

**Westborough Board of Selectmen
Meeting Minutes
September 13, 2016**

6:30 p.m. – 9:05 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

Request to Approve the Minutes of June 28, 2016

Selectman Emery's motion to approve the minutes of June 28, 2016 was seconded by Selectman Tretter. Vote: 5-0

Request to Approve the Minutes of August 23, 2016

Selectman Emery's motion to approve the minutes of August 23, 2016 was seconded by Selectman Tretter. Vote: 5-0

Request to Declare Equipment Surplus / DPW Director

Mr. Walden came before the Board noting that the items are from the DPW and Senior Center.

Selectman Tretter's motion to declare the 1986 Ford Dump Truck VIN #1FDYK80U0GVA16481 and 2002 Dodge Ram Bus VIN #2B7LB31Z42K129219 as surplus personal property and authorizing the Town Manager to sell both vehicles in accordance with MA General Laws was seconded by Selectman Emery. Vote: 5-0

Request to Appoint Chief Purcell to the Local Emergency Planning Committee as the Fire Department and Emergency Management Representative / Captain Rand

Selectman Barrette's motion to appoint Fire Chief Patrick Purcell to the Local Emergency Planning Committee representing the Fire Department and Emergency Management was seconded by Selectman Tretter. Vote: 5-0

Public Safety Communication Center / Chief Purcell

Chief Purcell came before the Board and reviewed when the original discussions took place regarding the construction of a public safety communication center and that the option of centralizing it resurfaced in the past 6-8 months. Due to opportunities that were presented and call volume and operational challenges he noted that this option was the right decision and asked the Board for their support. Chief Purcell explained that the communication center will be housed in the Fire Station, both the Police and Fire Departments provided input as to the operations of the center and that Chief Gordon petitioned Chief Purcell to be the sole authority for the communication center.

Chief Purcell then reviewed the steps for the answering process of a 911 ambulance call from a landline, which first goes to the Police Department, then Emergency Medical Dispatch (EMD) at UMass, who in turn contacts the Fire Department where the necessary personnel is dispatched. He noted that the current turnout time is approximately 5 minutes and with the calls coming directly to the dispatch center and eliminating EMD, minutes would be shaved off the turnout

time. Chief Purcell visited the Wellesley central dispatch center and their average turnout time is less than 30 seconds. Cell phone calls to 911 are delayed even further as they go to the State Police first. His intent is to improve their professionalism, response times, and efficiency in the way information is disseminated.

Chief Purcell continued to review his power point presentation explaining why he is requesting this change now; some of the reasons being the timely renovation of Forbes Municipal Building, new systems at the Fire Station, increases in call volume for both departments without increases in staff, Patrolmen's contract, information sharing, and the need to improve response times. He explained the improvements and updates to the department's communication systems and their positive impacts as outlined in the presentation. Chief Purcell spoke to the tremendous job that Patrick Cullen does supporting the Fire, Police, School and IT departments, which comes out of his budget. He reviewed the plan to make him a Communications Coordinator, working the day shift, assisting all the departments with their communication needs, filling in as needed, and how the position would be funded. Chief Purcell explained what makes up the \$331,505 financial impact for the project and the cost benefit of this program versus hiring additional staff in both departments. This produces a better program for the Town and keeps the costs down.

Chief Gordon fully supports this program and agrees with the timing. Selectman Emery spoke to the clinical importance and benefit to decrease the response time for someone having a heart attack. Mr. Malloy noted that the implementation of this project is a decade or two behind, it does have a direct impact on public safety, and he supports spending the money 100%.

The Board provided comments of support and the consensus was to proceed with the Warrant Article for a Public Safety Communications Center.

Dementia Friendly Community / Christine Alessandro

Selectman Barrette introduced Christine Alessandro, Executive Director of BayPath Elder Services in Marlborough. Ms. Alessandro reviewed the project which is titled "Come 2 B Dementia Friendly". The purpose of the program is to reach out, train and provide support to communities as they prepare for the impacts of Alzheimer's. She noted that 13% of Westborough's population is over 65 and the number of people with dementia will increase. Ms. Alessandro reviewed the details of the program which is based on the model in Minnesota. The four-phase toolkit process is to Convene people in the community, Assess the strengths and gaps in the community, Analyze findings to understand needs and develop an action plan and finally to ACT Together to pursue goals to assist the community in becoming dementia friendly.

Selectman Barrette addressed the next steps for Westborough. The program will start October 1, 2016 with the formation of a committee and letters of interest from the community should be sent to the Selectmen's office. Selectman Barrette noted that the program will be a joint effort with the Senior Center and members of the Council on Aging. There will also be a community event in October where people can learn about the program and how to help. Also discussed were the size of the committee and the length of the process. Selectman Johnson offered the Board's assistance and support.

