

**BOARD OF SELECTMEN
MEETING MINUTES - JANUARY 9, 2006**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

MEMBERS PRESENT: Kathleen Polanowicz, Chairman
Dawn Rand, Vice Chairman
Jeff Amberson, Clerk
Leslie Rutan
Fran Bakstran

*Pledge of Allegiance

APPROVAL OF MINUTES – DECEMBER 12, 2005 REGULAR MEETING

Selectman Rand moved the Board vote to accept the minutes of the December 12, 2005 Regular Meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - VIRGINIA SIMMS GEORGE, CHAIR OF THE COMMUNITY AFFAIRS COMMITTEE

Announcement of the 21st Annual Winter Ball.

Ms. George was present to invite members of the Board and the public to the 21st Annual Winter Ball. The Ball will be held on Saturday, January 28th at the White Cliff's. Tickets are \$50 each and can be purchased at Lowe's and in the Town Clerk's Office.

7:00 p.m. - BILL FRAHER, TOWN AUDITOR

Presentation on FY 2005 Audit.

Bill Fraher, CPA made a presentation to the Board on the completed Final Audit Report for FY 2005 and reviewed with the Board the Management Letter comments.

Mr. Fraher informed the Board that the General Fund revenues increased 2.1% to approximately \$37.6M and the General Fund undesignated balance is \$1.6M, down from \$1.8M in the prior year. Free Cash is \$1.3M, down from \$1.4M in the year prior. He stated that the decrease in these numbers is due to the use of Free Cash and other available funds to offset budgeted expenditures that were not replenished by unexpended appropriations or excess revenues. He warned that while the Town continues to be in a positive financial position, the budget process for the next few years will continue to be challenging.

Mr. Fraher reviewed his Management Letters Comments, noting that no material weaknesses or reportable conditions were found.

Following his presentation, Mr. Fraher answered several questions from members of the Board.

7:30 p.m. - PUBLIC HEARING

To consider the application of Jacob Christopher's Fine Wine & Spirits to transfer the All Alcoholic Beverages Package Store License to East Side Liquors & Convenience for premises located at 308 Main Street.

Mr. Brenner informed the Board that the application is complete and has been reviewed by the various town departments. It was recommended that the transfer be approved.

Neha Thakkar introduced herself and her husband Atul as the potential transferees of the All Alcoholic Beverage Package Store License for Christopher's Fine Wine & Spirits at 308 Main Street. She informed the Board that she and her husband have owned a package store in Marlborough for the past three years. It is their intent to keep both package stores. She added that they are residents of Northborough and look forward to serving the people in this community.

Selectman Rand moved the Board vote to approve the transfer of the All Alcoholic Beverages Package Store License from Jacob Christopher's Fine Wine & Spirits to Shree Jalaram, Inc. d/b/a East Side Liquors & Convenience for premises located at 308 Main Street; Selectman Amberson seconded the motion; all members voted in favor.

7:35 p.m. - HEARING

To consider the application of the American Legion for a Change of Manager for the All Alcoholic Restaurant License at 402 West Main Street.

Mr. Brenner informed the Board that the application is complete and has been reviewed by the various town departments. It was recommended that the change of manager be approved.

Donald Starkey, Finance Officer for the American Legion introduced Mr. Marino. Mr. Marino informed the Board that he has worked as Assistant Bar Manager at the Marlborough Fish & Game. He has been a member of the American Legion for the past 14 years.

Selectman Rand moved the Board vote to approve the application of the American Legion for a Change of Manager for the All Alcoholic Beverages Restaurant License at 402 West Main Street from James Pickard to Thomas Marino, Jr.; subject to the condition of compliance with the Town Code requiring re-certification of TIPS training every three years; Selectman Amberson seconded the motion; all members voted in favor.

**7:40 p.m. - TOM SARTORI, PARKS & RECREATION COMMISSION CHAIR
AND ALLIE DETTORRE, RECREATION DIRECTOR**
Update on Skateboard Park.

Recreation Director Allison Dettorre informed the Board that the funds have been successfully raised for the skateboard park. She thanked all of the residents and businesses who contributed to this project. She offered a special thanks to Susan Nichols and her Committee for their outstanding efforts in making this happen. The fenced-in skateboard park will be constructed where the volleyball net is currently located at the Ellsworth-McAfee Park and will be approximately 7,000 square feet. It is hoped that the project will be completed by the Spring.

Parks & Recreation Commission Chairman Tom Sartori announced the recent opening of the Town Ice Skating Rink at Casey Field. He thanked the DPW Department for their efforts in getting the skating rink up and running and for their continued maintenance of the rink throughout the winter. He also thanked the members of the Mitigation Team for their efforts in securing funds for the irrigation of recreation fields in Town.

REPORTS

Barry M. Brenner, Town Administrator

- No report.

Kathleen Polanowicz, Chairman

- Noted that the School Committees will enter into negotiations with the newly appointed School Superintendent.
- Forwarded an e-mail communication to Mr. Brenner that she received from Kevin Carroll in which he communicates various questions/concerns.
- Attended a recent meeting of the Financial Planning Committee. Noted that she has an updated copy of the capital improvement plan for the schools and will forward same to members of the Board. Also noted that the Financial Planning Committee was told by the School Department that they do not intend to come before the Annual Town Meeting requesting additional funds relating to the continued construction of the high school project.
- Announced that the Senior Center is sponsoring the 2nd Annual Chocolate Spectacular on February 11th from 2:00-4:00 pm at Whitney Place.
- Announced that the AARP Tax Aid Program will be held from February 2 through March 30 at the Senior Center.
- Thanked the DPW Department for their efforts in working with the Boy Scouts in the disposal of approximately 400 Christmas trees.

Dawn Rand, Vice Chairman

- Noted that the Senior Center Building Committee has hired Sterling Architects to present a preliminary drawing of the new senior center. It is their hope that a proposal will be ready to be presented at the Annual Town Meeting.

Jeff Amberson, Clerk

- Noted that Chief Leahy has been appointed by Governor Romney as a member of the Municipal Police Training Committee. This Committee is made up of 11 chiefs throughout the State. The mission of the Committee is to develop and deliver training, to set and enforce standards and to ensure community-oriented professionalism throughout the organization.

Leslie Rutan

- Announced the hours for the Ice Skating rink.
- Noted a few of the items mentioned in a recent report from the Fire Chief, including that during the period of July through December the department responded to 1087 emergency calls. Thanked the Fire Department for their continued efforts.
- Noted the receipt of communication from Kevin Carroll and thought that his suggestion that the Board be referred to as Town Council rather than Board of Selectmen was interesting.
- Requested that at some point in the future information be posted on the Town Website updating what the status of various business properties may be.
- Noted that a majority of the subcontractors want to continue their work on the Algonquin School project. In theory she stated that the construction will progress in much the same way with the difference being that the subcontractors will now report to Bond Surety Company rather than Eastern.
- Congratulated the Algonquin Choral and Band Groups for their holiday concerts. Commended Dennis Wren and Joshua Miller for their efforts.

Fran Bakstran

- Thanked the Fire Chief for his recent report. Noted how nice it is that both the Fire Chief and Police Chief have been recognized both locally and state-wide for the great jobs they do.

DRAFT FINANCIAL POLICIES

Mr. Brenner informed the Board that the draft Financial Policies that the members of the Board have before them this evening is an outgrowth of the goalsetting process. He noted that he will forward a draft of the Budget to members of the Board for their next meeting, at which time the Board can continue to look at the Budget from a policy standpoint. Following that meeting, the Board can then come back to the Financial Policies and further consider the section on Budget Policies.

At the suggestion of Chairman Polanowicz, the Board agreed to review the draft Financial Policies prior to the Board's next meeting. At that time the Board will have the Budget in front of them and can review the policies at the same time.

APPROVAL/EXECUTION OF CEMETERY DEED A-705

Selectman Bakstran moved the Board vote to approve and execute Cemetery Deed A-705; Selectman Rutan seconded the motion; all members voted in favor.

APPROVAL/EXECUTION OF SNOWPLOWING AGREEMENT

Selectman Rutan moved the Board vote to approve/execute the Snow Plowing Agreement for the 2005/2006 Winter Season for the following Private Way:

- Harris Avenue

Selectman Bakstran seconded the motion; all members voted in favor.

PUBLIC COMMENTS/QUESTIONS

None.

8:00 p.m. - EXECUTIVE SESSION

Selectman Amberson moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Section 23B, Subsection 3 – Labor Negotiations; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Bakstran	“aye”	Rand	“aye”
Rutan	“aye”	Polanowicz	“aye”
Amberson	“aye”		

Chairman Polanowicz announced that the Board would return from Executive Session only to adjourn.

8:45 p.m. - RETURN TO OPEN MEETING

ADJOURNMENT

Selectman Rand moved the Board vote to adjourn; Selectman Bakstran seconded the motion; all members voted in favor.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant