

**BOARD OF SELECTMEN  
MEETING MINUTES – March 8, 2021**

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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 the 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

Others

John Coderre, Town Administrator  
Rebecca Meekins, Assistant Town Administrator  
David Parenti, Fire Chief  
William Lyver, Police Chief  
Scott Charpentier, DPW Director

For the Legislative Priorities Agenda Item

Senator Harriett Chandler  
Senator James Eldridge  
Representative Danielle Gregoire  
Representative Meg Kilcoyne  
Greg Martineau, School Superintendent  
Keith Lebel – K-8 School Committee Chair  
Joan Frank – Regional School Committee Chair

For the Town Meeting Postponement Agenda Item

Fred George, Town Moderator

For the CPC and Zoning Warrant Articles Agenda Item

Kathy Joubert, Town Planner  
John Campbell, Community Preservation Committee Chair.

**APPROVAL OF MINUTES – JANUARY 25, 2021 MEETING**

At the Board's February 22<sup>nd</sup> meeting, the Board agreed to defer the approval of the January 25, 2021 Meeting Minutes to tonight's meeting in order to allow Chairman Perreault the opportunity to draft revised language for the last paragraph of the Traffic Safety Hearing.

Original Text of Draft Minutes

By consensus, the Board agreed to move forward with continuing to work on solutions to the issue in progress, to provide a traffic page on the Town website as a venue for centralizing the information for traffic safety concerns expressed by residents and responses received from Town staff, and to defer to the MPIC to proceed with its work, of which one of items will be the planning of issues concerning traffic safety. Selectman Hirsh reminded residents that they can continue to email Board members directly.

Proposed Amendment

Referring to "the proposal from Town staff", Chairman Perreault invited a motion from the Board. Mr. Coderre suggested only consensus of the Board was needed, rather than a formal motion, adding that it would take a little bit of time to get the traffic information page on the Town web site up and running. Chairman Perreault then polled the board for consensus, this time mentioning only the aspect of the proposal concerning the web site information page. Selectman Rogers, Selectman Kaelin, and Selectman Rutan responded affirmatively. Selectman Hirsh asked to clarify that town residents can still contact Board members directly about traffic issues. Chairman Perreault agreed, observing that the consolidation of information on the Town web site allows any resident to understand what issues have been raised and how they have been resolved. Chairman Perreault then asked, "So is that by agreement, Julianne?" to which Selectman Hirsh answered yes.

Proposed Amendment Cont. . .

Chairman Perreault concluded the discussion by stating: "By agreement, moving forward with the proposal from Town staff to continue to work the issues that are in progress; to provide a venue on the Town web site which is dedicated to receiving traffic safety concerns submitted by citizens and providing responses in that venue so that they are broadly available and everyone is aware of them; and at this point, deferring to the Master Plan Implementation Committee, which is launched, which is in progress, and which will require Town staffing itself, to proceed with its work, one item of which will be some of the planning issues that concern traffic and safety." No Board members voiced disagreement with that statement.

Selectman Rogers moved the Board vote to approve the January 25, 2021 minutes as amended; Selectman Hirsh seconded the motion for the purpose of discussion.

Selectman Hirsh disagreed with the last sentence of Chairman Perreault's proposed amendment and asked that language be added stating that the Chairman did not invite a consensus or formal vote on the last statement. Chairman Perreault responded that he was trying to make the point that at that time, there was no objection to that summary and no understanding that there was any disagreement with what the consensus meant. There was no other discussion by Board members.

Selectman Rogers moved the Board vote to approve the January 25, 2021 minutes as amended; Selectman Hirsh seconded the motion for the purpose of discussion. Following the above discussion, the roll call vote was taken as follows:

Rogers	"aye"	Kaelin	"aye"
Hirsh	"opposed"	Perreault	"aye"
Rutan	"aye"		

**APPROVAL OF MINUTES – FEBRUARY 22, 2021 MEETING**

Selectman Rogers moved the Board vote to approve the February 22, 2021 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. - SENATOR JAMES B. ELDRIDGE  
SENATOR HARRIETTE L. CHANDLER  
STATE REPRESENTATIVE DANIELLE W. GREGOIRE  
STATE REPRESENTATIVE MEG KILCOYNE**

Discussion of Northborough's Legislative Priorities.

