

**BOARD OF SELECTMEN  
MEETING MINUTES - FEBRUARY 13, 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 – JANUARY 30, 2006 REGULAR MEETING**

Selectman Rand moved the Board vote to accept the minutes of the January 30, 2006 Regular Meeting as submitted; Selectman Amberson seconded the motion; all members voted in favor.

**7:00 p.m. - PUBLIC HEARING**

To consider the application of Ragsdale Honda to transfer the Class I Auto Dealer's License to Herb Chambers Honda for premises located at 36 Belmont Street (also known as 350 Boston Turnpike Road in Westborough, MA).

Mr. Brenner informed the Board that the application to transfer the Class I Auto Dealer's License is in order and has been reviewed by the Police Chief, Fire Chief and Building Inspector. All have recommended approval of the transfer.

Attorney William Bloom and the General Manager of Herb Chambers Honda were both present. Attorney Bloom indicated that this transfer is an administrative change only and that Mr. Chambers has agreed to abide by the existing terms and conditions. He is also aware that if anything changes per the original parking plan submitted with the original application, that he must come before the Town to do so.

Selectman Rutan moved the Board vote to approve the transfer of the Class I Auto Dealer's License from Ragsdale Honda to Herb Chambers Honda for premises located at 36 Belmont Street (also known as 350 Boston Turnpike Road in Westborough), subject to the following conditions:

1. The license allows for two hundred-three (203) vehicles to be stored on the property for display purposes.
2. The remaining 21 parking spaces are designated for customer parking and are not included in the total number allowed for display.
3. The license holder must keep the lot lined as per the parking plan submitted with the original application.
4. The license holder shall store inventory within the marked spaces as per the plan submitted with the original application.

**PUBLIC HEARING CONT. . .**

5. The vehicles of employees, customer's vehicles and vehicles of repair/service customers shall be parked in the spaces designated for each group as per the parking plan submitted with the original application.
6. The Northborough/Westborough town line must be clearly marked on the pavement in order to identify which law enforcement agency is responsible for criminal investigations such as a stolen car, vandalism or the theft of parts.
7. All vehicles on the lot, both new and old, must be entered in the Used Vehicles Record Book (UVRB) as required by MGL, Chapter 140, Section 62.

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

**7:05 p.m. - OTHER BUSINESS**

**Virginia Simms George, Community Affairs Committee Chair.**

Presentation on Event to celebrate Black History Month.

Virginia Simms George and Donna Skillings Martin were present to provide information on an event that will celebrate Black History Month. The event sponsored by the Community Affairs Committee will be held on Sunday, February 19, 2006 at the Trinity Church from 3:00-5:00 p.m. The Frederick Hayes Dance Company, a multi-generational, African/Afro-Jazz & Liturgical dance performance group will perform.

**7:10 p.m. - PUBLIC HEARING – Continued from January 30, 2006**

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

**7:15 p.m. - HEARING**

To consider the application of Athens Pizza for a Common Victualler's License for premises located at 292 Main Street.

Mr. Brenner informed the Board that the application is in order and has been reviewed by the Building Inspector. It is recommended that the Board approve the license application.

Ms. Ioannidis Christos was present and introduced herself as the owner of Athens Pizza.

**HEARING CONT. . .**

Selectman Amberson moved the Board vote to approve the Common Victualler's License for Athens Pizza for premises located at 292 Main Street; Selectman Rand seconded the motion; all members voted in favor.

**REPORTS**Barry M. Brenner, Town Administrator

- No report.

