

Westborough Board of Selectmen
Meeting Minutes
March 10, 2009
7:00 p.m. – 10:05 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)

Approval of the Board of Selectmen’s Meeting Minutes

- February 10, 2009

Selectman Goldblatt moved to approve the Board of Selectmen’s Meeting Minutes of February 10, 2009. Selectman Dodd seconded.

Selectman Jane´ requested that the following correction be done:

Under the Issues and Correspondence of the Selectmen page 8 the word “Committee” should be changed to “Alliance” to read the following “Massachusetts State Economic Development Alliance”. Ms. Ruberti acknowledged the request. 5-0

Request to Amend Existing Fuel Storage License/John Soper

Attorney Lawler requested that the Board Amend the Existing Fuel Storage License for the Verizon Wireless Facility located at 400 Friberg Parkway to reflect 17,200 gallons of Class II Diesel fuel. These above ground fuel storage tanks will employ leak detection and level monitoring devices and will be surrounded by protective steel bollards.

Selectman Goldblatt moved to Amend the Existing Fuel Storage License for the Verizon Wireless Facility located at 400 Friberg Parkway to reflect 17,200 gallons of Class II Diesel fuel. Vice Chairman Emery seconded. 5-0

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

(continued hearing from the Board of Selectmen's February 24th meeting)

Mr. Marine informed the Board that National Grid and Ms. Colin has reached an agreement (email attached) and requested the Board approve the request of installing a new Pole #1 for guying. This additional pole is necessary to provide guying for the addition of a second 13.8 KV feeder circuit.

Selectman Goldblatt moved to approve the Pole Petition Request for Alpine Drive Plan #5580147 for Pole #1 for guying. Selectman Jane' seconded. 5-0

Senator Eldridge-Update

Senator Jamie Eldridge thanked the board for having him here tonight. He said that he is visiting the surrounding towns to speak about the budget issues at hand (handouts were given out and are attached). The Senator said that he was elected as the Senate Chair to the Joint Committee of Municipalities and Regional Government. He said that this is the committee that the Municipal Partnership Act and the Legislators Municipal Relief Commission will be referred to dealing with all Home Rule Petition Legislation and Land Use Reform Legislation. Senator Elbridge said that he feels that these committees will be a real interest to the Town of Westborough which is protecting its character along with promoting the development of the town. He said that he also has been elected Vice Chair to the Joint Committee of the Environment of Natural Resources Agriculture.

The Senator said that he met with Senator Pagitokes to discuss budget priorities and got the sense that that the Senate is looking to level fund Chapter 70 to match the Governor's budget proposal. Senator Eldridge briefly touched based on the following sections that the Governor has released:

- Elimination of the Education Reform Reserve (the "Pothole fund")
- Reduced local aid from lottery aid and additional assistance
- Proposed new revenues for cities and towns
- Telecommunication Loophole
- Joint Resolution on Local Aid

Federal Stimulus and Recovery

- Created seven person task force
- Guiding Principles
- Cities and towns
- Education funding
- **An Act Strengthening the Commonwealth's Partnership with its Municipalities**

The Senator said that under the Federal Stimulus and Recovery package it is estimated that the Town of Westborough will receive \$753,950 (IDEA Part B) over the next two years for special education and also said that the total amount of 9C local aid cuts is \$140,621. He said that he does not know how the IDEA Part B money will be disbursed.

Senator Eldridge said that he is and will continue advocating for the Town's federal stimulus projects that the town has submitted under the Federal Stimulus Section (Public Safety Building and the Westborough Wastewater Treatment Upgrade).

Selectman Goldblatt asked Senator Eldridge how much will the Telecommunication loop hole bring to the town and when will the town see those monies. Mr. Danis said that the amount is estimated at about \$400,000. Senator Eldridge said that he is expecting that the package be passed sometime in April. Mr. Danis noted that having the Telecommunication package pass sometime in mid-April is too late for the Town because the town annual warrant will need to be voted on April 14th.

Selectman Jane' ask the Senator when will the Governor earmark those monies and how will the \$990 million be distributed to the communities. Senator Eldridge said that he does not know right now.

