

**Westborough Board of Selectmen
Meeting Minutes
January 26, 2016**

6:30 p.m. – 8:40 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

Request to Approve a Common Victualer Permit for Park Ave Grill & Bar d/b/a Civic Kitchen & Drink, 121 West Main Street / Thomas Oliveri

Mr. Oliveri came before the Board.

Selectman Johnson's motion to approve the Common Victualer License for Peppercorn's Park Ave Grille & Bar d/b/a Civic Kitchen & Drink, subject to the certificate of insurance being provided before the license is released was seconded by Selectman Drewry. Discussion: Mr. Oliveri noted that he has been preparing the restaurant and expressed concern regarding the parking lot lighting which needs to be addressed. He hopes to open by April 1, 2016. Vote: 4-0

Request to Approve a Common Victualer Permit for Ek Parivar Functions, LLC, 275 Turnpike Road / Yogesh Patel

Mr. Patel came before the Board.

Selectman Johnson's motion to approve the Common Victualer License for Ek Parivar LLC at 275 Turnpike Road was seconded by Selectman Goldblatt. Discussion: Mr. Patel noted that the business will continue as a function facility, which he is upgrading and will seek to transfer the liquor license in the near future. They will serve Indian food which is primarily vegetarian. Selectman Drewry asked Mr. Malloy to look into whether the insurance coverage is the proper amount. Vote: 4-0

Interview/Appointment to the Bicycle & Pedestrian Committee / Brendan Hanrahan

Mr. Hanrahan and Mr. Tretter came before the Board. Mr. Tretter reviewed Mr. Hanrahan's background.

Selectman Goldblatt's motion to appoint Brendan Hanrahan to the Bicycle and Pedestrian Advisory Committee for an indefinite term was seconded by Selectman Johnson. Vote: 4-0

Interview/Appointment to the Westborough TV Board of Directors / John Gallinagh

Mr. Gallinagh and Mr. Linnane came before the Board. Mr. Linnane and Ms. Henderson introduced Mr. Gallinagh and then thanked Joe MacDonough, who recently stepped down, for his years of service.

Selectman Johnson's motion to appoint John Gallinagh to the Westborough TV Board for a term to expire 12/31/16 was seconded by Selectman Drewry. Discussion: Mr. Gallinagh reviewed his background and experience. Vote: 4-0

Ms. Henderson noted that they will have another opening on the Board in the near future.

CarMax Conservation Restriction – BOS Endorsement / Derek Saari

Mr. Saari and Austin Turner, from Bohler Engineering, came before the Board. Mr. Turner noted that CarMax was required to place a conservation restriction on a portion of the property as part of the site plan approval process. It has been approved at the State level and by National Heritage, and the physical map has been recorded with registry of deeds.

Selectman Goldblatt's motion to approve the Conservation Restriction Endorsement and for the Board of Selectmen to endorse the Conservation Restriction as presented was seconded by Selectman Johnson. Discussion: Selectman Johnson asked if there will be any restriction for the planned bike path that will go through the area and Mr. Saari noted that he has been working with CarMax and their contractors so that the trail will be within the existing trolley line and will meet the community needs without taking down too many trees. Vote: 4-0

Request to Approve Agreement with RSA Media for a New Digital Billboard at 165 Flanders Road / Jim Lack

Mr. Lack, President of RSA Media, came before the Board and reviewed the company's background and benefits for the Town. There will be no cost to the Town and the billboard can be used as an emergency alerting tool. The will reserve several hours for the Town's civic purposes.

Selectman Drewry's motion to approve a development agreement between the Town of Westborough and RSA Media as attached was seconded by Selectman Johnson. Discussion: Selectman Barrette pointed out that the existing billboard is on the Cumberland Farms property on Flanders Road and will be visible to turnpike traffic. Mr. Malloy noted that the Town will receive \$10,000 per year for each side and all requests to post on the billboard will have to be vetted through the Town Manager. Vote: 4-0

Request to Approve the Service Level Study Committee Report – Youth & Family Services and the Historical Commission / Selectman Barrette

Selectman Barrette noted that the Board heard the Service Level Study Committee's report and asked that the Board approve the reports for Youth and Family Services and the Historical Commission. Animal Control will be addressed later as the cost for backup service is still being worked on.

Selectman Drewry's motion to approve the Service Level Study Committee's report for Youth and Family Services and the Historical Commission was seconded by Selectman Goldblatt. Vote: 4-0

Request to Appoint a Police Officer / Chief Gordon

Chief Gordon and Elizabeth Dumas came before the Board. Chief Gordon explained process to hire a new officer, the reasons for the need in the Department and reviewed her background and experience.

Selectman Drewry's motion to appoint Elizabeth Dumas as a full time police officer with the Westborough Police Department, contingent upon her successful completion of the background

check, physical exam and psychological exam and for the initial pay to be at the P4, Step 2 level was seconded by Selectman Goldblatt. Vote: 4-0

Request to Appoint Chief Purcell as Emergency Management Director / Town Manager

Mr. Malloy noted that at the last meeting he mentioned that when Chief Perron retired the Chairman of the Selectmen became the Emergency Management Director according to MEMA. Chief Purcell has agreed to take on the position.

Selectman Goldblatt's motion to appoint Patrick Purcell as the Emergency Management Director for the Town of Westborough was seconded by Selectman Johnson. Vote: 4-0

Interview/Appointment to the Recycling Materials and Management Committee / Scott Kadish

Selectman Johnson's motion to appoint Scott Kadish as a member of the Recycling Materials and Management Committee for an indefinite term was seconded by Selectman Goldblatt. Vote: 4-0

Water Pollution Abatement Trust Loan / Treasurer/Collector

Ms. Savignac came before the Board. There are copies in the Board's packet of the certificate and actual note that needs to be signed. The Water Treatment Plant had a loan that was approved at Town Meeting but has to be closed as they did not spend all the funds.

