

**BOARD OF SELECTMEN
MEETING MINUTES – February 11, 2019**

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

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

*Pledge of Allegiance

**APPROVAL OF AMENDED MINUTES –
JANUARY 14, 2019 REGULAR MEETING**

Selectman Perreault moved the Board vote to approve the meeting minutes of the January 14, 2019 regular meeting as amended; Selectman Kaelin seconded the motion; all members voted in favor.

APPROVAL OF MINUTES – JANUARY 28, 2019 REGULAR MEETING

Selectman Perreault moved the Board vote to approve the meeting minutes of the January 28, 2019 regular meeting as submitted; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - PUBLIC HEARING

To consider the application of Maney Realty Trust for the on-site storage of 2600 gallons of propane gas for premises located at 243-265 West Main Street.

Sandra Farrell from Maney Realty Trust was present to request a license for the on-site storage of 2600 gallons of propane gas for premises located at 243-265 West Main Street.

Chief Parenti explained that when reviewing a request for a permit to store and use propane fuel for cooking operations at 245A West Main Street, it was determined that this request in addition to existing quantities on the same parcel will now exceed the allowable limits under the Fire Safety Code. He informed the Board, that the license will cover the following establishments:

Town Center Pizza at 245A West Main Street	360 gallons
Shangri-La at 259 West Main Street	360 gallons
Rocky's Hardware at 261 West Main Street	1850 gallons

Selectman Rutan moved the Board vote to approve the application from Maney Realty Trust for the on-site storage of 2600 gallons of Liquefied Petroleum Gas (Propane) for premises located at 243-265 West Main Street (Assessor's Map 82, Parcel 16); Selectman Perreault seconded the motion; all members voted in favor.

7:05 p.m. - DUDLEY DARLING, JUNIPER HILL GOLF COURSE

To consider a request to include an article on the Annual Town Meeting Warrant to adopt Chapter 138, Section 33B allowing Section 12 Licensees to serve alcohol starting at 10:00am on Sundays.

Dudley Darling of Juniper Hill Golf Course was present to request that an article be placed on the 2019 Annual Town Meeting Warrant to accept Chapter 138, Section 33B allowing Section 12 Restaurant Licensees (sales for on premise consumption) to serve alcohol starting at 10:00am on Sundays. Section 12 Licensees are currently allowed to start serving alcohol at 12:00 Noon. Mr. Darling stated that a 10:00am serving time would help curb golfers from covertly bringing beer onto the course on Sunday mornings and it will aid in his ability to monitor alcohol consumption.

Following Mr. Darling's presentation, Mr. Coderre confirmed that the acceptance of Chapter 138, Section 33B requires Town Meeting vote. If approved, it would provide Section 12 Licensees the opportunity to submit an application to the Board of Selectmen for consideration to allow for the licensed establishment to serve alcohol on Sundays starting at 10:00am. Chief Lyver has reviewed Mr. Darling's request and has no concerns from a public safety perspective.

Selectman Kaelin moved the Board vote to include an article on the Annual Town Meeting Warrant to accept the provisions of Massachusetts General Laws, Chapter 138, Section 33B which states that the Local Licensing Authority may authorize Section 12 Licensees to sell alcoholic beverages between the hours of 10am and 12Noon on Sundays; Selectman Rutan seconded the motion. Vote 4-1-0 (Selectman Hirsh opposed).

**7:15 p.m. - SCOTT CHARPENTIER, DPW DIRECTOR
FRED LITCHFIELD, TOWN ENGINEER**

Update on Solid Waste Contract.

DPW Director Scott Charpentier and Town Engineer Fred Litchfield were present to report that the solid waste collection contract is due to expire on June 30, 2019. Mr. Charpentier indicated that because the recycling industry is currently going through a tumultuous period adjusting to the recent changes in marketability of the recycling commodities, Town staff is re-evaluating the most cost effective and lowest risk means for the Town to manage this portion of the program.

Mr. Coderre provided some history and an overview of the Pay As You Throw (PAYT) program. Because market research anticipates the volatility may result in an increase for the FY20 Solid Waste Budget in the range of \$50,000 to \$100,000, staff is recommending that the Town 1) solicit bids for solid waste and recycling collection, as well as evaluate other options for the disposal and marketing of recyclable materials; 2) continue with the successful "Pay as You Throw" program; 3) keep bag prices the same and adjust the subsidy; and 4) maintain single stream recycling.