In preparation for tonight's meeting, the State Delegation was advised of Northborough's legislative priorities. At the request of the Board, Senators Chandler and Eldridge and Representatives Gregoire and Kilcoyne were remotely present. School Superintendent Greg Martineau, K-8 School Committee Chair Keith Lebel and Regional School Committee Chair Joan Frank were also remotely present.

**NORTHBOROUGH'S LEGISLATIVE PRIORITIES CONT...**

Mr. Coderre noted that the legislative priorities letter can be found on the Town Administration webpage for those viewers who wish to follow along. He briefly reviewed the Town's process in developing the legislative priorities each year. He sincerely thanked the legislative delegation for their support in being able to hold FY2021 State Aid harmless, especially during the challenges that all municipalities, including Northborough, faced with the onset of the Covid-19 pandemic. Their efforts allowed Northborough to maintain its services with little to no tax increase in FY2021.

He then reviewed the top two legislative priorities:

1. Provide for a multi-year \$300 million Chapter 90 State Transportation funding authorization.
2. Local Aid increases that keep pace with State revenues for the Student Opportunity Act and Minimum Aid, Special Education Circuit Breaker, Regional Transportation Reimbursements and Unrestricted General Government Aid.

Mr. Coderre stressed the need for increased funding of the Chapter 90 program for eligible roadway improvement projects that will maintain the Town's infrastructure such as roadway construction and repairs. Although the Legislature authorized a \$300 million Chapter 90 program for FY2015, subsequent years' funding levels have been reduced to \$200 million. Under that standard, the Town's Annual Chapter 90 allocation of approximately \$500,000, plus a local appropriation of \$300,000, results in a \$300,000 funding gap, which would be filled if the statewide Chapter 90 funding were released at \$300 million.

Mr. Coderre stressed the need for Local Aid increases that keep pace with increasing State revenues for the Student Opportunity Act and Minimum Aid, Special Education Circuit Breaker, Regional Transportation Reimbursements and Unrestricted General Government Aid.

In addition to the top two priorities, Mr. Coderre also reviewed each of the secondary priorities and discussed their importance. The secondary priorities included: funding for environmental and climate-related infrastructure needs; ongoing flexibility in addressing Covid-19; promoting equity and diversity in cities and towns; opposition of unfunded mandates; modernization of procurement and public construction laws; and support of legislation regarding agricultural composting programs.

Mr. Coderre acknowledged the Legislator's letter of support for the Metro West Regional Collaborative, of which Northborough is a part of, for a vaccination clinic since the Governor's administration decided to no longer support local clinics. He thanked them for their support of the Town's efforts to provide local vaccination opportunities to residents.

School Superintendent Greg Martineau thanked the Legislators for their advocacy for Local Aid increases that keep pace with State revenues for the Student Opportunity Act and Minimum Aid, Special Education Circuit Breaker and Regional Transportation Reimbursements. He also stressed the need that teachers be prioritized to receive vaccinations.

**NORTHBOROUGH'S LEGISLATIVE PRIORITIES CONT...**

Senators Chandler and Eldridge and Representatives Gregoire and Kilcoyne spoke to the priorities presented. Each offered their support and their commitment to continue to advocate on behalf of the Town and the School District. Updates were given from each on their individual and collective efforts regarding the challenges presented due to the Covid-19 pandemic, and their efforts to develop or improve programs and/or increase funding for those priorities discussed this evening.

In response to an earlier comment by Senator Chandler, Superintendent Martineau indicated that a study group has been created to examine the High School's mascot, the tomahawk. The group's charge is to develop a recommendation about whether the mascot should be changed and, if so, what the timeline and costs of that change may be. The group's work complements the ongoing work of the School Department's Coalition for Equity.