Selectman Jane' asked that Senator Eldridge reiterate to the Governor that the cities and towns do not have the flexibility to delay such projects that have state mandates along with his opinion that something has to be done regarding the toll booths and should not be a selective process.

Chairman Thompson noted that local aid has a face as well as a number. He said that he has difficulty understanding why the Senate gave the Governor 9C authority and that one of Senator Eldridge comments at the beginning was that he fights hardest for local aid. Senator Eldridge said that in terms of granting the Governor 9C powers there were allot of discussion of how much he would cut in local aid. He said that it is a very difficult situation and everyone is in the same boat. Senator Eldridge said that he has been advocating for ways of giving the Town of Westborough tools to help reduce cuts.

Chairman Thompson asked the Senator what is his practice as a Senator when he make these decisions. Senator Eldridge said that his practice is to constantly communicate with the local towns as what is happening and that he is always available to speak with anyone anytime.

Chairman Thompson asked Senator Eldridge what his feelings are regarding the redistricting of Westborough from three to two districts by an independent commission. Senator Eldridge said that he always supports having an independent commission present their suggestions/recommendations to the Legislation for their vote and for accountability purposes.

Selectman Dodd said he understands that only 75% of the local option tax will go to the cities and towns and the rest would go to the State. He asked Senator Eldridge for his view regarding the local option tax. Senator Eldridge said that he believes that 100% should be for the cities and towns.

Selectman Goldblatt noted that the Lottery money was supposed to be given back to the towns and cities and does not believe that 100% of the money (as was told to the towns and cities) has ever been given. Selectman Goldblatt asked Senator Eldridge for a timetable on the Telecommunications legislation be sent to the Board. Senator Eldridge acknowledged the request.

Vice Chairman Emery also voiced her concerns with the town having three representatives and also stated that she is in favor of increasing the gas tax to maintain local roads.

The Board of Selectman thanked Senator Eldridge for his update and welcomed him to his new seat.

Request for a Common Victualer/Green Thumb/Larry McGoldrick

Mr. McGoldrick requested that the Board approve a Common Victualer Permit to the Green Thumb located at 187 Turnpike Road.

Selectman Goldblatt moved to approve a Common Victualer Permit to the Green Thumb located at 187 Turnpike Road. Vice Chairman Emery seconded. 5-0

Youth & Family Services Budget Review/John Badenhause, Director

Present: John Badenhause, Youth and Family Director; Youth Commission Member Cheryl Amey

Ms. Amey said that the Youth Commission provides crisis counseling services to the residents of Westborough. Last year the department helped 139 people and 81 families. Both Mr. Badenhause and Ms. Amey provided detailed information for the following prevention services:

Hot Summer Nights
Babysitter Training
Depression Screening
Youth Diversion Programs, Holiday Store
National Depression Screening Day
Westborough Schools Community Health Day
YMCA Health Kids Day
Preschoolers Family Day
Provides information and referrals to other community programs.

Ms. Amey said that last year the department provided services to over 1000 people in these various programs.

Mr. Badenhause said that the department has a full time Director, 2 part-time Counselors, 1 part-time Administrative Assistant and 1 seasonal Youth Activities Coordinator for the Hot Summer nights preventive program during the summer. Mr. Badenhause and Ms. Amey informed the Board in great detail of the impact of the following Town Manager's proposed budget cuts:

Loss of counselor
Loss of Administrative Assistant
Loss of Hot Summer Nights Coordinator

In addition, Ms. Amey and Mr. Badenhause also informed the Board of the long term impact of not having these positions funded.

The Board discussed, at great length, several options that the Youth and Family Services department may adopt and/or look into to help maintain their current amount of clients. Mr. Badenhause and Ms. Amey acknowledged all of the Board's suggestions.

The Board of Selectmen thanked Mr. Badenhause and Ms. Amey for presenting their budget concerns.

