

**BOARD OF SELECTMEN
MEETING MINUTES – May 17, 2021**

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
Leslie Rutan
Julianne Hirsh
T. Scott Rogers
Kristen Wixted

Others

John Coderre, Town Administrator
Rebecca Meekins, Assistant Town Administrator
William Lyver, Police Chief
Scott Charpentier, DPW Director
Jason Little, Finance Director

APPROVAL OF MINUTES – APRIL 12, 2021 MEETING

Selectman Rutan moved the Board vote to approve the April 12, 2021 meeting minutes; Selectman Hirsh seconded the motion; Selectman Wixted was not present at the meeting and therefore abstained; the roll call vote was taken as follows:

Wixted	“abstain”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

7:00 p.m. - ELECTION OF OFFICERSChair

Nominations for Chair were called by Town Clerk Andrew Dowd.

Selectman Rogers moved the Board vote to nominate Selectman Perreault to the position of Chair; Selectman Rutan seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Chair. The motion to nominate Selectman Perreault to the position of Chair passed unanimously by roll call vote as follows:

Perreault	“aye”	Hirsh	“aye”
Rutan	“aye”	Wixted	“aye”
Rogers	“aye”		

Vice Chair

Nominations for Vice Chair were called by Town Clerk Andrew Dowd.

Selectman Wixted moved the Board vote to nominate Selectman Hirsh to the position of Vice Chair; the motion was not seconded. Selectman Rogers nominated Selectman Rutan for Vice Chair; Selectman Perreault seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Vice Chair. The motion to nominate Selectman Rutan to the position of Vice Chair passed unanimously by roll call vote as follows:

Perreault	“aye”	Hirsh	“aye”
Rutan	“aye”	Wixted	“aye”
Rogers	“aye”		

Clerk

Nominations for Clerk were called by Town Clerk Andrew Dowd.

Selectman Perreault moved the Board vote to nominate Selectman Rogers to the position of Clerk; Selectman Rutan seconded the motion. No other nominations were presented. Mr. Dowd closed the nominations for Clerk. The motion to nominate Selectman Rogers to the position of Clerk passed unanimously by roll call vote as follows:

Perreault	“aye”	Hirsh	“aye”
Rutan	“aye”	Wixted	“aye”
Rogers	“aye”		

7:05 p.m. - PUBLIC HEARING

To consider an application to transfer the All Alcoholic Beverages Package Store License from Harsh, Inc. to Shri Jagdamba Mart, Inc. d/b/a Country Discount Liquors for premises located at 411 West Main Street.

Attorney Arthur Pearlman, Bhikhabhai Patel and proposed manager Bhavesh Patel were remotely present. Attorney Pearlman indicated that his client has filed an application to transfer the All Alcoholic Beverages Package Store License from Harsh, Inc. to Shri Jagdamba Mart, Inc. d/b/a Country Discount Liquors for premises located at 411 West Main Street.

Mr. Bhikhabhai Patel will be the sole owner and currently owns three other package stores in Walpole, Charlton and Northbridge. Mr. Bhavesh Patel will be the manager of record and has worked at the package store in Walpole since 2009. Both have experience in alcohol retail sales and both have completed the required alcohol server training.

Police Chief Lyver reported that Detective Sergeant Brian Griffin has conducted a background check and has no concerns to report as to the suitability of Mr. Bhikhabhai Patel owning the restaurant and with Mr. Bhavesh Patel serving as manager.

As there were no comments from the public, Selectman Hirsh moved the Board vote to close the public hearing; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

Selectman Hirsh moved the Board vote to approve the application to transfer the All Alcoholic Beverages Package Store License from Harsh, Inc. to Shri Jagdamba Mart, Inc. d/b/a Country Discount Liquors for premises located at 411 West Main Street; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

7:25 p.m. - KRISTIN BLACK, HEALTH AGENT

Update on Regional Vaccination Clinic.

Health Agent Kristin Black provided a brief update on the status of the Regional Vaccination Clinics that are being held at the DoubleTree Hotel in Westborough. Morning clinics are offering 2nd doses of Moderna to approximately 500-600 adults per day. During the afternoon clinics, Pfizer vaccines have been given to approximately 1700 children ages 12-15 since last week. She noted that there is a lot of availability for both 1st and 2nd doses of Moderna for Adults 18+. There are some Pfizer appointments available on May 28th and 29th. The regional clinics will continue for 1st and 2nd doses through the end of June. She added that these clinics would not be possible without the help of staff and the many volunteer vaccinators from the area communities.

