

**Westborough Board of Selectmen
Meeting Minutes
December 8, 2015**

6:30 p.m. – 7:42 p.m.

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

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

Open Forum

Joan Pavolis noted that there are two vacancies on the Housing Partnership Committee.

Request to Approve the Minutes of October 27, 2015

Selectman Goldblatt's motion to approve the minutes of October 27, 2015 was seconded by Selectman Johnson. Vote: 3-0-1 (Barrette)

Request to Approve the Minutes of November 10, 2015

Selectman Goldblatt's motion to approve the minutes of November 10, 2015 was seconded by Selectman Drewry. Vote: 3-0-1 (Johnson)

Public Hearing for a Propane Gas Storage Permit for CarMax, 170 Turnpike Road / Paul Dileo, President

Selectman Johnson's motion to open the public hearing for a propane gas storage permit for CarMax was seconded by Selectman Drewry. Vote: 4-0

A representative from Dileo Gas came before the Board. They will provide propane gas for the site in order to run temporary propane heaters during the winter months. There will be four 1,000 gallon above ground tanks.

Selectman Drewry's motion that the Board approve the application for 4,000 gallons of propane gas storage at the CarMax property at 120 Turnpike Road, subject to any requirements of the Fire Chief was seconded by Selectman Johnson. Discussion: The Fire Chief has approved and signed off on the request. Vote: 4-0

Selectman Goldblatt's motion to close the public hearing was seconded by Selectman Johnson. Vote: 4-0

Interview/Appointments

Robert Cunningham, Marjorie Peairs, and Cristin Hodgins came before the Board separately and reviewed their reasons for interest in volunteering.

Selectman Goldblatt's motion to appoint Robert Cunningham to the Cultural Council for a term to expire on 06/30/2018 was seconded by Selectman Johnson. Vote: 4-0

Selectman Johnson's motion to appoint Marjorie Peairs to the Historical Commission for a term to expire on 6/30/16 was seconded by Selectman Drewry. Vote: 4-0

Selectman Goldblatt's motion to appoint Cristin Hodgins to the Recreation Commission for a term to expire 6/30/17 was seconded by Selectman Drewry. Vote: 4-0

Council on Aging Transportation Report/Dementia Friendly Community Directive / Council on Aging Members

Dan Pavolis, Council on Aging Chairman and Alma DeManche, Director, came before the Board.

Selectman Johnson's motion to accept the Council on Aging Report on Senior Transportation and further to approve the use of up to \$75,000 from the Zimka funds for replacing one of the three buses after going through an RFP process to seek advertisement on the bus to pay a portion of the acquisition cost of the bus; declaring the current backup bus as surplus property to be disposed of after the new bus has been delivered in accordance with MA General Laws; that buses #1 and #2 be repaired as recommended using either COA funds or Zimka funds; that the Board establishes new fees effective 1/1/16 of \$1.00 each way during normal hours of operation and \$1.50 each way outside of normal hours of operation; and that the COA Director be authorized to develop guidelines related to hardship and providing a lower fee for seniors with a proven hardship and all other recommendations contained in the report was seconded by Selectman Goldblatt.

Discussion: Mr. Malloy recommended accepting the report but that the COA further review replacing bus #2 in 2018 to determine if it would last until FY 2021 in order for the replacement schedule to remain on a 5-year cycle. The condition of the bus was discussed as was the Council on Aging vote to not use Zimka funds for bus repair versus the Board's vote "that buses #1 and #2 be repaired as recommended using either COA funds or Zimka funds". Selectman Johnson then amended his motion to remove "or Zimka funds". Selectman Drewry seconded the amendment. Selectman Barrette requested that the COA continue to be involved in the process going forward and that they meet with the WRTA and research grant opportunities. Vote: 4-0

Selectman Barrette noted that he is on the board of BayPath Elder Services and is supporting the directive to make Westborough a Dementia Friendly Community. It is the consensus of the Board that the COA begin to implement this program immediately. COA member Bill LaPrade has been appointed as the COA representative to BayPath and Kathy Metzger as the alternate. Selectman Barrette noted that Westborough will be the fourth community in the State to adopt this program. Alice Bonner, Secretary of Elder Affairs came before the Board and reviewed the statistics regarding people with dementia in the State, what the program consists of and options for funding and grants. Ms. DeManche noted that she has met with the 3 other directors whose towns have implemented the program to see what their experience has been.