Fire Department/EMS Budget Review/Nick Perron, Fire Chief

Fire Chief Perron said that he submitted a level funded budget as the Town Manager requested and that his budget has been trimmed by \$90,000. Fire Chief Perron explained in great detail each section of his budget to the Board:

Wages Operations:

Will not fill a retired firefighter's position for six months; saves the town \$30,000
Training budget has been decreased by 1/3
Eliminate the entire fire call department; saves the town \$5,000
Eliminate community outreach programs, the town's holiday lighting, spring festival participation
Eliminate the State mandated liquor license inspections (building safety) to be done now by the building inspector's convenience
Restructure the recall process and noted that by doing this it WILL impact the time of response; saves the town \$6,000.

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Selectman Jane voiced his strong concern with the recall restructure impacting the time of response.

Expenses

Will maintain only critical areas of the building & grounds section and will need to play catch-up later on; saves the town \$9,350

Emergency generator will run every other week instead of every week

Decrease equipment repair (corrosion repairs); saves the town \$8,000

Decrease protective clothing; saves the town \$15,000

Eliminate four of the Departments cell phones; saves the town \$1,000

Will reduce some of the professional services that the department belongs to

Reduce training and education; saves the town \$3,050

Will use the Worcester Fire Building 2 days per week instead of 4 days

Eliminate the hose line; saves the town \$4,000

Selectman Goldblatt, Vice Chairman Emery agreed with Selectman Jane's concern regarding the impact of the call response.

Selectman Dodd said that he is concern with the building maintenance budget being decreased by about \$10,000 since the Fire Department is a very old building and already has some very critical structure issues.

Selectman Jane asked the Fire Chief if the training materials and education savings will be for this year only. Fire Chief Perron said he is not able to forgo the training and education section for too long and hopefully foresees that line item in tact for next year. He said that training and education is very pivotal to the department.

The Board thanked Fire Chief Perron for his budget presentation.

Request to Deficit Spend/Snow & Ice Budget/John Walden, DPW Manager

Mr. Walden requested that the Board approve to deficit spend on the Snow Budget Expense for an additional \$50,000 and an additional \$10,000 in the Snow Budget Wages portion.

Vice Chairman Emery moved to deficit spend on the Snow and Budget Expense for an \$50,000 and an additional \$10,000 in the Snow Budget Wages portion. Selectman Goldblatt seconded. 5-0

Request to Appoint Members to the Open Space Preservation Committee/Selectman Dodd

Ms. Harrison requested that the Board appoint the following individuals to the Open Space Preservation Committee:

- Mr. Defalco
- Mr. Nimec
- Mr. Goldberg

Vice Chairman Emery moved to appoint Nick Defalco, Robert Nimec and Jeff Goldberg to the Open Space Preservation Committee for a term ending June 30, 2009. Selectman Goldblatt seconded. 5-0

Reappointment of the Animal Control/Animal Inspector

Mr. Danis requested that the Board reappoint John Keefe as the Animal Control/Animal Inspector for a term ending April 30, 2010 and also requested that the Board appoint Leslie Boardman as the Assistant Animal Inspector for a term ending April 30, 2010.

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Selectman Goldblatt moved to appoint John Keefe as the Animal Control/Animal Inspector for a term ending April 30, 2010. Vice Chairman Emery seconded. 5-0

Selectman Goldblatt moved to appoint Leslie Boardman as the Assistant Animal Inspector for a term ending April 30, 2010. Vice Chairman Emery seconded. 5-0

*«At 8:50 p.m. Chairman Thompson requested a 10 minute break.
«The Board resumed their meeting at 9:00 p.m.*

Town Manager Interview Process/Board of Selectmen

Chairman Thompson submitted a draft proposal of the Town Manager Interview Process time-line for the Board to review and discuss (materials attached). Chairman Thompson voiced the following time-line:

Section 1:

Town Manager First Interviews

The Board of Selectmen will be conducted the Town Manager’s first interviews on Thursday, March 12th starting promptly at 5:00 p.m. Chairman Thompson **noted** that the first interview meeting will be with the Board of Selectmen only; the public will have a separate day and time.

