

**Westborough Board of Selectmen  
Meeting Minutes  
May 10, 2016**

**6:30 p.m. – 7:10 p.m.**

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

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

**Interview/ Appointment for Sandra Pond Wardens**

Stephanie Kelley came before the Board and reviewed her background and reasons for interest.

Selectman Tretter's motion to appoint Stephanie Kelley to be a Sandra Pond Warden for a term to expire June 30, 2016 was seconded by Selectman Drewry. Vote: 4-0

**Public Hearing for the Liquor License Transfer and Alteration of Premises by Ek Parivar LLC d/b/a Acacia Functions at Indian Meadow, 275 Turnpike Road / Yogesh Patel**

Selectman Emery's motion to open the public hearing for the liquor license transfer and alteration of premises by Ek Parivar LLC d/b/a Acacia Functions at Indian Meadow, 275 Turnpike Road was seconded by Selectman Drewry. Vote: 4-0

Mr. Patel, Manager for Acacia Functions, came before the Board and reviewed the alterations to the building. They will continue to have outdoor seating and it will remain as is.

Selectman Tretter's motion to approve the transfer of liquor license from Acacia Functions LLC to Ek Parivar LLC d/b/a Acacia Functions at Indian Meadows at 275 Turnpike Road; naming Yogesh Patel as the Manager of Record; and approving the alteration of premises as per the attached application was seconded by Selectman Emery. Discussion: Mr. Htway and Chief Gordon have no issues. Vote: 4-0

Selectman Emery's motion to close the public hearing for the liquor license transfer alteration of premises by Ek Parivar LLD d/b/a Acacia Functions at Indian Meadows, 275 Turnpike Road was seconded by Selectman Tretter. Vote: 4-0

**Public Hearing for the Site Plan Review at McDonald's Restaurant, 299 Turnpike Road / Eric Dubrule, Bohler Engineering**

Selectman Drewry's motion to open the public hearing for the site plan review at McDonald's Restaurant, 299 Turnpike Road was seconded by Selectman Emery. Vote: 4-0

Eric Dubrule came before the Board. He reviewed the current configuration and the proposed changes to the drive-thru, the addition for storage, resurfacing of the building, and the parking reconfiguration. The Building Commission has no issues.

Selectman Tretter's motion to approve the site plan application for McDonald's Restaurant at 299 Turnpike Road as submitted and subject to the comments of the various Town departments as discussed in the attached decision letter dated May 10, 2016 was seconded by Selectman Tretter. Discussion: Chief Gordon has no issues. Vote: 4-0

Selectman Emery's motion to close the public hearing for McDonald's Restaurant at 299 Turnpike Road was seconded by Selectman Tretter. Vote: 4-0

### **Interview/Appointment for Commissioners of Trust Funds**

#### **Tony Ash**

Mr. Ash came before the Board and reviewed his background and what he will contribute.

Selectman Drewry's motion to concur with the Town Manager's appointment of Tony Ash to the Commissioners of Trust Funds for a term to expire on June 30, 2017 was seconded by Selectman Tretter. Vote: 4-0

### **Finance Committee Transfer / Town Manager**

Ms. Williams explained the Administrative Assistant has worked more hours than was budgeted.

Selectman Drewry's motion to transfer \$397.94 from Account 11313-5228 (FinCom Printing & Copying) to 11312-5103 (FinCom Wages) was seconded by Selectman Emery. Vote: 4-0

### **Request to Approve the Contract between the Town of Westborough and Dennis Cote / Town Manager**

Ms. Williams explained that Mr. Cote retired and the new Operations Manager has been hired. As he is not from within the department, Mr. Cote will provide support as needed.

Selectman Emery's motion to approve the contract between the Town of Westborough and Dennis Cote for a maximum amount of \$10,000 and further to authorize the Town Manager to execute the contract was seconded by Selectman Drewry. Vote: 4-0

### **Request to Approve the Minutes of March 22, 2016.**

Selectman Emery's motion to approve the minutes of March 22, 2016 was seconded by Selectman Tretter. Vote: 4-0

### **Request to Approve the Minutes of April 12, 2016.**

Selectman Drewry's motion to approve the minutes of April 12, 2016 with the noted change was seconded by Selectman Tretter. Vote: 4-0

### **Town Manager Report**

#### **Former Westborough State Hospital RFP:**

Ms. Williams noted that the second round of comments have been received from DCAM, Mass. Historical Commission and the Westborough Historical Commission. All the comments have been incorporated in the final draft included in the Board's packets with the exception of one, which would give preference to saving parts of the property that the Town believes, are beyond saving. The purchase and sale agreement and PILOT agreement coming from Town Counsel are needed for the RFP to be complete and the asbestos survey which is expected in June. The Board had no objections to posting the RFP without the asbestos survey which would be sent out once it is received.

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

Selectman Drewry noted that the hole has been dug in front of the Forbes Municipal Building for the Vietnam Memorial. It should be moved in time for Memorial Day.

Selectman Emery commended the DPW for their work on West Main Street and at the Rotary. She addressed the issue of installing a box for taxpayers to drop off payments during off hours and provided pictures of antique reproductions. She suggested placing one in front on the sidewalk or at the side of the building. Ms. Williams noted that options for the back of the building have been explored and one has been ordered. She will look into whether or not it will fit out front. The Board further discussed the type of box, how many, location and putting a slot in the front of the building and asked that options for the front of the building be presented at the next meeting.

Selectman Tretter noted that the flashing yield sign to be installed at the East Main Street entrance to the rotary has arrived as well as the flashing crosswalk lights and he reviewed where they will be placed.

Selectman Johnson asked that the discussion on Chapter 61A be included on the next agenda.

### **Adjournment**

Selectman Drewry's motion to adjourn at 7:10 p.m. was seconded by Selectman Tretter.

Vote: 4-0

*Submitted by Paula M. Covino*

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Chairman Johnson

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Vice Chairman Drewry

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Selectman Barrette

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Selectman Emery

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Selectman Tretter