

**BOARD OF SELECTMEN
MEETING MINUTES – August 19, 2019**

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

MEMBERS PRESENT: Jason Perreault, Chairman
Dawn Rand, Vice Chairman
Timothy Kaelin, Clerk
Leslie Rutan
Julianne Hirsh

*Pledge of Allegiance

APPROVAL OF MINUTES – JULY 8, 2019 SPECIAL MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the July 8, 2019 special meeting as amended; Selectman Kaelin seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – JULY 15, 2019 REGULAR MEETING

Selectman Rand moved the Board vote to approve the meeting minutes of the July 15, 2019 regular meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - PUBLIC HEARING

To consider an application for a new All Alcoholic Beverages Restaurant License as submitted by Grafton Restaurant Group d/b/a Anzio's Brick Oven Pizza for premises located at 10010Q Shops Way.

Todd Harrington of Grafton Restaurant Group d/b/a Anzio's Brick Oven Pizza was present. He is the owner of Anzio's Brick Oven Pizza, a successful restaurant in Grafton, which he plans to close and relocate to the Northborough location. He will be the manager of record and will be responsible for the day-to-day operations of the restaurant. He has over twenty years of experience in the restaurant industry and is TIPS Certified.

Detective Sergeant Brian Griffin has conducted a background check and has no concerns to report.

As there were no comments from the audience, the public hearing was closed.

Selectman Rand moved the Board vote to approve the application for a new All Alcoholic Beverages Restaurant License, Common Victualler License and Entertainment License as submitted by Grafton Restaurant Group d/b/a Anzio's Brick Oven Pizza for premises located at 10010Q Shops Way with the condition that the licensee receive satisfactory inspections by the Building, Fire and Health Departments; Selectman Rutan seconded the motion; all members voted in favor.

7:05 p.m. - HEARING

To consider an application for a change in Officers/Directors and Manager as submitted by Wegmans Massachusetts, Inc. d/b/a Wegmans for their All Alcoholic Beverages Package Store License for premises located at 9102-9104 Shops Way.

Matthew Finewood was present to request a change in Officers/Directors and a Change in Manager for the All Alcoholic Beverages Package Store License for Wegmans at 9102-9104 Shops Way. Mr. Finewood informed the Board that himself, who has served as the manager since 2014, and Kelly Schoeneck are replacing William H. Congdon, Jr. and Kevin Russell as directors.

Mr. Finewood introduced Richard Boscia. Mr. Boscia will be replacing Matthew Finewood as manager. Mr. Boscia has held various positions with Wegmans since 2001 and is TIPS certified. In all other ways, nothing is changing with the operation of the license.

The application and supporting documents have been reviewed by Detective Sergeant Brian Griffin. There are no concerns to report.

Selectman Rutan moved the Board vote to approve the application to change the Officers/Directors and to change the manager as submitted by Wegmans Massachusetts, Inc. d/b/a Wegmans for their All Alcoholic Package Store License for premises located at 9102-9104 Shops Way; Selectman Kaelin seconded the motion; all members voted in favor.

7:10 p.m. - MIA McDONALD, CONSERVATION AGENT

- Partnership Matching Funds Award by the Department of Conservation and Recreation (DCR) for the construction of a fenced Dog Park at the Yellick Conservation Area at 0 Hudson Street.
- Request to establish a Gift Account for the purpose of fundraising for said Dog Park.

Conservation Agent Mia McDonald reported to the Board that the Town has been selected as an awardee under the Massachusetts Department of Conservation and Recreation (DCR) Fiscal Year 2020 Partnership Matching Funds Program for the construction of a fenced dog park to be located at the Yellick Conservation Area at 0 Hudson Street. If the Town moves forward, DCR will assign a project manager to design, bid and oversee construction of the dog park. The Town will be responsible for providing its share of matching funds in the amount of \$16,300. The Town will also be responsible for future maintenance of the area in compliance with DCR's guidelines.

Mr. Coderre added that the Town worked collaboratively several years ago with a citizen group to identify appropriate public land for a dog park. The Yellick Conservation Area was the one site that appeared to be an excellent match for a dog park; however, DCR's policy at the time prohibited such uses. Since that time, a policy review was conducted by DCR and they are now incentivizing such projects.

MIA McDONALD, CONSERVATION AGENT CONT. . .

Mr. Coderre acknowledged the efforts of Conservation Agent Mia McDonald, who completed the application paper work and spearheaded this successful effort on behalf of the Town.

Mr. Coderre requested that the Board of Selectmen establish a gift account specifically for the dog park, adding that he is confident that sufficient funding for the \$16,300 match can be identified through a combination of fundraising and limited operational budget support.

Following the presentation, several questions and comments were heard from members of the Board.

