

Westborough Board of Selectmen
Meeting Minutes
February 24, 2009
7:00 p.m. – 9:50 p.m.

Members Present: Chairman Thompson, Vice Chairman Emery, Selectmen Goldblatt, Dodd and Jane'

Also, Present: Henry Danis, Town Manager; Maryanne Bilodeau, Assistant Town Manager; Town Counsel Gregory B. Franks

The meeting was called to order at 7:00 p.m. by Chairman Thompson. Town and School payroll and expense warrants were approved and signed.

Pledge of Allegiance/Open Forum

Committee Vacancies:

Country Club Operating Committee (Non-Voting Associates)
Open Space Preservation Committee (1-Non Voting Associate)
Youth Commission (1)

Pole Petition Request/Alpine Drive/National Grid/Dana Larson

Mr. Marine requested that the Board approve a Pole Petition Request to install a new pole on Alpine Drive. He said that the installation of the pole is needed to provide the necessary guying for the addition of a second 13.8 KV feeder circuit.

Selectman Goldblatt moved to approve the Pole Petition Request to install a new pole on Alpine Drive to provide the necessary guying for the addition of a second 13.8 KV feeder circuit. Vice Chairman Emery seconded.

Ms. Conlin, 4 Alpine Drive, has a few concerns of having the anchor on her property. One major concern was the liability factor of having the anchor on her property along with the retaining wall that was shown on the plan. Ms. Conlin said that she was not aware that a retaining wall was proposed on her property and asked for clarification to confirm that the wall was on her property. Mr. Marine was not able to answer the questions asked from Ms. Conlin.

Because Ms. Conlin's and the Board's questions were not satisfactory answered the Board amended the motion to the following:

Motion Amended:

Selectman Jane' moved to approve the Pole Petition Request contingent upon the Chairman receiving word from Ms. Conlin in regards to her questions being satisfactory answered and also to receive comments from National Grid.

2-3 (Chairman Thompson, Vice Chairman Emery and Selectman Dodd) **Motion failed.**

The Pole Petition Request will be continued to the Board's March 10th agenda meeting.

Representative Polito Update

Representative Polito said that she has taken this Legislative Reform endeavor because of today's serious budget economic crisis. Representative Polito noted that we need to continue to allow individuals and families to afford to live in our communities (Shrewsbury, Westborough, and Northborough), to raise a family and to be able to retire in our communities. She said that the communities need to continue to offer quality services (municipal and educational) at the local level where people feel in touch with the most important parts of their life. Representative Polito said that this reform is a mind set that she is bringing to the towns and feels that this is not the time to be increasing revenues that are simply not there and does not feel that it is feasible for her to support actions that would make it more difficult for employers to keep and maintain their jobs. She said that she offers these reform ideas to reprioritize and get back to the basic and core services. Representative Polito presented her Legislative Reform Agenda (copy attached) and explained in great detail the three areas as presented.

Education

- Special Education Tuition Rates
- Special Education Circuit Breaker Reimbursements
- Special Education Transportation Costs
- Creation of SPED Working Group
- Charter Schools
- Review and Accountability Measures
- English Language Learners Training for Teachers
- Suspension of State's Annual Technology Plan
- Medicaid Reimbursement
- Employee Related Health Insurance Costs
- Local and School Aid

Municipal Relief

- Require All Communities to Join the GIC
- Defined Benefit Pensions
- Thresholds for Pension and Health Insurance Participation
- Pension Inflation
- Providing False Evidence to Obtain Pension Benefits
- Capping Pension Benefits
- Elected Officials and Pension Benefits
- Public Disability Retirement Benefits
- Modernize Purchasing & Procurement Laws
- Eliminate Civil Service
- Local & School Aid

Pension & Disability Reform

- Defined Benefit Pensions
- Thresholds for Pension and Health Insurance Participation
- Pension Inflation
- Providing False Evidence to Obtain Pension Benefits
- Capping Pension Benefits
- Elected Officials and Pension Benefits
- Public Disability Retirement Benefits

Representative Polito said that the request of having a minimum local aid number given to the cities and towns before March 15th was rejected two weeks ago because of the election of the new speaker and their structuring. Representative Polito requested that the Board support her request of sending a letter to the House Speaker, Governor Patrick and Lt. Governor Murray to support that action.

