

**BOARD OF SELECTMEN
MEETING MINUTES – December 21, 2020**

7:00 p.m. - Chairman's Introduction to Remote Meeting

Chairman Perreault stated that this Open Meeting of the Board of Selectmen was being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 Virus.

Chairman Perreault added that in order to mitigate the transmission of the COVID-19 Virus, the Town has been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspended the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely.

Chairman Perreault noted that the Order allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting. He added that ensuring public access does not ensure public participation unless such participation is required by law. Chairman Perreault noted that this meeting will allow for Public Comment only under the Public Comment portion of the agenda. He indicated the various ways that the public may view or participate in this meeting as listed on the posted agenda.

Meeting Business Ground Rules

Chairman Perreault covered the ground rules for effective and clear conduct of the business. He asked members of the Board to mute their phone or computer when not speaking and to speak clearly and in a way that helps generate accurate meeting minutes. He will go through the items on the agenda. Following presentations, Board members will be offered an opportunity to speak, followed by staff members answering any questions, if necessary. Those responding were asked to wait until the floor was yielded to them. Members were asked if they wish to respond to the comments of others, to do so through the Chair, taking care to identify themselves.

Chairman Perreault noted that those who wish to speak under Public Comment will be admitted to the meeting as an attendee and will be asked to provide their full name and address for the record.

Any votes taken this evening will be done by roll call to ensure that the records of the vote are clear and accurate to the members attending the meeting remotely.

Chairman Perreault confirmed that the following members and persons anticipated on the agenda were remotely present and could be heard.

Board of Selectmen

Jason Perreault, Chair
Timothy Kaelin, Vice Chair
Leslie Rutan, Clerk
Julianne Hirsh
T. Scott Rogers

Town Staff

John Coderre, Town Administrator
Rebecca Meekins, Assistant Town Administrator
William Lyver, Police Chief
Scott Charpentier, DPW Director
Jason Little, Finance Director

APPROVAL OF MINUTES – NOVEMBER 23, 2020 REGULAR MEETING

Selectman Rogers moved the Board vote to approve the November 23, 2020 Meeting Minutes as submitted, Selectman Rutan seconded the motion; the roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

7:00 p.m. - HAROLD NAUGHTON, JR. – STATE REPRESENTATIVE

Thank You and Farewell.

Chairman Perreault welcomed State Representative Harold Naughton, Jr. to the meeting. Representative Naughton reminisced about his 25 years of service to the Town of Northborough. He thanked the Board members, both past and present and Town Administrator John Coderre, as well as the citizens of Northborough for their support.

Members of the Board and Mr. Coderre thanked Representative Naughton for his service to the Town, the District, the Commonwealth and for his service to our Country. Selectman Rutan read the Certificate of Appreciation as presented to Representative Naughton in its entirety.

7:25 p.m. - KRISTIN BLACK, HEALTH AGENT

COVID-19 Update.

Health Agent Kristin Black provided a COVID-19 update (See Board of Health Website) which included the following:

COVID-19 Update Cont. . .

- Current Case Counts and Risk Status
- COVID-19 Website Updates
- Statewide Rollback to Phase 3, Step 1 and Additional Restrictions
- Business Outreach on COVID-19
- COVID-19 Testing
- Holiday Recommendations
- COVID-19 Vaccine in Massachusetts
- Contact Tracing and Expanded Services from Salmon VNA

Ms. Black also provided information on the new Sharps Disposal Program that is now available to Northborough residents for home sharps only. Drop-off locations will be at the Town Hall by appointment. Information can be found on the Town website or by calling the Health Department at 508-393-5009.

Mr. Coderre added that in response to a rise in COVID-19 cases, the Northborough Town Offices, Library, Senior Center and all other buildings with the exception of the Police and Fire Stations for emergency services will remain closed to the public. Effective Monday, December 21st, the Town's Continuity of Operations plan calls for split shifts and remote working to limit any potential spread of the virus. However, staff will be available during normal hours of operation (Town Offices and Senior Center 8:00am – 4:00pm Monday through Friday) to answer phone calls or email questions from the public.

