

**Westborough Board of Selectmen  
Meeting Minutes  
April 12, 2016**

**6:30 p.m. – 8:30 p.m.**

Present: Chairman Johnson, Vice Chairman Drewry, Selectmen Barrette, Emery, and Tretter

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

**Open Forum**

Dominic Capriole commented on the Board's discussion at the last meeting and the newspaper articles regarding the Annual Town Meeting and the number of times and length of residents' comments. He provided his insight as to why people attend Town Meeting, why they contribute and why they feel they have a right to contribute.

Ken Ferrera informed the Board and public of the Memorial Day plans, who supports the parade and who will be involved.

**Request to Approve the Minutes of February 23, 2016**

Selectman Emery's motion to approve the minutes of February 23, 2016 was seconded by Selectman Drewry with the amendment as noted by Selectman Barrette. Vote: 5-0

**Request to Approve the Minutes of March 8, 2016**

Selectman Tretter's motion to approve the minutes of March 8, 2016 was seconded by Selectman Emery with the amendment suggested by Selectman Barrette. Vote: 5-0

**Request to Approve the Minutes of Town Meeting March 12, 2016**

Selectman Emery's motion to approve the minutes of Town Meeting Board of Selectmen Meeting March 12, 2016. Vote: 5-0

**Public Hearing for the Site Plan Review for 300 Friberg Parkway / Russell Dion, Westborough Life Properties**

Selectman Barrette's motion to open the public hearing for the Site Plan Review for 300 Friberg Parkway was seconded by Selectman Tretter. Vote: 5-0

Russell Dion, Senior Project Executive from Campanelli Real Estate and Construction came before the Board and reviewed the background of Signature Healthcare and the planned developments on the property, changes to the existing building and parking. It is designed to provide psychiatric counseling and hospital in and out-patient related services. Mr. Dion noted that they have met and worked collaboratively with all the Town departments.

Building Commissioner Tin Htway noted his support of the project. Selectmen Emery asked questions about the type and level of services provided and the age range of the patients as it is difficult to find these types of services for adolescents and children. Mr. Dion explained that children as young as 5 or 6 have been treated as well as adolescents and they do treat suicidal patients. The Board expressed their thanks and support of the project.

Selectman Barrette's motion that the Board approve the site plan application as submitted and subject to the comments of the various Town departments as discussed in the attached decision letter dated April 12, 2016 was seconded by Selectman Drewry. Discussion: Mr. Dion reviewed the project's timeline. Mr. Capriole asked about the building's security with regard to the patients and visitors and Mr. Dion reviewed the security of the building and the outdoor space. Vote: 5-0

Selectman Barrette's motion to close the public hearing was seconded by Selectman Drewry. Vote: 5-0

**Request to Approve the Tax Bill Insert for the Cultural Council's "Arts in Common" / Lynn Watts**

Ms. Watts came before the Board to request the insertion of an advertisement in the summer tax bills announcing the fall Arts in Common festival. The date is September 24, 2016 from 10 AM to 4PM.

Selectman Barrette's motion to approve the Cultural Council's ad for Arts in Common to be included in the tax bill was seconded by Selectman Drewry. Vote: 5-0

**Request to Approve the Spring Festival 5k Road Race / Jessica Thomas, Rotary Club of Westborough**

Ms. Thomas came before the Board to request approval for the Rotary Club's Spring Festival 5K Road Race beginning and ending at the High School. She also reviewed the events to take place over the weekend. Chief Gordon has no issues.

Selectman Tretter's motion to approve the Rotary Club's Spring Festival 5K on Sunday, May 8, 2016, subject to any requirements of the Police and Fire Chiefs was seconded by Selectman Drewry. Vote: 5-0

**Interviews/Appointments to the Veterans' Advisory Board / Ken Ferrera**

Mr. Ferrera introduced the four candidates, Andy Toorock, Denny Drewry, David Winchester and Alexander Tournas. Each candidate spoke about their background and reasons for interest in serving on the Board. Mr. Ferrera noted that according to statute a Veterans' Advisory Board may consist of up to fifteen members and the Board chose to add these candidates as they have been participating and contributing.

Selectman Barrette's motion to appoint Andy Toorock, Denny Drewry, David Winchester and Alexander Tournas to the Veterans Advisory Board for terms to expire on 6/30/16 was seconded by Selectman Emery. Vote: 5-0

**Request to Appoint Marianne O'Connor to the 300<sup>th</sup> Anniversary Committee / Reese Hatherley, Debbie Schradieck**

Selectman Barrette's motion to appoint Marianne O'Connor to the 300<sup>th</sup> Anniversary Committee for an indefinite terms was seconded by Selectman Drewry. Vote: 5-0

**Request to Approve the Liquor License Change of Manager for Not Your Average Joe's, 291 Turnpike Road / Kari Carreiro**

Ms. Carreiro came before the Board.