Kathleen Polanowicz, Chairman

- Noted that the Central Massachusetts Emergency Medical Systems will be holding its Annual Meeting on May 2, 2006. She asked that if any Board Member is interested in attending with the Fire Chief that they should contact Ms. Wackell.
- Noted the receipt of communication from the Interim School Superintendent regarding Chapter 70 lobbying efforts. The Board agreed to ask Mr. Brenner to draft a letter to the Town's State Legislative Delegation stressing the Board's support of these efforts.
- Noted that the Library continues to accept donations for the Library construction project. They are about half-way to reaching their goal at this time.
- Noted the receipt of communication from the Interim School Superintendent regarding funds that will be returned to the Town from the Regional School District's fund balance due to reclassification by the State Department of Revenue of interest earnings on funds borrowed from the Regional High School Addition/Renovation Project. The Town will be receiving \$210,575.04, which will be deposited back into the General Fund.
- Noted the receipt of communication from the Interim School Superintendent regarding his request to add "Home of the 2005 State Soccer Champions" to two existing signs on Route 20 and two existing signs on Route 135.
- Noted that at the Board's last meeting, she requested that the Board schedule a brief discussion on the matter pertaining to a Senate Bill that is pending before the House Ways and Means Committee regarding the Senior Circuit Breaker Law. Noted that Mr. Brenner has forwarded this information to the Council on Aging and other senior related agencies in Town requesting their comments. This item will be scheduled for discussion at the Board's next regularly scheduled meeting.

Dawn Rand, Vice Chairman

- Attended the Chocolate Spectacular event sponsored by the Friends of the Senior Center. Funds raised by the event will be used towards extra purchases once the new senior center is built.
- Noted that the Senior Center Building Committee continues to meet. They are working toward 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

- Attended the Chocolate Spectacular event. Congratulated those who coordinated the event and also thanked everyone who attended.

Jeff Amberson Report Cont. . .

- Attended the “Community Conversation” night sponsored by the Northborough/Southborough Home Safety Network in which a discussion took place regarding the challenges that teens face today with drugs and alcohol. The gathering was attended by approximately 200 people. Anyone who wishes to get involved can contact the School Superintendent’s Office.
- Noted that the Lion’s Club is sponsoring a Casino Night on February 25<sup>th</sup> to raise funds for scholarships and sight related causes.
- Noted that the Recreation Department is working towards securing funds to light the flag at Ellsworth McAfee Park. The Board agreed to support this effort. Donations are being accepted in the DPW Department.
- Reminded residents to clear snow from surrounding sidewalks and fire hydrants.

Leslie Rutan

- Attended the “Community Conversation” night sponsored by the Northborough/Southborough Home Safety Network. Thanked the Police Chief and the Fire Chief for their valuable insight.
- Noted her interest in a recent article in the Community Advocate regarding the natural and cultural features along the network of Northborough’s walking trails.
- Thanked the employees of the DPW Department for their snow removal efforts during the recent snow storm.
- Requested a status update on CVS. Town Planner Kathy Joubert was present and informed the Board that CVS is planning to demolish the existing building and to construct a new building that will encompass the entire site. They will also be requesting a drive-through for pharmacy purposes only. It is anticipated that they will file with the Zoning Board of Appeals soon.

Fran Bakstran

- Reminded residents to keep their sidewalks clear of snow.
- Noted that the Historical Commission will be filing a grant application with the Community Preservation Committee and has asked for the Board’s support. The Board discussed their discomfort with supporting any individual application. Selectman Bakstran encouraged any and all individuals to attend the public hearing held by the Community Preservation Committee at which time all applications will be considered.

**FY 2007 BUDGET**

In response to an earlier request by members of the Board, Mr. Brenner prepared a FY 2007 Budget that provides for the continuation of existing Town programs and services. In order to remain within the 6% expenditure increase limit determined by Proposition 2½ for FY 2007, it is necessary to reduce the Budget in the amount of \$64,845. Mr. Brenner suggested that this can be accomplished by excluding the new Police Officer position requested by the Police Chief. An alternative to reducing this new position is to consider an Override to Proposition 2½ to fund the position.

**FY 2007 BUDGET CONT. . .**

Chairman Polanowicz stated that a Budget with a 6% increase would stay within the limits of Proposition 2½, but would not allow for new staff and would eliminate one full-time staff position. She informed the Board that she has gone through the Budget and does not see a whole lot of fluff, adding that the Budget gets tighter and tighter every year, with no extra padding anywhere.

