

**Westborough Board of Selectmen
Meeting Minutes
April 22, 2014**

6:30 p.m. – 7:50 p.m.

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

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

Open Forum

Derek Saari came before the Board and provided an update on the timber harvesting project at the reservoir. He informed the Board that he has begun building the landing on the main tributary stand at Minuteman Park as the contractor has been delayed until late June or early July. He will continue to update the Board on a regular basis.

The Board welcomed Alan Grady, the new Recreation Director, who started today.

Public Hearing for Site Plan Review and Special Permit for Shell Fuel Service Station, 128 Turnpike Road, Westborough /

Selectman Emery's motion to open the public hearing for the Shell Fuel Service Station was seconded by Selectman Drewry. Vote: 4-0

Attorney Gould, Tom Healy, Nouria Energy and Michael Scott, Waterman Design came before the Board. Mr. Scott reviewed the site plan, including the demolition of current building, construction of the new building, and improvements and changes to the site. All department concerns have been addressed. Mr. Healy noted that the current underground fuel storage tanks were in relatively good condition, but environmental remediation was needed due to some minor leaking. Mr. Scott pointed out on the plan that one Lyman Street access has been closed off and the other has been expanded for truck access. The new station will no longer service vehicles.

Selectman Drewry's motion to approve the Site Plan and Special Permit as per the attached decisions and subject to the conditions recommended by the departments as contained in the decision was seconded by Selectman Emery. Vote: 4-0

Selectman Emery's motion to close the public hearing for the Shell Fuel Service Station was seconded by Selectman Drewry. Vote: 4-0

**Continuation of Site Plan Review Public Hearing for Spectrum Health Oak Street /
Attorney Marshall Gould, Chuck Faris**

Attorney Gould and Mr. Faris came before the Board. Also in attendance was Mike Scott, representing Waterman Design, and Frank Hight, Spectrum Health. Attorney Gould noted that a full presentation was made at a previous meeting and all the technical and legal issues have been addressed.

Selectman Emery's motion to approve the site plan as per the attached decision and subject to the conditions recommended by the departments as contained in the decision was seconded by

Selectman Drewry. Discussion: Mr. Scott provided a brief overview of the building locations on the site. There was a discussion of the building that the Mass. Historical Commission does not want taken down. Spectrum does not need it anymore but will maintain the outside. Hazel Nourse, Historical Commission Chair, expressed concern that when older buildings are left and not maintained they deteriorate. The Commission is not entirely opposed to removing that building but they do not want Maples' Cottage removed. Vote: 4-0

Selectman Emery's motion to close the public hearing for Spectrum Health was seconded by Selectman Drewry. Vote: 4-0

Request to Approve Liquor License Change of Manager for the VFW, 9A Milk Street, Westborough / Armand Powers

Mr. Powers came before the Board.

Selectman Dodd's motion to approve the Change of Manager application for the VFW at 9A Milk Street naming Armand Powers as the Manager was seconded by Selectman Drewry. Discussion: Mr. Powers, who is a veteran, has been working at the VFW for 18 years and was appointed by George Perry. Vote: 4-0

300th Anniversary Interviews/Appointments

Ms. Schradieck came before the Board and provided background information.

Selectman Dodd's motion to appoint Deb Schradieck to the 300th Anniversary Committee for an indefinite term was seconded by Selectman Emery. Vote: 4-0

Ms. Favrot came before the Board and provided background information.

Selectman Dodd's motion to appoint Peggy O'Neil Favrot to the 300th Anniversary Committee for an indefinite term was seconded by Selectman Drewry. Vote: 4-0

Request for Approval for a Seasonal Liquor License for Zoll Cellars during the Westborough Farmers' Market / Frank Zoll

Mr. Zoll came before the Board. This is his third year at the Farmers' Market, it has been successful and there have been no issues.

Selectman Dodd's motion to approve the Farmers Market Special Liquor License for Zoll Cellars Winery to participate in the Westborough Farmers Market at the Congregational Church property from June 12, 2014 through September 25, 2014, subject to the \$50 fee was seconded by Selectman Drewry. Vote: 4-0

Request to Approve the Inclusion of an Advertisement for the Arts in Common Event in the Summer Tax Bill Mailing / Lynn Watts

Ms. Watts appeared before the Board and provided flyers and a sample of the tax bill insert.