Selectman Barrette's motion to approve the Change of Manager Application naming Kari Carreiro as the Manager of Record at Not Your Average Joe's located at 291 Turnpike Road was seconded by Selectman Drewry. Discussion: Selectman Emery reiterated the Board's strict policy regarding underage service of alcohol. Vote: 5-0

**Request to Approve the Route and Temporary Closure for the Annual Little League and Softball Parade / Robert Nagi**

Mr. Nagi came before the Board to request the Board's approval to close down a portion of West Main Street for the annual Little League Parade route from the High School to the rotary.

Selectman Barrette's motion that the Board approve the Little League parade for April 30, 2016 at 10 AM; and closing W. Main Street and E. Main Street as the parade passes was seconded by Selectman Drewry. Discussion: Police Chief Al Gordon stated that he has no problem with the plan. Selectman Emery asked how many children participate and Mr. Nagi noted that the total is about 450-500. Vote: 5-0

**Town Meeting Discussion with the Town Moderator / Selectman Johnson**

Mr. Arnold came before the Board and presented his observations and plans for adjustments to the Town Meeting process based so far on feedback that he received during and following meetings with the Advisory Finance Committee, School Committee, Town Clerk and others. His plan is to continue to meet with other committees to gain their feedback. Three focal points identified so far that he will be addressing are attendance, the duration of the meeting and the length of time taken up by speakers. He reviewed data he obtained that affects each of those issues and presented options to address them. Mr. Arnold will hold a series of public meetings to share and discuss ideas from residents and will solicit information from other communities as well in order to provide a more effective and efficient Town Meeting in time to publicize, educate and prepare the voters for possible changes at the Fall Town Meeting.

The Board commended Mr. Arnold and made the following additional comments:

- Selectman Drewry noted that increasing attendance will be a difficult challenge as there is less interest now than in the past; many questions are due to the lack of knowledge about the Article as there was no preparation prior to attending even though there were meetings held and information posted on the website well ahead of Town Meeting. He noted that he is in favor of a city council.
- Selectman Johnson noted that a new resident who attended Town Meeting for the first time found it to be a very positive experience.
- Selectman Barrette stated that his previous comment about a "shot clock" was to create a discussion regarding the length of time people speak, not to advocate for it. He noted that he is not looking to change the form of government only to streamline it as long as it remains an open Town Meeting.
- Selectman Emery commented that she heard from attendees that some individuals were somewhat difficult to understand or did not speak clearly or loud enough and Mr. Arnold noted that he plans to talk to Mr. Masciarelli regarding the sound system. She pointed out that it may be a good idea at the start of the presentation for the speaker to note how long they have been deliberating the Article and how many open meetings were held to help circumvent some of the challenges and questions on the Article. Selectman Emery suggested offering babysitting services and supper again which may enhance attendance.
- Selectman Tretter asked about the timing of the public meetings and Mr. Arnold explained that he working on a schedule based on his availability.

Mr. Malloy noted that he going to discuss with the Finance Committee the large amount of time they spend calculating the tax rate and its impact on their decisions and how to free them of that burden by doing it internally.

**Request to Approve the Westborough Community Land Trust's 18<sup>th</sup> Annual Town-Wide Earth Day Litter Cleanup / Selectman Tretter**

Selectman Tretter reviewed the details of the Earth Day Cleanup on Saturday April 23, 2016. It will begin at 6:30 a.m. at Bellows Rd and Westmeadow Plaza and then at 9:30 a.m. participants will meet in the Lake Chauncy parking lot for disbursement to other areas in Town.

Selectman Tretter's motion that the Board approve the 18<sup>th</sup> Annual Town-Wide Litter Cleanup sponsored by the Westborough Community Land Trust as per their request dated March 17, 2016 was seconded by Selectman Emery. Vote: 5-0

**Request to Authorize the Town Manager to Enter into an Electricity Purchase Agreement for the Town's Electrical Supply / Town Manager**

Mr. Malloy explained that the current electricity contract expires at the end of May. He reviewed the discussion with TransCanada and the rates and noted that a decision has to be made on the same day that the new rate is provided. He requested that the Board give him the authority to execute the contract.

