chief Gordon noted that the dealer is supposed to place a sale tag on the vehicles that are for sale and a sticker informing the customer/s of the lemon law. He said that Mr. Azar has never placed a tag indicating to the public or to the Police Department which vehicles are for sale and which ones are for repairs and believes very strongly that Mr. Azar is in violation of his Class II License. He also noted that by Mr. Azar not complying with his responsibility it makes it harder for his department to enforce the regulation.

Chairman Jané asked Police Chief Gordon if the regulation's intent is to control the number of vehicles on the property and not for vehicles that are in for repairs and then asked how is that regulated. Police Chief Gordon said that Mr. Azar is allowed to place vehicles to be repaired on his property but cannot impede the flow of pedestrian traffic and public safety vehicles having access to the property (across the front of the premises and at the side entrance). He also noted that there is a Town Bylaw stating that you cannot have more than one unregistered vehicle on the premises so they are in violation of the bylaw. Police Chief Gordon said that the sanction for violating the town bylaw of having over one unregistered vehicle on the premises is \$10 per vehicle per day.

Vice Chairman Goldblatt asked Town Counsel if their license allows having demolished vehicles on the property. Town Counsel said that they are allowed to have these types of vehicles on the premises without violating the number of vehicles on their Class II License. Vice Chairman Goldblatt voiced her concerns about Mr. Azar coming before the Board with the same issues noted that Mr. Azar should know by now what the town requires for his business to be in compliance.

Chairman Jané clarified that this hearing is for Mr. Azar's Class II license not the Bylaw violation (this violation is under the Building Commissioner's jurisdiction) and is in violation of both and agreed with Selectmen Thompson's recommendation that Mr. Azar come back at the Board's May 10th meeting with the requested proposed procedure manual that will show compliance with both the license and the bylaw, show which vehicles are for sale (detailed sticker that will be placed on the vehicle) and the number of unregistered vehicles with the Police Chief's approval.

Selectman Thompson requested that Mr. Azar bring the work order requests as discussed earlier and Westborough Auto Body's written notification as offered.

There was a brief discussion as to whether or not Mr. Azar has a registration book available for the Board. Mr. Kallini and Mr. Asar both confirmed that they did and that it is located at the Mobil Station. The Board requested that Lt. Fryer escort Mr. Azar and Mr. Kallini to review the registration book for the Board's review after this hearing. Mr. Kallini and Mr. Azar agreed to have Lt. Fryer accompany them back to the Mobil Station. Police Chief Gordon acknowledged the request.

Selectman Thompson moved to continue the Mobil Class II Used Car Dealer's License Suspension Hearing to the Board's May 10th meeting with the following items for the Board's review and approval:

- A Clear Procedure Manual showing the license and bylaw compliance (with the Police Chief's approval)
- The For Sale Stickers that will be placed on the vehicles that is for sale.

Vice Chairman Goldblatt note that she has never seen sale tags on any of their vehicles and asked Mr. Azar if he has ever placed tags on the for sale vehicles. Mr. Azar and Mr. Kallini both said that they have placed sale tags on their vehicles. Police Chief Gordon interjected and noted that he has never seen nor have they ever placed sale tags on their for sale vehicles.

Selectman Dodd seconded. 3-1 (Vice Chairman Goldblatt opposed)

Request to Appoint Member to the 9/11 10th Anniversary Committee, ad Hoc (*Indefinite Term*)/Vice Chairman Goldblatt

Vice Chairman Goldblatt moved to appoint Rev. Cynthia Frado to the 9/11 10th Anniversary Committee, ad Hoc for an indefinite term. Selectman Thompson seconded. 4-0

Request to Appoint a Voting Member to the Conservation Commission (*For Term Ending June 30, 2012*)/Assistant Conservation Agent

Vice Chairman Goldblatt moved to appoint Stephen Henry as a Voting Member to the Conservation Commission with an ending term of June 30, 2012. Selectman Dodd seconded. 4-0

Request to Appoint Member to the Sewer Cost Apportionment Sub-Committee (*Indefinite Term*)/Town Manager

Mr. Malloy requested that the Board appoint Brian Bush as a Resident/Business Member at Large to the Sewer Cost Apportionment Sub-Committee for an indefinite term.