8:05 p.m. - LIZ TRETIK, SENIOR CENTER DIRECTOR

Acceptance of grant from the MetroWest Health Foundation for programming that will combat senior social isolation over the winter.

Senior Center Director Liz Tretiak informed the Board that the Northborough Senior Center, in collaboration with the Hudson and Marlborough Senior Centers, applied for grant funding from the MetroWest Health Foundation to implement new expressive arts virtual programming for seniors and was awarded \$9,268 through the *"Building Social Connections and Emotional Resiliency in Seniors through the Expressive Arts"* Grant.

Ms. Tretiak indicated that the goal is to provide a series of opportunities for seniors to connect with others while also providing an outlet during Covid-19. A total of 60 seniors across the 3 towns will have the opportunity to participate via Zoom for classes focused on art, dance/movement and music. The grant funding will provide the means to hire qualified instructors who will provide an interactive virtual experience. To ensure all seniors, regardless of income status, have the ability to participate, funding was also awarded to support the purchase of iPads to loan out for participants to access Zoom, and for equipment such as external speakers and headphones for the hearing impaired.

At the request of Chairman Perreault, Ms. Tretiak provided an update on the continued outreach efforts and the many programs that are available to seniors.

Senior Center Director Liz Tretiak Cont. . .

Selectman Hirsh moved the Board vote to accept the “*Building Social Connections and Resiliency in Seniors through the Expressive Arts*” grant from the MetroWest Health Foundation pursuant to Massachusetts General Laws, Chapter 44, Section 53A and to authorize the Town Administrator to execute the agreement as necessary to approve such funds; Selectman Rutan seconded the motion. The roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

8:15 p.m. - JOHN CODERRE, TOWN ADMINISTRATOR AND SCOTT CHARPENTIER, DPW DIRECTOR

Update regarding traffic concerns in the vicinity of Bartlett Street.

Mr. Coderre informed the Board that Town staff has been working diligently to address traffic concerns as they arise in the area of Bartlett Street. Mr. Charpentier provided a comprehensive update on completed items, items in process, and items to be considered for future action as follows:

Completed Items:

1. Parked Trucks on Bartlett Street in pull off area

To address parked trucks on the side of Bartlett Street in a small pull off area near 200 Bartlett, the Department of Public Works installed concrete barriers which eliminate any ability for trucks to pull off and use that space as a rest area. The Police Department increased patrols and continues to monitor the area to evaluate if a No Parking Zone is warranted. Please see #6 under “Items in Progress” for more information regarding the proposed No Parking Zone on Bartlett.

2. Advance HCVE warning signs installed on Bartlett and Lyman Streets

Concern regarding a lack of advance warning for truck traffic on the section of Maple Street between Route 20 and Ridge Road where there is a Heavy Commercial Vehicle Exclusion (HCVE) was addressed with the installation of advance warning signs alerting drivers of the upcoming HCVE. The signs have been placed at the intersections of Maple Street at Bartlett Street and Ridge Road at Lyman Street. The Police Department is continuing increased patrols of Maple Street to monitor for violations.

3. State authorization to install advance HCVE warning sign on Route 20

The Town requested and received approval from Mass DOT to install a HCVE advance warning sign on Route 20 eastbound ahead of Maple Street. The sign has been ordered and will be installed as soon as weather conditions permit.

Items in Progress:**4. New Traffic Counts for Maple Street and Ridge Road to consider additional HCVE**

The Town previously performed truck traffic counts on the entire length of Maple Street, Ridge Road, and Collins Road. The resulting data showed, at that time, the section of Maple Street between Ridge Road and Bartlett Street did not meet the required 5%-8% of traffic being heavy commercial vehicles. Due to this factor, only the currently restricted section of Maple Street was issued a HCVE permit from MassDOT.

New traffic counts have been scheduled for the easterly segment of Maple Street and all of Ridge Road for the Spring when the new Bartlett Street warehouse facilities are open and operational. The counts will be performed by the Central Mass Regional Planning Commission (CMRPC). In response to inquiries as to why the Town does not perform a count prior to the Spring, the answer is twofold: first, the Town does not want to do traffic counts before the new facilities are completely open and operational as that may jeopardize approvals for a HCVE; and second, traffic counts are not conducted in winter months due to snow plowing activities that would rip up the equipment that must be affixed to the roadway. The Town is committed to pursuing additional HCVEs if the supporting data allows it.