Selectman Emery's motion to approve allowing the Arts in Common tax bill stuffer to be included in the next tax bill was seconded by Selectman Drewry. Vote: 4-0

Request to Approve the Use of the Electronic Sign Board for the Fishing Challenge on May 3rd and 4th of July Block Party on June 27th / Mark Brady

Mr. Brady came before the Board on behalf of the Civic Club requesting permission for use of the electronic sign to advertise the Fishing Challenge on May 3, 2014 from 8:00 to 1:00 p.m. Due to the amount of children involved, he also requested a second electronic sign on Upton Road to alert motorists.

Selectman Drewry's motion to approve allowing the use of the DPW Electronic Sign Boards on the Rotary to announce the Civic Club events and one to be used to alert motorists of children crossing the street at Upton Road was seconded by Selectman Emery. Discussion: There was a brief discussion regarding the use of the Digital Billboard and the ability to advertise more than one event on the electronic sign board. Mr. Malloy suggested using the Police Department's speeding sign board to slow traffic down and Mr. Brady agreed. Vote: 4-0

Organizational Chart for Town Government & Employees / David Brown

Mr. Brown came before the Board. He provided copies of the current organizational chart on the Town website and requested that it contain more information and be more interactive. He noted his reasons for his request and suggested how it should look and function. Selectman Barrette informed Mr. Brown that the Charter Review Committee is currently reviewing and working on the Charter and Bylaws and that the chart would be updated once the changes are approved.

Request to Approve the Contract for Water Meter Reading Services / John Walden

Mr. Walden came before the Board and noted that five quotes were requested for the meter reading services and three did not respond.

Selectman Drewry's motion to award the bid for water meter reading services to Claudine Campanale and Kate Houle for water meter reading services as per their bid price of \$17,000 each and further to authorize the Town Manager to execute any related contracts was seconded by Selectman Emery. Vote: 4-0

Request to Award Electronic Voting Bid / Joe Harrington

Mr. Harrington came before the Board to support the contract award.

Selectman Drewry's motion to award the electronic voting bid to Option Technologies International LLC as per their attached bid and further to authorize the Town Manager to execute any contracts related to this bid award was seconded by Selectman Emery. Discussion: Mr. Harrington explained that he based the motion on a two-session Annual and a one-session Special Town Meeting so that the layover cost does not apply. If it goes longer and there are no more funds, the voting would go to paper slips. The number of welcome stations and devices needed would be determined by the Town Clerk and Moderator, based on past meeting attendance. Mr. Harrington used the 1-year cost for the motion, however the 3-year cost is substantially less and Mr. Malloy will work with OTI on a 3-year contract that includes language stating that the agreement is subject to Town Meeting appropriation. Vote: 4-0

Town Counsel Report

Attorney Franks noted that a check has been sent to the State for the Nathan Fisher House and he received confirmation that it was received. The Board will discuss the plan for the property at a future meeting.

Town Manager Report

Mr. Malloy provided a chart showing that ridership on the WRTA Shuttle has increased from 51 the first month to 274 in the fourth month. The WRTA is marketing the service at the Senior Center and office parks.

Mr. Malloy informed the Board the Cable TV Advisory Committee's special counsel has recommended that there should be a permanent Cable Advisory Committee in order to ensure that the cable provider is in compliance with their license and to handle complaints. Mr. Malloy suggested that Board discuss this at a future meeting with the Westborough TV Board.

Mr. Malloy received letter today from the Zoning Board of Appeals noting that they will be holding a hearing on May 12, 2014 regarding Zaara Gardens. He suggested that the Board send letter to ZBA confirming that the conditions the Board agreed to still remain. Mr. Malloy will draft a letter and email it to the Board for their review. Attorney Franks noted that their requests for any waivers have been dropped and the affordable housing portion has not changed.

Issues and Correspondence of the Selectmen

Selectman Drewry expressed his condolences to the family of George Perry, who recently passed away. He was the Town's Veterans' Agent for many years, a close friend, and well-liked and respected by many.

Adjournment

Selectman Emery's motion to adjourn at 7:50 p.m. was seconded by Selectman Dodd. Vote: 4-0

Submitted by Paula M. Covino

Chairman Barrette

Vice Chairman Dodd

Selectman Drewry

Selectman Emery

Selectman Johnson