Following several questions and comments from members of the Board, the Board agreed to move forward as recommended.

7:40 p.m. - SCOTT CHARPENTIER, DPW DIRECTOR**FRED LITCHFIELD, TOWN ENGINEER**

To consider implementation of a Truck Exclusion and other Traffic Mitigation Measures for Davis Street from Route 20 to West Main Street.

Mr. Charpentier reviewed briefly a number of traffic safety concerns expressed by residents living along Davis Street. In an attempt to address some of these concerns, staff is recommending a phased approach to specifically address the concerns regarding vehicle speed, roadway alignment and truck traffic west of Southwest Cutoff. Recommendations include enhanced signage in several locations and a proposal to exclude heavy commercial vehicles with a carrying capacity over two and one-half (2 ½) tons (typically any vehicle with six (6) or more wheels) from this section of Davis Street. Once this action is taken by the Board of Selectmen, MassDOT can issue the appropriate permit and the signs indicating the Truck Exclusion can be installed by the Public Works Department.

Looking ahead, Mr. Charpentier added that there are other distinct segments of Davis Street that should be evaluated individually and some should be acted upon as a group. The portion of Davis Street from South Street to Southwest Cutoff can be logically divided into three sub-segments: South Street to Thayer Street, Thayer Street to Otis Street, and Otis Street to Southwest Cutoff. Each requires detailed traffic counts and analyses to be performed. One segment has already been counted and there are plans to count the other two this coming year with traffic analysis to follow.

Following some questions and comments from members of the Board, the Board expressed their support for the proposed truck exclusion as presented.

Selectman Perreault moved the Board vote to amend Northborough Town Code by adding to Part 9-108-140 – *Two and one-half (2.5) Ton Truck Exclusions*, Section E: “Davis Street - from Southwest Cutoff (US Route 20) to West Main Street. The alternate route shall be Southwest Cutoff (US Route 20) and West Main Street.” and to submit a formal application to the Massachusetts Department of Transportation; Selectman Rutan seconded the motion; all members voted in favor.

REPORTSJulianne Hirsch

- Announced that the Cultural Council Grantee Reception will be held on February 13th from 6:30pm – 8:00pm at the Library. The public is welcome to attend.

Timothy Kaelin

- Congratulated the Patriots on their 6th Super Bowl win.
- Thanked the Police Department for their efforts on a case involving a minor.
- Thanked the Fire Department for working with a local Girl Scout Troop to develop Fire Safety Training.
- Met with the Dull Men’s Club at the Senior Center. Enjoyed speaking with them.
- Noted that the schools will have an early release tomorrow due to the pending storm.

Leslie Rutan, Clerk

- Met with Boy Scout Troop 101 just prior to tonight's meeting in their effort to earn their Citizenship in the Community Merit Badge. Introduced the leader and each of scouts who were seated in the audience.
- Thanked the Police and Fire Chiefs for their monthly reports.
- Thanked the Fire Department for working with a local Girl Scout Troop to develop Fire Safety Training.
- Attended a recent meeting of the K-8 School Committee where they discussed their FY2020 budget.
- Thanked Ellen Church, a member of the Friends of the Northborough Library, for coordinating with a group of volunteers the annual Super Book Sale for the last 10 years.

Jason Perreault, Vice Chair

- Attended a Pancake Breakfast at the Peaslee School. Thanked the volunteers who organized the event in an effort to raise funds for the Nature's Classroom program.
- Announced that the Master Plan Steering Committee's next public forum information meeting will held on February 13th at 7:00pm in the Zeh School Cafeteria.
- Announced that the Library will be hosting its 150th Jubilee on April 6th at the Haven Country Club in Boylston. Visit the Library information page on the website for additional information.

Dawn Rand, Chair

- No report.

John Coderre

- Noted that he and the School Superintendent are working closely on the FY2020 budget. Cautioned that impacts to the Regional School budget may be greater than what was predicted at the Financial Trend Monitoring System meeting. This is mainly due to an increase in the assessment as the enrollment of Northborough students increased relative to Southborough. More information will be forthcoming.

PUBLIC COMMENTS

None.