5. Crosswalk Improvements at Maple Street and Route 20

The request was made to MassDOT for Rectangular Rapid Flashing Beacons (RRFB) at the crosswalk on Main Street at Maple Street. MassDOT did approve some modifications to this intersection, including repainting and other minor improvements, but denied the request to install the RRFB. Town staff has sent a follow-up correspondence to MassDOT requesting that they reconsider this decision and, received notice on December 17th that the State would investigate further. The Town will notify its Legislative Delegation that this request is still being considered by MassDOT and ask for their support in an attempt to reverse that initial decision by MassDOT.

6. No Parking Along Bartlett Street

Town staff has prepared information recommending that the Board of Selectmen consider implementing a No Parking Zone along Bartlett Street. There is no public hearing requirement for this vote; however, in the interest of notice and transparency for residents along Bartlett Street, the Board may choose to discuss this recommendation at their December 21st meeting and then provide written notice to the residents along Bartlett Street that this matter will be discussed and voted on at their January 11, 2021 meeting. If the Board chooses to implement a No Parking Zone, staff will order and install the appropriate signage.

7. Ambient Sound Level Study for Amazon Facility—Zoning requirement (7-05-040C)

Included as condition #2 of the Planning Board's site plan approval for the Amazon facility is a sound study which states: "*A base line ambient sound level study shall be performed and a base line ambient sound level shall be established prior to the issuance of the Certificate of Occupancy. This study shall be provided to the Inspector of Buildings/Zoning Enforcement Officer.*" These routine studies are done in two parts.

Items in Progress Cont. . .

The first part of the study is intended to provide a baseline and is completed when there is no occupancy in the building, but after the building is constructed. This portion of the noise study for these facilities (330 and 350 Bartlett) was completed. Town staff expects to receive the report for the first portion of the study by calendar year-end. The second portion of the study is done when the building is fully operational and is intended to be a comparison to the first part of the study. Major items of consideration are machinery in and outside of the building, HVAC systems, trash compacting systems, etc. Vehicular noise, including truck traffic, is specifically exempt from the study and is not considered in either the baseline or part two and has no effect on the results. For more information please refer to Town Code section 7-05-040C—Noise. There is no established timeline for the second part of the study, as there may be delays in getting the facility fully operational, which is at the discretion of the tenant.

8. Request for HCVE on Lyman Street in Northborough and Westborough

Town staff reviewed the recent suggestion that a HCVE be placed on Lyman Street in conjunction with Westborough. All heavy commercial vehicle exclusions require a suitable alternate route with an effective width and pavement structure which can safely accommodate the additional truck traffic. A HCVE for the segment of Lyman Street in Westborough from Chauncy Street to Talbot Road would require the northbound alternate route to be along Chauncy Street to Oak Street to Route 135. It is unlikely that Westborough would consider directing all truck traffic from Lyman Street onto Chauncy Street as a suitable alternate route, given that it is a narrow winding residential road. A secondary alternate northbound route would be Route 9 to Route 135 which would hinder access to Route 9 for Northborough commercial properties on Lyman Street. Southbound truck traffic from Lyman Street in Northborough would have their alternate route as Ridge Road to Maple Street eastbound and then onto Bartlett Road adjacent to the regional high school. A secondary alternate route would be for trucks to continue on Bartlett Street in Northborough to Route 20. Staff could not support truck traffic bypassing Lyman Street and driving westbound on Bartlett Street as an alternate route. A HCVE on Lyman Street in Westborough would also adversely affect Northborough due to the mandated alternate route(s).