Vice Chairman Emery moved to send a letter to the House Speaker, Governor Patrick and Lt. Governor Murray to submit a minimum local aid number notification before March 15th.
Selectman Dodd seconded. 5-0

The Board of Selectmen thanked Representative Polito for coming before the Board and presenting her reform package.

Request for a Common Victualer's Permit/South Street Diner/Mark Sullivan

Mr. Sullivan requested that the Board approve a Common Victualer Permit to the South Street Diner now located at 38 South Street.

Selectman Goldblatt moved to approve a Common Victualer's Permit to South Street Diner located at 38 South Street. Vice Chairman Emery seconded. 5-0

Request to Appoint Member to Westborough T.V. Board of Directors

Mr. Steve Masciarelli, on behalf of Westborough T.V. requested that, Mr. Matson be appointed as the Board's Representative to the Westborough T.V. Inc., Board of Directors.

Selectman Goldblatt moved to appoint John Matson as the Board's Representative to the Westborough T.V. Inc., Board of Directors with a term ending of 2011. Selectman Jane' seconded. 5-0

Request to Increase Number of Senior Work Off Positions/Alma DeManche

Ms. DeManche, Director of the Senior Center, requested that the Board approve an additional 10 positions to the Circuit Breaker Senior Work Off Program for a total of 50 positions. Ms. DeManche said that this program has been running for 7 years and that the senior volunteers need to complete a total of 94 hours by mid November of each year to be eligible for the of tax abatement of \$750.00.

Selectman Goldblatt moved to increase the Senior Work Off Program position from 40 slots to 50 slots. Selectman Jane seconded. 5-0

Youth and Family Budget Review/Board of Selectmen

Rescheduled to the Board's March 10, 2009 meeting.

Historical Commission Budget Review/Board of Selectmen

Present: Bill Gundling, Nancy Strecker

Mr. Gundling informed the Board that the Historical Commission has been proactive in this fiscal year's budget and they personally have cut 30% of non-personnel items from last fiscal year's budget figures. Mr. Gundling said that the Commission is very concerned with the secretary's cut in working hours. Currently the secretary is a part-time position and the individual works a total of 19 hours per week. Having the working time decrease by 7 hours for a total of 12 hours per week (as proposed by the Town Manager's Budget) is very concerning to the Commission due to the fact that the secretary needs to be present in the office 5 days a week.

Mr. Gundling said that the current secretary has been with the Commission for about 6 years and is the person that informs and supplies materials to residents who are interested in historical signage, executes decisions of signage when a commission member is not available to be present and is extremely knowledgeable in the process and procedures. Mr. Gundling said that the commission is requesting to increase the 12 hours a week to 15 hours a week.

Selectman Dodd agrees with the Commission's request to increase the secretary's hours from 12, as proposed by the Town Manager, to 15 hours a week and also noted that the commission does have state mandates that they need to adhere to.

Selectman Goldblatt asked Mr. Danis how he came to the conclusion of decreasing the secretary's hours. Mr. Danis said that he looked at the entire budget process and come up with a bottom line in the best way possible to present a balanced budget to the Board.

Vice Chairman Emery asked Mr. Danis how what the deficit amount would be if the hours were increased from 12 to 15. Mr. Danis said that the town would need to find an additional \$3,600 to cover the deficit.

Selectman Jane' asked Mr. Danis how our town's budget fair with the budgets of the surrounding towns. Mr. Danis said that he does not have that information tonight but will look into it.

Chairman Thompson asked Mr. Gundling how the state's regulatory role relates to having a secretary present 5 days a week. Mr. Gundling said that someone needs to be present to answer any questions that the public may have and distribute materials along with process and procedure handouts. He also said that the secretary also needs to see the signage and color of the requests and some of the people are walk-ins.

Chairman Thompson asked if most of the paper information might be place on the commission's web site to help with distributing handouts. Mr. Gundling said that some of that would be possible to place on the web site.

The Board thanked Mr. Gundling and Ms. Strecker for coming before the Board and discussing the Historical Commission's budget.

Municipal Building Committee Report on Public Safety Building

The Municipal Building Committee (MBC) presented to the Board preliminary designs of the proposed public safety building (photos and materials attached). After showing the designs and explaining the façade, structured, accommodates, height and length Mr. Arnold requested the Board's direction and voiced three options to the Board to decide on.

