

**BOARD OF SELECTMEN
MEETING MINUTES - JANUARY 30, 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 – arrived at 7:50 p.m.
Fran Bakstran

*Pledge of Allegiance

APPROVAL OF MINUTES – JANUARY 9, 2006 REGULAR MEETING

Selectman Rand moved the Board vote to accept the minutes of the January 9, 2006 Regular Meeting as submitted; Selectman Bakstran seconded the motion; all members voted in favor.

7:00 p.m. - PUBLIC HEARING

To consider the application of Peter Corbett d/b/a Teamworks to transfer the Wine & Malt Beverages Restaurant License to Indoor Sports Management, Inc. d/b/a Replays for premises located at 185 Otis Street.

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

Thomas McLaughlin, President of Indoor Sports Management, Inc. was present and introduced himself to the Board. He as well as his employees are all tips trained.

Selectman Rand moved the Board vote to approve the transfer of the Wine & Malt Beverages Restaurant License from Peter Corbett d/b/a Teamworks to Indoor Sports Management, Inc. d/b/a Replays for premises located at 185 Otis Street, subject to the condition that the Licensee notify the Board of Selectmen Agent of scheduled uses of the patio area and adjoining indoor fields for functions and groups indicating date, time and nature of the group; and further that the Board approve the Common Victualler's License, Entertainment License and Automatic Amusement Devices License for this establishment; Selectman Bakstran seconded the motion; all members voted in favor.

7:15 p.m. - PUBLIC HEARING

To consider the application of the Texas BBQ Company for an All Alcoholic Beverages Restaurant License at 309 Main Street.

Mr. Brenner requested that the Board continue this public hearing to the Board's next regularly scheduled meeting to allow time for the applicant to meet with the Building Inspector and Fire Chief regarding indoor renovations to the establishment.

Selectman Bakstran moved the Board vote to continue the public hearing to the Board's next regularly scheduled meeting for the application of the Texas BBQ Company for an All Alcoholic Beverages Restaurant License at 309 Main Street; Selectman Amberson seconded the motion; all members voted in favor.

7:25 p.m. - MARK LEAHY, POLICE CHIEFPresentation to Retired Sergeant Michael Edmonds

Chief Leahy noted the retirement of Sergeant Michael Edmonds from the Police Department on September 15, 2005. In the presence of his family and members of the Police Department, Sergeant Edmonds was presented with a plaque on behalf of the Police Department. He was also awarded a Badge of Retirement.

Proposed Appointment of Police Officer

Chief Leahy introduced Jeffrey Noel to the Board and recommended that he be appointed to the position of Police Officer.

Selectman Amberson moved the Board vote to appoint Jeffrey Noel to the position of Police Officer effective February 1, 2006; Selectman Bakstran seconded the motion; all members voted in favor.

Review/Approval of Promotional Policy Revisions

Chief Leahy requested that the Board approve Commonwealth Police Service, Inc. to administer the written portion of the exam for the Police Sergeant Promotion process.

Selectman Amberson moved the Board vote to approve Commonwealth Police Service, Inc. to administer the written portion of the exam process; Selectman Bakstran seconded the motion; all members voted in favor.

Chief Leahy reviewed with the Board his proposed revisions to the Promotion Policy for Sergeants.

Item #4) Oral Review Board:

Following a brief discussion, the Board and the Police Chief agreed that the Oral Review Board will be conducted by a three-member committee consisting of three police professionals and that one member of the Board of Selectman and the Police Chief will be asked to serve on the committee as observers in a non-participatory role.

Item #5) Numerical Values:

The Board agreed that the weight of the numerical values will be as follows:

- Written examination - 40%
- Oral Review Exam - 40%
- Police Chief's Review - 20%

Selectman Amberson moved the Board vote to approve the revisions to the Promotional Policy as modified and agreed to by the Police Chief; Selectman Rand seconded the motion; all members voted in favor.

REPORTS

Barry M. Brenner, Town Administrator

- No report.

Kathleen Polanowicz, Chairman

- Thanked the members of the Community Affairs Committee for their efforts in planning the Winter Ball. Also thanked St. Mary's Credit Union for funding the band.
- Attended the recent MMA Annual Conference.
- Noted the receipt of letters recognizing the efforts of Dog Officer Claudia McGuire. Congratulated her for doing her job so well.
- Noted the receipt of an e-mail communication from a resident requesting that someone from the Senior Center be allowed to review the sound and landscape plans for the proposed Stop & Shop. Requested that the Housing Authority be offered the opportunity to weigh in on discussions as well.
- Noted that a Senate Bill is pending before the House Ways and Means Committee pertaining to the Senior Circuit Breaker Law. Requested that the Board schedule a brief discussion on this matter on the Board's next meeting agenda.
- Noted that the Planning Board has scheduled a public hearing on January 31st at the Melican Middle School at 7:00 p.m. to discuss the proposed Stop & Shop.

