

## SELECT BOARD MEETING MINUTES –October 23, 2023

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

SB 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

Kristen Wixted, Vice Chair

Laura Ziton, Clerk

Julianne Hirsh

Lisa Maselli

#### Others

Michael Gallagher, Interim Town Administrator

Diane Wackell, Interim Assistant Town Administrator

### PUBLIC COMMENT

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

### APPROVAL OF MINUTES – SEPTEMBER 18, 2023 MEETING

SB Member Ziton moved the Board vote to approve the September 18, 2023 meeting minutes as amended; SB Member Hirsh seconded the motion; the roll call vote was taken as follows:

Hirsh	"aye"	Maselli	"aye"
Wixted	"aye"	Cohen	"aye"
Ziton	"aye"		

### APPROVAL OF MINUTES – OCTOBER 16, 2023 MEETING

SB Member Maselli moved the Board vote to approve the October 16, 2023 meeting minutes as presented; SB Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh	"aye"	Maselli	"aye"
Wixted	"aye"	Cohen	"aye"
Ziton	"aye"		

### CONTINUATION OF ARPA FUNDING REQUEST FOR LIBRARY HEALTH AND WELLNESS PROJECTS

The Board continued to discuss the following ARPA funding requests for Library Health and Wellness Projects. After discussion they voted as follows:

**Request 1:** \$7,000 for the purpose of limited reprinting of the Northborough Community Resource Guide.

SB Member Hirsh moved the Board vote to approve the use of ARPA funds in the amount of \$7,000 for updating and limited reprinting of the Northborough Community Resources Guide and for expenditure of such sum by the Library Director pursuant to Massachusetts General Law Chapter 44, Section 53A; SB Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh	"aye"	Maselli	"no"
Wixted	"aye"	Cohen	"aye"
Ziton	"aye"		

**Request 2:** \$20,000 for the purpose of hiring a consultant to conduct a needs assessment, research and deliver a three-year Strategic Plan for the library that focuses on planning and executing a variety of health and wellness initiatives.

SB Member Wixted moved the Board vote to approve the use of ARPA funds in the amount of \$20,000 for the purpose of hiring a consultant to conduct a needs assessment, research, and deliver a three-year Strategic Plan for the library that focuses on planning and executing a variety of health and wellness initiatives and for expenditure of such sum by the Library Director pursuant to Massachusetts General Law Chapter 44, Section 53A; SB Member Ziton seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”	Maselli	“no”
Wixted	“aye”	Cohen	“aye”
Ziton	“aye”		

### **DISCUSSION – POLICE CHIEF RECRUITMENT**

Mr. Gallagher began the discussion by stating that, with the Police Chief’s retirement coming up at the end of December, the Select Board is the appointing authority for the next Chief. The Board has a couple of options: go through a nationwide search process, which would take a significant amount of time; or advertise the position internally. Based on discussions Mr. Gallagher has had with Chief Lyver, his recommendation to the Board is post the position internally.

There was a consensus with the Board to advertise the position internally. Mr. Gallagher can start the process tomorrow.

### **APPOINT PLANNING BOARD MEMBER MILLIE MILTON TO SERVE AS DELEGATE MEMBER ON THE TOWN ADMINISTRATOR SCREENING COMMITTEE**

SB Chair Cohen noted that the current Planning Board delegate, Kerri Martinek, will be traveling next month and therefore has requested that the Board appoint Millie Milton as her replacement.

SB Member Maselli moved the Board vote to appoint Planning Board Member Millie Milton to serve as the Planning Board’s delegate member on the Town Administrator Screening Committee; SB Member Wixted seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”	Maselli	“aye”
Wixted	“aye”	Cohen	“aye”
Ziton	“aye”		

### **APPOINT ATTORNEY MARK LANZA AS SPECIAL COUNSEL REPRESENTING THE TOWN IN MATTERS RELATIVE TO SA FARM**

SB Member Ziton moved the Board vote to appoint Attorney Mark Lanza as Special Counsel in connection with the matters relative to SA Farm at properties known and numbered as 429 and 432 Whitney Street; SB Member Hirsh seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”	Maselli	“aye”
Wixted	“aye”	Cohen	“aye”
Ziton	“aye”		

The Board authorized Mr. Gallagher to sign the agreement with Mr. Lanza.

**GRANT SPECIAL MUNICIPAL EMPLOYEE STATUS TO ATTORNEY MARK LANZA AS SPECIAL COUNSEL FOR THE TOWN**

SB Member Wixted moved the Board vote to grant Special Municipal Employee Status to Attorney Mark Lanza as Special Counsel for the Town for matters relative to SA Farm; SB Member Hirsh seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”	Maselli	“aye”
Wixted	“aye”	Cohen	“aye”
Ziton	“aye”		

**REPORTS**

Lisa Maselli

- No Report

Laura Ziton

- No Report

Julianne Hirsh

- Attended MPIC meeting.

Kristen Wixted

- Noted that the Town Offices Feasibility Study Committee is in-person this Wednesday, October 25<sup>th</sup>.

Mitch Cohen

- Mentioned the annual Trunk or Treat event at the Senior Center is tomorrow, 4:30-6:30 p.m.
- The Fire Station Building Committee held the 1<sup>st</sup> public input session at the library last Tuesday. The architect will attend the SB meeting on November 6<sup>th</sup> to provide an update. The next public input session is tentatively scheduled for November 15<sup>th</sup> at the library at 7:00 p.m.
- Wished everyone a Happy Halloween.

Town Administrator Report

- Finance Director, Jason Little's last day is November 5<sup>th</sup>. Mr. Little has spoken with someone who is interested in the interim position, working part-time. Mr. Gallagher has been in contact with this individual and is in the process of working on a contract. Also, Jason Little has offered to enter into a consultant agreement with the Town.

**OTHER BUSINESS**

None.

**PUBLIC COMMENT**

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

**ADJOURNMENT**

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

Hirsh	“aye”	Maselli	“aye”
Wixted	“aye”	Cohen	“aye”
Ziton	“aye”		

The meeting adjourned at 8:35 pm.

Respectfully submitted,

Lynda LePoer  
Executive Assistant to the  
Board of Selectmen

**Documents used during meeting:**

1. October 23, 2023 Meeting Agenda
2. September 18, 2023 Meeting Minutes
3. October 16, 2023 Meeting Minutes
4. Information Packet – Request for ARPA funding for Library Health and Wellness Projects