Following some further discussion, Mr. Coderre stressed the need to hold at least one more local vaccination clinic for the teachers who are expected to return to in-person learning. He asked that the Legislators speak loud and clear on their support of this need.

Regional School Committee Chair Joan Frank asked for the Legislator's advocacy for 100% funding of the Circuit Breaker funding and the Regional Transportation Reimbursement. She thanked everyone for their support and thanked Mr. Coderre for his efforts.

Mr. Coderre thanked the Legislators again for attending tonight's meeting.

**8:05 p.m. - FRED GEORGE, TOWN MODERATOR**

Discussion in consultation with the Board regarding rescheduling the April 26, 2021 Annual Town Meeting.

Town Moderator Fred George was remotely present to discuss with the Board the rescheduling of the April 26, 2021 Annual Town Meeting.

Mr. Coderre noted that he recently met with Town staff and Mr. George to discuss the rescheduling of the Annual Town Meeting. He noted that pursuant to Section 9 of Chapter 39 of the General Laws, as amended by Chapter 53 of the Acts of 2020, the Board of Selectmen may vote to delay the Annual Town Meeting when the warrant has not yet been posted.

Mr. Coderre stated that given the ongoing State of Emergency due to the Covid-19 pandemic, it is recommended that Town Meeting be held outdoors on the first Saturday in May at 9:00AM. The proposed date of May 1<sup>st</sup> allows the critical timing of municipal affairs to stay on track and to complete the Annual Town Meeting prior to the May 11<sup>th</sup> Election.

Mr. Coderre indicated that unlike the process followed last year, since the Town Meeting Warrant has not yet been posted, the Board of Selectmen may simply vote to change the date and time. Mr. George noted that he agrees with the proposed date of May 1<sup>st</sup> and is confident that the process should run fairly smoothly, adding that last year everyone worked as a team, which resulted in an effective Town Meeting. Chairman Perreault acknowledged DPW Director Scott Charpentier and his staff for the tremendous amount of work that went into planning last year's Town Meeting.

**RESCHEDULE TOWN MEETING CONT. . .**

Selectman Rutan asked if there is a specific definition for inclement weather? Mr. Coderre responded that once the Board of Selectmen determines the date of Town Meeting, in the event of any serious inclement weather, a judgement call of the Town Moderator, in consultation with the Board of Selectmen, will be made at that time. He added that May 8<sup>th</sup> will be the backup date for Town Meeting in the event that weather becomes an issue.

Selectman Kaelin moved the Board vote, pursuant to Section 9 of Chapter 39 of the General Laws, to delay the Annual Town Meeting from the Town Bylaw designated date of April 26, the fourth Monday in April, to Saturday, May 1, 2021 at 9:00AM., with a back-up date of May 8, 2021 in the event of inclement weather, to allow for the holding of the meeting on a Saturday, outdoors, in order to minimize the risk of transmission of the novel coronavirus, Covid -19; 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. - KATHY JOUBERT, TOWN PLANNER  
JOHN CAMPBELL, COMMUNITY PRESERVATION COMMITTEE  
CHAIR**

- Presentation on CPC Town Meeting Warrant Articles.
- Presentation on Zoning Town Meeting Warrant Articles.

Presentation on CPC Town Meeting Warrant Articles

Community Preservation Committee (CPC) Chair John Campbell was remotely present. The FY2022 applications recommended for funding, including the \$32,600 for administration, total \$1,011,830. \$591,830 will be allocated from new revenues; \$400,000 will be allocated from the unreserved account; and \$20,000 from the Historic Reserve Fund. At their February 4, 2021 public hearing, the CPC voted unanimously to recommend the following applications be placed on the 2021 Annual Town Meeting warrant:

\$203,780

For debt service associated with the acquisition of the White Cliffs facility at 167 Main Street.

