

**Westborough Board of Selectmen  
Meeting Minutes  
May 13, 2014**

**6:30 p.m. – 7:19 p.m.**

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

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 Johnson's motion to approve the minutes of April 8, 2014 was seconded by Selectman Drewry. Vote: 4-0

Selectman Drewry's motion to approve the minutes of April 22, 2014 was seconded by Selectman Dodd. Vote: 4-0

**Cumberland Farms Award Presentation / Derek Saari**

Mr. Saari and Cumberland Farms representatives, Mike McGloin, Ray Leather and Mike Tierney came before the Board. Mr. Saari informed the Board that this is the second year that he has researched Westborough companies for those that exceed expectations during the construction process. Cumberland Farms is the 2014 recipient in outstanding achievements in stormwater and management and water quality. They have spent a large amount of money to bring the site up to compliance. Mr. Tierney reviewed the expansion project and interior improvements. Mr. Saari has informed the Massachusetts Department of Environment Protection and the Wetlands Bureau of the award. The award was presented and the Board provided comments of appreciation.

**Request to Approve the Transfer of Funds from Salaries to Expenses / Derek Saari**

Mr. Saari introduced Sharon Brown, the Conservation Commission's new administrative assistant. Ms. Brown informed the Board that the fund transfer request is for the purchase of a Microsoft Surface Tablet and she provided details of how the tablet would be used in the field and what the benefits are. Mr. Saari noted that the funds will also be used to purchase signage to be posted on public land.

Selectman Johnson's motion to approve the transfer from Conservation Salaries/Wages to Conservation Expenses in the amount of \$1,200 for the purpose of purchasing a tablet and signs for the Conservation Commission to use in the field was seconded by Selectman Dodd.  
Vote: 4-0

**Public Hearing for Site Plan Review for Berkshire Bank, 303 Turnpike Road / Peter Merwin, Berkshire Bank / John Furman, Vanasse Hangen Brustlin, Inc.**

Selectman Johnson's motion to open the public hearing for the site plan review for Berkshire Bank, 303 Turnpike Road, was seconded by Selectman Drewry. Vote: 4-0

Jeff Galarneau, Project Engineer from Vanasse Hangen Brustlin and John Ineson, from edm, an architectural firm, appeared before the Board. Mr. Galarneau reviewed the site plan, the addition of the bank branch, drive-thru window and parking. He noted the drainage and grading

improvements to the site. Mr. Ineson reviewed the details of the interior and exterior of the building. The Fire Chief and Building Commissioner have no issues with the project.

Selectman Johnson's motion to approve the site plan for Berkshire Bank at 303 Turnpike Road as per the attached decision and subject to the conditions recommended by the departments as contained in the decision was seconded by Selectman Drewry. Vote: 4-0

Selectman Johnson's motion to close the public hearing for Berkshire Bank was seconded by Selectman Drewry. Vote: 4-0

**Francisco Torres – New Economic Development Committee Coordinator**

Mr. Torres came before the Board. Mr. Malloy noted that Mr. Torres was hired part-time to assist the Economic Development Committee and reviewed his background. The funding for the position will be supported by the income from the Digital Billboards. Mr. Torres informed the Board that he is working on face to face outreach and social media platform development.

**Request to Approve the Firefighters' Request to Voluntarily Donate Sick Time / Richard Golden**

Richard Golden, President of the Westborough Firefighters and Bill O'Connor, Firefighter, came before the Board. Mr. Golden explained the request to help Mr. O'Connor who injured himself off duty and as a relatively new employee has not accrued enough sick or personal time. He reviewed proposals to donate sick time or cover shifts. Selectman Barrette expressed the Board's concern for Mr. O'Connor's injury, that the request will be taken under advisement, and the Board will work with the Town Manager and Chief Perron and get back to them.

**Request to Approve a One Day Liquor License for the Pancreatic Cancer Alliance Fundraiser on June 22, 2014 at 54 East Main Street / Audrey Kurlan-Marcy**

Selectman Johnson's motion to approve the one day liquor license for the Pancreatic Cancer Alliance for an event to be held at 54 East Main Street on June 22, 2014 from 3 PM to 7 PM was seconded by Selectman Drewry. Discussion: Chief Gordon came before the Board as Ms. Kurlan-Marcy was unable to attend due to illness. He has no issues with this event and supported the Board's vote to approve the license. Selectman Johnson spoke on behalf of the Alliance, noting the positive impact this fundraiser has and that all the supporting documentation for the license is in order. Vote: 4-0

**Request to Approve the Intermunicipal Agreement with the Town of Spencer for Regional Stormwater Management / Town Manager**

Selectman Dodd recused himself due to his employment position with the State. Mr. Malloy noted that this is the same program the Town participated in last year which is to work regionally with 30 other towns on stormwater management issues. The funds are available in the DPW budget and the Town Engineer has recommended that the Town participate.

Selectman Johnson's motion to approve the intermunicipal agreement with the Town of Spencer, as attached and further authorizing the Town Manager to execute the intermunicipal agreement was seconded by Selectman Drewry. Vote: 3-0

## **Town Counsel Report**

Attorney Franks noted that he is working on site plan regulations as the Selectmen were authorized to adopt regulations for site plan review at a recent Town Meeting in order to facilitate the process. He asked the Board to provide any comments they may regarding the current process. He informed the Board that Zaara Gardens, the East Main Street project, which was permitted 4 years ago for 8 units, has asked to increase to the number of units to 12 and to change the roadway. The Zoning Board of Appeals denied the request last evening.

## **Issues and Correspondence of the Selectmen**

Selectman Dodd requested that the updated Veterans Tax Work Off program (Valor Act II) be on the next agenda for the Board's approval, which now allows the spouses of deceased and disabled veterans to participate in the program.

Selectman Johnson noted that the Memorial Day Parade will take place on May 26, 2014 and encouraged the community to attend. He provided a brief update on the Charrette held last month for the State Hospital property. The report is on the Town website and Dr. Mullen will attend the June 10, 2014 Selectmen's meeting. Selectman Johnson thanked those responsible for the Town's public service announcements on the Digital Billboards.

Selectman Drewry noted that George Perry will be honored as the Grand Marshall in the Memorial Day Parade.

Selectman Barrette asked the Board to review the information provided tonight on the upcoming committee reappointments and their meeting attendance and respond to him with any comments.

## **Executive Session**

Selectman Dodd moved to enter into Executive Session at 7:19 p.m. for the following purposes:

- To conduct a strategy session in preparation for negotiations with non-union personnel;
- Discussing collective bargaining, as an Open Session would have a detrimental effect on the Town's bargaining position; and
- Discussing litigation strategy, as an Open Session would have a detrimental effect on the Town's litigating position.

The Board will adjourn the meeting at the end of Executive Session.

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

*Submitted by Paula M. Covino*

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Chairman Barrette

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Vice Chairman Dodd

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Selectman Drewry

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Selectman Emery

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Selectman Johnson