

**Westborough Board of Selectmen  
Meeting Minutes  
March 24, 2015**

**6:30 p.m. – 7:33 p.m.**

Present: Chairman Barrette, Vice Chairman Drewry, Goldblatt and Johnson

Also Present: Jim Malloy, Town Manager, Kristi Williams, Assistant Town Manager/HR Director

**Consent Agenda**

- Approval of March 10, 2015 Meeting Minutes
- Reappointment of Animal Control Officers
- Appointment of Non-Voting Associate Member, Lois Toeppner, to a Voting Member / 300<sup>th</sup> Anniversary Committee

Selectman Johnson's motion to approve the consent agenda was seconded by Selectman Drewry. Discussion: Selectman Barrette noted two corrections to the minutes: Mr. Monroe's first name should be changed to "Archie" and in the discussion with Chief Perron on page 6, the wording should be changed to "it was discussed that the position was needed" from "it was agreed". Selectman Barrette spoke to Chief Perron who agreed that the change accurately reflects the conversation that they had earlier in the year. The Board agreed with the changes. Vote: 4-0

**Request to Approve the 17<sup>th</sup> Annual Town-Wide Litter Cleanup on April 25, 2015 / Bruce Tretter, Westborough Community Land Trust**

Selectman Barrette noted that Mr. Tretter was unable to attend and he reviewed the request and the schedule for the day.

Selectman Drewry's motion to authorize the DPW Department to work with the Westborough Community Land Trust in support of their efforts to clean up the Town for Earth Day and to commend the Land Trust for their efforts was seconded by Selectman Johnson. Vote: 4-0

**Interview/Appointment for the Cultural Council / James McAlice**

Mr. McAlice came before the Board.

Selectman Johnson's motion to appoint James McAlice a voting member of the Cultural Council for a term to expire on June 30, 2016 was seconded by Selectman Goldblatt. Discussion: Mr. McAlice reviewed his background, informed the Board that he has worked at the Art and Frame Emporium for ten years and is interested in Arts in Common. Vote: 4-0

**Job Description Amendments / Assistant Town Manager/HR Director**

Ms. Williams asked the Board to review the job descriptions that were included in their packet for approval at the next meeting. She briefly reviewed them noting that some were newly created and others were updated. They have been approved by the Personnel Board, unions and Town Meeting. Selectman Barrette pointed out that there are no new positions being added.

**Citizen Leadership Academy / Town Manager**

Mr. Malloy provided the Board with an updated agenda for the Citizen Leadership Academy and noted that he has received responses from all departments except for the Planning Department which he expects it in the next couple of days. He asked the Board when want they would like to start the program and where it should be held. Mr. Malloy noted that the Library Director has offered their meeting room or the other option is the Fire Station meeting room, but the first session would have to wait until the parking lot is finished. The purpose of the program is to educate the participants about the various functions of the Town in order to attract volunteers and develop future leaders. Department heads would be involved to provide an overview of their department's responsibilities. He pointed out that when he conducted the program in Sturbridge the sessions were limited to 15-20 residents per year, were held in the evening from 7:00 to 8:30 p.m. for 10 to 12 weeks and applications were distributed at the last session.

Selectman Barrette noted that at Town Meeting several people were surprised at some of the Articles being presented and the Moderator reminded residents that public meetings are regularly taking place where the issues are discussed, and they are published in the newspaper and on the website. Selectman Drewry pointed out that there is information on the Town's website, Westborough TV as well as mass.gov, which includes all towns in the State. Selectman Goldblatt asked when the parking lot at fire station will be completed and Mr. Malloy reviewed the process. The 911 Memorial will be installed and the lot finished this summer.