\$20,000

For the Historical Society, which will be used for the exterior painting of the building located at 52 Main Street. The project includes the painting of the exterior of the building; washing, removing mold and dirt; and cleaning debris from gutters and downspouts.

\$290,250

For the DPW and Recreation Departments for the construction of six outdoor pickleball courts at the Ellsworth McAfee Park, including site preparation and installation of drainage, landscaping, and fencing.

Selectman Hirsh expressed concern with pickleball being noisy and asked if the abutters in the area will be notified? Mr. Charpentier responded that although abutters have not been specifically notified, a mass email went to all subscribers of the Recreation Department, information was added

**PRESENTATION ON CPC TOWN MEETING WARRANT ARTICLES CONT. . .**

to the Recreation Facebook page, and the CPC held a public hearing, which was properly advertised, posted and conducted. He added that there are opportunities for vegetative buffers and/or a screened-in chain link fence that can be added to mitigate any noise.

Selectman Rutan asked if parking for pickleball courts will be accommodated within the existing parking lot or will additional parking space be added? Mr. Campbell responded that there is a parking area toward the back of the park and to the left of the pavilion that can be used, in addition to the main parking area. He does not expect that parking will be an issue.

**\$400,000**

For the Conservation Fund for the purpose of future open space preservation and/or acquisitions. The Conservation Fund is managed by the Conservation Commission with assistance from the Open Space Committee. The Conservation Fund is approaching \$1M in available funds for land acquisition.

**\$65,200**

Will be allocated to the Housing Reserve Account for the future creation of affordable housing. Although the Northborough Affordable Housing Corporation is working on several projects that are gaining some momentum, they are not asking for funding to build anything specific this year. Any disbursement of funds for specific projects would require approval by the CPC and the Board of Selectmen.

**\$32,600**

For the administration of the Community Preservation Act (CPA), which includes clerical assistance, office supplies, property surveys, appraisals, attorney's fees, recording fees, and printing.

Mr. Campbell noted that at the beginning of the CPA, the State match was 100%. As more communities joined the program, the match decreased, but for the past couple of years it has been on the rise. For FY2021 the State match was 28.63%, or \$180,541. He added that the Town has received approximately \$2.5M in State match since FY2006.

Mr. Coderre informed the Board that the Financial Planning Committee heard a presentation on the CPC Articles at their March 2, 2021 meeting and unanimously supported both the pickleball courts and White Cliffs Debt.

**PRESENTATION ON ZONING TOWN MEETING WARRANT ARTICLES**

Ms. Joubert indicated that the Planning Board (PB) will be proposing nine articles at this year's Annual Town Meeting. A public hearing has been scheduled for April 6, 2021. She reviewed the following articles as proposed by the PB:

Article 29 was prepared by Town Counsel and Building Inspector Robert Frederico. It pertains to amending the non-criminal disposition bylaw to a bylaw that will give the Building Inspector the ability to issue non-criminal fines in the event of a violation of the zoning bylaw.

**PRESENTATION ON ZONING TOWN MEETING WARRANT ARTICLES CONT...**

Article 30 amends the Use Regulations Chapter of the Zoning Bylaw by adding a list of prohibited uses. Rather than adding them to the use table, the PB wants to expressly include them in the existing prohibited use section.

Selectman Rogers asked if the PB has scheduled a hearing to offer the public an opportunity to be heard on any of these proposed zoning bylaw amendments? Ms. Joubert responded that a public hearing will be held on April 6<sup>th</sup> and will be continued to April 20<sup>th</sup>. This public hearing will be properly advertised and informational materials on the zoning warrant articles will be available to the public. She added that in the meantime, the PB will meet on March 9<sup>th</sup> to finalize the language for Article 37.

Selectman Rutan sought clarification on the prohibited use of manufacturing and storage of malodorous items, asking if this will include properly stored malodorous items? Ms. Joubert responded that the intent of the PB was no manufacturing and no storage of malodorous items. Selectman Rutan asked why lumber mills would be prohibited? Ms. Joubert responded that each of the prohibited items have not yet been specifically discussed by the PB, adding that she expects this will happen at their April 6<sup>th</sup> public hearing. She added that one the PB members proposed the list of prohibited uses after researching prohibited use bylaws in other communities. Although the PB has not yet discussed each prohibited use specifically, it is their general intent to prohibit uses that are offensive to abutters and that are not necessarily beneficial to the Town. Selectman Rutan asked why self-storage facilities would be prohibited? Ms. Joubert responded that the definition of a self-storage facility exists in the zoning bylaw, but is not found in the existing use table. Although this use has been prohibited by definition in the zoning bylaw for a number of years, the PB wanted to make it clear that it is prohibited by adding it to the prohibited use list.

Article 31 amends the definition of a contractor's yard by prohibiting retail sales and wholesale sales and adds language requiring all outside storage of vehicles, equipment, and dumpsters shall be screened from the view of abutting properties and the street by a fence or plantings. It also revises the definition of what constitutes a contractor's yard.

Selectman Rogers stated that as written it doesn't seem to prohibit retail sales? He doesn't feel that the full impact of these articles has been considered or assessed by the PB. He strongly encouraged existing business owners to attend the April 6<sup>th</sup> public hearing to get the intent of these proposed amendments clarified and get the implementation and the exact wording of these warrant articles corrected, if need be. He stressed how important it is that business owners are aware of the implications that these proposed amendments will have on their existing business.

Selectman Rutan asked for the justification behind no storage of salvage materials? Ms. Joubert responded that this was based on two particular properties in town located in the business west district (West Main Street and Southwest Cutoff/Route 20) where concerns have been brought to the PB's attention about how the Town wants to see the business west district developed. She added that the PB feels that the storage of salvage materials would be better suited in an industrial district rather than the business west district. Selectman Rogers followed up and asked if the prohibited use of salvage materials would apply to a carpenter who has salvaged wood from an old barn? Ms. Joubert was not able to provide an answer, leading to Selectman Rogers again urging business owners to attend the PB's public hearing on April 6<sup>th</sup>.



## **PRESENTATION ON ZONING TOWN MEETING WARRANT ARTICLES CONT...**

Article 32 allows accessory dwelling units as a by-right use in the RA and RB zoning districts. Currently the use requires a special permit in those two districts. The use is allowed by right in the four other residential districts. Definition of an accessory dwelling unit is an attached unit to an existing house or a separate stand alone, smaller dwelling unit that has a limit to the size of 25% of the existing home, such as an in-law apartment.

Article 33 relates to wholesale trade. The amendment is to prohibit the use in the business west and business south districts and change the use from an allowed use to a special permit in the highway business and industrial districts. A special permit in the highway business district would be by the Zoning Board of Appeals (ZBA) and a special permit in the industrial district would be by the PB. The special permit process will allow the PB and ZBA the ability to add specific conditions to a proposed use.

Article 34 is to prohibit commercial storage facilities in the business west district. Currently commercial storage facilities are prohibited in the downtown business, business east and highway business districts. The use is allowed by a special permit from the ZBA in the business south district and by a special permit from the PB in the industrial district. This will make the business west district more of a commercial corridor.

Article 35 addresses some duplication in the zoning bylaw and provides clarification as to which Board is the special permit granting authority for a two-family dwelling unit. The amendment directs applicants to one board (Planning Board) as opposed to two boards as presently written. Clarification is also proposed as to when comments are to be received from the Groundwater Advisory Committee. The proposed language follows the process that has been followed since 1986.

Article 36 proposes adding additional special permit criteria to the existing special permit criteria in the groundwater protection overlay district bylaw. The PB is carrying over additional criteria found in other places of the zoning bylaw.

Selectman Rutan asked what the intent is for adding this additional restrictive criteria? Ms. Joubert responded that it is not making it more restrictive. The special permit criteria already exists in the zoning bylaw and this is making sure that all special permits have to adhere to the 7 special permit criteria.