9. Contact with various facilities along Bartlett Street

The Town has established contact at the corporate and onsite level with all the major transportation facility owners and operators on Bartlett Street, including Amazon, FedEx and A. Duie Pyle. The Town also reached out to the owner of 301 Bartlett which houses several smaller tenants. All these facilities have agreed to the installation of appropriate signage at the exit of their driveways directing truck traffic to Cedar Hill and Hayes Memorial, unless the truck is making a local delivery. In addition, Amazon will be implementing a new “Geofencing” GPS application that will direct their drivers to remain off local roads and onto the preferred routes.

Mr. Coderre shared communications with the major facilities outlining their understanding of the Town’s concerns and their commitment to being good corporate neighbors. Without exception, each has pledged to work with the Town to continue to train drivers and put protocols in place to reduce or eliminate neighborhood concerns.

Items to be Considered for Future Action

Lastly, Mr. Coderre indicated that the Town continues to explore possible mitigation improvements on Bartlett Street as they pertain to pedestrian safety such as additional Rectangular Rapid Flashing Beacons at pedestrian crossings and permanent radar speed signs. He will keep residents and the Board informed as progress is made and welcome any ideas or suggestions.

Members of the Board thanked Mr. Coderre and Town staff for their efforts in addressing these concerns. Selectman Hirsh asked if a representative from Amazon could attend a future Board meeting to outline the company's day-to-day activities. Following several questions and comments from members of the Board, Mr. Coderre outlined the approximate timeframe that the public can expect to see some of these improvements. He indicated that the facilities will begin training their staff this week, and signage should be installed in 3-4 weeks.

REPORTS**T. Scott Rogers**

- Extended his heartfelt appreciation to the Fire, Police and DPW Departments for everything they do beyond the scope of their routine day-to-day activities.
- Thanked those residents who decorated their homes as part of the Light Up the Town event sponsored by the Community Affairs Committee.

Julianne Hirsh

- Noted that the Cultural Council is working hard to improve the grant application process in response to the challenges that the pandemic poses.
- Noted that the Historic District Commission continues to work on their historic preservation plan to present to the Master Plan Implementation Committee. Their efforts are also focused on a new sign for the Brigham Street old burial ground.
- Noted that the Historical Society is collecting stories from residents who want to share their real-life experiences living through this pandemic.
- Noted that the Community Preservation Committee will hold a public hearing on January 7th to consider project funding requests.
- Noted that the White Cliffs Committee met on December 18th, at which time the architect presented their final report. The estimate for work that would be minimal, but necessary to preserve the building is approximately \$6M. The Committee agreed to move forward with a Request for Proposal in an attempt to partner with an interested party.
- Extended her appreciation to those committees and groups who are keeping the Holiday spirit alive during these difficult times.
- Thanked the Northborough Garden Club for their winter arrangements and for their ongoing beautification efforts throughout the year.
- Wished everyone peaceful, happy and safe Holidays.

Leslie Rutan, Clerk

- Thanked the Fire Chief and Police Chief for their monthly reports.
- Thanked the Fire Chief, his staff and Recreation Director Allie Lane for organizing the Santa Claus Drive By event that was a huge success.

Leslie Rutan Cont. . .

- Thanked the family who made a donation to the Fire Department in memory of a family member to show their appreciation.
- Thanked everyone involved in the Annual Tree lighting event, including the DPW Department, the Algonquin Acapella Singers and Selectman Kaelin for his heartfelt speech. Noted that the event can be viewed on You Tube.
- Thanked the DPW Department for their efforts in clearing the many miles of roadways and sidewalks during the recent winter storm.
- Wished everyone happy and safe Holidays.

Tim Kaelin, Vice Chair

- Thanked the Community Affairs Committee and the DPW Department for their efforts in preparing for the annual Tree Lighting event. Also extended his appreciation for being invited to speak at the event.
- Noted that he continues to hold office hours on Mondays from 11am to 1pm. Encouraged residents to contact him directly at 508-709-5556.
- Thanked the Police Chief for his monthly report. Extended his appreciation for his diversity and inclusion efforts in the recent recruitment process.
- Noted that the Diversity and Inclusion Committee held its first meeting. He looks forward to working with this great group of people.
- Thanked the various Town departments for their efforts in addressing the traffic concerns in the vicinity of Bartlett Street. He spoke to the large magnitude of workloads across all departments and asked that residents understand and appreciate that there are so many other projects that continue to be a priority, including the COVID-19 pandemic response.
- Wished everyone happy, healthy and safe Holidays.