5:00-5:45 p.m. Malloy/Sturbridge
6:00-645 p.m. Myers/Uxbridge
7:00-7:45 p.m. Kennedy/Medway

Interview Format:

Candidate Introductory Statement	5 minutes
Selectman Goldblatt’s Questions	7 minutes
Selectman Jane’s Questions	7 minutes
Vice Chair Emery’s Questions	7 minutes
Chairman Thompson’s Questions	7 minutes
Board/Follow Up Questions	7 minutes
Candidates Closing Statements	5 minutes

Subject areas:

The Board will ask the candidates the following subject questions.

Vice Chairman Emery-	Labor Relations and Collective Bargaining
Selectman Goldblatt-	Town government and Legislative Relationships
Selectman Dodd-	Communication/Transparency
Selectman Jane’-	Economic Development Management
Chairman Thompson-	Leadership/Aspirations

The Board agreed with **Section 1** (Town Manager First Interviews, Interview Format and Subject Areas) of the draft Town Manager First Interviews.

Section 2:

Site Visits (should be done by March 31, 2009.....ideally by March 24th)

Selectman Dodd/Selectman Jane	Sturbridge
Vice Chair Emery/Selectman Goldblatt	Medway
Chairman Thompson/Vice Chair Emery	Uxbridge

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After a discussion regarding the site visitations and the open meeting law the Board voted the following:

Selectman Goldblatt moved to have the site visits be conducted by the Board of Selectmen only. Selectman Jane' seconded. 5-0

The Board requested that Maryanne Bilodeau, Assistant Town Manager, process the paper work that is necessary to go forth with the site visitations along with coordinating the times and dates for the visits. Ms. Bilodeau acknowledged the request.

Section 3:

Second Interview with the Board of Selectmen and the Public.

The Board will meet in Room 23 & 24 at 45 Forbes Municipal Building, Westborough Massachusetts starting at 6:30 p.m. each evening for the second interviews.

March 31 st	Kennedy/Medway
April 1 st	Myers/Uxbridge
April 2 nd	Malloy/Sturbridge

Second Interview Format:

Candidate Opening Statement	5 minutes
Vice Chair Emery's Questions	7 minutes
Selectman Dodd's Questions	7 minutes
Selectman Jane's Questions	7 minutes
Selectman Goldblatt's Questions	7 minutes
Chairman Thompson Questions	7 minutes

The Board agreed with Section 3 of the proposed format.

Section 4:

Public Questions/E-mail Questions/Board of Selectmen Follow-up 20 minutes

Chairman Thompson requested that anyone who is interested in asking questions to the candidates should email them to either Henry Danis at hdanis@town.westborough.ma.us or Maryanne Bilodeau at mbilodeau@town.westborough.ma.us or mail them to Town Manager/Selectmen's Office, 34 West Main Street, Westborough, MA 01581. The Board requested that the announcement be posted on the Town Web Site and for it to be emailed as a town wide announcement also.

Chairman Thompson added, per Vice Chairman Emery's suggestion, under the Public Questions/E-mail Questions/Board of Selectmen Follow-up "Board of Selectmen Discussion/Questions 7 minutes".

Chairman Thompson added an additional 20 minutes to the Public Questions/E-mail Questions/Board of Selectmen Follow-up section for a total of 47 minutes.

*Selectman Jane' noted that any email or mailed questions are public documents.

Candidate Closing Remarks	5 minutes
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The Board of Selectmen agreed with Section 4.

Section 5:

Hosting:

Assign two Board of Selectmen as “host” for each candidate

- 3:00-4:30 p.m. Tour of Town Facilities/Meet and Greet
- 4:30-5:30 p.m. Candidate available at Town Hall to meet informally with the Union Representatives, Town Employees and have two Board of Selectmen attend.
- 5:30-6:30 p.m. Candidate has dinner with two host members of the Board of Selectmen, Advisory Finance Committee Chairman, a Community Member, Town Counsel and Town Moderator

After a lengthy discussion regarding Section 5 the Board decided not to pursue **Section 5 “Hosting”**.