Article 37 proposes changes to the nonconforming uses and structures chapter of the zoning bylaw. This change has been an ongoing discussion between the PB and ZBA on how to tighten up this section of the zoning bylaw as the focus of many meetings this past year surrounded the expanding preexisting nonconforming uses, of which the PB has not been in agreement with. Ms. Joubert indicated that the PB will be meeting on March 9<sup>th</sup> to finalize the language for this article.

Selectman Rutan asked how it was determined that the cost of an extension or alteration cannot exceed 50% of the assessed value of the nonconforming structure at the time of the application.

**PRESENTATION ON ZONING TOWN MEETING WARRANT ARTICLES CONT...**

Ms. Joubert responded that the 50% was taken from Southborough's nonconforming section of their zoning bylaw, adding that the PB tends to look at other communities when proposing amendments to the zoning bylaws.

Selectman Rogers asked if the Groundwater Advisory Committee (GAC) and the ZBA will have an opportunity to see this language prior to the PB's public hearing on April 6<sup>th</sup>. Ms. Joubert responded that the proposed amendment will be shared with the GAC and ZBA allowing them the opportunity to review at their own meetings or to participate in the April 6<sup>th</sup> public hearing. She added that any changes the PB decides to make based on public input will be incorporated into the motion at Town Meeting.

Selectman Rutan cautioned the PB to take the time to explain the intent behind these bylaw changes and to assess the impact of what these changes will be. Ms. Joubert noted that the PB will provide a handout explaining what these amendments mean.

Selectman Hirsh thanked Ms. Joubert and the PB for their efforts in modifying these zoning bylaws and working towards a vision in Town that is consistent with the Master Plan.

Chairman Perreault thanked Ms. Joubert for her presentation this evening.

**REPORTS****T. Scott Rogers**

- Remotely attended the recent meetings of the Financial Planning Committee.
- Announced that the Community Affairs Committee is hosting their 1<sup>st</sup> Annual Restaurant Munchie Madness event now through April 5<sup>th</sup>. More information can be found on their web site or Facebook page.
- Noted that the Cultural Council will host a grantee reception on April 8<sup>th</sup> via zoom.

**Julianne Hirsh**

- Remotely attended a recent meeting of the Historic District Commission where they reviewed a demolition project of some of the buildings at the Westborough State Hospital property.
- Encouraged everyone to watch the Cultural Council's grantee reception on April 8<sup>th</sup>.
- Noted that the Cultural Council is looking for new members.

**Leslie Rutan, Clerk**

- Thanked the residents who removed the holiday decorations from the Town Common.
- Thanked DPW Director Scott Charpentier for his efforts in maintaining the traffic page on the Town website as this continues to be a nice resource for residents who are concerned with traffic safety.
- Reminded residents that the Food Pantry is in need of donations, adding that clothing donation bins are still located at each of the elementary schools.

**Tim Kaelin, Vice Chair**

- Noted that the Diversity and Inclusion Committee continues to meet. Noted that the survey is still on-line with a completion rate of about 80%. A representative from the YMCA attended

Tim Kaelin Cont. . .

- a recent meeting and there are some good opportunities to work with them on some future programs. Added that Fire Chief Parenti will be a guest speaker at the Committee's April 1<sup>st</sup> meeting.
- Noted that March is Women's History Month and today is International Women's Day. Encouraged residents to support local women owned businesses not just for this month, but to do so year-round. Asked that residents educate themselves and to share women's stories.

Jason Perreault, Chair

- No report.

John Coderre

- Provided an update on Amazon's response to the Board's February 22<sup>nd</sup> meeting, which can be found on the traffic page on the Town website. He added that Amazon has approved \$80,000 in funding for traffic mitigation on Bartlett Street. They also agreed to conduct a post occupancy monitoring study once they are fully up and running that will show where vehicles are going to and coming from their site. No Left Turn markings will be added to the pavement on the driveway, along with some additional signage located directly across the street from the driveway on Town property.