Jason Perreault, Chair

- Thanked the DPW Department, Community Affairs Committee and other community groups for their efforts in keeping the spirit of the Holiday season alive.
- Thanked Town staff for their efforts with their enormous workload during these difficult circumstances, including Finance Director Jason Little as he financially prepares for the next fiscal year.
- Spoke to the restrictions placed on Board members by the Open Meeting Law as it relates to the receipt of emails from residents and the Board's ability to respond. He reiterated that Board members are not allowed to discuss or deliberate any items outside of an open meeting, including on any social media forums. He asked residents to be patient when awaiting answers to inquiries, as in some instances, the answers need to come from Town staff who may need some time before being able to provide a response.
- Wished everyone happy, healthy and safe Holidays.

John Coderre

- Noted that on December 15th, the State held their Revenue Consensus Hearing. Not surprisingly, FY2022 revenues are all over the map. The projections were predicated on the assumptions that there is now a viable vaccine and that the Federal government is going to roll out another stimulus relief package. Unfortunately, the \$900 billion in

John Coderre Report Cont. . .

Federal assistance being contemplated by Congress will not include any additional funding for State and Local governments. However, it does include an extension for the expenditure of the CARES Act funds through December, 2021. This will be helpful to the School Department to get through the end of the school year in terms of testing, PPE, cleaning expenses, etc. In summary, Northborough will likely see State Aid level funded for FY2022, or an increase at 1-2% at best. He called for continued patience as Town staff continues to navigate through this upcoming budget cycle, which continues to be about 6 weeks or so behind due to the delay in information coming from the State and Federal Government.

- Noted that the Financial Trend Monitoring Systems Report meeting is tentatively scheduled for January 14th.

PUBLIC COMMENTS

Chairman Perreault noted that the Public Comment portion of the agenda allows for the public to provide input, comments, questions or concerns. The Board will not engage or deliberate in any detailed discussion, nor will it take action or make any commitments in real time in response to any public comment. If they are able, present Town staff may respond to any questions that can easily be answered. Those who wish to speak under Public Comment will be admitted to the meeting as an attendee and will be asked to provide their full name and address for the record. Public comment will be limited to 3 minutes per person.

Anne Beckstrom of 152 Bartlett Street expressed her concerns with truck activity on Bartlett Street and Lyman Street. She asked if “no parking” signs can be placed on Lyman Street; if signs can be placed across from the warehouse driveways directing truck traffic to turn right towards Marlborough to Route 495; and if “no jake breaking” signs can be placed in the area as well. Mr. Coderre asked that if residents see trucks parked and idling in this vicinity to forward a photograph to Town staff who can then follow up.

Kristin Wixted of 2 Stirrup Brook Lane noted that those residents who choose to get involved in Town affairs put in as much effort as that of the various Board members. She thanked everyone for working as a team in their efforts to address the truck traffic issues, including the neighbors, Town staff and the Board of Selectmen. She feels that a public hearing on traffic safety is still warranted to learn where else trucks may be coming from without having to consider open meeting law restrictions. Lastly, she thanked everyone for doing their part for their community.

Millie Milton of 50 Fay Lane indicated that of the nine applicants that expressed interest in serving as one of the six Citizen-at-Large members on the Master Plan Implementation Committee, three of them currently are or have been long serving members on multiple Town boards. She expressed concern that if the three long-serving members take three of the six Citizen-at-Large seats it may be discouraging to anyone new who wants to get involved with Town Boards or Committees. She hopes that the selected applicants are those who can bring new perspectives to the process and benefit from serving.

PUBLIC COMMENTS CONT. . .