State Hospital Re-Use Committee Presentation of Recommendations / Brian Bush, Chairman

Mr. Bush came before the Board and reviewed the Committee's power point presentation. It included the Committee's progress since their last update to the Board on 6/9/15, their recommendations, and proposals for the subdivision of land. Mr. Bush reviewed the map, pointing out the Town retained parcels and how they would be used, the zoning changes, and that 60% of the entire property will be open space. The next steps will be issuing RFP's for survey

and regulated materials, addressing the issue with the State regarding its proposed parking at Allen Hall, and the steps needed to place an Article on the Annual Town Meeting Warrant.

Selectman Goldblatt asked about the timetable for the negotiations with the State regarding the parking at Allen Hall and Mr. Malloy noted that he has spoke with DCAM and they are agreeable to it but want to see the layout. The Town Engineer, who is a registered land surveyor, will draw out where the new easement will be and Mr. Malloy will meet with him and the DPW Manager tomorrow to map it out. It will then be sent to the State for their review and should be final by the time they begin the work in the spring. Syed Hashmi asked that the Committee consider the impact on the neighborhood during development and to maintain an appealing overall architectural plan.

Request to Approve Change of Officers and Directors for Ruby Tuesday, Inc., 34 Lyman Street / Town Manager

Selectman Johnson's motion to approve the Change of Officers and Directors for Ruby Tuesday, Inc. DBA Ruby Tuesday located at 34 Lyman Street as per the attached application was seconded by Selectman Goldblatt. Vote: 4-0

Kopelman & Paige Determination and Consent Pursuant to MA Rules of Conduct Representation of Westborough & Sutton – Intermunicipal Agreement for Nursing Services / Town Manager

Mr. Malloy noted that the Board of Health is has requested to contract nursing services, which we do not have, to follow up with a TB case in Town. The Town of Sutton has nursing services on staff that provides support to other towns as well and they are willing to assist Westborough. Because Kopelman & Paige provides Town Counsel services to both communities, the Board has to approve the Determination and Consent which states that there is no adverse impact for them to represent both towns.

Selectman Goldblatt's motion to make the determination that there is no adverse impact in having Kopelman & Paige provide legal services to both Westborough and Sutton in the matter of the Town's interest in developing an intermunicipal agreement related to nursing services and consenting to having Kopelman & Paige provide these services was seconded by Selectman Drewry. Vote: 4-0

Request to Adopt the Health Insurance Look Back Period Policy / Town Manager

Mr. Malloy explained that under the Affordable Care Act (ACA) the Town is required to adopt a policy regarding how the Town determines eligibility for the Town-sponsored health insurance plan for full time employees and what constitutes part-time and seasonal employees. Town Counsel has reviewed and approved the policy. There is no change to the current coverage. The ACA requires providing health insurance benefits to those working 30 hours per week whereas Mass. General Law's requirement is 20 hours per week, which is the Town's current policy.

Selectman Goldblatt's motion to adopt the Health Insurance Look Back Period Policy as attached was seconded by Selectman Johnson. Discussion: A notice will be sent to all employees. Vote: 4-0

Issues and Correspondence of the Selectmen

Selectman Barrette noted that the first Holiday Stroll, tree lighting, and parade was a success and thanked all those involved. Two period style street lights have been installed in front of the Town Hall and were lit tonight, which provide better lighting than the current street lights. He added that the elevator issue at the December 8 meeting was unacceptable needs to be addressed. Mr. Malloy has contacted Mr. Cornine and the Project Manager and will ensure that it is taken care of.

Adjournment

Selectman Goldblatt's motion to adjourn at 7:42 p.m. was seconded by Selectman Johnson.

Vote: 4-0

Submitted by Paula M. Covino

Chairman Barrette

Vice Chairman Drewry

Selectman Goldblatt

Selectman Johnson

Selectman Dodd