Selectman Rutan moved the Board vote, pursuant to Mass General Law Chapter 44 Section 53A, to accept funds donated for the purposes of participation in the DCR Matching Fund Partnership Program to fund the construction of a fenced dog park at the Yellick Conservation Area, as well as funding ongoing maintenance efforts following construction, and to allow expenditure of funds for such programs; Selectman Rand seconded the motion; all members voted in favor.

7:30 p.m. - SCOTT CHARPENTIER, DPW DIRECTOR

Informational Presentation regarding completed Water & Sewer Rate Study.

DPW Director Scott Charpentier and David Fox from Raftelis Financial Consultants, Inc. were present. Water & Sewer Commissioners John Meader and Bryant Firmin were seated in the audience. Mr. Charpentier indicated that Raftelis Financial Consultants was hired to conduct a Water and Sewer Rate Study for FY2020. This rate study is a follow-up to previously performed studies to ensure adequate revenue to support the obligations of the Water and Sewer Enterprise Funds in the coming years.

Mr. Charpentier indicated that prior to tonight's presentation, the Water & Sewer Commission held informational meetings on July 23, 2019 and August 6, 2019.

Mr. Fox reviewed the major objectives of the study, which included the development of financial plans for the water and sewer enterprise funds to ensure financial sufficiency, meet operation and maintenance costs, ensure sufficient funding for capital renewal and replacement needs, and to improve the financial health of the enterprise funds through adequate reserve fund balances and debt service coverage.

Mr. Fox indicated that the rate study recommends an increase to the water service base charge for FY2020 of \$5 per quarter or \$20 per year for a residential customer. The need for additional revenue can be attributed to rising operational costs, reduced consumption due to water conservation, implementation of the Town's Capital Improvement Plan, and increasing assessments from the MWRA. Future water rate adjustments will be evaluated annually through performance of subsequent rate studies.

WATER & SEWER RATE STUDY CONT. . .

Mr. Fox added that sewer rates have increased significantly in recent years with four increases of 20% over the past six years. With the continued uncertainty of a new Inter-Municipal Agreement (IMA) with the City of Marlborough and the significant recent increases, there is no proposed sewer rate increase for FY2020.

Mr. Coderre stated that while the purpose of tonight's presentation is informational, the Water & Sewer Commission will hold a Public Hearing on August 20, 2019 to take comments and consider the rate study's recommendations. Following the Public Hearing, the Water and Sewer Commissioners will vote on the recommendations of the rate study. If adopted, the ratepayers will be notified by mail the following day with rate changes to take effect for the usage starting October, 2019.

Following the presentation, questions and comments were heard from members of the Board.

REPORTS**Julianne Hirsh**

- Provided an update on the efforts of the White Cliffs Committee. Noted that the next meeting will be scheduled at the end of September.
- Attended a recent CMRPC workshop on recycling and stressed how important it is that residents know how to recycle efficiently. Noted that a link to "RecycleSmart" can be found on the Engineering page of the Town website. Mr. Coderre agreed that greater emphasis needs to be placed on educating residents about reducing recycling contamination levels. He anticipates that the Town Engineer and DPW Director, with input from the Recycling Committee, will be looking for grant opportunities in regards to education.
- With the start of a new school year, wished everyone a successful and fulfilling academic year.

Leslie Rutan

- Thanked the Police Department for sponsoring the 2nd annual Youth Academy.
- Thanked the Police and Fire Chiefs for their monthly reports.
- Thanked the Community Affairs Committee for sponsoring the summer concerts at Ellsworth MacAfee Park.
- Reminded residents to donate to the Food Pantry during the summer months.
- Asked motorists to be mindful of crosswalks throughout Town.
- Wished students and staff the best as they start a new school year.

Tim Kaelin, Clerk

- Attended a recent meeting of the Council on Aging. Thanked the Friends of the Senior Center for all that they do.
- Thanked the Police and Fire Chiefs for their monthly reports.
- Asked motorists to be mindful of crosswalks and kids boarding school buses, as they walk to and from school and wait at bus stops.

Dawn Rand, Vice Chair

- Congratulated Joann Sharp for being selected as the 2019 Applefest Grand Marshall.

Jason Perreault, Chair

- Congratulated Joann Sharp for being selected as the 2019 Applefest Grand Marshall.
- Thanked Steve and Arlene Marshall for their generous donation of the musical instruments at Ellsworth MacAfee Park. The instruments have been installed and a formal dedication ceremony will take place sometime in October.

John Coderre

- Provided an update on the EEE mosquito risk advisory.

PUBLIC COMMENTS

None.

AMENDMENT TO THE JUNE 17, 2019 MEETING MINUTES

Chairman Perreault informed the Board that the Planning Board has asked that the following amendment be made to the Planning Board's summary of their deliberation on Planning Board applicant Brad Blanchette on Page 7 of the June 17, 2019 Meeting Minutes:

On Page 7 replace the sentence below:

"Board members stressed the need for better communication between the Planning Board and ZBA and are concerned that Mr. Blanchette wouldn't be the best choice in this regard."

