

## BOARD OF SELECTMEN MEETING MINUTES – May 8, 2023

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

Chair Cohen read the current remote meeting notice, and confirmed the following Select Board members and others could hear and be heard.

#### Select Board (SB)

Mitch Cohen, Chair  
Julianne Hirsh, Vice Chair  
Kristen Wixted, Clerk  
Jason Perreault  
T. Scott Rogers

#### Others

Robert Reed, Interim Town Administrator  
Rebecca Meekins, Assistant Town Administrator  
David Parenti, Fire Chief  
William Lyver, Police Chief  
Scott Charpentier, DPW Director

Any votes taken this evening will be by roll call.

### PUBLIC COMMENT

SB Chair Cohen invited comments from the public. There were none.

### APPROVAL OF MINUTES – APRIL 10, 2023 MEETING

SB Member Wixted moved the Board vote to approve the April 10, 2023 meeting minutes as presented; SB Member Hirsh seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

### APPROVAL OF MINUTES – APRIL 24, 2023 MEETING

SB Member Rogers moved the Board vote to approve the April 24, 2023 meeting minutes as presented; SB Member Perreault seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

### DISCUSSION REGARDING REGULAR ATTENDANCE OF THE FIRE CHIEF, POLICE CHIEF AND DPW DIRECTOR AT SELECT BOARD MEETINGS

Mr. Reed informed the Board that he has received only positive feedback on not having the two Chiefs and DPW Director in attendance through entire meetings of the Select Board. Cable Access Director Kathy Dalglish has arranged for her department to coordinate the zoom meetings.

SB Members agreed that Department Director's time is valuable and that the attendance of the Fire and Police Chiefs and DPW Director during all Select Board meetings is not necessary. Any Department Director would be expected to attend if they had a specific agenda item to speak to.

### METRO WEST COLLABORATIVE DEVELOPMENT – DISCUSSION ONLY ON THE REUSE PROPOSAL FOR WHITE CLIFFS

Chair Cohen noted that Metro West Collaborative Development (MWCD) provided written answers to questions resulting from their presentation at the March 13, 2023 Select Board meeting, which can be found in tonight's meeting packet. He added that although representatives from

MWCD were invited to attend tonight's meeting to allow for more discussion, it is the intent of the Select Board to vote on the proposal at its May 22, 2023 meeting.

Executive Director Caitlin Madden and Sr. Real Estate Manager Derek Hansen from MWCD were present, as well as Planning Director Laurie Connors. Ms. Madden and Mr. Hanson made a brief presentation that included an update on their progress to date in regard to their reuse proposal. It was also noted that MWCD and Davis Square Architects held a well-attended Open House at Town Hall on May 3<sup>rd</sup>.

In response to questions from members of the Board, Ms. Connors explained the requirements under Chapter 40B as it relates to affordable housing. She also explained the MBTA adjacency density requirement of 15 units per acre for affordable housing. She noted that although this proposed development is not included in the MBTA zoning, an increase in the MBTA adjacency density requirement would be a future possibility through the comprehensive permit process.

Ms. Madden indicated that if MWCD's proposal is accepted, they would be open to discussing whether a traffic study could be conducted prior to the Fall Special Town Meeting and that it be funded within the \$800,000 in CPC funding.

Following a brief discussion, Ms. Connors confirmed that the Select Board has the authority to negotiate an agreement with MWCD and Town Meeting has the authority to approve the agreement. The final approval of the project will be subject to a site plan review by either the Planning Board or the Zoning Board of Appeals.

The following residents asked questions and shared thoughts about the proposal prompting further discussion on the details of the proposed construction scope and its timeline, ADA accessibility, the ability to negotiate changes to the proposal as part of the Town Meeting approval process and the need for affordable housing.

Lisa Maselli – 13 Maple Street  
Norm Corbin – 35 Whitney Street  
Anthony Servidio – 26 Stratton Way  
John Maher – 44 Wesson Terrace  
Rick Leif – 30 Wiles Farm Road  
Amy Poretsky – 47 Indian Meadow Drive

Following public comment, further discussion ensued about the existing pedestrian and traffic safety conditions and the need for improvements on Route 20 at the driveway to the property. Mr. Charpentier also confirmed that the Town has adequate water and sewer capacity to support this project. Mr. Madden explained the details of the tenant application and selection process under the fair housing and affirmative marketing rules for affordable housing.

Lastly, SB Member Perreault stated that this is his last Board Meeting prior to the election and wanted to note for the record that if he had the opportunity he would vote in support of MWCD's proposal to take advantage of this opportunity to make some forward progress on White Cliffs and affordable housing.

**APPOINTMENTS TO TOWN ADMINISTRATOR SCREENING COMMITTEE**

A copy of the Select Board Interview Subcommittee meeting minutes that summarizes the interviews conducted on May 2, 2023 for the Town Administrator Screening Committee can be found in tonight's meeting packet.

SB Member Wixted moved the Board vote to appoint David Durgin, Scott Stocklin and Mariam Ibrahim to the Town Administrator Screening Committee as recommended by the Select Board Interview Subcommittee; SB Member Hirsh seconded the motion; the roll call vote was taken as follows:

Perreault	"aye"	Hirsh	"aye"
Rogers	"aye"	Cohen	"aye"
Wixted	"aye"		

Correspondence was received from the Planning Board, Appropriations Committee and Northborough School Committee in regard to their representation on the Town Administrator Screening Committee.