Selectman Thompson moved to appoint Brian Bush to the Sewer Cost Apportionment Sub-Committee, as the Resident/Business Member at Large for an indefinite term. Vice Chairman Goldblatt seconded. 4-0

Request to Place an Insert announcing the Cultural Council “Art in Common” Festival (10/1/2011)/Cultural Council Chairman

Ms. Watts, Cultural Council Chairman, requested that the Board approve the placement of the “Art in Common” festival insert in the residents’ summer tax bills to announce the Council’s event to be held on October 1, 2011.

Vice Chairman Goldblatt moved to approve the placement of the “Art in Common” stuffer with the residents summer tax bills as requested. Selectman Dodd seconded. 4-0

Request to Approve Town Property Usage (Chauncy Lake 12/3/2011)/Polar Plunge/In Your Shoes/Debi Ledoux & Terry Gavin

Ms. Gavin, Co-President, requested that the Board approve the Town Property Usage request for Chauncy Lake on December 3, 2011 to hold the Polar Plunge again this year.

Vice Chairman Goldblatt moved to approve the Town Property Usage request for Lake Chauncy on December 3, 2011 for the Polar Plunge. Selectman Dodd seconded. 4-0

Westborough State Hospital Usage Discussion of March 29, 2011 Public Hearing/Board of Selectmen

Mr. Malloy requested that the Board approve the letter that was requested at a previous meeting stating the town’s dissatisfaction of the State’s (Div. of Capital Asset Management) re-use proposal of the Westborough State Hospital Public Hearing on March 29, 2011 (letter attached).

Selectman Thompson moved to approve the letter as requested and submitted by the Town Manager expressing the Town’s displeasure with the proposed re-usage proposal of the Westborough State Hospital. Vice Chairman Goldblatt seconded. 4-0

Council on Aging Budget Discussion/Council on Aging Chairman and Senior Center Director

Present: Alma DeManche, Director; George Barrette, Council Member

Mr. Malloy explained that the Council on Aging is seeking to increase the hours of one of their staff from 19 hours per week to 25 hours per week, which would provide this employee with benefits. Mr. Malloy said that he has attached a spreadsheet that shows with time off provided to benefitted employees that the actual increase would be 21 hours (not 25 hours). In addition, the Town would be responsible for the costs associated with health insurance.

Alma DeManche noted that this is not the first time that they have come before the Board to request an increase in hours for an employee. The title of this position is Outreach Case Manager and the current number of hours (19) is not enough for this person to do the responsibilities that needs to be done. She said that this position caters to our town seniors and that in the last few years the number of seniors needing this type of outreach services have increase dramatically. Ms. DeManche said that no one else does this work and it consists of a lot of leg work for our disable seniors who are not able to be independent or do not have the resources to continue a normal life.

After a detailed discussion of the costs associated with increasing this position's hours and an in depth discussion of the position's critical services the Board moved the following:

Vice Chairman Goldblatt moved to support the increase of work hours to the Council on Aging Position (Outreach Case Manager) not to exceed 25 hours per week. Selectman Dodd seconded. 4-0

Ms. DeManche requested that the Board also support to increase the Homemaker Contract (line item 5219) work hours from 14 to 18 hours. She explained that this position is for short term services for our seniors and was originally a 18 hour position 25 years ago but was reduced due to budget cuts and now requests that the hours be reinstated back to 18 hours for an addition wage cost of \$2704.

Selectman Dodd moved to support to increase the Homemaker Contract item line 5219 from a 14 hour position to its original 18 hour for an increase of \$2,704 in the wage portion of the budget. Selectmen Thompson seconded. 4-0

Article 13-Hasting School Discussion/School Committee

Present: Dan Hendricks, Director of Finance, Brian Schlegel, Director of Building and Grounds

Mr. Schlegel informed the Board that this article is to remove the existing asbestos ceiling and to replace the piping along with plumbing and duck work at the Hasting Elementary School. The pictures that the Board saw at their last meeting showed the improper design of the heating and HVAC installation of the piping which was installed in the early 1970's. He said that the Town has no recourse of having the company return to reinstall the pipes correctly due to the statue of design limitation.

Selectman Thompson moved to support Article 13. Selectman Dodd seconded. 4-0

Article 25-Release of a Deed Restriction Foreign Wars Post No. 9013 Discussion/Citizen's Petition/Attorney John Matson

Present: John Matson, George Perry, Members of the Foreign Wars Post No. 9013(VFW Post)

Mr. Matson explained that the VFW has tried to get a loan to make renovations/repairs to be post to be ADA compliance but is not able to get a loan from the banks because they require a clean title. The holder of the title is the Town. The building was purchased by the Post for \$1 from the Town at an annual town meeting in 1954 (Article 24) then in 1955 the following restriction was placed "In the event said post shall ever liquidate or disband or move to another location so that said post does not require said premises, the same will automatically revert back to the Town of Westborough". Mr. Matson said that they are now requesting the Board's support to have the restriction removed so they would be able to get a bank loan and do the necessary renovations.