Section 6:

Board of Selectmen Discussion and Final Town Manager Vote Format:

April 7th at 7:00 p.m.

- 7:00 – 7:30 p.m. Discussion of all candidates
- 7:30 p.m. Chairman will entertain a motion for a candidate that the Board of Selectmen wishes to nominate; the first nominee/candidate who is seconded and secure three Board of Selectmen votes will be the Town Manager nominee. The Board of Selectmen will attempt to negotiate a contract with whoever is chosen.
- 7:40 p.m. Appoint two Board of Selectmen to negotiate a contract with the Town Manager nominee.

Chairman Thompson noted that if no contract is negotiated with the new Town Manager nominee by 3:00 p.m. on Tuesday, April 14th the Board of Selectmen will reconvene at 7:00 p.m. that night to select a new Town Manager nominee.

Chairman Thompson noted that nothing is set in stone and if they are any changes they will be announced at a Board of Selectmen meeting.

Approval of Budget Pie Chart/Selectman Dodd

Selectman Dodd requested that the Board approve the Budget Pie Chart that was discussed at a previous Board meeting (pie chart attached). He said that the pie chart will be mailed with the next property tax cycle (May 1st). Selectman Dodd thanked Leah Talbot, Town Accountant for all her help and information in helping him create the pie chart.

Vice Chairman Emery moved to approve the Budget Pie Chart to be mailed with the property tax bills on an annual basis. Selectman Goldblatt seconded.

Selectman Jane’ suggested changing the print to a bigger font on the small pies. Selectman Dodd said that he and Ms. Talbot will look into enlarging the font.

Vice Chairman Emery suggested showing the town’s and school’s health insurance portion on the pie chart for budgeting purposes. Selectman Dodd acknowledged the suggestion and thought having the health insurance portion is a very good idea. 5-0

Town Counsel Report

Town Counsel Franks informed the Board that the attorney for the Baystate Park will have updated language to discuss with the Town Manager next week.

Town Manager Report

Mr. Danis noted that the Department of Public Works will come before the Board at their March 24th meeting to review their budget. The Board requested that the Police Department come also. Mr. Danis reminded the Board that the Warrant will need to be voted at the Board's April 14th meeting.

Chairman Thompson requested that a "Hiring Freeze Discussion" be added on the agenda for the Board's March 24th meeting. Mr. Danis acknowledge both requests.

Mr. Danis announced that Chris Feldman, Chief of Staff, to Congressman McGovern said that McGovern has made the Treatment Plant Upgrade his first priority.

Issues and Correspondence of the Selectmen

Selectman Dodd said that the Energy Challenge sponsored by the Massachusetts Municipal Association will be held on Monday, April 6th.

Vice Chairman Emery noted that the Organization for the Assabet River will be conducting a "River Workshop to Look at Dam Impacts" to be held at the Forbes Municipal Building, 45 West Main Street on Saturday, March 14th from 9:00 a.m.-1:00 p.m. She said that the workshop will be on the Assabet River Restoration: Understanding the Impacts of Dams in Your Community. All are welcome to attend.

Selectman Goldblatt requested that a written assurance from the Baystate Commons developer be made to assure the Town of the traffic light that they promised to install in front of the public safety building if they sell the Commons to someone else. Mr. Danis said that the Special Permit has that language and if the Commons is sold it is the responsibility of the new owner. Town Counsel Franks will confirm that language in the Special Permit.

Selectman Goldblatt sends, on behalf of the Board, her sympathies to the Kojoyian family for their loss and as always requested that we keep our servicemen and women in our hearts and prayers who are so far from home.

Chairman Thompson thanked everyone for their dedication and attendance and a special thank-you was voiced to Nidia Ruberti and Tim Reiter for going beyond the call of duty.

Adjourn Open Session

Selectman Dodd moved to adjourn the Board of Selectmen meeting at 10:05pm Selectman Goldblatt seconded. 5-0

Submitted by Nidia L. Ruberti

Chairman George Thompson

Vice Chairman Leigh Emery

Selectman Lydia Goldblatt

Selectman Timothy A. Dodd

Selectman Rod Jané