Following Mr. Brenner's presentation, the Board discussed whether or not to eliminate the Police Officer position from the Budget and to consider it as an override article. This led to a lengthy discussion on whether or not the Board should consider supporting certain Municipal Staffing Positions as individual override articles. At the request of the Board, Mr. Brenner reviewed the costs for the following Municipal Staffing positions:

	<u>Budget Amount</u>	<u>Tax Impact</u>
<u>Board of Health Agent</u> Part-time position to full-time.	\$44,635	1.9 cents
<u>Part-time Planner</u>	\$20,650	1.0 cents
<u>Assistant Town Engineer</u>	\$60,100	2.6 cents
<u>Assistant Building Inspector</u> Part-time position to full-time	\$45,530	2.0 cents
<u>Police Officer</u>	\$69,500	3.0 cents
<u>Firefighter</u>	\$56,772	2.4 cents

Selectmen Rutan and Bakstran expressed their support to offer the above six positions as individual override articles. Selectmen Rand and Amberson stated that at least one DPW Position should be included as well.

Town Planner Kathy Joubert offered to take the Part-time Planner off the table in order to give precedent to the Assistant Town Engineer position. She stated that this position will offer assistance to the Town Planner. She stressed the need for additional secretarial hours in the Planning Department. The Board agreed to eliminate the position of Part-time Planner from the list of individual override articles.

Police Chief Leahy requested that the Police Officer position be taken off of the table in order to address other needs. His request is due to the fact that the three new Police Officer positions have been secured from the developers of Avalon Bay and the Loop. The Board agreed to eliminate the position of Police Officer from the list of individual override articles.

Acting DPW Director Kara Buzanoski informed the Board that she is anticipating a reorganization of the DPW Department and that until that time, she requested that any DPW positions be taken off the table.

**FY 2007 BUDGET CONT. . .**

Building Inspector William Farnsworth informed the Board that from his perspective, an increase in the secretarial staff is more important at this time than a having a Full-time Assistant Building Inspector. He noted his concern with the overwhelming responsibilities of the secretarial staff, especially if the Board of Health Agent is increased to full-time.

Selectman Rand suggested that the Board consider the need for a Family & Youth Services Department, considering that many of the department's services are duplicates of those that are provided through private practice. She would like to see the Board discuss whether or not some of the positions discussed this evening can be funded by eliminating the Family & Youth Services Department. The Board agreed to schedule this discussion on the Board's next Meeting Agenda.

The Board agreed that they will support the following Municipal Staffing positions as individual override articles:

- Board of Health Agent - Part-time position to full-time.
- Assistant Town Engineer
- Firefighter
- Increase in Secretarial Staff in Building Department

The Board also agreed that Mr. Brenner will provide the Board with additional information as to the impact of adding these positions as override articles. Mr. Brenner will also provide information on the ramifications of continuing or not continuing the services and programs offered by the Family & Youth Services Department.

Selectman Amberson questioned if Mr. Brenner can prioritize the need for the other departments that are considered discretionary. Selectman Rutan thought this might provide helpful information to the public. Mr. Brenner will prepare information for the Board's next regularly scheduled meeting.

**DRAFT FINANCIAL POLICIES**

The Board agreed to postpone this matter to their meeting of March 13<sup>th</sup>, at which time they will have had an opportunity to further review the Budget.

**PRESENTATION - SOLID WASTE BULKY ITEM COLLECTION PROGRAM**

Town Engineer Fred Litchfield made a presentation on the Solid Waste Bulky Item Collection Program which is scheduled to go into effect on March 6, 2006.

Mr. Litchfield also provided an update on the trash and recycling rate comparisons for the previous four calendar years. The fact that recycling quantities continue to increase and solid waste continues to remain consistently at 35% less than before the Pay As You Throw Program was initiated are good examples of the Program's success.

**FY 2007 BUDGET CONT. . .**

Chairman Polanowicz requested that Mr. Litchfield provide an update on the fee structure following his meeting with DEP on February 14, 2006.

**APPROVAL/EXECUTION OF CEMETERY DEED A632**

Selectman Bakstran moved the Board vote to approve and execute Cemetery Deed A632; Selectman Rand seconded the motion; all members voted in favor.

**PUBLIC COMMENTS/QUESTIONS**

David French of 1 Lancaster Road cautioned the Board when choosing to put forth at the Annual Town Meeting a whole selection of options for particular staffing positions. He feels that this approach can be potentially divisive.

**9: 15 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 Matter; 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.

**9:45 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 9:45 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant