

**BOARD OF SELECTMEN  
MEETING MINUTES – June 28, 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 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 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.

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  
T. Scott Rogers  
Kristen Wixted  
Julianne Hirsh\*

Others

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

*\*Due to a power outage, Ms. Hirsch was unable to maintain connectivity and encouraged the Board to continue the meeting without her.*

**APPROVAL OF MINUTES – JUNE 14, 2021 MEETING**

Selectman Rogers moved the Board vote to approve the June 14, 2021 meeting minutes; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

**7:05 p.m. - WILLIAM LYVER – POLICE CHIEF**

Promotion of Sean Montville to Sergeant.

Chief Lyver and Officer Sean Montville were remotely present. Chief Lyver presented Officer Montville as a candidate for a promotion and appointment to the rank of Sergeant.

Chief Lyver informed the Board that three officers elected to participate in the promotion process, which consisted of a written exam, an assessment center, and his review of each officer's past performance evaluations. An outside consulting firm specializing in police promotional testing and assessment centers was hired to conduct the testing and assessment center process. All three candidates scored above the minimum 70% score required to move on to the assessment center phase.

Chief Lyver indicated that the scores of the written exam and assessment centers were calculated and were provided to him. Officer Montville scored the highest on both the written exam and the assessment center. He is recommending that Officer Montville be promoted to the rank of Sergeant effective July 1, 2021.

Officer Montville thanked his family and friends and fellow coworkers for their support. Members of the Board offered their congratulations to Officer Montville.

Selectman Rutan moved the Board vote to appoint Sean Montville to the rank of Sergeant effective July 1, 2021 as recommended by the Police Chief; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

**7:05 p.m. - JOHN CAMPBELL – OPEN SPACE COMMITTEE**

Approval of Conservation Restriction for 615 Howard Street (Rear) to the Sudbury Valley Trustees, Inc. pursuant to MGL, Chapter 184, Section 32.

Mr. Campbell indicated that the Conservation Commission utilized their Conservation Fund to purchase 19.2 acres at the rear of 615 Howard Street in December of 2019 for \$390,000. The premises was acquired using Chapter 44B of the Massachusetts General Laws Community Preservation Act fund and is therefore required to have a Conservation Restriction (CR). The purpose of this CR is to ensure that the premises will be maintained in perpetuity for conservation purposes, in a natural, scenic and undeveloped condition, and to prevent any use or change that would impair or interfere with its conservation and preservation values.

Mr. Campbell added that the Open Space Committee worked with the Sudbury Valley Trustees and the Massachusetts Division of Conservation Services to develop the CR, which will be held by Sudbury Valley Trustees. The CR has been reviewed by Town Counsel. He added that the Open Space Committee also reviewed the draft CR and voted to recommend it as written for the acceptance and execution by the Massachusetts Division of Conservation Services, Conservation Commission, Sudbury Valley Trustees and the Board of Selectmen.

Selectman Rutan added that this land abuts 1500 acres of conservation land that will provide access to passive outdoor recreation. She also noted that the protection is consistent with the current Open Space & Recreation Plan.

Selectman Rogers moved the Board vote to accept and execute the Conservation Restriction for 19.2 acres of property located at the rear of 615 Howard Street as presented by the Open Space Committee; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

**7:20 p.m. - KATHY JOUBERT, TOWN PLANNER**

To consider the Town’s Right of First Refusal for 0 Ball Street, Map 25, Parcel 13 pursuant to MGL, Chapter 61A.

Ms. Joubert reported that the MGL, Chapter 61 programs give Massachusetts landowners an opportunity to reduce their property taxes in exchange for providing important public benefits such as clean water, wildlife habitat, rural character, wood products, food, and outdoor recreation. There are three different Chapter 61 programs: Chapter 61 – Forestry, Chapter 61A – Agriculture, and Chapter 61B – Open Space and Recreation.

Ms. Joubert stated that when a landowner chooses to convert enrolled land to another use, the municipality’s first refusal option (“right of first refusal”) is triggered and the municipality has the option to match a bona fide offer to purchase the property at the price contained in the offer. The option must be exercised by the municipality within 120 days of receiving a notice from the owner. If the option is exercised, the land must be acquired by the municipality within 90 days.

Ms. Joubert noted that 0 Ball Street is adjacent to 121 Ball Street and is enrolled in Chapter 61A. The owner has a bona fide offer on the 4.25-acre parcel and will be sold as a parcel for a single-family home.

Ms. Joubert informed the Board that the Planning Board, Conservation Commission, Open Space Committee and Parks & Recreation Commission have all considered the Town’s Right of First Refusal and all recommended the Town not purchase the parcel as it does not abut any Town-owned land and would not serve any purpose to the Town for open space protection.

Selectman Wixted moved the Board vote to not purchase the property located at 0 Ball Street pursuant to Chapter 61A, based on the recommendations of the Planning Board, Conservation Commission, Open Space Committee and the Parks & Recreation Commission; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

## **REPORTS**

### Kristin Wixted

- Noted that she is looking forward to working with the Boards and Committees that she is liaison to.
- Requested that traffic & safety concerns be scheduled on the Board's next meeting agenda.
- Requested a status update on the sale of the old Fire Station on Church Street. Mr. Coderre responded that this is a low priority project at the moment, but it is on the list to begin the public procurement process hopefully by the end of summer.

### T. Scott Rogers

- Encouraged residents to subscribe to Town News through the Town website and to consider volunteering on a Board or Committee.
- Noted that the National League of Cities has been hosting a series of webinars on racial equity and leadership that will lead up to a larger in-person session.
- Noted that he will be attending an MSA webinar on June 30<sup>th</sup> regarding mental health policing.
- Noted that the Open Space Committee is reviewing an appraisal for 429 Whitney Street.
- Attended a recent Personnel Board meeting and is looking forward to seeing the results of the upcoming Classification and Compensation Study.
- Noted that he is looking forward to attending meetings of the Boards and Committees that he is liaison to.

### Leslie Rutan

- Announced that the Northborough Food Pantry is in need of toiletry items. Thanked all the volunteers who work at the Food Pantry and thanked the residents for their contributions. She also encouraged residents to check out their Facebook page to learn about the Friends Fridge that is located in the same location as the Food Pantry at 37 Pierce Street.
- Reminded residents to visit the traffic & safety page on the town website where they can request and receive updates on traffic safety, crosswalks, enforcement, sidewalks, signs and traffic congestion. This page provides residents the opportunity to look back and see if their question has already been answered. Thanked Mr. Charpentier for keeping this up to date.
- Attended a recent Local Emergency Planning Committee (LEPC) meeting. Wished former Haz Mat Assistant Michael Borowiec the best of luck and welcomed Michael Parr as the recently hired Haz Mat Assistant.

### Jason Perreault

- No report.

### John Coderre

- Announced that the State revenue outlook is projecting that the State will close out FY2021 with an estimated \$4 billion above budget. The question is what will the State do with this surplus, in addition to replenishing their stabilization fund? He added that in addition to Northborough, the Massachusetts Municipal Association (MMA) Fiscal Policy Committee is strongly advocating that the State increase the Chapter 90 transportation funds from \$200 million to \$400 million across all communities.

**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.

There was no public comment.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

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

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

The meeting adjourned at 7:40 p.m.

Respectfully submitted,



Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

**Documents used during meeting:**

1. June 28, 2021 Meeting Agenda
2. June 14, 2021 Meeting Minutes
3. Memorandum – Promotion of Police Officer
4. Information packet – Conservation Restriction
5. Information packet – Chapter 61A Land