

**BOARD OF SELECTMEN
MEETING MINUTES – October 19, 2020**

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. Each speaker on the agenda will be invited by name to provide comments, questions or motions. He asked that participants hold until their name is called.

Chairman Perreault 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

Town Staff

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

APPROVAL OF MINUTES – SEPTEMBER 28, 2020 REGULAR MEETING

Selectman Rutan moved the Board vote to approve the September 28, 2020 Meeting Minutes as amended, Selectman Kaelin 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. - DAVID PARENTI, FIRE CHIEF

Swearing-In of Firefighter/Paramedics:
 Anthony Riccardo
 Cameron Tricia
 Matthew Tufo

Chief Parenti introduced Firefighter/Paramedics Anthony Riccardo, Cameron Tricia and Matthew Tufo as the newest members of the Fire Department.

Mr. Riccardo comes to Northborough from Medstar Ambulance Company in Leominster as an EMT/Paramedic. He received his Associate of Paramedicine Degree from Quinsigamond Community College in May 2016.

Mr. Tracia comes to Northborough from Medstar Ambulance Company in Worcester as an EMT/Paramedic and an EMT Basic for Vital EMS. He received his Associate of Paramedicine Degree from Quinsigamond Community College in May 2020.

Swearing-In of Firefighter/Paramedics Cont. . .

Mr. Tufo comes to Northborough from Medstar Ambulance Company in Leominster as an EMT/Paramedic. He received his Associate of Paramedicine Degree from Quinsigamond Community College in May 2020.

Mr. Riccardo, Mr. Tracia and Mr. Tufo will be attending the Massachusetts Fire Academy Recruit Training Program starting on February 21, 2021 with a scheduled graduation date of May 7, 2021.

Members of the Board welcomed Mr. Riccardo, Mr. Tracia and Mr. Tufo to Northborough. Mr. Riccardo, Mr. Tracia and Mr. Tufo were sworn in by Town Clerk Andrew Dowd.

7:15 p.m. - ANDREW DOWD, TOWN CLERK

Acceptance of COVID-19 Response Grant Application from the Center for Tech and Civic Life pursuant to MGL Chapter 44, Section 53A.

Mr. Dowd reported that through the Center for Tech and Civic Life (CTCL) COVID-19 Response Grant program, Northborough was awarded \$5,335. The CTCL is a publicly supported 501(c)(3) nonprofit organization and a recent \$250M contribution allowed CTCL to provide grants to local election jurisdictions across the country to help ensure they have the staffing, training and equipment necessary for the upcoming Presidential Election.

Mr. Dowd reviewed the mail-in and early voting options available to all residents for the November 3, 2020 Presidential Election, adding that more than 5000 ballots have been mailed out to date. Voting information can be found on the Town website.

Selectman Hirsh moved the Board vote, pursuant to Massachusetts General Law Chapter 44 Section 53A, to accept funds under the Tech and Civic Life COVID-19 Response Grant Program for any staffing, training and necessary equipment relating to the 2020 Presidential Election; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	Kaelin	“aye”
Hirsh	“aye”	Perreault	“aye”
Rutan	“aye”		

7:25 p.m. - JASON LITTLE, FINANCE DIRECTOR

Approval/Execution of Advances in Lieu of Borrowing.

Mr. Little was present to request the Board’s approval of two “Advances in Lieu of Borrowing” for articles approved at the July 18, 2020 Annual Town Meeting in the amount of \$1,525,000 for the following projects:

Article 22	Water/Sewer Garage	\$ 800,000
Article 23	Assabet Hill Water Tank	<u>\$ 725,000</u>
TOTAL		<u>\$1,525,000</u>

Approval/Execution of Advances in Lieu of Borrowing Cont. . .

Mr. Little added that these two advances follow the \$2,116,548 advance previously approved for the Fire Station Article.

Selectman Rogers moved the Board vote to approve and execute two Advances in Lieu of Borrowing effective October 19, 2020 in the amount of \$1,525,000 as presented by Finance Director Jason Little; Selectman Kaelin seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	Kaelin	“aye”
Hirsh	“aye”	Perreault	“aye”
Rutan	“aye”		

**7:30 p.m. - SULAIMAN KAMARA –
DIVINE COMMUNITY TRANSPORTATION**

To consider an application for a Transportation/Livery License as submitted by Sulaiman Kamara d/b/a Divine Community Transportation for premises located at 300 West Main Street.

Mr. Sulaiman Kamara and Ms. Tunnu Sepetu from Divine Community Transportation were remotely present to request a Transportation/Livery License for premises located at 300 West Main Street. Mr. Kamara rents office space at this location and the Transportation/Livery License is needed for two (2) livery non-medical transportation Dodge vans. Mr. Kamara indicated that Divine Community Transportation transports individuals with developmental disabilities to their programs, and also transports seniors and community members to medical appointments and/or community-based activities.

The personal information of Mr. Kamara and Ms. Sepetu has been reviewed by Detective Sergeant Brian Griffin, who has indicated that he did not find anything of concern in regard to their character and reputation.

Selectman Kaelin moved the Board vote to approve the application for a Transportation/Livery License as submitted by Sulaiman Kamara and Tunnu Sepetu d/b/a Divine Community Transportation for premises located at 300 West Main Street with the condition that no more than two (2) livery vehicles be parked in the parking lot located in front of the Divine Community Transportation business entrance at 300 West Main Street at any one time; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

Rogers	“aye”	Kaelin	“aye”
Hirsh	“aye”	Perreault	“aye”
Rutan	“aye”		

REPORTS

T. Scott Rogers

- Thanked Chief Lyver and Chief Parenti for their monthly reports.
- Following the recent windstorm, asked Mr. Coderre to speak to the Town's Emergency Response plans. Mr. Coderre indicated that the Town has a comprehensive set of Emergency Response plans, adding that Melican Middle School is the designated shelter-in-place.

Julianne Hirsh

- Noted that the Cultural Council is working hard on organizing their virtual CultureFest that will be broadcast on Northborough Cable Access on November 6, 7 & 8. For those that wish to participate in the event, applications can be found at nccculturefest.org.
- Noted that the Cultural Council is accepting grant applications to fund programs and events to showcase the arts through November 16th. Applications can be found at www.mass-culture.org.
- Noted that the White Cliffs Committee met on October 14th where they agreed to contract with the architect to develop a modified plan, which at a minimum will preserve the building and ensure code compliance. Added that residents can view the meeting on Northborough Remote Meetings on YouTube.
- Thanked the Northborough Trails Committee for their hard work in planning and maintaining the trails throughout Northborough, providing an opportunity for people to enjoy this outdoor activity.
- As a follow up to the last meeting, proposed that the Board add "*a list of topics to be discussed at the next meeting*" as a standing agenda item.

Leslie Rutan

- Thanked Chief Lyver and Chief Parenti for their monthly reports. Acknowledged a thank you letter to the Police Department for their role in celebrating a resident's 80th birthday.
- Asked residents to use their own judgement on whether or not to participate in Halloween activities and to use the CDC guidelines. Added that a flyer with tips and guidelines for Halloween can be found on the Town website.
- Acknowledged the beautiful new pergola and landscaping at the Town Common. Thanked the donor who financed the plantings and the DPW Department for their design efforts and operations. Also, thanked the Town Common group who first initiated this project. DPW Director Scott Charpentier and Mr. Coderre added that thanks to another donor, a couple of new features will soon be added.
- Noted that the Community Affairs Committee will hold their 1st Annual Jack-o'-lantern Stroll through the Town Common October 30th through November 1st. Jack-o'-lanterns provided by Northborough residents will be lit Friday, October 30th and stay lit throughout the weekend.

Tim Kaelin, Clerk

- Thanked Chief Lyver and Chief Parenti for their monthly reports.
- Thanked all who applied for the Diversity and Inclusion Committee. Noted that interviews for the 19 applicants will be conducted over the next several weeks in hopes that recommendations for appointment can be made at the Board's November 9th meeting.
- Encouraged residents to submit applications for the Master Plan Implementation Committee by November 2, 2020.
- Urged everyone to vote, either by mail, early voting at the Senior Center or at the Melican Middle School on Election Day – November 3rd.

Jason Perreault, Chair

- Formally responded to comments and inquiries on the topics below as presented under Public Comments during previous meetings:

Proposed Project at 0 Bartlett Street

In response to public comments regarding the project proposed for 0 Bartlett Street, Chairman Perreault indicated that land use approvals required for the project are within the purview of the Planning Board, the elected body with the applicable site plan and special permit responsibility under the Town's Zoning Bylaw. While Town Administration and the Board of Selectmen are aware of the various development proposals within the Town, the Board does not take formal action while an application is pending before the application's jurisdictional board. One reason is to allow each application to be considered on its merits and avoid a situation in which an applicant might contest a decision on the grounds of improper influence or predetermination. All applicants have a basic due process right afforded to them and it is in the interest of the Town to protect the process and allow the Town board with permitting responsibility to conduct its hearings in a fair and consistent manner.

The Board of Selectmen encourages citizens to participate actively in any land use or other permitting matters of interest to them. Residents of the Town can express their concerns as part of any public hearing process conducted for a development application. The Board of Selectmen recognizes that this is an essential part of local and democratic government. In this instance, the warehouse use is one that may be proposed under the applicable zoning provisions. As provided by law, land use permitting decisions are subject to the standards established in the Zoning Bylaw and also to the general requirements of state statutes. That law also provides for an appeal process should residents or applicants request review of the terms of a special permit decision.

Chairman Perreault added that he is sure the Planning Board, as the elected body with jurisdiction, will take resident concerns into consideration and give them the appropriate weight, within the context of the applicable laws. He thanked the residents for taking the time to communicate their thoughts and concerns and he encourages them to remain involved in the Planning Board process.

Alleged Violation of Conflict of Interest Law

Chairman Perreault responded as follows to public statements made under public comments in a previous Selectmen's Meeting and on various websites suggesting a potential conflict of interest due to Attorney Mark Donahue acting as counsel for the applicant for the proposed project at 0 Bartlett Street, while also serving as a member of the Town's Industrial Development Commission (IDC).

Chairman Perreault indicated that as the appointing authority for the IDC, the Board of Selectmen has a responsibility to review and respond to such concerns, adding that Town Counsel has reviewed the accusations and in their legal opinion has found that there was no violation of the Conflict of Interest Law by Mr. Donohue and no further action is required by the Board of Selectmen.

Chairman Perreault added that all IDC members were designated under the State's Conflict of Interest Law (MGL, c.268A, section 1) as "Special Municipal Employees" in 2004, following an earlier request by the Planning Board that they be designated as "Special Municipal Employees". A Special Municipal Employee may represent private parties before municipal boards other than their own, provided they have not officially participated in the matter and the matter is not now (and was not within the past year) within their official responsibility. The full listing of Northborough's designated Special Municipal Employees is a public document and is shown below.

Town of Northborough Special Municipal Employees

<u>Board, Committee, Commission</u>	<u>Voted by Board of Selectmen</u>
Industrial Development Finance Authority	1/11/1988
Cable TV Advisory Committee	1/25/1988
Municipal Code & Bylaw Committee	3/14/1988
Zoning Board of Appeals	9/11/1989
Conservation Commission	1/14/1991
Water & Sewer Commission	1/14/1991
Personnel Board	6/27/1994
Planning Board	1/12/2004
Financial Planning Committee	1/12/2004
Appropriations Committee	1/26/2004
Industrial Development Commission	2/09/2004
Elderly & Disabled Taxation Fund Committee	4/12/2004
Open Space Committee	4/12/2004
Parks & Recreation Commission	4/12/2004
Scholarship Committee	4/12/2004
Trust Funds Committee	4/12/2004
Youth Commission	4/12/2004
Council on Aging	4/12/2004
Housing Partnership	8/20/2007

Chairman Perreault made it very clear that the comments expressed publicly regarding claims of a Conflict of Interest have been inaccurate and incorrect. The insinuations that have been made about Mr. Donahue and his participation as counsel to the applicant's

Alleged Violation of Conflict of Interest Law Cont. . .

proposed project at 0 Bartlett Street have unfortunately resulted in Mr. Donahue resigning from the IDC solely as not to jeopardize the representation he is currently providing to his client in regard to the application before the Planning Board.

Speaking from his personal experience, Chairman Perreault acknowledged Mr. Donahue's long record of service to the Town and encouraged anyone who has made public representation suggesting a Conflict of Interest against Mark Donahue to reconsider and retract those statements as they are inaccurate and incorrect.

Request for Truck Exclusion on Bartlett Street

Chairman Perreault indicated that based on inquiries from the public he requested information from the Town Administrator and the appropriate Town staff regarding the process and requirements necessary for considering a truck exclusion on Bartlett Street. In answer to these inquiries, Chairman Perreault indicated that the Board of Selectmen does not have the authority to simply approve truck exclusions, as truck exclusions are subject to state requirements through the Massachusetts Department of Transportation. A truck exclusion on Bartlett Street would be a difficult task, as it would require that the diverted traffic remain wholly within Northborough, which is not a possibility. Because any proposed truck exclusion on Bartlett Street would necessitate diverting truck traffic through the City of Marlborough and the Town of Westborough, it would have to be done via a state highway or through an agreement to allow the traffic diversion to take place through their roadways. Although in the past neither town has agreed to allow diverted truck traffic through their roadways, Town staff will reach out to both the City of Marlborough and the Town Westborough to request a formal response.