**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.

Suzanne Cieslica of 8 Emerson Road announced that the Community Affairs Committee is hosting its 1<sup>st</sup> Annual Restaurant Munchie Madness now through April 5<sup>th</sup>. She noted that the business owners are thankful for this event and asked that residents take part in promoting local eateries.

John Wixted of 2 Stirrup Brook Lane thanked Mr. Coderre and Chief Lyver for their efforts in addressing the many concerns with traffic safety, adding that it is noticed and appreciated. He asked if under their condition, trucks entering the Amazon facility are allowed to do so from the Northborough side of Bartlett Street or are they required to enter from the Route 495 side? Mr. Coderre responded that he would look into this.

Kristin Wixted of 2 Stirrup Brook Lane asked if the Town could look into creating not just a school zone for the school area of Bartlett Street, but also a safety zone for Bartlett Street. She asked Mr. Coderre to review what the \$80,000 in mitigation funds will be used for? Mr. Coderre responded that Town staff had put together some mitigation requests to Amazon, of which they were under no obligation to fund. However, Amazon has approved funding for flashing lights, a crosswalk in front of the entrance to the high school, bike lanes, and a couple of other items. He will continue to work with Amazon and the DPW Department to implement these improvements when weather permits in the Spring.

**CLOSE TOWN MEETING WARRANT**

Mr. Coderre noted that the Town Meeting Warrant includes 40 articles. He reminded the Board that although the intent of the articles contained on the warrant cannot be changed, there remains some incomplete information, as well as minor editing to be done by Town Counsel prior to its final posting on March 22<sup>nd</sup>. However, the warrant must be closed this evening so that Town staff is able to finish it for the Board's next meeting.

Selectman Rutan moved the Board vote to close the May 1, 2021 Town Meeting Warrant; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Rogers	"aye"	Kaelin	"aye"
Hirsh	"aye"	Perreault	"aye"
Rutan	"aye"		

**SET MEETING SCHEDULE FOR MAY – AUGUST 2021**

Selectman Hirsh moved the Board vote to set the meeting schedule for May through August 2021 as follows: May 17; June 14 & 28; July 19; August 16; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Rogers	"aye"	Kaelin	"aye"
Hirsh	"aye"	Perreault	"aye"
Rutan	"aye"		

**TRANSFER OF CEMETERY DEED 1061**

Selectman Rogers moved the Board vote to approve the transfer of Cemetery Deed 1061 as presented; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Rogers	"aye"	Kaelin	"aye"
Hirsh	"aye"	Perreault	"aye"
Rutan	"aye"		

**OTHER BUSINESS**

None.

**9:35 p.m. - EXECUTIVE SESSION**

Selectman Rogers moved the Board vote to enter into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21, Subsection 3 (Collective Bargaining – MA Department of Labor Relations Unfair Labor Practice hearing with Police Patrol Union Case No: MUP-20-7911 and Police Officer Level III Grievance re: Sick-time Buy-back) 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 Rutan seconded the motion; the roll call vote was taken as follows:

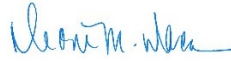
Hirsh	"aye"	Perreault	"aye"
Kaelin	"aye"	Rand	"aye"
Rutan	"aye"		

**ADJOURNMENT**

Chairman Perreault announced that the Board will enter into Executive Session and the webinar hosting the open meeting will be ended.

The open meeting ended at 9:35 p.m.

Respectfully submitted,



Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

Documents used during meeting:

1. March 8, 2021 Meeting Agenda
2. January 25, 2021 Meeting Minutes
3. February 22, 2021 Meeting Minutes
4. Legislative Priorities Letter
5. Memo – Town Meeting Postponement
6. Memo – CPC Town Meeting Warrant Articles
7. Memo – Zoning Town Meeting Warrant Articles
8. Town Meeting Warrant
9. Memo – Meeting Schedule
10. Cemetery Deed