Chairman Jané said that it is his opinion that the reason why this restriction was placed on the deed in 1955 was to make sure that the post members would never sell the property to a private entity and that it served as reassurance to the town that it would never be sold.

Selectman Thompson suggested researching changing the language restriction from what it is now to having the Town right of first refusal. Mr. Matson said that he does not know if any lender will agree to lend a loan with the right of first refusal language as suggested but will ask.

The Board requested that Mr. Matson and Mr. Perry come back to the Board's meeting of May 10th if they are able to or after town meeting with a response to Selectmen Thompson's suggestion.

The recommendation for Article 25 will be provided at the Annual Town Meeting.

Establish License Fee for Massachusetts Made Wines at Agricultural Events

Discussion/Selectman Dodd

Selectman Dodd reiterated his explanation of his request to establish a License Fee for Massachusetts Made Wines at Agricultural Events at the Board's April 5th meeting and noted that by approving this request would only establish the Town to establish a permit fee for these events. He said that the permit fee is up to \$50 and that once an applicant come forward and requests this permit the Selectmen's Office would process the permit paperwork and have the applicant come before the Board for their vote of approval or not (the Board of Selectmen would have discretion on any of these requests) . Selectman Dodd said that the vendor would need to get certification from the Massachusetts Department of Agricultural Resources and the permitting process would come from the town.

Police Chief Gordon said that he believes that the Board's action tonight would be proactive in allowing this to become part of the permitting process.

Selectman Thompson moved to establish a License Fee of \$50 for a Massachusetts Made Wines at Agricultural Events. Selectman Dodd seconded. 3-1(Vice Chairman Goldblatt opposed)

Town Counsel Report

Town Manager Report

COA Request (action required)

This item was discussed and voted on earlier.

DPW Manager's Annual Evaluation (action required)

Mr. Malloy said that the DPW Manager's Annual Evaluation is due on May 26, 2011 and wanted to point out that one of the changes made to the Charter include the Town Manager in the review process, and requested the Board's direction and offered the following information: Reading the Charter literally, Mr. Malloy would provide his comments to the Chair of the Board of Selectmen (regardless of whether the Chair was one of the two Selectmen conducting the review). Mr. Malloy suggested two options which are the following: (1) Mr. Malloy would provide his comments to the Chair, who can then provide these to the two Selectmen or (2) the two Selectmen and Mr. Malloy can do the performance review. Mr. Malloy said that he has highlighted the pertinent section in *italics* below.

Section 5-3(c) Town-Wide Management Team.

As chief administrative officer of the town, the Town Manager shall lead the town-wide management team consisting of the town's key personnel and the head of each town department.

Notwithstanding the manner of their appointment, the head of each town department shall be considered a member of the Town Manager's management team for the purpose of assuring common town personnel, financial, administrative and technology use practices, and for the purpose of fostering effective communications among town departments.

The Town Manager shall participate in the performance review process of the town's key personnel and shall provide evaluative comments to the Chairman of the Board of Selectmen during this process. The Town Manager shall provide evaluative comments to the appointing authority of each department head for use in the respective performance review process.

The Board agreed to have the Town Manager's feedback to be given to the Chair and nominated Vice Chairman Goldblatt and Selectman Emery to conduct the DPW Manager's annual evaluation.

Verizon/911 Agreement (action required)

Mr. Malloy requested that the Board approve the Verizon/911 Agreement. He said that this is a state requirement that governs all government and educational institutions to have the Private Switch/Automatic Location Identification (PS/ALI) service which is part of the E-911 system. The following is MIS/GIS Director's explanation of why this needs to be done and he provided the copy of 560 CMR 4.00 (attached) explaining it further. There is a one-time cost of \$2,500 to build the database and Mr. Stockman has indicated he has this amount in his budget.

Vice Chairman Goldblatt moved to approve the Private Switch Line/Automatic Location Identification agreement between the Town of Westborough and Verizon in the amount of \$2,500 and further to authorize the Town Manager to sign all contract documents related to this agreement. Selectman Thompson seconded. 4-0

Issues and Correspondence of the Selectmen

Selectman Dodd announced that the Westborough Police Department in conjunction with the Drug Enforcement Administration (DEA) is sponsoring a drug prescription drop off drive for expired medications on Saturday, April 30th at the Department of Public Works from 8:30 a.m. to 12:30 p.m. which is located at 131 Oak Street. For further information regarding this event you may log onto the DEA's web site at www.dea.com. Selectman Dodd thanked Ms. Ruberti for all her hard work and dedication on the Annual Town Report and to all the department heads, committees, commissions and Boards for their part in getting all the information to Ms. Ruberti to compile and coordinate the annual town report. Selectman Dodd asked the Board to consider discussing the 300th Anniversary Committee at a Board's future meeting to at least start advertising the vacancy for the Town's 300th Anniversary in 2017.

Vice Chairman Goldblatt, on behalf of the Selectmen, send her sympathies to the Keys and to the Hayes family for their loss and also requested that we keep our servicemen and women in our prayers who are so far from home.

Chairman Jané noted that the Board has received a letter from town resident Jane Sullivan regarding Fay Mountain and asked if the Police Chief or the DPW have been made aware of her request. Mr. Walden, DPW Manager, said that a work order has been already issued and will be addressing her concerns in the next few days. Chairman Jané thanked the community and his colleagues for the opportunity to have served a total of nine years in public service for the Town of Westborough and also encouraged town residents to volunteer.

Executive Session/Labor Negotiations

Selectman Thompson moved to go into Executive Session for the purpose of discussing labor negotiations. Selectman Dodd seconded. Chairman Jané declared that an open meeting would have a detrimental effect on the bargaining position of the Town. The Board voted unanimously in favor of the motion by roll call vote to go into Executive Session. Chairman Jané announced that the Board will reconvene in Open Session after the Executive Session and continue its joint meeting with the Finance Committee and the Board of Selectmen.

Joint Pre-Annual Town Meeting with the Finance Committee and the Board of Selectmen

Meeting began at 8:30 p.m.

Town Moderator Joe Harrington announced that this joint meeting is to review the annual town meeting budgets and articles and to allow an exchange of views between the Finance Committee and the Board of Selectmen and that he will be the facilitator. This is not a decision-making meeting and no votes will be taken.

Opening Statements:

Chairman Jané noted that this meeting is to have good communication and to share information between the Board of Selectmen and the Finance Committee prior to town meeting.

Chairman Arnold reiterated what the Mr. Harrington said and requested that if everyone is in agreement the Finance Committee would like to have this kind of meeting done prior to the Budget season and that the committee has not voted on any large budgets but hopes to vote on them at their next meeting.

Mr. Harrington called out the following articles for discussion:

Article 1
Article 2
Article 3
Article 4
Article 5

No one voiced for an explanation of the above articles.

Budgets:

Mr. Malloy said that the recommended Budget that he submitted mirrored all but the following three:

- Legal Budget Line Item 5243-increase by \$1200
- Council on Aging Salary & Wage (Case Manager Position)-increase by \$1,565.97 (increase in hours to 25 from 19). Mr. Malloy will confirm the figure.
- Council on Aging Contractual Homemaker Position Line Item 5219-The Board voted to stay at the department's request of \$12,168.

Mr. Arnold noted that the committee would like to discuss the following items:

- Building Dept Expenses
- Insurance Expense
- Wastewater Treatment Plant

Jo Lown requested that the motions at town meetings be made by the Finance Committee not by an individual. Mr. Malloy acknowledged the request.

Jo Lown voiced her concern of having the Building Department's Expense for the Permit Tracking Software on the warrant as a reoccurring article and suggested that it be placed on the fall town meeting. She said that it has been the practice from the former town manager that one time purchase articles are placed on the fall town meeting not under a reoccurring article as is now. Mr. Malloy said that the budget as recommended does not include the Building Department's expense (\$3200) but has offered to cover some supplies from Central Purchase that the Building Commissioner needs in his office. If Central Purchase is not able to cover the expense this fiscal year then it will be presented at the fall town meeting.

Insurance

Mr. Arnold asked if Mr. Malloy will be changing his recommendation on this item. Mr. Malloy said that he is not comfortable changing his recommendation on this item and handed out a spreadsheet explaining his reasoning.

Mr. Arnold said that he does not believe that the committee's sense is not that the town should not budget for insurance but it is the level of budgeting and for it not to be consistently used as free cash.

Wastewater Treatment Plant

Mr. Arnold reiterated that the committee's concern on this item is the level of budgeting only.