Option 1:

- Article to be included on the May 2009 annual Town Meeting warrant along with deciding if the question should be on the annual election ballot to exclude the project debt from proposition 2½ limit.
 1. Bidding must commence early in March 2009 and is anticipated that the MBC will have an amount for town meeting but not in time for the election.
 2. Construction will be ready to begin on July 2009 and completed by early 2011.

Option 2:

- Article not to be placed on the May 2009 annual Town Meeting Warrant and will not be able to apply for a state grant.
 1. Bidding will be placed on hold awaiting word from the Board on when to re-commence the project.

Option 3:

- Article not to be placed on the May 2009 annual Town Meeting Warrant and if the town is successful in receiving state grant funds.
 1. Board reopens the warrant for a fall Town Meeting and special election for proposition 2½ ballot question
 2. The bidding proceeds

Mr. Blois said that the cost for bidding the project will run approximately \$50,000 and the bids will be good for 30 days once received. He said that the cost for a fall town meeting and a special election is estimated at \$10,000-\$15,000 and also noted that the Committee expects that if the grant is received from the state the project must be ready to go within 90 days.

Vice Chairman Emery moved to place the public safety building article on the May 2009 annual Town Meeting warrant and to place the 2½ proposition question on the annual election ballot (Option 1). Selectman Goldblatt seconded.

After a lengthy discussion regarding Option 1 the Board voted the following:

2-3 (Selectman Dodd and Jane', Chairman Thompson) –**Motion failed.**

Selectman Dodd moved not to have the article placed on the May 2009 annual Town Meeting Warrant (Option 2). Selectman Jane' seconded.

After a brief discussion on Option 2 Selectman Dodd withdrew his motion.

Selectman Dodd moved not to place the article on the May 2009 annual Town Meeting Warrant and if the town is successful in receiving state grant funds the Board will consider placing it on the fall Town Meeting and hold a Special Election for the question (Option 3).
Selectman Jane' seconded. 5-0

At 8:45 p.m. Chairman Thompson requested a 5 minutes recess. The Board resumed its meeting at 8:50 p.m.

Town Manager Search Committee Report

Present: Town Accountant, Assistant Town Manager/HR Director, Police Chief, Advisory Finance Committee Member, Fire Chief, Chief Assessor, DPW Director, Selectman Jane'.

Selectmen Goldblatt, Chairman of the Town Manager Search Committee and Selectman Jane' Vice Chairman of the Town Manager Search Committee presented to the Board of Selectmen three candidates for the Town Manager position (materials attached):

- Suzann K. Kennedy current position: Town Administrator for the Town of Medway, MA since 2005
- James J. Malloy current position: Town Administrator for the Town of Sturbridge, MA since 1994
- Jill R. Myers current position: Former Town Manger for the Town of Uxbridge, MA since 2006

Selectman Goldblatt announced that the committee received a total of thirty-one (31) applications; twenty-five (25) from the New England area and six (6) outside from the New England area. Selectman Goldblatt noted that the committee picked five (5) applicants; out of those five (5) one (1) applicant withdrew and one (1) was not brought forward for a second interview.

Selectman Goldblatt and Selectman Jane' thanked the Town Manager Search Committee for all their efforts and diligent work on this search.

The Board thanked the Town Manager Search Committee for all their work.

After a lengthy discussion regarding the process the following was concluded:

Minutes: February 24, 2009

6.

1. Initial interviews
2. Site visits
3. Final interview/open public session
4. Final discussion and vote

- 1- **Initial Interviews:**
Thursday, March 5, 2009 at 6:00 p.m. Interviews to be held for 45 minutes each with a 15 minute break
- 2- **Site Visits:**
Uxbridge: Vice Chairman Emery and Chairman Thompson/Thompson to schedule the site visit.
Sturbridge: Selectmen Dodd and Jane' / Dodd to schedule site visit
Medway: Vice Chairman Emery and Selectman Goldblatt/Emery to schedule site visit

*Chairman Thompson said that the site visits should be concluded by March 20th.
- 3- **Final Interview/Open Public Session**
Tuesday, March 31, 2009
Wednesday, April 1, 2009
Thursday, April 2, 2009
- 4- **Final Discussion and Vote:**
Tuesday, April 7, 2009

Vice Chairman Emery suggested that a Financial Committee Member (Treasure/Collector, Town Accountant, Town Assessor) be invited to attend the site visits and will contact them for their availability.