Members of the Board thanked Ms. Black and all others involved for their efforts.

7:20 p.m. - JASON LITTLE, FINANCE DIRECTOR

- Approval/Execution of Bonds and Bond Anticipation Notes.
- Approval/Execution of Advances in Lieu of Borrowing.

Finance Director Jason Little was present to request that the Board accept winning bids and to execute the required documents related to \$3.925M in Bond Anticipation Notes (BANs) and Bonds for \$6.845M. He indicated that the Town has received historically low interest rates on this debt, with a rate of .2535% on the BANs and .6803% on the Bonds.

Mr. Little informed the Board that the Town was notified by its Financial Advisors of potential refunding opportunities for two older bond issues for the Library and Senior Center building projects from 2009 (3.54% interest rate) and 2011 (3.09% interest rate). He added that the Town has maintained an AA1 credit rating from Moody's following an upgrade from AA2 in 2015. The Town's credit quality along with overall market forces resulted in savings of \$805,887 over the remaining eight years of the refunded bonds.

Mr. Little added that some maturing short-term debt was wrapped into this Bond issue and financed permanently. The Bond structure that the Board is being asked to approve includes the following:

<u>Date</u>	<u>Article</u>	<u>Purpose</u>	<u>Principal Amount</u>
4/25/2016	27	Sewer Inflow & Infiltration	\$ 425,000.00
4/24/2017	31	West Main St Pump Station	\$ 310,000.00
4/25/2019	20	Ambulance	\$ 205,000.00
7/18/2020	30	Water/Sewer Garage Construction	\$ 800,000.00
		Outstanding 2009 Bonds	\$ 3,070,000.00
		Outstanding 2011 Bonds	\$ 3,150,000.00
Total			\$ 7,960,000.00

Mr. Little added that adjustments were made to the current issue and the Board's vote will reflect the following amounts, reducing the principal from the prior table:

<u>Date</u>	<u>Article</u>	<u>Purpose</u>	<u>Principal Amount</u>
4/25/2016	27	Sewer Inflow & Infiltration	\$ 353,800.00
4/24/2017	31	West Main St Pump Station	\$ 259,000.00
4/25/2019	20	Ambulance	\$ 205,000.00
7/18/2020	30	Water/Sewer Garage Construction	\$ 666,800.00
		Refunding 2009 Bonds	\$ 2,676,375.00
		Refunding 2011 Bonds	\$ 2,684,025.00
Total			\$ 6,845,000.00

Mr. Little noted that the cycle for issuing municipal debt involves permanently financing projects that are substantially complete, while issuing short-term debt for projects that are in process. Therefore, the Town is also issuing BANs, which cover the following:

<u>Date</u>	<u>Article</u>	<u>Purpose</u>	<u>Principal Amount</u>
4/25/2016	42	White Cliffs Acquisition	\$ 1,090,000.00
4/25/2019	13	Fire Station Land/Design	\$ 2,110,000.00
7/18/2020	23	Assabet Water Tank	\$ 725,000.00
Total			\$ 3,925,000.00

Lastly, Mr. Little requested the Board’s approval of “Advances in Lieu of Borrowing” effective with the start of the new fiscal year (FY2022) for the following, for which BANs may need to be issued prior to June 30, 2022:

<u>Date</u>	<u>Article</u>	<u>Purpose</u>	<u>Amount Authorized</u>
5/1/2021	18	Dam Compliance	\$ 50,000.00
5/1/2021	20	Water/Sewer SCADA	\$ 500,000.00
Total			\$ 550,000.00

Mr. Coderre noted how pleased he is that the Town has maintained an AA1 credit rating from Moody’s. The Town’s amount of debt is at an all-time low at under 4%, which puts the Town in a great position to take on additional debt for the upcoming Fire Station Building Project.

Members of the Board thanked Mr. Little for his efforts.

Selectman Rutan moved the Board vote to adopt the vote as prepared by Locke Lord, as bond counsel, relating to the approval of the Town’s May 2021 bonds and June 2021 notes as presented by Finance Director Jason Little; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

Selectman Rutan moved the Board vote to approve and execute advances in lieu of borrowing effective July 1, 2021 relating to the borrowing authorizations approved at the May 1, 2021 Town Meeting and as presented by Finance Director Jason Little; Selectman Wixted seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

7:25 p.m. - RICK LEIF – NORTHBOROUGH AFFORDABLE HOUSING CORPORATION AND NORM CORBIN – HISTORIC DISTRICT COMMISSION

Presentation of the Robert H. Kuehn Award as presented to the Project Gale Team by the Preservation Massachusetts for the Gale Store Habitat for Humanity Project.

Rick Leif from the Northborough Affordable Housing Corporation (NAHC) and Norm Corbin, Chair of the Historic District Commission were present to formally present the Robert H. Kuehn Award to the Board of Selectmen for the redevelopment of the Historic Gale Store for affordable housing located at 33-35 and 37-39 Main Street.

The Robert H. Kuehn Award recognizes extraordinary projects that meld collaborative partnerships with creative and cutting-edge ideas for the rehabilitation and active re-use of historic buildings. The Town's framed copy of the Award will be located at Town Hall.

Preservation Massachusetts awarded The Robert H. Kuehn Award on October 22, 2020 to the following recipients:

- Habitat for Humanity Metro West/Greater Worcester
- Northborough Affordable Housing Corporation
- Trinity Church
- Town of Northborough
- Assabet Valley Regional Technical High School
- Algonquin High School

Mr. Leif reviewed the details and timeline of the redevelopment of the Historic Gale Store at 33-35 and 37-39 Main Street. Mr. Corbin provided historical information regarding the Gale family and how the Gale Store came to be.

Members of the Board praised the efforts of everyone involved in this project.

REPORTS

Kristin Wixted

- Thanked everyone who voted in the Town Election.

Julianne Hirsh

- Thanked everyone who voted in the Town Election. Moving forward, she will do her best to listen to the opinions and ideas of the residents and work on their behalf.
- Welcomed Selectman Wixted to the Board.
- Announced that the Northborough Helping Hands Association has kicked off its 14th Annual Backpack Drive. Funds will be used to provide backpacks and school supplies to students.
- Asked if there is a plan to return to in-person Board and Committee meetings with the option for residents to participate remotely? Mr. Coderre responded that a hybrid form of a meeting will require updated technology, adding that once he receives further guidance from the Governor regarding the Open Meeting Law, he will update the Board on how future meetings will look.
- Followed up on her request that the Board consider a policy regarding how the Board will respond to emails from residents. Chairman Perreault responded that he would acknowledge receipt of all emails from residents and will forward each to the appropriate Town staff for review, if necessary.

- Asked if there is a way to make the Traffic Webpage more visible to the residents. Mr. Charpentier responded that residents can easily find it on the Town website under Departments, Public Works and the link is at the top left of the page.
- Asked when the Master Plan Implementation Committee (MPIC) will begin to meet? Mr. Coderre responded that now that Town Meeting is over, the MPIC should begin to meet sometime in June.

T. Scott Rogers

- No report.

Leslie Rutan

- Thanked the Community Affairs Committee for organizing the annual Town Clean-Up and thanked everyone who participated.
- Participated in the recent Firefighter/Paramedic recruitment process.
- Thanked Town staff for their efforts in preparing for Town Meeting and the Town Election and thanked the residents for their attendance and participation at both.
- Congratulated Selectman Hirsh on being re-elected to the Board and welcomed Selectman Wixted.
- Noted how pleased she is to see that the FY2022 K-8 Operating Budget includes full-time kindergarten.

Jason Perreault, Chair

- Welcomed Selectman Wixted to the Board and congratulated Selectman Hirsh on being re-elected.
- Thanked all of the candidates who ran and campaigned in the Town Election and thanked the residents who took the time to vote.
- Thanked former Selectman Tim Kaelin for his service on the Board, especially for his spearheading the Diversity and Inclusion Committee.
- Thanked everyone who was involved with preparing for Town Meeting and thanked the residents for their participation.
- Noted that a traditional Memorial Day ceremony will not be held this year. This past weekend, members of Post 234 and Honor Guard Bruce Goldsmith proceeded to each of the Town monuments along with Veteran's Agent Justin Sousa, the Legion Riders and Karen Brewster with the Auxiliary Unit 234. Terry Underwood and Eagle Scout Ben Newton recorded the presentation at each of the monuments. The video observance will be made available shortly before Memorial Day.
- Noted that the Scholarship Committee is currently under quorum and is looking for new members.

John Coderre

- Announced that the Municipal Buildings are now open to the public. He added that safety precautions have been put in place for everyone's protection.

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.

Tim Kaelin of 42 Davis Street thanked Selectman Rutan for leading the effort a couple of years back to consolidate the four voting precincts into one, which is now located at the Melican Middle School. He also thanked Finance Director Jason Little for his earlier presentation on the Bonds and Bond Anticipation Notes.

Lisa Maselli of 13 Maple Street congratulated Selectman Wixted for being elected to the Board of Selectmen and to Selectman Hirsh for being re-elected to the Board. In answer to her question about the Haitsma Property, Mr. Coderre stated that the property at 455 Main Street was purchased in 2004 for potential expansion to the Marlborough Westerly Treatment Plant.

Laura Ziton 17 Franklin Circle congratulated Selectman Wixted for being elected to the Board of Selectmen and to Selectman Hirsh for being re-elected to the Board.

ACCEPTANCE OF FUNDS FROM AMAZON FOR TRAFFIC MITIGATION AROUND BARTLETT STREET

Mr. Coderre reported that the Town is in receipt of \$80,000 of traffic mitigation funds from Amazon to be used to implement modifications and improvements along Bartlett Street. The Board is being asked to accept and authorize expenditure of the funds. He noted that a memorandum from DPW Director Scott Charpentier, which will be posted on the Traffic webpage, was included in the meeting packet, summarizing the following anticipated improvements:

Item: Implement improved signage at the intersection of Lyman Street and Bartlett Street. This includes a “stop ahead” sign on Lyman Street as well as a “495” trailblazer sign across from Lyman Street with a double chevron.

Status: The signs and posts have been ordered. Upon receipt of these, the area will be marked for dig safe with installation thereafter. In addition, the damaged guardrail and posts will be removed.

Item: Crosswalk safety measures including solar power, pedestrian activated, rectangular rapid flashing beacons at the high school crosswalk and the Stirrup Brook Trail crosswalk, and a wheelchair ramp at Maple Street are proposed.

Status: Equipment procurement is underway and will take approximately 4 weeks to complete. Lead time for delivery is estimated to be 6-8 weeks with another 2-4 weeks for installation.

Item: Layout and install bicycle lanes on Bartlett Street from the Town Line approximately to Algonquin Regional High School (ARHS).

Status: The Town has engaged a traffic engineering consultant to prepare the pavement marking and sign layout. The annual pavement marking procurement will be done in June and the work will occur during the fall.

Item: Conduct a traffic engineering speed study for the segment of Bartlett Street in the ARHS area.

Status: The Town has engaged a traffic engineering consultant to perform the engineering study required to validate this posting. If the study finds that a Safety Zone is warranted, appropriate signs will be purchased and installed.

In addition to these mitigation efforts, other traffic related work is on-going. Central Massachusetts Regional Planning Commission (CMRPC) will be collecting traffic counts on Bartlett Street, Ridge Road, and Maple Street beginning in the next few days. This data will be used for truck exclusion considerations, as well as for other traffic related studies being conducted in the area.

Amazon has committed to funding a Post Occupancy Traffic Study, which will be overseen by Town Staff. CMRPC is preparing a scope of services so the Town can solicit proposals from traffic engineering consultants to conduct the study. Proposals are expected to be received within the next two months.

In response to several questions from Selectman Wixted, Mr. Charpentier explained the need for the proposed wheelchair ramp at Maple Street, what a double chevron looks like, and the layout of the proposed bicycle path on Bartlett Street.

Mr. Coderre spoke to the memo that was shared with the Board just before tonight's meeting from Amazon providing an update on the steps that Amazon has taken to improve traffic concerns on Bartlett Street, including their agreement to hire a flag person to monitor their driveway pending full implementation of more permanent solutions, such as their geofencing GPS software. This memo will be posted to the Traffic webpage.

In response to a question about sidewalks from Selectman Wixted, Mr. Coderre reviewed the details of the Town's comprehensive Pavement Management Plan, (PMP) adding that it is a coordinated plan that considers the needs of the entire town, rather than just one particular neighborhood. He explained how the PMP prioritizes the need for existing sidewalk maintenance first before determining, if funding permits, where there is the most need for new sidewalks. Mr. Coderre stated that as with all infrastructure, the installation of new sidewalks on existing roadways is expensive. He reminded the Board that the Town's annual Chapter 90 State allocation is also chronically underfunded. He noted that the Town's second update to the pavement management assessment found that the Town-wide Roadway Surface Rating (RSR) increased by slightly more than two points from 71 to 73.4. Mr. Charpentier added that part of the annual \$1.1 million that is provided to the Public Works Department to maintain roadways also includes funding for drainage and culvert maintenance. He also explained the long process and the potential hurdles that lead up to building a new sidewalk.

Selectman Rogers moved the Board vote, pursuant to Massachusetts General Law, Chapter 44, Section 53A, to accept funds from Amazon for the purpose of traffic mitigation around the Bartlett Street warehouse facilities and to authorize the Town Administrator to expend such funds; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Wixted	"aye"	Rutan	"aye"
Rogers	"aye"	Perreault	"aye"
Hirsh	"aye"		

ACCEPTANCE OF PUBLIC HEALTH GRANT FUNDS FROM THE STATE

Mr. Coderre was pleased to announce that as the lead applicant, the Town was awarded the Public Health Excellence for Shared Services Grant in an annualized amount of \$300,000 pending negotiation of a final workplan and an intermunicipal agreement. This funding will give the Town of Northborough, along with the Towns of Westborough, Southborough and Boylston the resources to strengthen the local public health system to align with the recommendations of the Special Commission on Local and Regional Public Health. He congratulated Health Agent Kristin Black for all her hard work on this initiative.

Mr. Coderre requested that the Board approve the acceptance of the grant funds from the State.

Selectman Wixted moved the Board vote, pursuant to Massachusetts General Law, Chapter 44, Section 53A, to accept funds from the Public Health Excellence for Shared Services Grant from the State of Massachusetts and to authorize the Town Administrator to expend such funds; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

ACCEPTANCE OF DONATION TO THE SENIOR CENTER BISTRO PROGRAM

Mr. Coderre informed the Board that the Northborough Food Pantry has made a \$10,000 donation to the Senior Center Bistro Program, which is a non-profit program, for the purpose of supporting the Bistro program as an extension of Northborough’s community food security initiative, as well as a part of the Food Pantry’s goal of supporting the community meal programs in Town. The funds will be specifically used to support meals being accessible and affordable to seniors in Northborough.

Mr. Coderre requested that the Board approve the acceptance of the donation of funds from the Northborough Food Pantry to the Senior Center Bistro Program.

Selectman Hirsh moved the Board vote, pursuant to Massachusetts General Law, Chapter 44, Section 53A, to accept donated funds from the Northborough Food Pantry related to the operation of the Senior Center Bistro Program and to authorize the Senior Center Director to expend such funds; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

BOARD APPOINTMENT TO THE DIVERSITY AND INCLUSION COMMITTEE

Chairman Perreault noted that former Selectman Tim Kaelin spearheaded the efforts in creating the Diversity and Inclusion Committee (DIC) and has expressed interest in continuing to serve as the Board’s designee. He added that the Board of Selectmen created this as an AdHoc Committee that is expected to finish its work and make a recommendation to the Board before the end of this calendar year.

A discussion ensued about whether or not Board members wish to have Mr. Kaelin continue to serve as the Board's designee.

Selectman Rogers stated that since Mr. Kaelin spearheaded the DIC, he should continue to serve as the Board's designee.

Selectman Hirsh agreed that Mr. Kaelin started this effort and should stay on, but added that her interpretation of the description of the DIC is that the Board's designee should be a sitting member of the Board. She expressed concern that this would set a precedent and that the Board would eventually lose its direct representation in similar cases.

Selectman Wixted agreed that Mr. Kaelin is an intricate part of the DIC, but does not think it would be appropriate for him to continue to serve as the Board's designee considering the possibility that the DIC could recommend that they continue their work long-term. She asked if it would be appropriate for the Board to add an additional citizen seat that could be filled by Mr. Kaelin; therefore, allowing the Board an opportunity to appoint a new designee.

Selectman Rutan stated that Mr Kaelin is doing a fabulous job and took it upon himself to initiate the efforts to create the DIC. She agreed that it would be most beneficial if the Board were able to add an additional citizen seat. Mr. Coderre responded that the Board created the DIC and can add an additional seat if that is what it wishes to do. He suggested that the Board ask the DIC what they would like to see happen.

Chairman Perreault suggested that Mr. Kaelin continue to serve on the DIC until the Board's next meeting, at which time a decision can be made with input from the DIC. He noted that because Mr. Kaelin is well acquainted with the Board and Town staff, he does not share the concern that direct communication between the DIC and the Board would suffer as a result of not having a sitting Board member on the DIC. He added that if the DIC were to recommend that a standing committee be created, it would be considered as a separate undertaking and not a continuation of this AdHoc Committee.

As staff liaison to the DIC, Ms. Meekins noted that the DIC has a specific end date and a very specific goal in mind in making recommendations to the Board. She added that Mr. Kaelin has been an instrumental part of the Committee's work and it has taken some time to find their footing. In her opinion, to remove him from the DIC at this time would set the Committee back. Ms. Meekins will schedule this discussion on the DIC's May 20th agenda.

Selectman Rutan moved the Board vote to appoint Tim Kaelin as the Board's designee to the Diversity and Inclusion Committee until further input is received about the importance of a Board designee by the June 14th Selectmen's Meeting; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	"aye"	Rutan	"aye"
Rogers	"aye"	Perreault	"aye"
Hirsh	"aye"		

BOARD APPOINTMENT TO THE MASTER PLAN IMPLEMENTATION COMMITTEE

Chairman Perreault noted that former Selectman Tim Kaelin served as the Board’s designee on the Master Plan Implementation Committee (MPIC). Selectman Hirsh expressed interest in serving as the Board’s designee. Selectman Rogers also expressed interest in serving as the Board’s designee, but deferred to Selectman Hirsh.

Selectman Rutan moved the Board vote to appoint Selectman Hirsh as the Board’s designee to the Master Plan Implementation Committee; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

RESCHEDULE AUGUST MEETING

Mr. Coderre indicated that he has a conflict with the August 16th Board meeting and requested that the Board consider meeting instead on August 23rd. Below is the Board’s summer meeting schedule.

<u>Regularly Scheduled Meetings</u>	<u>Proposed Meeting Dates</u>
Tentative Town Meeting	May 1- rain date May 8
May 10 (Day before Election)	May 17
May 31 (Memorial Day)	
June 14	June 14
June 28	June 28
July 12	July 19
July 26	
August 9	August 16 August 23**
August 23	

Selectman Rogers moved the Board vote to reschedule the August 16th Board Meeting to August 23rd; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

EXECUTION OF CEMETERY DEEDS 1116, 1117 & 1118

Selectman Wixted moved the Board vote to execute Cemetery Deeds 1116, 1117 & 1118 as presented; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

OTHER BUSINESS

None.

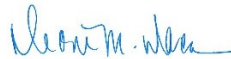
ADJOURNMENT

Selectman Hirsh moved the Board vote to adjourn; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Wixted	“aye”	Rutan	“aye”
Rogers	“aye”	Perreault	“aye”
Hirsh	“aye”		

The meeting adjourned at 9:35 p.m.

Respectfully submitted,



Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. May 17, 2021 Meeting Agenda
2. April 12, 2021 Meeting Minutes
3. Information packet – Country Discount Liquors
4. Regional Vaccination Clinic Presentation
5. Memorandum – Bonds, Bond Anticipation Notes, Advances in Lieu of Borrowing
6. Memorandum – Robert H. Kuehn Award
7. Memorandum – Acceptance of Mitigation Funds from Amazon
8. Memorandum – Acceptance of Public Health Grant Funds from the State
9. Memorandum – Acceptance of Donation to the Senior Center Bistro Program
10. Memorandum – Appointments to the Master Plan Implementation Committee and the Diversity and Inclusion Committee
11. Memorandum – Reschedule August Board Meeting
12. Cemetery Deeds