Mr. Harrington noted that the Town has a process as to how the budget is processed at the town meeting and if anyone would like any clarification he recommended that the person/s look under the Town Manager Blog on the Town's web site for further information. Mr. Harrington noted that if any one has any questions regarding the budget process at town meeting to please meet with him prior to the meeting.

Article Discussion

Article 7- Regularly Recurring Articles

Ms. Lown voiced her concern regarding the language used in this article and asked Mr. Malloy why he prefers “raise and appropriate”. Mr. Malloy explained his reasoning of this language to Ms. Lown and also suggested that she read the town manager’s budget document which further explains in greater detail than what he is able to offer tonight.

Article 7G- Reconstruction and Improvement of Town Roads (Chapter 90)

Mr. Malloy noted that this article may be larger than what is requesting due to the fact that the legislation has not settled on their figures; might return at the fall town meeting

Article 8-Capital Improvements Plan

Article 9-Improvements to the Country Club Golf Course

Article 10-Senior Center Parking Lot Expansion

Mr. Behn asked if the repaving is for a portion of the lot or the entire parking lot. Mr. Malloy said that it is for the new area only.

Article 11A-Water & Sewer-Capital Equipment & Projects

Article 11B-Water & Sewer-Capital Equipment & Projects

Ms. Lown noted that the Committee has not received all of their answers on Article 11A&B from the Town Engineer. Mr. Linnane said that he will meet with the Town Engineer tomorrow and will bring back his answers.

Article 12-Energy Audit

Chairman Jané explained that this article is from the Green Technology Advisory Committee to conduct an energy audit to three town buildings and to review the results and if it is a benefit to the town then they will recommend the other town building to be done.

Article 13-Hasting School Project

Chairman Jané said that this article is not for a renovation but it is to rectify a piping structural issue that was installed back in 1974.

Article 14-Tax Increment Financing Plan

Article 15-Charter Corrections

Article 16-Charter Addition

Article 17-Open Space Article 38 2002 Amendment

Article 18-Zoning Article Amendment

Article 19-Change in Building Inspector Title to Building Commissioner

Article 20-Site Plan Correction

Article 21-Site Plan Change

Article 22-Corporate Cafeteria Sewer Privilege Fee

Article 23-Water Use Restriction Bylaw

Article 24 –Use of Insurance Proceeds in Excess of \$20,000

Article 25-Release of a Deed Restriction from Article 24 of 1954 Annual Town Meeting (Foreign Wars Post No. 9013)

Article 26-Correction of Prior Town Meeting Vote

Article 27-Libbey Property Transfer to Conservation Commission

Article 28-Westborough Community Land Trust Gift Acceptance Land Trust

Mr. Harrington requested if this meeting was useful and whether this meeting might be considered earlier (prior to budget season) as requested.

Mr. Arnold said that he feels this meeting went very well and that believes that the committee clarified any questions they might have had. He also suggested that the committee would like to have this meeting prior to the budget season to better understand the process and to have an opportunity to make suggestions to the Town Manager in regards to other options in the process.

Chairman Jané noted that he believes the Board feels this meeting prior to the annual town meeting was beneficial but does not believe that the Board feels that having meeting/s prior to the budget season would be relevant and is not comfortable making a decision tonight.

Selectman Thompson agreed with Chairman Jané's comments and also noted that during the budget season the committee's chairman, vice chairman or selectmen's representative are able to communicate during the process with the Town Manager at any time for any clarifications, comments, or suggestions.

Vice Chairman Goldblatt also noted that the Town Manager is the person that would make that decision to meet with the finance committee since it is his responsibility to produce a balanced budget to the Board.

Chairman Jané announced that the Board does not feel compelled to hold a meeting prior to the budget season.

Ms. Lown requested that the Board consider meeting prior to the Special Town Meeting. Mr. Harrington noted that he will raise her request at a later date to the Board of Selectmen.

Mr. Harrington announced that the Annual Town Meeting will be held on May 14th at 1:00 p.m. at the Westborough High School and encourage everyone to attend.

Vice Chairman Goldblatt requested that the Board view any future surveys prior to distributing from the Finance Committee. John Arnold acknowledged the request.

Adjourn Open Session

Selectman Thompson moved to adjourn the Board of Selectmen meeting at 9:50 p.m. Selectman Dodd seconded. 4 -0.

Submitted by Nidia Ruberti

Chairman Jané

Vice Chairman Goldblatt

Selectman Leigh Emery

(Absent)

Selectman Timothy A. Dodd

Selectman George Thompson