

**Westborough Board of Selectmen
Meeting Minutes
January 14, 2014**

6:30 p.m. – 8:44 p.m.

Present: Chairman Johnson, Vice Chairman Barrette, Selectmen Emery and Drewry

Also Present: Jim Malloy, Town Manager; Kristi Williams, Assistant Town Manager/HR Director and Greg Franks, Town Counsel

Request to Approve the Board of Selectmen Minutes

Selectman Barrette's motion to approve the minutes of December 10, 2013 was seconded by Selectman Drewry. Vote: 5-0

Open Forum

Derek Saari came before the Board to provide an update and the results of the sanitary survey. He noted that the Dept. of Environmental Protection recommended that the Town continue to work on the stormwater control for the Mass. Turnpike drainage, and on stormwater and accidental spill control on Upton Road, and that a written schedule be developed to conduct walk around surveys of its watershed areas.

Bicycle & Pedestrian Advisory Committee Update / Bruce Tretter

Bruce Tretter came before the Board and reviewed in detail his presentation that provided an updated report on the Committee's progress.

Youth Commission Interview

Lauren Schiffman appeared before the Board and reviewed her background and reasons for her interest in the Committee. The Board asked questions and provided supportive comments.

Selectman Barrette's motion to appoint Lauren Schiffman to the Youth Commission for a term to expire on June 30, 2016 was seconded by Selectman Drewry. Vote: 5-0

300th Anniversary Committee Interviews

Paula Mathieu came before the Board and reviewed her background and reasons for her interest. The Board asked questions and provided supportive comments.

Selectman Barrette's motion to appoint Paula Mathieu to the 300th Anniversary Committee was seconded by Selectman Emery. Vote: Unanimous.

As Michele Conway was not in attendance, Selectman Barrette noted that he knows and had worked with Michele Conway on the 275th Anniversary Committee and was supportive of her appointment to the committee.

Selectman Emery's motion to appoint Michele Conway, Hazel Nourse, Leslie Leslie and Casey Cullen to an indefinite term on the 300th Anniversary Committee was seconded by Selectman Drewry. Vote: 5-0

Public Hearing for the FY 2015 Budget / Town Manager

Selectman Barrette's motion to open the public hearing was seconded by Selectman Drewry.
Vote: 5-0

Mr. Malloy reviewed his FY 2015 Budget presentation in detail. He will be attending the Finance Committee meeting on Thursday. The budget will be available on the Town website.

Selectman Barrette's motion to close the public hearing was seconded by Selectman Dodd.
Vote: 5-0

Request to Approve the 5th Annual Westborough Sprint Triathlon / Bill Domings and Mark Walter

Gerry Gross and Mark Walter came before the Board. They reviewed the program for the event.

Selectman Emery's motion that the Board approves the Westborough Sprint Triathlon to be held on Sunday, August 19, 2014, subject to all of the requirements of the Police Chief and Fire Chief being met was seconded by Selectman Drewry. Discussion: Chief Gordon and Chief Perron have approved the event. Vote: 5-0

Electronic Voting Update / Town Moderator

Mr. Harrington came before the Board and reviewed the process to date and the results of the Fall Town Meeting, which tested electronic voting. He asked the Board if they would like to move forward with the option with an Article for Annual Town Meeting. Mr. Harrington would procure bids and estimated the cost at \$40,000 to \$50,000. The Board provided comments in support of electronic voting and further discussed whether it should be an Article or included as a budget item. Mr. Behn suggested writing the Article to provide flexibility in the way the funds are appropriated so they would be eligible for a transfer if needed.

Selectman Emery's motion to include electronic voting as an Article in the Annual Town Meeting warrant was seconded by Selectman Barrette. Vote: 5-0

Harvey Building Request for Proposal / Town Manager

Daniel Stroe, developer for White Picket Fence, LLC, and Gary Mattos, of A1 Realty of Central Mass., came before the Board. Mr. Mattos reviewed the proposal, which is for 7-10 condo units for the active 55+ community. Mr. Malloy noted that an RFP would have to be issued, the Board could restrict the use of the building in the RFP and there could be several bidders.