With the following:

"Board members and Mr. Blanchette agreed that better communication between the Planning Board and ZBA would benefit both boards."

Selectman Rutan voiced her concern with making the amendment without first looking back at the videotape of the meeting. She asked that this item be postponed until the Board's next meeting.

APPOINTMENT TO THE WHITE CLIFFS COMMITTEEMotion

Selectman Rutan moved the Board vote to appoint Diana Nicklaus to the White Cliffs Committee until such time that the White Cliffs Committee is disbanded by vote of the Board of Selectmen, as recommended by the Interview Subcommittee; Selectman Rand seconded the motion.

Discussion

Selectman Hirsh stated that although she understands why the Interview Committee is recommending the appointment of Ms. Nicklaus, based on her resume and architectural experience, she feels that Ms. Maselli would bring a different skill set. She added that Ms. Maselli has attended almost every White Cliffs Committee meeting. She questioned

APPOINTMENT TO THE WHITE CLIFFS COMMITTEE CONT. . .

if a third architect would be best for the Committee since the Town has hired a reputable architectural firm, in addition to one architect that already serves on the committee?

Chairman Perreault stated that he was present for the interviews. He appreciates Ms. Maselli's interest and concern for the project and although her attendance at most of the meetings speaks to her interest, it does not necessarily mean that she is the most qualified. In his opinion, Ms. Nicklaus is the most professionally qualified to effectively serve the needs of the Committee. He sees it as an advantage having two architects serve on the Committee.

There was no other discussion on the motion.

Vote

The Board vote to appoint Diana Nicklaus to the White Cliffs Committee was 4-1-0 (Selectman Hirsh opposed).

REQUEST FROM CENTRAL MASS GROWN TO CHANGE THE DATE OF THEIR ONE-DAY SPECIAL LICENSE

At the July 15, 2019 Selectmen's Meeting, the Board approved an application as submitted by Central Mass Grown for a One-Day Special Liquor License for an event to be held on the grounds of Tougas Farm located at 234 Ball Street. The event was scheduled to take place on Sunday, August 11th between 4pm – 8pm.

Mr. Coderre indicated that the applicant is requesting that the date for the One-Day Special License be changed from Sunday, August 11th to Sunday, September 8th. The only change is the date. Everything else that was presented to the Board at the July 15th meeting will remain the same, including the event hours of 4pm – 8pm.

Selectman Hirsh moved the Board vote to approve the request by Mackenzie May of Central Mass Grown to change the date of their One-Day Special Liquor License for an event to be held on the grounds of Tougas Farm at 234 Ball Street from the previously approved date of August 11, 2019 to the newly requested date of September 8, 2019 between 4pm – 8pm with the following conditions:

1. The license shall include the 24-hour period immediately before and after the event in order to allow for the proper delivery and disposal of all alcoholic beverages prior to and immediately following the event.
2. Guests shall have identification and must be 21 years of age or older.
3. Proper signage and barriers shall be in place notifying guests that alcohol must be contained to the marked event area only.
4. Satisfactory inspections shall be performed prior to the start of the event by the Fire, Building and Health Departments.

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

SET MEETING SCHEDULE FOR SEPTMEBER - DECEMBER

Selectman Rand moved the Board vote to set the meeting schedule for September – December as follows:

September 9 & 23

October 21

November 4 & 18

December 12 (FTMR Presentation) & 16

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

TRANSFER OF CEMETERY DEED A992

Selectman Hirsh moved the Board vote to approve the transfer of Cemetery Deed A992; Selectman Rand seconded the motion; all members voted in favor.

EXECUTION OF CEMETERY DEEDS

Selectman Hirsh moved the Board vote to execute Cemetery Deeds 1081, 1082 & 1083; Selectman Rutan seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:20 p.m. - EXECUTIVE SESSION

Selectman Kaelin moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Subsection 3 (Collective Bargaining re: Patrol Officers Union; and Litigation: re: SA Farms Update) due to the Chair's determination that a discussion regarding these matters in an open meeting may have a detrimental effect on the position of the Board; Selectman Rand seconded the motion; the roll call was as follows:

Hirsh	“aye”	Rand	“aye”
Rutan	“aye”	Perreault	“aye”
Kaelin	“aye”		

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

8:35 p.m. – RETURN TO OPEN MEETING**ADJOURNMENT**

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

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. August 19, 2019 Meeting Agenda
2. July 8, 2019 Meeting Minutes
3. July 15, 2019 Meeting Minutes
4. Information packet – Anzio's Brick Oven Pizza
5. Information packet – Wegmans
6. Information packet – Grant for a Fenced Dog Park
7. Information packet – Water & Sewer Rate Study
8. Information packet – Amendment to June 17, 2019 Meeting Minutes
9. Information packet – Appointment to the White Cliffs Committee
10. Information packet – Central Mass Grown One-Day Special License
11. Memorandum – Meeting Schedule
12. Cemetery Deeds