John Wixted of 2 Stirrup Brook Lane stated that the 3-minute limit allowed per person under public comment is a problem. It would be helpful if there was a forum where citizens who are upset with the Amazon facility and the resulting truck traffic can express their views other than inundating Board members with emails or through hurried 3-minute, one-way conversations. He thanked Town staff for their efforts thus far and is asking for continued communication at the corporate and local level and traffic restrictions on both Bartlett and Lyman Streets in an attempt to stop the industrial traffic at the edge of the industrial zone. He claimed that between 220-240 trucks drive down Bartlett Street every day, and this is before the opening of Amazon. Lastly, he still believes the Town should work with the City of Marlborough and the Town of Westborough to get a truck exclusion on both Bartlett and Lyman Streets.

Rachel Armstrong of 10 Hemlock Drive looked for clarification on what the Town expects of the residents in terms of enforcement. She would like to see a better enforcement plan that does not include having the residents take pictures of the license plates of these trucks. She stated that a public hearing where residents can have a longer discussion with the businesses themselves would be very helpful.

Suzanne Cieslica of 8 Emerson Road shared her thoughts again that a Traffic Safety Committee could help solve all these problems and requested that the Board schedule a public discussion to talk about a Traffic & Safety Committee.

Janeen Callaghan of 6 Stirrup Brook Lane thanked everyone for their efforts thus far, adding that there is still a long way to go. She indicated that she has an issue with the Town expecting residents to enforce traffic safety violations by tracking down trucks with license plate and tag information. She expressed her concern with where the trucks will go if there is a no parking restriction placed on Bartlett Street. Due to her concern regarding traffic safety in this area of Town, she requested that the Board create a Traffic and Safety Committee.

Mr. Coderre clarified that the Town is not asking residents to enforce anything, but rather asking that if they see something say something and to please bring it to the Town's attention in order to help the Town perform the enforcement.

CONSIDERATION AND POSSIBLE VOTE FOR NO PARKING ZONE ALONG BARTLETT STREET

Mr. Coderre indicated that Town staff is recommending that the Board of Selectmen consider implementing a No Parking Zone along Bartlett Street. The Board may vote to implement this at tonight's meeting, as there is no public hearing requirement for this vote. However, if there are any concerns regarding immediate implementation, the Board may choose to discuss the recommendation this evening and then provide written notice to the residents along Bartlett Street that this matter will be discussed and voted on at their January 11, 2021 meeting. If and when the Board chooses to implement a No Parking Zone, staff will order and install the appropriate signage and the decision would be enforceable upon posting.

NO PARKING ZONE ALONG BARTLETT STREET CONT. . .

Selectman Rutan stated that she does not see any reason to delay as it seems that the residents in this area would support this. Selectmen Kaelin and Hirsh expressed concern with trucks having to reroute to other areas, including Stirrup Brook Lane and Hemlock Drive. Mr. Coderre indicated that if this ban creates a problem elsewhere, we can address that if and when that happens.

Mr. Coderre stated that the recommendation of Town staff is to place a No Parking Zone on Bartlett Street and to continue communication with management of the facilities to educate and encourage their drivers to stay off the side roads and to not use Stirrup Brook Lane to park. He added that no solution is perfect, but if a No Parking Zone is not placed on Bartlett Street, it should be no surprise to anyone if a truck parks there. If a No Parking Zone is placed on Bartlett Street, it should be done and posted before the Amazon facility opens. If problems arise in other areas as a result of the No Parking Zone, they can be managed as they arise. He stated again that the goal is to deal with these issues at the root cause by working with facility managers and corporate headquarters.

Police Chief Lyver clarified that the Town is not asking residents to enforce traffic safety themselves, but is simply asking for their help in providing notification of certain situations as they arise.

Selectman Rutan indicated that she appreciates the recommendation from Town staff, including the DPW Director, the Town Administrator and the Police Chief and would like to see the Board make a decision this evening and manage future issues as they arise. Chairman Perreault agreed, adding that according to Town staff, there is more of a benefit to gain by acting now with the No Parking Zone on Bartlett Street.

Selectman Kaelin moved the Board vote to amend Northborough Code Chapter 9-92-030 – *“Parking Prohibited on Certain Street”* to prohibit parking on both sides of Bartlett Street from Route 20 (Main Street) easterly to the Town line without any time or day restriction; Selectman Rutan seconded the motion. The roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

ACCEPTANCE OF DEED FOR PROPERTY LOCATED AT 61 AND 65 WEST MAIN STREET, NORTHBOROUGH FOR GENERAL MUNICIPAL PURPOSES, INCLUDING BUT NOT LIMITED TO A FIRE STATION

Mr. Coderre indicated that the closing for the property located at 61 and 65 West Main Street for the general municipal purposes of a Fire Station is scheduled for December 29th. The building structures are mostly demolished at the seller’s expense. Also, if there is any remediation necessary, it will be done at the seller’s expense. Once the Board executes the Deed Acceptance, the closing can take place, and the funds will be held in escrow until all requirements under the Purchase and Sales Agreement are fulfilled.

ACCEPTANCE OF DEED CONT. . .

Selectman Rutan moved the Board vote to approve and sign the Acceptance for the West Main Street property, as prepared by Town Counsel. The Acceptance is to be held in escrow by Town Counsel until such time as the demolition and other work is complete, and the closing occurs; Selectman Rogers seconded the motion. The roll call vote was taken as follows:

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|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

RENEWAL OF SELECTMEN’S LICENSES FOR THE CALENDAR YEAR 2021

The Board was in receipt of a memorandum indicating that all licensees who hold a liquor license and/or a common victualler license have been inspected by the Fire and Building Departments. All licensees who hold a Class I or II license have been inspected by the Police Department. All are in compliance, or expect to be in compliance by December 31st with both Municipal and State codes and regulations.

Selectman Hirsh moved the Board vote to approve the renewal of the annual licenses for the calendar year 2021 as indicated on the “2021 License Renewals List” with the condition that all licensees are in compliance with both Municipal and State codes and regulations; Selectman Rogers seconded the motion. The roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

INTERVIEW SUBCOMMITTEE – RECOMMENDATIONS FOR APPOINTMENTS TO THE MASTER PLAN IMPLEMENTATION COMMITTEE

Selectman Kaelin moved the Board vote to appoint to the following residents for staggered terms to the Master Plan Implementation Committee, as recommended by the Interview Subcommittee:

Fran Bakstran – 1-year term
Eugene Kennedy – 1-year term
Jeanne Cahill – 2-year term
Rick Leif – 2-year term
John Campbell – 3-year term
Dario DiMare – 3-year term

Selectman Rutan seconded the motion.

INTERVIEW SUBCOMMITTEE – RECOMMENDATIONS CONT...

Discussion and Amended Motion

Chairman Perreault stated that the motion as stated would only allow those appointed for one-year terms to serve just one or two meetings since the terms typically end on April 30th of each year. He asked that the Board consider amending the motion to add four extra months to each term to ensure that all members serve at least one full term rather than just four months, which may result in serving only one or two meetings.

Selectman Rogers amended the terms to expire as follows:

Fran Bakstran – 1-year term to expire on April 30, 2022
Eugene Kennedy – 1-year term to expire on April 30, 2022
Jeanne Cahill – 2-year term to expire on April 30, 2023
Rick Leif – 2-year term to expire on April 30, 2023
John Campbell – 3-year term to expire on April 30, 2024
Dario DiMare – 3-year term to expire on April 30, 2024

Selectman Rutan seconded the amended motion to clarify the terms. The roll call vote on the amended motion to clarify the terms was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

Further Discussion

Selectman Hirsh stated that she agrees with the comments made earlier by Millie Milton regarding the appointments to the Master Plan Implementation Committee and is concerned with appointing the same people who have served on multiple Boards. She read from the Massachusetts Municipal Handbook for Selectmen that it is essential to the vitality of the Town to appoint new people to serve on Boards and Committees. With that being said, she will vote no on the recommendations made by the Interview Subcommittee.

Selectman Rutan stated that she stands by her recommendation because it makes the most sense to create a Committee that represents a balance of members who can bring some history and knowledge with members that can bring new ideas and perspectives, adding that three of the six recommended appointments are people new to this process. She expressed her appreciation to those who volunteer so much of their time to this community and expressed her frustration that it seems that their efforts are underappreciated, adding that it's time to be more grateful and appreciative for what these volunteers have to offer.

Selectman Kaelin agreed with Selectman Rutan. The recommendation is to appoint three people with experience and three new people to represent a balanced group. He is surprised that some people consider experience a bad thing. This is not a single-issue Committee, but rather a Committee that will be working with Town staff and various Boards and Committees in an attempt to reach all aspects of every corner of the community. He added that he cannot understand the pushback of appointing people with experience, and asked

Further Discussion Cont. . .

those who think experience is not a good thing to hold themselves to the same standard. Lastly, it's unfortunate that people are frowned upon for the time and effort they put into serving their community and that their service is significantly undervalued.

Selectman Rogers stated that he does not look at the applicants as new or experienced, but rather looks at what they have to offer, adding that he is comfortable with the recommendations being made tonight.

Chairman Perreault stated that of the three applicants who have had a lot of active involvement in Town, two of those have direct experience and knowledge with the Master Plan process. He added that although those applicants who were not recommended for appointment are very capable, their specific skills, backgrounds and expertise were not directly applicable to the scope of the Master Plan Implementation Committee compared to the skills, backgrounds and expertise of those that are being recommended for appointment.

Selectman Hirsh agreed that experience is worthwhile and crucial. The issue for her is balance, adding that 7 of the 13 people already have experience from the Boards and Committees they are representing. She started to speak about the Master Plan Implementation Committee filling the mission of a Citizens Advisory Committee, at which time Chairman Perreault clarified that the Master Plan Implementation Committee emerged following the work of the Master Plan Steering Committee and has nothing to do with a Citizens Advisory Committee. He clarified that in response to requests to resurrect a Citizens Advisory Committee, it was determined that the efforts of both committees relate to master planning in general terms. The 35-year old definition of the Citizens Advisory Committee pre-dates some of the professional planning expertise in the Planning Department under the Town's municipal operations. In other words, the definition of the Citizens Advisory Committee has no bearing at all on the definition that was applied to the Master Plan Implementation Committee. Following Chairman Perreault's clarification of both Committees, Selectman Hirsh stated that the request to resurrect a Citizens Advisory Committee should still be up for discussion.

The roll call vote was taken as follows on the motion to appoint the following residents for the terms below, as amended, to the Master Plan Implementation Committee, as recommended by the Interview Subcommittee:

Fran Bakstran – 1-year term to expire on April 30, 2022
Eugene Kennedy – 1-year term to expire on April 30, 2022
Jeanne Cahill – 2-year term to expire on April 30, 2023
Rick Leif – 2-year term to expire on April 30, 2023
John Campbell – 3-year term to expire on April 30, 2024
Dario DiMare – 3-year term to expire on April 30, 2024

| | | | |
|--------|-----------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “opposed” | Perreault | “aye” |
| Rutan | “aye” | | |

EXECUTION OF CEMETERY DEEDS 1108, 1109, 1110 & 1111

Selectman Rogers moved the Board vote to execute Cemetery Deeds 1108, 1109, 1110 & 1111 as presented; Selectman Kaelin seconded the motion; the roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

OTHER BUSINESS

None.

11:05 p.m. - EXECUTIVE SESSION

Mr. Coderre suggested that the Executive Session be postponed to the Board’s January 11, 2021 meeting given the late hour.

ADJOURNMENT

Selectman Kaelin moved the Board vote to adjourn; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

| | | | |
|--------|-------|-----------|-------|
| Rogers | “aye” | Kaelin | “aye” |
| Hirsh | “aye” | Perreault | “aye” |
| Rutan | “aye” | | |

The meeting adjourned at 11:05 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. December 21, 2020 Meeting Agenda
2. November 23, 2020 Meeting Minutes
3. Certificate of Appreciation – Representative Harold Naughton, Jr.
4. Information Packet – COVID-19 Update
5. Information Packet – Acceptance of Grant
6. Memorandum – Traffic Concerns Update
7. Memorandum – No Parking Zone on Bartlett Street
8. Information Packet – Acceptance of Deed
9. Information Packet – License Renewals
10. Interview Subcommittee Meeting Minutes
11. Cemetery Deeds