DISCUSSION OF SELECTMEN'S POLICY REGARDING APPOINTMENTS AND REAPPOINTMENTS TO BOARDS AND COMMITTEES

Chairman Rand began the discussion by stating that she believes that the current policy regarding appointments and reappointments to Boards and Committees is a good one. To address any transparency concerns, she agrees that the Interview Subcommittee should post agendas and record minutes that can be provided to the entire Board for review prior to taking any votes at a subsequent meeting. She noted her concern with volunteers being intimidated if asked to be interviewed publicly before the entire Board on camera. She added that Selectmen meetings are staffed by several Department Heads and she questions if them sitting through Board and Committee interviews is really the best use of their time.

DISCUSSION OF SELECTMEN'S POLICY REGARDING APPOINTMENTS AND REAPPOINTMENTS TO BOARDS AND COMMITTEES CONT. . .

Selectman Kaelin agreed that this is not so much a process problem, but rather a chance to better distribute information to the community. As of now, residents are not very aware of vacancies as they occur. He suggested improving the visibility of Board and Committee openings, as well as the functionality of the website interface when the website is redesigned.

Mr. Coderre agreed that the goal is to get people involved. He suggested that until the website is redesigned, a running list of Board and Committee vacancies can be added to the home page of the Town website that can be updated as vacancies occur. He also suggested that the same list of vacancies be displayed on the Cable Access channel just prior to each Selectmen Meeting.

Selectman Rutan agreed that the interviews should be scheduled as a posted meeting agenda, they should be open to the public and minutes should be recorded. Also, something obvious needs to be added to the home page that to draw the public's attention to any vacancies. It should be something that looks welcoming and encourages residents to get involved. She also shared her concern with interviews being conducted by all members of the Board in that it could be overwhelming for some residents.

Selectman Hirsh stated that she is not comfortable with volunteers being interviewed by an Interview Subcommittee that consists of just two Board members. She would rather interviews be conducted by the entire Board. As the interviews will now be conducted as a posted meeting that is open to the public, she encouraged all Board members to attend.

Selectman Hirsh began a discussion about the reappointment process and the need for a balance between new volunteers versus people that have served for a long time. Selectman Kaelin suggested opening the reappointment process each year to include an opportunity for a resident to also apply for the incumbent's position. Selectman Perreault agreed with Selectman Kaelin. Selectman Rutan agreed with the need for transparency and the importance of reaching out to the community when vacancies occur, but she is extremely concerned with making residents who have served for many years feel that they are being penalized for their dedicated years of service.

Selectman Perreault noted that he did some research on policies in other communities. He agreed that the current process is working, but that the mechanism of the website could be improved upon. In light of the concerns with the current process not being transparent, he agreed that the Interview Subcommittee should post agendas and record minutes that can be provided to the entire Board for review prior to taking any votes at a subsequent meeting.

In summary, the Interview Subcommittee will continue to consist of two Board members; will post agendas and record minutes of all interviews for Boards and Committees, of which will be provided to the entire Board for review prior to taking any votes at a subsequent meeting. During the annual reappointment process, the Interview Subcommittee will accept new applications to Boards or Committees allowing for both the new applicant and the incumbent an opportunity to be interviewed.

DISCUSSION OF SELECTMEN'S POLICY REGARDING APPOINTMENTS AND REAPPOINTMENTS TO BOARDS AND COMMITTEES CONT. . .

The Board agreed to review a draft of the amended policy regarding appointments and reappointments to the Boards and Committees at their next meeting.

EXECUTION OF CEMETERY DEED 1070

Selectman Hirsh moved the Board vote to execute Cemetery Deed 1070; Selectman Rutan seconded the motion; all members voted in favor.

OTHER BUSINESS

None.

8:35 p.m. - EXECUTIVE SESSION

Selectman Hirsh moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Subsection 3 (litigation re: SA Farms and City of Marlborough) 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 Perreault seconded the motion; the roll call was as follows:

Hirsh	"aye"	Perreault	"aye"
Kaelin	"aye"	Rand	"aye"
Rutan	"aye"		

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

9:25 p.m. – RETURN TO OPEN MEETING**ADJOURNMENT**

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

Meeting adjourned at 9:25 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. February 11, 2019 Meeting Agenda
2. January 14, 2019 Amended Meeting Minutes
3. January 28, 2019 Meeting Minutes
4. Information packet – On-site storage of propane gas
5. Information packet – Request for Town Meeting Warrant Article
6. Information packet – Update on Solid Waste Contract
7. Information packet – Truck Exclusion for a portion of Davis Street
8. Information packet – Appointments and Reappointments to Boards and Committees
9. Cemetery Deed