

**BOARD OF SELECTMEN
INTERVIEW SUBCOMMITTEE
MEETING MINUTES – September 30, 2021**

5:55 p.m. - Introduction to Remote Meeting

Selectman Rutan stated that this Open Meeting of the Board of Selectmen Interview Subcommittee was being conducted remotely consistent with Governor Baker's Executive Order of June 16, 2021, an Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency and that all members of the Board of Selectmen Interview Subcommittee are allowed and encouraged to participate remotely.

Selectman Rutan 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. She added that ensuring public access does not ensure public participation unless such participation is required by law. She noted that this meeting will be livestreamed, but will not allow for Public Comment. She indicated the various ways that the public may view this meeting as listed on the posted agenda.

Selectman Rutan stated that any votes taken this evening will be by roll call vote. She confirmed that the following persons were remotely present and could be heard.

Board of Selectmen Interview Subcommittee

T. Scott Rogers

Leslie Rutan

ACCEPTANCE OF MEETING MINUTES – AUGUST 11, 2021

Selectman Rogers moved the Subcommittee vote to accept the minutes of the August 11, 2021 meeting; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Selectman Rogers "aye"

Selectman Rutan "aye"

ACCEPTANCE OF MEETING MINUTES – AUGUST 16, 2021

Selectman Rogers moved the Subcommittee vote to accept the minutes of the August 16, 2021 meeting; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Selectman Rogers "aye"

Selectman Rutan "aye"

INTERVIEWS FOR THE HISTORIC DISTRICT COMMISSION (HDC)

Remotely present:

Selectman Leslie Rutan

Selectman Scott Rogers

HDC Chair Norm Corbin

Tom Reardon – for his interview only

Lorna Helms – for her interview only

Tom Reardon

Mr. Reardon stated that he has been a resident of Northborough for 35 years. He is a self-employed architect and is a licensed Building Inspector. He has a long history in designing renovations to historical buildings and in designing new buildings in historical districts. He is familiar with the historical regulations and construction methods. He had served on the HDC back in the mid-2000's. As an alternate member, he would be able to assist the HDC in understanding the architectural significance of historical buildings and districts. Lastly, Mr. Reardon talked about his experience as either a current or past member on the following Boards and Committees: HDC, Design Review Committee, White Cliffs Committee and the Master Plan Steering Committee.

Mr. Corbin noted that the MA Historical Commission recommends that the HDC membership include an architect. He added that the HDC has already been working with Mr. Reardon and his experience has been very helpful. Mr. Corbin did not need to review the scope of the HDC and the projects they are working on as Mr. Reardon has been recently involved in the current projects.

Selectman Rutan explained that following tonight's interviews, the Interview Committee will discuss and vote on their recommendation for appointments for the Board of Selectmen's consideration at their meeting on October 18th.

Lorna Helms

Ms. Helms stated that she has been a resident of Northborough for 23 years. She has served on the Community Affairs Committee and learned about the history of Northborough while serving on the 250th Town Anniversary Committee. Her 28-year career as a Realtor has given her an appreciation and knowledge of historical homes. She has also been teaching a class about the different architectural styles and histories of homes. She was heavily involved in the Lincoln Street PTO for about 5 years and is a member of the Lion's Club and the Junior Women's Club.

Mr. Corbin noted that the MA Historical Commission recommends that the HDC membership include a Realtor. He added that he was also a member of the 250th Town Anniversary Committee and enjoyed working with Ms. Helms. Mr. Corbin reviewed the scope of the HDC and the projects they are working on, including the development of a Historic Preservation Plan. Ms. Helms has reviewed minutes from past HDC meetings and attended the last HDC meeting via Zoom.

Selectman Rutan explained that following tonight's interviews, the Interview Committee will discuss and vote on their recommendation for appointments for the Board of Selectmen's consideration at their meeting on October 18th.