Selectman Goldblatt's motion to approve the bond documents with the Water Pollution Abatement Trust for permanent borrowing was seconded by Selectman Johnson. Vote: 4-0

Request to Sign the Presidential Primary Warrant / Town Clerk

Selectman Goldblatt's motion to sign the March 1, 2016 Primary Election Warrant was seconded by Selectman Johnson. Vote: 4-0

Request to Appoint Election Officers / Town Clerk

Selectman Goldblatt's motion to appoint Dave Lamothe, Bruce Lopatin and Jeannette Ahronian as Election Officers for a terms to expire on 7/31/2016 was seconded by Selectman Johnson. Vote: 4-0

Charter Review Committee / Bob Deysher

Mr. Deysher came before the Board to review the Committee's recommendations and Articles 16, 17, and 18. He provided background on the Committee's process and then reviewed the power point presentation. Article 16 addresses housekeeping items; Article 17 addresses conflicts with State law and recommendations to correct; and Article 18 addresses changes to the Charter. Both the red-lined and clean versions are posted online and the first public meeting will be held tomorrow night in Memorial Hall. Mr. Malloy was asked to email the power point presentation to the Board.

Comments/Questions:

- Selectman Drewry expressed his concern regarding the residency requirement for the Town Manager, Police Chief, Fire Chief and DPW Manager.
- Selectman Goldblatt questioned the change to the appointing authority from the Selectmen to the Town Manager for Animal Control as she thought it was going to be the

Police Chief. Selectman Barrette pointed out that the Police Chief was the recommendation of the Service Level Study Committee. Mr. Malloy noted that he could easily make the change to the Warrant or the designation could be changed internally at some point. Mr. Linnane pointed out that the intent is to be consistent with the goal that the Town Manager oversees the daily operations and if he chooses he can delegate it to the Police Chief. The Board agreed to keep it as is.

- Leigh Emery asked why it hasn't been suggested that the Town Planner have the same relationship with the Town Manager as other Department Heads will have. Mr. Deysher explained that they viewed the Town Planner and Library Director differently as they are hired by elected boards.

Mr. Deysher noted that the Committee is making a recommendation and asked for their direction to move forward with this presentation at the public hearings. Mr. Malloy added that Town Counsel is looking closely at all the changes included each of the sub-Articles. The consensus of the Board was for the Committee to move forward with this presentation and the public meetings.

Budget Deliberation/Votes / Town Manager

Mr. Malloy asked that the Board hear the Police Chief, Fire Chief and DPW Manager speak on their budgets tonight as they are in attendance and prepared to do so.

Chief Purcell came before the Board and provided an explanation for the increase for an additional supervisor as a Fire Captain. He tried to stay close to the 2% and noted that there are new services in building to support, equipment to maintain, and a stipend for the third investigator.

Chief Gordon came before the Board and reviewed and explained the increase in staff wages and the increase in radio repair/maintenance. There is an Article for the replacement of three cruisers and Chief Gordon noted that the lease is up on the 2014 vehicle that Dan's Jeep donated and he has offered to sell it to the Town for \$12,000. There is money left over from another Article that will be put towards that purchase and two more vehicles.

Mr. Walden came before the Board and noted they will need 2 new employees to keep the catch basins clean, which is required to be done twice a year by law, and respond to citizen's complaints. He looked into contracting it out which will cost approximately \$300,000. Mr. Walden reviewed the water and sewer budgets. The Articles are the installation of a sewer grinder for one of the pump stations, replacing a 2002 utility truck, and the replacement of a 1987 Caterpillar loader.

Chief Purcell reviewed his Articles, which are to replace a 2008 ambulance and a 2005 SUV for the Fire Inspectors.

Selectman Drewry questioned if the staff wage increases for the employees in his office are included and Mr. Malloy noted that the budget includes the 2% COLA for the non-union employees and asked that their salaries be addressed separately. Selectman Johnson asked to address the Insurance budget at the next meeting.

Town Manager Report

Mr. Malloy reviewed the Articles that are outlined in his Town Manager report. The Warrant will be closed at the last meeting in February. An additional Article may be needed for a DPW vehicle that was in an accident. He also noted that there will be a retirement in the Treasurer/Collectors' office and the position title will change to Assistant Treasurer/Collector. Selectman Goldblatt asked if the DPW will be impeded without the truck and Mr. Malloy noted that it will create a problem and they could contract out a vehicle if needed.

Issues and Correspondence of the Selectmen

Selectman Goldblatt asked if the parking signs for Purple Heart veterans have been delivered and Ms. Williams noted that 12 have been ordered from the "Wounded Warrior" website and there is no cost except for shipping.

Selectman Johnson attended the first Boroughs Plus Economic Summit, which is a new regional approach for economic development and reviewed what was discussed and who attended. He noted that a letter from Rep. Kane mentioned budget cuts and Mr. Malloy added that nothing affects Westborough.

Selectman Barrette has received comments regarding the fact that the Town Hall bell is ringing again and disrupting residents. He noted that it used to ring for many years before the Town Hall closed for renovation and would like for it to continue. He has also has received unique complaints about road surfaces and chip sealing and he noted that is a great application and way to maintain roads, which are in great shape.

Executive Session

Selectman Drewry moved to enter into Executive Session at 8:40 p.m. to consider the lease, purchase, exchange or value of real estate. Selectman Barrette declared that an Open Meeting may have a detrimental effect on the negotiating position of the Town. Selectman Goldblatt seconded the motion.

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

Submitted by Paula M. Covino

Chairman Barrette

Vice Chairman Drewry

Selectman Goldblatt

Selectman Johnson

Selectman Dodd