Selectman Emery's motion to authorize the Town Manager to enter into a contract to purchase electricity for the Town under the condition that the rate is less than the municipal aggregation rate provided to residents of the Town was seconded by Selectman Drewry. Vote: 5-0

**Review/Discuss Draft RFP for Sale of Westborough State Hospital Property / Town Manager**

Town Manager read into the record his summary of the draft Request for Proposal and the timeline for the land and building disposition of the State Hospital property by the Town.

The Board agreed with Selectman Johnson's proposal to defer the vote until the next meeting to provide the Board with more time to review the proposal in greater depth. Selectman Emery suggested moving the date for the tour from May 17, 2016 to earlier in the month to allow the proponents more time to become familiar with the property and Mr. Malloy agreed to change the date.

**Nathan Fisher House Liquor License Re-Vote / Town Manager**

Mr. Malloy explained the history of the original Article vote and the reasons for the need to revise the language and a revote by the Board.

Selectman Barrette moved to accept the following language on H3896:

"Section 1. Notwithstanding section 17 of chapter 138 of the General Laws, the local licensing authority of the town of Westborough may grant on additional license for the sale of all alcohol beverages to be drunk on the premises, pursuant to section 12 of chapter 138, to an establishment located at 146-149 Oak Street in the Town of Westborough. The license shall be subject to all of said chapter 138 except said section 17.

The licensing authority shall not approve the transfer of the license to any other location but it may grant the license to a new applicant at the same location if the applicant files, with the licensing authority, a letter from the department of revenue and a letter from the department of unemployment assistance indicating that the license is in good standing with those departments and that all applicable taxes, fees and contributions have been paid.

If the license granted under this section is cancelled, revoked or no longer in use at the location of original issuance, it shall be returned physically, with all of the legal rights, privileges and restrictions pertaining thereto, to the licensing authority which may then grant the license to a new applicant at the same location under the same conditions as specified in this act.

Section 2. This act shall take effect upon its passage.”

Selectman Tretter seconded the motion. Vote: 5-0

### **Town Manager Report**

Mr. Malloy explained the process for creating an administrative committee. His intent is to create a Safety Committee that would review Town vehicle accident, workers’ compensation and Injured on Duty claims to ensure that certain claims do not become recurring issues and reduce the Town’s liability. Mr. Malloy reviewed the Committee’s role and that it will be on the next agenda for the Board’s vote to determine that it is an advisory committee only.

Mr. Malloy noted that there was a good discussion at the Department Head meeting today regarding the changing demographics in Town and how the staff can do a better job addressing it. Also discussed at the meeting was that some of the departments have different letterhead and with the upcoming 300<sup>th</sup> Anniversary event, Mr. Malloy thought it would be a good opportunity to develop a unified letterhead. The 300<sup>th</sup> Anniversary Committee has chosen a logo and he challenged the Department Heads to design a new look for the letterhead and the winning design would be approved by the Board. There would be a new letterhead for the 2017 anniversary year and it might lead to maintaining a unified, more professional look going forward in 2018.

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

Selectman Emery noted that in some departments employees do not always identify the department or themselves and questioned if there is a policy in place. Mr. Malloy informed the Board that when Selectman Emery had brought this issue up previously he had issued a memo to all departments with the protocol for answering the phone and will send out a reminder. Selectman Emery mentioned that Mr. Walden had sent a memo regarding trees that might be in poor condition and in danger of falling into the road and that residents should contact the DPW who will address the issue even if they are not on Town property.

Selectman Barrette and Chief Gordon attended Rep. Hannah Kane’s symposium on opioids at Shrewsbury High School and he has spoken with the Chief and School Department about trying to recreate the symposium in Westborough.

Selectman Drewry commented on the cost and land taking for the Route 9 and Lyman Street State highway project. He will look into it and Mr. Malloy will also contact Mass DOT. Mr. Tretter went a 495 Partnership meeting and provided an update on the project.

Selectman Johnson noted that he and Selectman Drewry attended the 70<sup>th</sup> Anniversary event for Harry's Restaurant and pointed out that they did not received notification about the event until the day before. They did not have a citation to present and asked Mr. Malloy to look into the process and have one created that can be delivered to them. Selectman Johnson pointed out that there was a celebration for the people who founded The Bridge of Central Mass. and a letter was generated to Chief Gordon from them thanking him for the major support they receive from his department.

### **Executive Session**

Selectman Drewry moved to enter into Executive Session at 8:30 p.m. under M.G.L. Ch. 30, 21A (6) to consider the lease, purchase, exchange or value of real property. Chairman Johnson declared that an Open Meeting may have a detrimental effect on the negotiating position of the Town.

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

*Submitted by Paula M. Covino*

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Chairman Barrette

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Vice Chairman Drewry

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Selectman Emery

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Selectman Johnson

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Selectman Tretter