Selectman Barrette's motion that the Board does not entertain bids to sell the Harvey Building was seconded by Selectman Emery. Discussion: The Board provided reasons why they do not want to sell the Harvey Building. Vote: 5-0

Discussion of Town Owned Land Evaluation/Disposition Policy / Selectman Dodd

Selectman Dodd requested that the Board develop a policy regarding the evaluation and disposal of Town owned land. The Board discussed the process of procuring appraisals and issues RFP's. Mr. Malloy and Attorney Franks will develop a policy and present it to the Board.

Request to Approve Tax Abatement on Gift of Land / Town Counsel

Selectman's Emery motion that the Board request that the Assessor abate the unpaid taxes on the land identified as Assessor's parcel 21-159, as of the date that the title to the parcel passed to the

Town (January 8, 2014); and further that the Board request abatement of the tax assessed against said parcel for the ensuing fiscal year was seconded by Selectman Drewry. Vote: 5-0

Approval of the 2014 Westborough Fire Department Inspection Process / Selectmen Johnson and Barrette

Selectman Barrette informed the Board that he had met with the Fire Chief and Fire Inspectors to discuss and learn about the inspections services amongst the Town departments, their interactions with each other and how they work together. He drafted a working memo addressing inspection process improvements and asked the Board for their comments/suggestions. Selectman Barrette will be the Selectmen representative and will facilitate the first meeting; he will not be a member.

Selectman Drewry's motion that Selectman Barrette, as the Board of Selectmen representative, convenes a meeting with the Fire Department Inspection Team, Building Commissioner, Assistant Building Commissioner, Town Engineer, Assistant Town Engineer, and Health Director as a working group to discuss the inspection process was seconded by Selectman Emery. Vote: 5-0

Budget Discussion

Selectman Barrette informed the Board that he is unable to attend the next meeting and will provide his comments/questions to Selectman Johnson and Mr. Malloy. The Board agreed that they will review the budget in detail at the January 28, 2014 meeting and will provide Mr. Malloy in advance with any questions or which departments should be asked to attend. Selectman Johnson asked Mr. Behn to include the Board in the distribution list for the Finance Committee's agendas.

Town Counsel Report

Attorney Franks noted that the special legislation to add a liquor license at Bay State Commons is still being reviewed as the preference is to provide it to a specific corporation or restaurant. There was an article in the Telegram regarding a Town's deficiencies in their posted agendas and he informed the Board that the purpose of Executive Session should be included on the agenda.

Town Manager Report

Mr. Malloy asked to address employee parking during the Town Hall renovation by lifting the 2-hour parking ban between the Town Hall and the Forbes Municipal Building at the next meeting.

Issues and Correspondence of the Selectmen

Selectman Barrette noted that there are no contested races in the upcoming Town Election. There is a vacancy on the Planning Board and the Selectmen will have to make an appointment. Selectman Barrette pointed out that the 5-year commitment to that Board might be an issue and that this vacancy is for four years.

Mr. Malloy explained that the legislators have been out of session and there has been no movement on the State Hospital acquisition. He sent an email to DCAM requesting an update and also to reschedule the meeting the Massachusetts Historical Commission. Regarding the planning charrette for the property, Mr. Malloy has returned the signed contract to Mullin Associates and received today a checklist with information on how to proceed.

Executive Session

Selectman Barrette's motion to enter into Executive Session for the purpose of discussing collective bargaining, as an Open Session would have a detrimental effect on the Town's bargaining position.

A Roll Call Vote was taken: Selectman Dodd – yes; Selectmen Barrette – yes; Selectman Johnson – yes; Selectman Emery – yes; Selectman Drewry – yes.

Submitted by Paula M. Covino

Chairman Johnson

Vice Chairman Barrette

Selectman Dodd

Selectman Emery

Selectman Drewry