INTERVIEWS FOR THE SCHOLARSHIP COMMITTEE

Remotely present:

Selectman Leslie Rutan

Selectman Scott Rogers

Scholarship Committee Members Kerry Genova & James Kihungi

Vikram Verma – for his interview only

Elizabeth Nolan – for her interview only

Vikram Verma

Mr. Verma stated that he has been a resident of Northborough for 14 years. He has applied to a number of Boards and Committees and is interested in the Scholarship Committee to help deserving students succeed in their continued education. Professionally he works with medical device regulations and understands the advantages of a good education. He added that his children are graduates of Algonquin High School and has watched them apply for various scholarships.

Mr. Kihungi stated that the Scholarship Committee provides scholarship opportunities for mainly graduates from Algonquin High School. He reviewed the scope of the Scholarship Committee, its fundraising efforts and their typical meeting schedule. On average, 2-3 scholarships are awarded annually from approximately 20-30 applications. The members of the Scholarship Committee are looking for new members that can bring new and fresh ideas, especially in the efforts of fundraising and raising awareness.

Mr. Verma added that he is a member of the Northborough Rotary Club and knows of their efforts to offer scholarships to graduates of Algonquin High School.

Selectman Rutan explained that following tonight's interviews, the Interview Committee will discuss and vote on their recommendation for appointments for the Board of Selectmen's consideration at their meeting on October 18th.

Elizabeth Nolan

Ms. Nolan stated that she has been a resident of Northborough for 16 years. She has two teenage boys and is familiar with the Northborough public schools. She has worked professionally as a freelance writer and in community outreach and is skilled in community networking, communications, organization and fundraising. She has also volunteered in many ways, including the following: PTO fundraiser for a new playground at Peaslee School, Cub Scouts, Religious Ed Teacher, founder of Northborough Moms, Northborough Helping Hands Backpack Drive, Northborough Education Foundation and Northborough Southborough Special Education Parent Advisory Council. She has also reviewed scholarship applications for the Algonquin High School PTO. She feels that her experience in fundraising and networking would be an asset to the Scholarship Committee.

Mr. Kihungi stated that the Scholarship Committee provides scholarship opportunities for mainly graduates from Algonquin High School. He reviewed the scope of the Scholarship Committee, its fundraising efforts and their typical meeting schedule. On average, 2-3 scholarships are awarded annually from approximately 20-30 applications. He stated that the Scholarship Committee really needs her experience in fundraising and networking to help raise funds and raise awareness about what the Scholarship Committee can offer to graduating Algonquin students. Lastly, he explained the process for reviewing the scholarship applications.

Selectman Rutan explained that following tonight's interviews, the Interview Committee will discuss and vote on their recommendation for appointments for the Board of Selectmen's consideration at their meeting on October 18th.

DELIBERATION AND RECOMMENDATIONS FOR APPOINTMENT

Scholarship Committee

Selectman Rogers noted that the information surrounding the length of terms for tonight's recommendations will be made available at the October 18th Selectmen's Meeting.

Selectmen Rutan and Rogers agreed that both candidates would be a valuable addition to the Scholarship Committee considering Mr. Verma's interest in serving the community and Ms. Nolan's qualifications and experience in fundraising and networking.

Selectman Rogers moved the Subcommittee vote to recommend Vikram Verma and Elizabeth Nolan for appointment to the Scholarship Committee at the October 18, 2021 Selectmen's Meeting; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Selectman Rogers "aye"
Selectman Rutan "aye"

Historic District Commission

Selectmen Rutan and Rogers agreed that both candidates would be a valuable addition to the Historic District Commission considering their qualifications and experience in architecture and real estate.

Selectman Rogers moved the Subcommittee vote to recommend Tom Reardon and Lorna Helms for appointment as alternate members on the Historic District Commission at the October 18, 2021 Selectmen's Meeting; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Selectman Rogers "aye"
Selectman Rutan "aye"

ADJOURNMENT

Meeting adjourned at 7:06 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. September 30, 2021 Meeting Agenda
2. August 11, 2021 Meeting Minutes
3. August 16, 2021 Meeting Minutes
4. Applications to the Historic District Commission
5. Applications to the Scholarship Committee