### **Town Manager Report**

Westborough State Hospital Boundary: Mr. Malloy informed the Board that Earl Storey brought to Selectman Johnson's attention a "notch" or piece of land in the upper right portion of the State Hospital property plan that should be included in the Town's plan. He reviewed the deed and the ANR Survey provided by the Planning Department which the Assessor uses and confirmed that it does exist. He provided the Board with a copy of the deed and plan in their packet. When the survey was done the property line was drawn incorrectly and was not included on the plan representing the Town's purchase but is included in the Planning Board's ANR plan. The deed does not reference a specific plan and Mr. Malloy has forwarded the plan and deed to DCAM for their attorney's review. DCAM has no use for the parcel and was under the impression that the Town owned it. He will be meeting with DCAM on April 2, 2015 to discuss the long term partnership regarding the property and DCAM's assistance with future redevelopment.

Westborough State Hospital (Other): Mr. Malloy informed the Board that there have been several break-ins at the State Hospital buildings almost every day. He noted that the buildings are structurally unsound, contain asbestos, carcinogens, and lead paint. Chief Gordon pointed out that the trespassing offender will be prosecuted if they are caught. Mr. Malloy noted that an insurance company has been identified that will insure the buildings for approximately \$15,000 and there are available funds in the insurance budget. DCAM is getting a price from their security company to patrol the rest of the property. Selectman Goldblatt asked about tracking the pictures that have been taken Facebook and Chief Gordon has posted on a photographer's web page what the consequences are for breaking and entering and stealing. Mr. Malloy noted that they will be securing the steel doors in the tunnels which connect the buildings and that Allen Hall has secured their end. There are no plans to take the buildings down.

Mr. Malloy met with Erica Dube, Chair of the Tot Lot Committee, today. There are two companies on the State bid list that could be used to assist with the fundraising process. They will be invited to do a presentation to the Board in the summer once they have started to finalize their process. The Tot Lot is being constructed on the Bay State Green and there are funds in the

account earmarked for a fountain, but as it was too expensive a seating area is being built instead.

Mr. Malloy noted that the Town received \$116,417 for road repairs due to the harsh winter from the State. He completed the required paperwork and sent it to the State today.

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

Selectman Drewry commented on Mr. Malloy's presentation at Town Meeting regarding the Gibbons School project and its effect on the Forbes Municipal Building renovation. He asked if Mr. Malloy could revisit the renovation project. Mr. Malloy agreed to provide what the impacts would be at the next meeting. Selectman Barrette pointed out that the Town Hall should be ready by Labor Day and that the Municipal Building Committee is assisting with Library projects.

Selectman Johnson noted that the Spurr House Article was approved at Town Meeting and it is moving forward. He expressed concerns regarding the level of communication that was provided for that issue and the creation of a committee when the Municipal Building Committee is aware of what the Town's needs are and is adept at determining the best resolution. Selectman Barrette suggested that the committee works with the MBC. He requested a review of all the Town's boards/committees, how active they are and how often they meet in order for the Board to determine if there is the possibility of consolidation, to obtain a clearer scope of their responsibilities and charge, and that they continue to working with the Citizen Leadership Academy. A list of committees and how often they have met in the past year will be provided to the Board in time to evaluate before the reappointments.

Selectman Johnson noted that as the Town negotiates electricity costs the issue of recent major outages should be addressed and he suggested that the Economic Development Committee work with National Grid. The Board agreed with Mr. Malloy's suggestion to invite Bob Russell to a Selectmen's meeting and obtaining a list of outages for the past five years as they are increasing.

Selectman Goldblatt asked that the men and women far from home be remembered during the Passover and Easter season.

Selectman Barrette inquired about the progress of the School Enrollment Committee and Mr. Malloy noted that they are meeting regularly, have a consultant, and are making progress. He will find out when the Committee expects to complete the process.

Mr. Malloy noted that a Town Counsel search committee has been formed and it consists of Selectman Dodd, the Assistant Town Manager, Town Account, Town Planner and Fire Chief. The first phase will be to begin meeting next week to determine how to rate the RFP's and to complete the interviews by the end of April. The final three candidates will be brought before the Board in the first or second meeting in May for interviews.

### **Adjournment**

Selectman Johnson's motion to adjourn at 7:33 p.m. was seconded by Selectman Drewry.  
Vote: 4-0

*Submitted by Paula M. Covino*

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Chairman Barrette

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Vice Chairman Drewry

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Selectman Goldblatt

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Selectman Johnson