SB Member Perreault moved the Board vote to appoint Kerri Martinek as the Planning Board's representative, Timothy Kaelin as the Appropriations Committee representative and Bryce MacKnight as the Northborough School Committee's representative to the Town Administrator Screening Committee; SB Member Rogers seconded the motion; the roll call vote was taken as follows:

Perreault	"aye"	Hirsh	"aye"
Rogers	"aye"	Cohen	"aye"
Wixted	"aye"		

Chair Cohen noted that although it was not formally listed on the agenda, he will serve as the SB representative to the Town Administrator Screening Committee.

**APPOINTMENTS TO THE TOWN OFFICES FEASIBILITY STUDY COMMITTEE**

The Town Offices Feasibility Study Committee (TOFSC) originally consisted of a member of the Select Board and four at-large town residents. Mr. Reed recommended that the at-large residents be increased from four to six. A memorandum summarizing Mr. Reed's recommendations for appointment can be found in tonight's meeting packet.

SB Member Hirsh moved the Board vote to approve the Interim Town Administrator's appointments of William Pierce, Judy Boyle and Dario DiMare to the Town Offices Feasibility Study Committee; SB Member Perreault seconded the motion; the roll call vote was taken as follows:

Perreault	"aye"	Hirsh	"aye"
Rogers	"aye"	Cohen	"aye"
Wixted	"aye"		

SB Chair Cohen noted that although it was not formally listed on the agenda, SB Member Wixted has volunteered to serve as the SB representative to the Town Offices Feasibility Study Committee.

## **REPORTS**

### **Jason Perreault**

- Thanked Town Clerk Andy Dowd and Assistant Town Clerk Karen Wilbur and the Election Workers for their efforts in regard to the recent Town Meeting and their efforts in preparing for the upcoming Town Election.
- Thanked Town Moderator Fred George for conducting Town Meeting over two nights.
- Thanked Interim Town Administrator Bob Reed, Assistant Town Administrator Becca Meekins and the Department Directors who provided informational presentations for the Town Meeting attendees.

### **T. Scott Rogers**

- Reported on the upcoming programs and events sponsored by the Recreation Department.
- Thanked Town staff and the Board, Committee and Commission members who have shared their expertise that helped him do his best to represent and advocate for all Town residents.

### **Julianne Hirsh**

- Thanked the Community Affairs Committee for organizing another successful Town Clean-Up event and thanked the volunteers who participated.
- Encouraged the public to visit the public art project “*Go Outdoors*” sponsored by the Cultural Council.
- Reported on the recent meeting of the Master Plan Implementation Committee. Noted that the 2<sup>nd</sup> Community Meeting will be held on May 11<sup>th</sup> at the Library.
- Thanked SB Members Perreault and Rogers for all the work they have done on behalf of the Town and wished them both well.

### **Kristen Wixted**

- Reported on the recent meeting of the Diversity, Equity, Inclusion and Belonging Committee.
- Encouraged residents to complete the ADA self-evaluation survey that is available on the Town website. Copies of the survey are also available at the Town Hall, Library and Senior Center.
- Volunteered to work at the recent “*Take It or Leave It*” event and thanked Town Engineer Fred Litchfield for organizing the event.
- Reported on upcoming Algonquin High School items of interest relating to sports and academics.
- Encouraged residents to vote at the May 9<sup>th</sup> Town Election.
- Thanked SB Members Perreault and Rogers for their years of service to the community.

### **Mitch Cohen**

- Congratulated Firefighter Michael Gaudette and Fire Captain Fred Hurst on their recent retirements.
- Attended both the annual Clean-up and the “*Go Out Outdoors*” events.
- Noted that May 7 – 13 is Children’s Mental Health Week.
- Thanked everyone who attended Town Meeting and contributed to its success.
- Encouraged residents to vote at the May 9<sup>th</sup> Town Election.
- Thanked SB Members Perreault and Rogers for their time and commitment they have shown to the Town over the years.

**EXECUTION OF CEMETERY DEEDS B512 AND 1167**

SB Member Perreault moved the Board vote to execute Cemetery Deeds B512 and 1167; SB Member Rogers seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

**OTHER BUSINESS**

None.

**PUBLIC COMMENT**

Chair Cohen invited comments from the public. There were none.


**ADJOURNMENT**

SB Member Rogers moved the Board vote to adjourn; SB Member Perreault seconded the motion; the roll call vote was taken as follows:

Perreault	“aye”	Hirsh	“aye”
Rogers	“aye”	Cohen	“aye”
Wixted	“aye”		

The meeting adjourned at 9:05pm.

Respectfully submitted,



Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

**Documents used during meeting:**

1. May 8, 2023 Meeting Agenda
2. April 10, 2023 Meeting Minutes
3. April 24, 2023 Meeting Minutes
4. Memorandum – Fire Chief, Police Chief & DPW Director Attendance
5. Information Packet – Metro West Collaborative Development
6. Information Packet – Appointments to the Town Administrator Screening Committee
7. Memorandum – Appointments to the Town Offices Feasibility Study Committee
8. Cemetery Deeds