Dawn Rand, Vice Chairman

- Congratulated the members of the Community Affairs Committee for another great Winter Ball.
- Noted that the Senior Center Building Committee continues to meet. They are working towards developing a Warrant Article for the Annual Town Meeting for at least the design and maybe the construction of the Senior Center.

Jeff Amberson, Clerk

- Thanked the members of the Community Affairs Committee for their efforts in planning the Winter Ball.
- Noted the receipt of a letter from the Secretary of Public Safety regarding sex offenders. Chief Leahy informed the Board that Northborough currently has four Level 3 and eight Level 2 sex offenders who either reside or work in Northborough.
- Noted that the Northborough/Southborough Home Safety Network has scheduled a "Community Conversation" in the Algonquin High School Cafeteria to discuss teenage alcohol and drug abuse on February 9th at 7:00 p.m. in the Algonquin Cafeteria.

Leslie Rutan

- Not present for reports.

Fran Bakstran

- Noted that the Interview Committee met with applicants for the Community Preservation Committee on January 18th. See below for appointments.
- Attended the MMA Annual Conference Meeting.
- Provided updates on the recent meetings of the Community Preservation Committee, the Historical Commission, the Water & Sewer Commission and the Board of Health.

APPOINTMENTS TO THE COMMUNITY PRESERVATION COMMITTEE

Selectman Bakstran moved the Board vote to appoint Joan Clowes to the Community Preservation Committee for a one-year term; Selectman Rand seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint Andrew Clark to the Community Preservation Committee for a two-year term; Selectman Rand seconded the motion; all members voted in favor.

Selectman Bakstran moved the Board vote to appoint Christopher Kellogg to the Community Preservation Committee for a three-year term; Selectman Rand seconded the motion; all members voted in favor.

FY 2007 BUDGET

Mr. Brenner reviewed several factors relative to both revenues and expenditures that determine the allowable percentage increase for the FY 2007 Budget while staying within the confines of Proposition 2½. He informed the Board that considering these factors, the FY 2007 Budgets for Municipal, K-8 Schools and the Regional High School Assessment can be increased 6% based on anticipated additional State Aid and remain within the limits of Proposition 2½.

Mr. Brenner reviewed the Financial Summary of the Municipal portion of his proposed FY 2007 Budget. He then recommended several reductions necessary to remain within the limits of Proposition 2½.

Chairman Polanowicz stressed the need for the Board to consider the staffing needs of those departments who came before the Board to present their needs. Selectmen Rutan and Bakstran agreed.

Following much discussion amongst members of the Board, Mr. Brenner suggested that he prepare a FY 2007 Budget that captures the existing municipal programs and services. At the same time, he will submit the Budget to the Appropriations Committee for their review. He stressed the importance of everyone needing to understand that this Budget document will be a work in progress. When reviewing the Budget at the next meeting, the Board can discuss the FY 2007 Budget as presented - with a 7% increase and no reductions. The Board can then discuss whether or not any reductions can be made and where, the need for additional staffing and whether or not they want to go beyond the limits of Proposition 2½. In addition to the Base Budget, Mr. Brenner will provide some general information as to what the cost would be for individual staffing positions.

DRAFT FINANCIAL POLICIES

The Board agreed to postpone this matter to their next regularly scheduled meeting, at which time they will have had an opportunity to further review the Budget.

PUBLIC COMMENTS/QUESTIONS

Wayne Baldelli

Resident Wayne Baldelli of Maple Lane questioned whether or not department heads were involved in the Budget process. He wondered if they were being asked how they could operate with less. Chairman Polanowicz stated that this is in fact done behind the scenes.

Report of the Police Department

Selectman Rutan thanked the Police Chief for his recent report and commented on the fact that the Police Department had responded to a total of 16,679 calls for service in calendar year 2005, representing a 3.33% increase over calendar year 2004.

9:10 p.m. - EXECUTIVE SESSION

Selectman Bakstran moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 39, Section 23B, Subsection 3 – Personnel Matters; Selectman Rand 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.

11:10 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 11:10 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant