

**BOARD OF SELECTMEN
MEETING MINUTES – October 18, 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 will be asked to wait until the floor is 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
Julianne Hirsh
Kristen Wixted

Others

John Coderre, Town Administrator
Rebecca Meekins, Assistant Town Administrator
Jason Little, Finance Director
David Parenti, Fire Chief
Scott Charpentier, DPW Director

APPROVAL OF MINUTES – SEPTEMBER 13, 2021 MEETING

Selectman Rutan moved the Board vote to approve the September 13, 2021 meeting minutes as submitted; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

7:00 p.m. - PUBLIC HEARING

To consider Petitions #30377976 and #30377977 as submitted by Massachusetts Electric (NGrid) Company for a new pole and a pole relocation on Southwest Cutoff.

Petition # 30377977

Mr. Charpentier informed the Board that Pole Petition #30377977 requests the Board's approval to relocate Pole 42 approximately 20 feet to the north on Route 20 in front of 241 Southwest Cutoff. This work will create and monitor better reliability of electric power along this portion of Route 20.

There were no comments from the public.

Selectman Rogers moved the Board vote to close the public hearing; Selectman Hirsh seconded the motion; the roll call vote was taken as follows:

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

Selectman Hirsh moved the Board vote to approve Pole Petition #30377977 as submitted by National Grid; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

Petition # 30377976

Mr. Charpentier informed the Board that Pole Petition #30377976 requests the Board's approval to install a new pole 44-50 on the eastbound side of Route 20 in front of 273-281 Southwest Cutoff. As with the other petition, this work will create and monitor better reliability of electric power along this portion of Route 20.

There were no comments from the public.

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

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

Selectman Wixted moved the Board vote to approve Pole Petition #30377976 as submitted by National Grid; Selectman Hirsh seconded the motion; the roll call vote was taken as follows:

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

7:15 p.m. - KRISTIN BLACK – HEALTH AGENT
COVID Update.

Ms. Black provided a brief COVID update as follows:

Recent Cases and Vaccination Status

The COVID-19 Dashboard Data shows that during the last month, there were 137 positive cases in Town compared to 36 during this same period in 2020. Ms. Black reviewed the breakdown of the vaccination status of 104 of those cases who were aged 12 and older.

Booster Clinics for Adults

The Town recently hosted a Pfizer booster clinic at the Northborough Senior Center and administered 68 vaccines. No additional Pfizer clinics are planned at this time. It is anticipated that the FDA will approve boosters for individuals who received Moderna and Johnson & Johnson vaccines in the coming days. Those who would like to be added to the Town's email list serve to learn about future booster clinics can sign up at:

www.tinyurl.com/nborosignup

Future Clinics for Children Ages 5-11

It is anticipated the FDA will approve the Pfizer vaccine for children ages 5-11 in the coming weeks. Ms. Black stated that she is closely following the approval process and has already submitted a request for vaccines from the state. Those who would like to be added to the Town's email list serve to learn about future clinics for children ages 5-11 can sign up at:

www.tinyurl.com/nborosignup

COVID-19 Testing

Northborough Public Schools is using Ellsworth McAfee Park for a satellite testing location for the school's Test and Stay Program. This program is for unvaccinated individuals who are in-school close-contacts and is not open to the general public.

There are several free test sites in the area. To learn more visit www.tinyurl.com/nborotesting

- Stop the Spread Site at Marlborough Hospital: A drive-through test site open Monday, Tuesday and Thursday 8AM to 1PM. No appointment is required.
- Project Beacon Regional Express Site, 562 Waverly Street, Framingham: This walk-in site is appointment only Monday-Fridays.
- MBTA Commuter Rail Station, Ashland: A drive-through test site on the Route 135 (West Union Street Side) open Monday, Wednesday and Friday 7AM – 11AM and Tuesday, Thursday and Saturday 2PM – 7PM.

Ms. Black confirmed that the Town website will be updated with the appropriate information and links for sign-ups.

7:30 p.m. - APPOINTMENT OF AUDITOR

Mr. Coderre informed the Board that the Town released a Request for Proposals (RFP) from certified public accounting firms qualified to perform municipal audits for fiscal years 2021, 2022 and 2023. Bill Fraher, CPA, the Town's previous auditor for over 20 years will be retiring soon. He noted that while auditing services are considered exempt under the Uniform Procurement Act, the Town chose to move forward with the RFP process to gather competitive pricing from as many qualified firms as possible.

Mr. Coderre noted that the Town received two proposals, one from Scanlon & Associates, and one from Powers & Sullivan, LLC. The proposals were reviewed and ranked by members of the financial team and Chairman Jason Perreault. Mr. Coderre stated that both firms were interviewed by the staff financial team consisting of himself, Finance Director Jason Little and Assistant Town Administrator Becca Meekins. Chairman Perreault was present at both interviews as a representative of the Board of Selectmen.

Following the interviews, reference checks were conducted for both firms. Scanlon & Associates provides auditing services to the Algonquin Regional School District, as well as several surrounding communities, including Westborough, Shrewsbury and Grafton. Northborough has strong organizational and financial ties to the Regional School District, as well as Westborough, Shrewsbury and Grafton through the Regional Veteran's District and the more recent Greater Boroughs Partnership for Health grant. Due to the regional connections, staff believes that working with Scanlon & Associates will be a much more efficient and effective process due to those existing relationships with surrounding communities.

Mr. Coderre recommended that the Board of Selectmen vote to appoint Scanlon & Associates as Auditor for the Town of Northborough for fiscal years 2021, 2022 and 2023. The Board was previously given a copy of the proposal from Scanlon & Associates, as well as a copy of the competitive evaluation form filled out by the financial team.

Jeff Gendron from Scanlon & Associates was remotely present to introduce himself to the Board. Chairman Perreault welcomed Mr. Gendron to Northborough. Selectman Rutan thanked Bill Fraher for his over 20 years of service to the Town.

Selectman Rutan moved the Board vote to appoint Scanlon & Associates, LLC as Auditor for the Town of Northborough, pursuant to their proposal dated September 3, 2021, and to authorize the Town Administrator to execute a contract for fiscal years 2021, 2022 & 2023; Selectman Hirsh seconded the motion; the roll call vote was taken as follows:

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

7:45 p.m. - SCOTT CHARPENTIER – DPW DIRECTORSet Fees for Plowing/Sanding Private Ways for the upcoming 2021-2022 winter season.

Mr. Charpentier proposed to the Board that the base charge for plowing and treatment services of private ways and unaccepted streets which are 100% complete be increased from last year's charge of \$210 to \$215 to cover the costs of labor, fuel and materials, which have significantly increased.

Residents of the private ways that received plowing and treatment services during the last Winter Season were notified of tonight's consideration to increase the fees. No concerns were heard from any of the residents.

Selectman Rogers moved the Board vote to set the fees for plowing and treatment of private ways less than 3,000 feet for the 2021/2022 winter season as follows: \$215.00 per storm per private way for plowing; \$215.00 per storm per private way for treatment; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

Update regarding the Post Occupancy Traffic Study on Bartlett Street.

Mr. Charpentier noted that on September 1, 2021, the Town engaged the Central Massachusetts Regional Planning Commission (CMRPC) to prepare a Post Occupancy Study for the land use located at 330/350 Bartlett Street. He provided a status update as summarized below:

- **Crash Analysis** – Accident data has been collected from both the Massachusetts Department of Transportation (MassDOT) and the Northborough Police Department for the period of time between January 1, 2016 and June 3, 2021. This information has been compiled and is currently being analyzed for inclusion in the final report.
- **Intersection Turning Movement Counts** – On September 23, 2021, vehicles turning movement counts were collected at three locations. Data for the intersections of Bartlett Street and Route 20 and Bartlett Street and Lyman Street were counted manually while counts at the driveway of 330/350 Bartlett Street were collected through automated video analysis. This information is partially compiled and will soon be analyzed for inclusion in the final report.
- **Traffic Counts** – Automated traffic recorders were set at seven locations as previously presented to the Board at the August 16, 2021 meeting. The data was collected from May 17, 2021 through June 1, 2021 and captured all vehicle classes as well as speeds. This data is what supported the Town's request to MassDOT for a heavy commercial vehicle exclusion on Ridge Road and a segment of Maple Street. We are still awaiting a response from MassDOT on this request.
- **Pre-Post Traffic Study Comparison** – The results of the turning movement count at the driveway of 330/350 Bartlett Street show that the total observed trips were 1,719 while the trip projections presented in the February 1, 2015 traffic study submitted to the Planning Board was 2,490.

- Walking Audit – All participants will meet at the Algonquin Regional High School on October 28, 2021 where there will be pre-meeting beginning at 9:00 AM. This will be followed by the roadway walk, returning to the School at 11:00 AM where a one-hour post-discussion will be conducted. Approximately 16 representatives have confirmed that they will attend the walking audit, including Town staff from public safety and public works departments, the planning department and the administration office. School staff, a representative from the Planning, Board, representatives from the Central Massachusetts Planning Commission (CMRP) and some facility operators on Bartlett Street will also attend. The next focus group that is invited to participate in the walking audit is interested citizens from the Bartlett Street neighborhood. Mr. Charpentier reviewed the agenda for the walking audit. Both the agenda and a “prompt list” for the various topics will be posted on the Public Works website under “News and Announcements”.
- Findings and Mitigation Recommendations Report by the CMRPC – The submission of this document along with the supporting data is scheduled for December of 2021.

Following Mr. Charpentier’s presentation, the Board briefly discussed the importance of having neighborhood representation in the walking audit as they can bring knowledge that may not be obvious to others. Mr. Charpentier encouraged the Board’s participation.

8:15 p.m. - PUBLIC HEARING

Implementation of “Jake Break” prohibition on Bartlett Street, pursuant to Town Code, Chapter 2-44-130 Compression Brake Use Restriction.

Mr. Coderre noted that the Board of Selectmen proposed a new bylaw at the May 1, 2021 Annual Town Meeting. Under Article 39, the Town voted to add a new section 2-44-130 “Compression Brake Use Restricted” to Chapter 2-44 of the Town’s general bylaws. The new Section 2-44-130 prohibits the use of engine, compression, dynamic or mechanical exhaust breaks, commonly referred to as “Jake Breaking”. He added that on September 7, 2021, the Attorney General approved the bylaw and the Town satisfied the posting/publishing requirements of General Laws, Chapter 40, Section 32.

Mr. Coderre informed the Board that staff is proposing that the Board use the newly approved bylaw to adopt a compression brake restriction for the entire length of Bartlett Street. He added that the Town cannot adopt restrictions on State roads and cannot ban engine or compression braking systems entirely as General Laws, Chapter 90, Section 7 requires these braking systems in certain vehicles.

Mr. Coderre reviewed the proposed location of signs. The signs will make the new bylaw enforceable by the Police Department. He added that the Town will reach out to the facilities on Bartlett Street letting them know that this new restriction is in effect.

In response to questions from Board members, Mr. Charpentier stated that the signs will be consistent with signs posted in other communities and Chief Lyver discussed how the signs will aid in enforcement by the Police Department.

In accordance with the approved bylaw, the Board scheduled tonight's public hearing regarding this matter before voting to approve the recommendation. Chairman Perreault invited comments from the public.

Janeen Callaghan of 6 Stirrup Brook Lane asked about the location of the signs and would they be facing both directions. Mr. Charpentier responded that the intent is to install single sided signs facing oncoming traffic entering Bartlett Street from Route 20, leaving Cedar Hill or Hays Memorial Drive entering Bartlett Street, and signs facing each direction at Lyman Street over by Stirrup Brook Trail. Truck drivers will see a sign as they take a left leaving Lyman Street and they will see a sign as they are coming down the hill on Bartlett Street to take a left onto Lyman Street. Ms. Callaghan asked if a sign can be installed on Lyman Street as trucks are entering Bartlett Street? Mr. Coderre responded that tonight's public hearing is to consider the new bylaw and signage on Bartlett Street only. The Board may consider a request for the bylaw to be implemented on Lyman Street at a future Board meeting.

There were no further comments from members of the public.

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

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

Selectman Wixted moved the Board vote to adopt a compression brake restriction for Bartlett Street pursuant to Town Code Section 2-44-130 "*Compression Brake Use Restricted*" and that appropriate signage shall be installed at the discretion of the DPW Director; Selectman Rogers seconded the motion. See roll call vote following further discussion.

Further Discussion

Mr. Coderre explained that any future requests for the implementation of this bylaw in other areas of Town can be considered by the Board at their discretion through a public hearing process. A brief discussion ensued about whether or not it is important that drivers other than truck drivers understand the meaning of the signs. The roll call vote was taken as follows:

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

REPORTS

Kristen Wixted

- Asked what the Board can do to help retain staff in light of the recent resignation of the Senior Center Director and others over the last one or two years.
- Announced that the 2nd Annual Jack O 'Lantern Stroll will be held at the Town Common on October 30th. Residents can find additional information about the event or sign up to enter their carved pumpkins into the contest by visiting northboroughcac.weebly.com.

- Noted that the Regional School Committee continues to consider the renaming of the High School mascot.
- Noted that the School District sent out a survey to families regarding the use of ARPA funds. Asked if the Town could do the same? Encouraged residents to reach out to her or the entire Board via email to share their ideas. Mr. Coderre noted that the use of the ARPA funds should be considered as part of the normal budget process.

Julianne Hirsh

- Asked that the Board receive regular updates on the status of the ARPA funds so that reasonable priorities can be set.
- Announced that the Cultural Council will be reviewing grant applications soon. Noted that they are looking for new members to serve.
- Noted that the Master Plan Implementation Committee (MPIC) recently met. Their first focus will be to update the mission statement and set some priorities. The MPIC will need an update on the status of the feasibility study for 4 West Main Street. Mr. Coderre responded that there is little doubt that the Town will take the building back in May of 2022. The feasibility study will determine whether the Town should sell the building or use it for municipal purposes. He stated that the Town does not yet control the building. He added that he is working with the current lessee of the building to ensure that the architects and the engineers will have access to the building to evaluate the systems and the state of the building at the appropriate time.

T. Scott Rogers

- Attended 15 meetings or so of those Boards and Committees that he is liaison to since the Board's last meeting in September.
- Echoed Mr. Coderre's message to the Board at the last meeting that the methods for setting priorities for the use of the ARPA funds should be vetted through the established budget process. The Town needs to wait to know what the rules are for use of the ARPA funds in regard to revenue replacement. Asked residents to be patient.
- Thanked Town staff for providing him with details on financial planning and how the ARPA funds may be used under set parameters. Also thanked the DPW Director and Town Engineer for providing details on some of the road and culvert renovations that are ongoing.

Leslie Rutan

- Reiterated that the Town has fantastic staff and when Town staff chooses to depart from their employment it is for a variety of reasons, adding that personnel matters are often not appropriate for public discussion.
- Noted that she agrees with the suggestion by Rachel Armstrong that the meeting packets be provided online to the public prior to the meeting. Mr. Coderre responded that the packet can be made available on the Town website the morning of the meeting.
- Thanked the Algonquin High School for their fundraising efforts for the Northborough Food Pantry.
- Noted that the Diversity & Inclusion Committee held a listening session on September 30th. Thanked Tim Kaelin and the Committee members for the opportunity. She hopes to see another listening session take place at some point in the future.
- Thanked the Health Department for hosting a recent flu clinic at Algonquin High School. Thanked the DPW Department for helping with the set up and breakdown.
- Noted that she has heard that some drivers are confused about the intersection at Route 20 and Patty Lane that leads to the Library parking lot entrance. She asked if arrows could be painted

on the roadway itself? Mr. Coderre reminded the Board about the traffic improvements that were done several years ago to improve the downtown traffic flow. At that time, the traffic engineers originally wanted Patty Lane to be a right-turn out only, but the neighborhood, businesses and the Library wanted it to remain both ways. He will look into whether any improvements can be made through roadway markings or signage.

- Reminded the public that a left turn from Pierce Street onto Church Street is not allowed.

Jason Perreault

- Thanked the Applefest Committee and the volunteers who made this year's Applefest celebration another successful event. Thanked DPW and Public Safety personnel for helping with the event.
- Congratulated Dawn Rand as this year's Applefest Grand Marshall and former Police Chief Ken Hutchins as an Honoree Grand Marshall.
- Congratulated Tougas Farm for being recognized as the 2nd best farm in the State for apple picking by Boston.Com and as the 10th best farm for apple picking in a nationwide poll conducted by USA Today.
- Thanked the Diversity & Inclusion Committee for their recent listening session. This Committee continues to be very active and engaged. He is looking forward to hearing their recommendations at the end of the year.
- Congratulated Northborough resident Mark Donahue for being acknowledged by Best Lawyers as Lawyer of the Year.

John Coderre

- No report.

PUBLIC COMMENTS

Chairman Perreault stated 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.

Lisa Maselli of 13 Maple Street negatively commented about the following: appearance of the Town, the Board's responsiveness to citizen inquiries, RFP drafting, working with the citizens to create safe streets, misinformation and misguidance of bylaws and lack of follow-up or follow-through.

John Wixted of 2 Stirrup Brook Lane thanked the Town and Mr. Charpentier for installing the safety zone signs and flashing lights.

Janeen Callaghan of 6 Stirrup Brook Lane asked if Bartlett Street neighborhood residents are invited to attend the Waking Audit on October 28th. Mr. Charpentier responded that the Walking Audit is not an invite-only meeting. He suggested that neighborhood residents view the agenda for the various topics that will be posted on the Public Works website under "News and Announcements". Interested residents can just arrive and participate in the walk.

Laura Ziton of 17 Franklin Circle stated that it would be helpful as a resident to have the opportunity to provide feedback on the use of the ARPA funds and what residents would like to see in Town. She would like to see the Board reach out more and listen to the needs of the residents.

APPROVAL AND EXECUTION OF A LEASE AGREEMENT FOR A CELLULAR TOWER AT 119 BEARFOOT ROAD, ASSESSORS MAP 29, LOT 30

Mr. Coderre indicated that when the Town purchased 119 Bearfoot Road back in 2002 for a new Senior Center, there was an existing telecommunications tower onsite with a lease. When the lease expired in 2017, the telecommunications tower reverted back to the Town as the landowner. The Town has been exercising one-year lease extensions since then. At its July 18, 2020 Annual Town Meeting, the Town authorized the Board of Selectmen to issue a bid for a new, long-term cell tower lease and to enter into a lease agreement determined by the Board to be in the best interest of the Town. In June 2021, the Town released a Request for Proposals from qualified wireless communications providers interested in leasing a portion of 119 Bearfoot Road for the construction, installation, operation, and maintenance of a wireless communication facility.

The new lease will include an initial term of twenty (20) years, with two (2) five (5)-year renewal options, for a total potential term of thirty (30) years. The current tower supports telecommunications equipment and holds municipal public safety equipment, including repeaters and antennas. This equipment must stay intact, or be installed on a new tower, if one is constructed, and the Town reserves the right to place additional public safety equipment on the tower at any time.

The Town received two proposals; one from CCATT, LLC to continue to lease the existing tower with the current leases and one from Wireless Edge, a competitor of CCATT, LLC. Wireless Edge's proposal includes a plan to remove and reconstruct the tower at 119 Bearfoot Road. The proposals were reviewed by a staff team including the Assistant Town Administrator, the Public Works Director and the Town Planner.

While the overall price proposal for Wireless Edge is higher than CCATT, LLC, the scoring committee noticed shortcomings with the technical proposal from Wireless Edge. The RFP required specific plans for the replacement of the tower, should the firm propose the removal of the existing tower. The proposer should have submitted a response that clearly denoted an understanding of the current Zoning Bylaws for communications tower installments. The proposal from Wireless Edge contemplates installing an extended tower at 170' to allow for additional carriers, which would require a variance from the Zoning Board of Appeals. The applicant makes no mention of that process, implying a lack of understanding as to what would be required of the firm in the permitting process. This lack of understanding could lead to delays, which puts the Town's income from the tower at risk.

The CCATT, LLC proposal is from a subsidiary of Crown Castle, the current lease holder for the existing tower. The CCATT proposal includes a plan to continue utilizing the existing tower with the existing leases with the current carriers for the foreseeable future. This proposal does not include any plans for reconstruction of the existing tower so there would be no permitting process or delay of income. The CCATT bid guarantees the revenue streams proposed from co-locators as

the subleases already exist between CCATT and the leaseholders. Staff agrees that the most advantageous plan was submitted by CCATT, LLC with a base payment of \$60,000 with an escalation of 5% each year. This amounts to \$4.16 million over the life of the 20-year lease, which is \$1.65 million more than the existing lease that is expiring.

Mr. Coderre responded to questions by members of the Board as follows: The useful life of the telecommunications tower will go beyond the potential 30-year lease; the co-locators are maxed out at the current 4; CCATT, LLC is responsible for maintaining the telecommunications tower and its equipment; and there have been no complaints about the telecommunications tower to date. Selectman Hirsh moved the Board vote to approve and execute the lease agreement and memorandum of agreement, subject to final review as to form by Town Counsel, between the Town of Northborough and CCATT, LLC for the lease of the cell tower at 119 Bearfoot Road in Northborough, pursuant to the proposal submitted by CCATT, LLC on July 28, 2021, for a term of twenty years, commencing November 1, 2021 and terminating on October 31, 2041, with two five-year optional extension periods; Selectman Rogers seconded the motion; the roll call was taken as follows:

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

RECOMMENDATIONS FOR APPOINTMENTS TO THE HISTORIC DISTRICT COMMISSION AND THE SCHOLARSHIP COMMITTEE

Chairman Perreault noted that the Interview Subcommittee minutes were included in the meeting packet for review by Board members of the recommendations being made this evening.

Selectman Rogers moved the Board vote to appoint Tom Reardon as an alternate member on the Historic District Commission for a partial three-year term to expire on April 30, 2024 as recommended by the Interview Subcommittee; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

Selectman Rogers moved the Board vote to appoint Lorna Helms as an alternate member on the Historic District Commission for a partial one-year term to expire on April 30, 2022 as recommended by the Interview Subcommittee; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

Selectman Rogers moved the Board vote to appoint Vikram Verma to the Scholarship Committee for a partial three-year term to expire on April 30, 2024 as recommended by the Interview Subcommittee; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

Selectman Rogers moved the Board vote to appoint Elizabeth Nolan to the Scholarship Committee for a partial one-year term to expire on April 30, 2022 as recommended by the Interview Subcommittee; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

EXECUTION OF CEMETERY DEEDS

Selectman Wixted moved the Board vote to execute Cemetery Deeds 1129, 1130, 1131 & 1132; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

OTHER BUSINESS

Selectman Hirsh asked that the meeting packets be posted on the Town website at the same time that they are available to the Board members rather than on the morning of the meeting. Chairman Perreault stated that he as a Board member, would like to have the opportunity to review the packet before the public so that he is better prepared to answer any questions. He added that the purpose of providing the meeting packet to the public is to provide an opportunity to follow along with the agenda items.

9:35 p.m. - EXECUTIVE SESSION

Selectman Rutan moved the Board vote to enter into Executive Session - pursuant to M.G.L., Chapter 30A, Section 21, Subsection 6 (Purchase of Real Estate – Fire Station Project at 61 & 65 West Main Street) due to the Chair's determination that a discussion regarding this matter in an open meeting may have a detrimental effect on the position of the Board; Selectman Rogers seconded the motion; the roll call vote was taken as follows:


Wixted	“aye”	Rutan	“aye”
Hirsh	“aye”	Perreault	“aye”
Rogers	“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. October 18, 2021 Meeting Agenda
2. September 13, 2021 Meeting Minutes
3. Information packet – Pole Petitions
4. Memorandum – COVID Update
5. Information packet – Appointment of Auditor
6. Memorandum – Fees for Plowing/Sanding Private Ways
7. Information packet – Post Occupancy Traffic Study on Bartlett Street
8. Information packet – Lease Agreement for Cellular Tower at 119 Bearfoot Road
9. BOS Interview Minutes – Recommendations for appointment to Boards and Committees.
10. Cemetery Deeds