Zoning Articles for Fall Town Meeting / Planning Board

Brian Bush, Chair of the Planning Board, came before the Board to review the three Zoning Articles for the Fall Town Meeting Warrant.

Article 3 – Gateway District Extension: Mr. Bush reviewed the background of the Gateway District and that the proposal is to extend the Gateway 2 District from the intersection of East Main Street at Lyman Street east to just three parcels beyond Flanders Road. It does not affect the lots on Steven and Shepherd Streets and Flanders Roads. This change will make the zoning more reflective of what has existed on that section of East Main Street which is residential and smaller commercial uses. A public hearing was held and the response was supportive. Restaurants will not be allowed.

Article 4 – Re-Zoning: Mr. Bush explained that Spectrum requested this change to their property on Oak Street which has a parcel that is zoned residential, is landlocked and prevents them from moving forward with any expansion. There was no opposition at the public hearing. The parcel will become BA (Business, Highway).

Article 5 – Recreational Marijuana Regulation: Mr. Bush noted that this Article is in response to the November ballot question. This zoning change will add the sale of recreational marijuana to the medical marijuana bylaw which allows sales only in the Adult Entertainment District, behind Herb Chambers Honda. Selectman Emery asked how many parcels in the adult entertainment area are undeveloped and Mr. Malloy noted there are 5-6 vacant that are zoned for adult use. Selectman Johnson asked why they are not waiting until the referendum passes and Mr. Bush explained that it will be easier to loosen up the zoning if needed later on than to make it more restrictive. Chief Gordon added that he supports this course of action.

State Hospital Site Issues / Town Manager

Mr. Malloy addressed the issues at the State Hospital property brought up by Mr. Storey at the last meeting. Speed limit signs have been posted and dog waste bag dispensers can be installed on the Town-owned property. He noted that use of the area cannot be limited to Westborough residents only as it is a public park. Chief Gordon noted that the signs are advisory and they cannot cite those who ignore them unless their actions are egregious. They do patrol the area and he has not heard many complaints recently.

Follow-up on Crosswalk Sign at Summer Street / Selectmen Emery and Tretter

Mr. Malloy noted that Selectman Emery had requested crosswalk signage at Milk Street and Summer Street at the last meeting. The sign has been installed and Mr. Walden addressed extending it further across the street to the BP station for handicap accessibility but it may not be possible as there is no crosswalk to connect to which is a requirement. Chief Gordon voiced his concerns about the safety and difficulty of crossing at that spot and the Town may not want to encourage it. The Police Department and DPW will review the situation and make a decision.

Selectman Tretter noted that there have been discussions to place an Article on the Warrant to purchase additional flashing crosswalk signs in Town. He and the Bicycle and Pedestrian Advisory Committee have received requests from the community which he has shared with Mr. Malloy. Selectman Tretter suggested that he work Chief Gordon, through the Town Manager, to develop a comprehensive plan and put an Article on this Town Meeting Warrant to fund additional signs. Mr. Malloy can add the Article and Selectman Tretter will develop a plan with the criteria for installing them and bring it back for the Board's review.

Hazard Mitigation Plan / Town Manager

Mr. Malloy informed the Board that the Central MA Regional Planning Commission (CMRPC) has been working with Captain Rand and the Local Emergency Planning Committee to develop the Town's Hazard Mitigation Plan since 2013. They are required to make a presentation to the Selectmen as part of the process. Andrew Loew, Principal Planner at the CMRPC, reviewed the power point presentation as included in the Board's packet. The Federal Disaster Mitigation Act of 2000 requires the adoption and update of Hazard Mitigation Plan in order to be eligible for FEMA mitigation grants. There will be another public meeting in November when the Board will vote to adopt the plan. The draft plan will be posted on the CMRPC website and comments must be sent in by September 30, 2016.

Selectman Emery's motion to support the plan to be submitted to MEMA and FEMA was seconded by Selectman Tretter. Vote: 5-0

License Agreement with 36 West Main Street / Town Manager

Mr. Malloy explained the request to grant an easement to Shriver Nursing Services so that they can connect to the transformer behind the Town Hall in order to install an elevator.

Selectman Barrette's motion to approve the attached license agreement between the Town of Westborough and Shriver Nursing Services, Inc. for the purpose of installing utilities to connect to the electric transformer on Town property, subject to the Town property being returned to pre-construction condition to the satisfaction of the Town Manager was seconded by Selectman

Notice of Intent for the Sale of 1 Denny Street / Town Manager

Mr. Malloy noted that the Notice of Intent to sell 1 Denny Street, which he informed the Board of previously, was sent to the Open Space Preservation Committee and they recommended that the Town not pursue the property. The Conservation Commission met today and voted the same.

Selectman Tretter's motion to not exercise the Town's right of first refusal on the Notice of Intent to sell 1 Denny Street was seconded by Selectman Barrette. Discussion: Selectman Emery noted that this property is what is known as Hennessey Farm, which includes the residence and a farm. It does not include the parcel across the street, which is a large open space and Selectman Emery would like to see the Town save this for future use. Resident Rod Shaffert asked what the status of that parcel is and if it is for sale as well. Selectman Johnson noted that it is Chapter 61 property and the Board has not heard if it will be for sale. Vote: 5-0

Request to Extend Easement the Agreement for the State's Use of the State Hospital Administration Building Parking Lot / Town Manager

Mr. Malloy informed the Board that MA DCAMM requested an extension to the agreement for the parking lot in front of the Administration Building through 12/31/16. They are constructing a new lot in front of Allen Hall. There is no impact to the Town and Town Counsel has reviewed and approved it as to form.

Selectman Barrette's motion to approve the amendment to the easement agreement between the Town and MA DCAMM to allow parking on Parcel 1 as described in the attached easement document through December 31, 2016 was seconded by Selectman Emery. Vote: 5-0

Town Manager Report

Westborough Community Choice: Mr. Malloy informed the Board that he received the first quarter report for the Municipal Aggregation program and residents saved \$505,733 and \$260,529 for commercial over the National Grid rates. National Grid lowers their rates in summer and raises them in the winter. He expects that over the course of a year there will probably be a saving of over \$1 million to residents and commercial users. Mr. Malloy will continue to monitor it and keep the Board updated.

Town Meeting: Mr. Malloy reviewed and briefly explained the Warrant Articles. The Selectmen will vote to close the Warrant at the September 27, 2016 meeting.

Comments and Questions from the Board on the following Articles:

Articles 1 & 2: Selectman Johnson asked that the Municipal Building Committee (MBC) come to the September 27, 2016 meeting as the proponents of the Spurr House Articles and the Parkman Street residents as well.

Article 12: Selectman Emery asked if there are enough funds in the Open Space Fund to cover the \$72,000 requested for the easement survey and engineering for the trail system. Mr. Malloy does not have the amount but will look into it.

Article 17: Selectman Emery asked if the \$29,962 left from the Country Club roof Article is enough to cover the repairs in the building and Mr. Malloy noted that according to the Building and Grounds Supervisor it is sufficient.

Article 16: Selectman Emery requested input at the next meeting from the Building Commissioner, Fire Chief, Police Chief and DPW Director regarding what it would entail to cull out duplicate documents and if it is a reasonable request.

Article 19: Selectman Drewry had concerns regarding spending money to purchase 115 East Main Street and demolish the house. He questioned whether it is a necessary purchase, what the intent is for the land, and if there is a long range plan for the parcel. Mr. Malloy suggested asking the School Committee to come to the next meeting to address this and the Board agreed.

Bernice Rabidou, 10 Parkman Street resident, expressed concerns about the potential demolition of the Spurr House, the amount of time the Committee spent to develop the Article for last year's Fall Town Meeting, and that these Articles do not reflect what was voted. Ms. Rabidou asked the Board for an explanation of how this came about and what the residents can do to oppose the decision. Selectman Johnson explained the intent to have the MBC address the Articles at the next meeting where they can explain their reasoning and the abutters will be invited as well to provide input. There were questions asked about why a "For Sale" sign was not put up and Mr. Malloy reviewed the Mass. General Law Chapter 30B, §16 pertaining to real property disposition and acquisition, which is a sealed bid process. He reviewed the issues with the property line, the Forbes Municipal Building renovation needs and why the RFP was cancelled. Selectman Johnson noted that he understands the residents' concerns and they will be addressed at the next meeting.

Issues and Correspondence of the Selectmen

Selectman Emery asked the Town Clerk to speak to the early voting and Ms. Mickel reviewed the process, time and location of early voting.

Selectman Tretter thanked the DPW for replacing the “Do Not Enter” sign on Route 30 heading east for the entrance into Bay State Commons just before the railroad bridge to “No Left Turn” signs as it is not appropriate to take a left turn there. The crosswalk sign on East Main Street across from Dunkin’ Donuts which was right in front of the flashing over-height truck sign has been removed.

Selectman Johnson noted that the Board will hold a joint meeting with the School Committee to interview candidates for the School Committee vacancy. It will be a fair and efficient process.

Executive Session

Selectman Drewry’s moved to enter into Executive Session at 9:05 p.m. under MGL 30A, § 21 (1) and (3) to discuss complaints against a public officer and to discuss strategy with respect to collective bargaining. Chairman Johnson declared that an Open Session would be detrimental to the Town’s negotiating position.

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

Submitted by Paula M. Covino

Chairman Johnson

Vice Chairman Drewry

Selectman Barrette

Selectman Emery

Selectman Tretter