Selectman Jane moved to go forward as discussed. Vice Chairman Emery seconded. 5-0

Appoint Members to the Legislative Liaison Committee

Vice Chairman Emery moved to appoint the following individuals to the Legislative Liaison Committee, ad Hoc. Selectman Dodd seconded.

Board of Selectmen Members: Vice Chairman Emery and Selectman Goldblatt
Town Manager: Henry Danis
School Committee Members: Karen Henderson and Ilyse Levine-Kanji
Advisory Finance Committee Members: Clifford Watts and Ian Johnson
Council on Aging Member: Dan Pavolis
Superintendent of Schools: Anne Towle
Conservation Commission Member: Edward Brady

5-0

Reappointments

Mr. Danis requested that Mike Stanton be reappointed to the Westborough Treatment Plant Board with a term ending September 20, 2009.

Selectman Goldblatt moved to appoint Mike Stanton to the Westborough Treatment Plant Board with a term ending September 20, 2009. Vice Chairman Emery seconded. 5-0

Mr. Danis requested that the Board appoint Timothy Donovan as the Insect/Pest Control Officer with a term ending June 30, 2009.

Selectman Goldblatt moved to appoint Timothy Donovan as the Insect/Pest Control Officer with a term ending June 30, 2009.

Town Counsel Report

Town Counsel Franks requested that the Board sign and approve the street acceptances, order of taking, and order of taking for utility, drainage, line of sight easements and highway maintenance easements that were voted at the Special Town Meeting of 2008 as listed: *Nancy Yendriga Town Clerk was present to witness the Board's signatures.*

- Primrose Lane
- Thistle Hill Lane
- Copperbeech Circle
- Whispering Pine Drive
- Olde Hickory Path
- Woodland Preserve

Selectman Goldblatt moved to approve the street acceptances as presented by Town Counsel Franks. Selectman Jane' seconded. 5-0

Town Counsel Franks also requested that the Board sign a second set of street acceptances that do not need the Town Clerk's signature certification after the Board's meeting. The street acceptances are the following:

5 Whispering Pine Drive (indemnification)
4 Olde Hickory Drive (easement)
17 Olde Hickory Drive (drainage easement)
2 Copperbeech Circle (indemnification)
5 Whispering Pine Drive (easement)

Town Manager Report

Mr. Danis informed the Board that under his appointments he reappointed W. Stephen Norton, II as the Assistant Wiring Inspector with a term ending June 20, 2011.

Mr. Danis informed the Board that the Youth and Family Services will present their budget at the March 10th meeting. The Board also requested that the Fire Department come before the Board to present their budget review at the March 10th meeting.

Issues and Correspondence of the Selectmen

Selectman Dodd presented a copy of a pie chart that was discussed at a Board's meeting last year and requested the Board's approval move forward with this project. Selectman Dodd also requested that if the Board has any comments/suggestions or corrections to inform him of them. Selectman Dodd said that at the Board's last meeting he announced an Energy Saving Seminar that is being hosted by the Massachusetts Municipal Association (MMA). He said that Representative Polito has scheduled a seminar with the MMA to be held in Westborough on April 6th and would like to know if the Board would like to support having a week long Energy Saving Seminar in conjunction with Representative Polito's efforts. Selectman Dodd said that he has tentatively scheduled the seminar on April 2nd.

The Board discussed several dates and found out that there were a lot of conflicts. Selectman Dodd said that he will investigate other dates and get back to the Board and will also submit materials to the Board detailing what these seminars are all about.

Selectman Goldblatt asked about the park items that Baystate Commons has not completed yet. Mr. Danis said that Attorney Mark Donahue is scheduled to contact Town Counsel regarding the unsolved issues next week. Selectman Goldblatt noted that E-Clinical will be hiring an additional 500 extra employees within the next two years and have decided to stay in Westborough. Selectman Goldblatt requested that the Economic Development Committee and the Board write a thank-you letter to them for staying in Westborough. The Board agreed with Selectman Goldblatt's request. Selectman Goldblatt requested that we keep our servicemen and women in our hearts and prayers.

Vice Chairman Emery thanked Mr. Tim Reiter for filming the Board's meeting tonight.

Adjourn Open Session

Selectman Dodd moved to adjourn the Board of Selectmen meeting at 9:50 p.m. Selectman Goldblatt seconded.

Submitted by Nidia L. Ruberti

Chairman George Thompson

Vice Chairman Leigh Emery

Selectman Lydia Goldblatt

Selectman Timothy A. Dodd

Selectman Rod Jané