Chairman Perreault stated that without the cooperation from the City of Marlborough and the Town of Westborough, it would not be possible to impose a truck exclusion on Bartlett Street. Mr. Coderre added that staff has spoken with both communities and will provide the Board with their formal responses.

Citizen's Advisory Board

Chairman Perreault indicated that at the Board's last meeting, under public comments, there was a request for the Board to review the possibility of reviving a long defunct "Citizens' Advisory Board" which is included in the Town Code under section 1-16-090. He provided the following statement based on a memorandum from the Town Administrator to the Board of Selectmen with the opinions of the Town Clerk and Town Counsel.

In his statement, he noted that based upon research conducted by the Town Clerk, the Citizen's Advisory Board has been inactive for over 35 years and predates the Town's hiring of a professional Town Planner. He added that there are many instances in the Town Code where outdated boards, committees or positions, which are no longer relevant are still included as part of the administrative code. Other examples include a "Powerline Committee," "Moth Control Superintendent" and a "Measurer of Bark and Wood." Many of these old references have been superseded by state statutes, codes or current practices. According to Town Counsel, a number of these obsolete boards and committees are only advisory in nature and serve no statutorily required purpose. These boards and committees

are also not required bodies under the Town Charter. As previously discussed, time and resources permitting, the Town should complete a recodification project to eliminate such obsolete references and superseded bylaws from the Town Code.

Chairman Perreault added that the Board of Selectmen followed the recommendations of the Master Plan Steering Committee, which are included in the adopted Master Plan, and has already formed a Master Plan Implementation Committee. Although the role of the Master Plan Implementation Committee and the description of duties for the Citizens' Advisory Board are not exactly the same, the significant overlap that would exist if both bodies were in place would result in duplicate efforts, cause confusion and unnecessarily consume limited staff resources. According to Town Counsel, where the Citizens' Advisory Board is an advisory body not required by statute and not required in order for another board to perform a function required by statute and where it is designated as being under the policy direction of the Board of Selectmen, the Board of Selectmen is not required to assign to the Citizens' Advisory Board the functions which the Board has already given to the Master Plan Implementation Committee. Given the creation of a contemporaneous committee in accordance with the newly adopted Master Plan, reinstatement of the old Citizens' Advisory Board does not appear warranted at this time.

Jason Perreault Report Cont. . .

- Noted that in the late afternoon on the day of the Board's September 14th meeting, where the Board discussed the formation of a Diversity and Inclusion Committee, an email correspondence was received requesting that a statement be read during the discussion of the Diversity and Inclusion agenda item. Because this agenda item was not posted as a public hearing, the public was not invited to provide public comment and the public did not have reasonable notice that any public comment would be accepted, it was inappropriate to read the statement during the discussion on the Diversity and Inclusion Committee. As he did not have an opportunity to speak with the person who submitted the correspondence prior to the meeting, he acknowledged receipt of the statement at the end of the public comments portion of the agenda by tersely summarizing what the substance of the statement was about without reading it in its entirety.

John Coderre

- Introduced Rebecca (Becca) Meekins as the new Assistant Town Administrator. Ms. Meekins thanked the Town for this opportunity. She is excited to provide her expertise and services to the residents of Northborough.
- Noted that the Governor has resubmitted his budget and despite having no additional information from the Federal government, he remains committed to level funding the Chapter 70 and Unrestricted General Government State Aid accounts. The Town is looking at a fairly flat average tax increase for FY2021, which should be well received by residents and businesses in Town. He reminded the Board that moving forward, it will be important to consider the budgets for the next three fiscal years: FY2020 and FY2021 are going to be okay, but he warned that FY2022 will be an extremely difficult year with no information about what the Town can expect for relief from the Federal and State government, as well as the uncertainty in health insurance renewal increases. In the meantime, he is going to plan very conservatively moving forward with the

FY2022 budget containing the minimum increases necessary to support a level-service budget.

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.

John Wixted of 2 Stirrup Brook Lane questioned what the process would be to apply for a “no parking” restriction on Bartlett Street in order to prevent 18-wheelers from pulling over on the side of Bartlett Street to sleep.

Mr. Coderre responded that he will address this inquiry with Town staff and will provide a response at the Board’s next meeting.

APPOINTMENT OF BOARD MEMBER TO THE MASTER PLAN IMPLEMENTATION COMMITTEE

Chairman Perreault asked if any Board members are interested in volunteering to be the Board’s representative on the Master Plan Implementation Committee. Selectmen Kaelin and Rogers both expressed interest. Selectman Rogers withdrew his interest and deferred to Selectman Kaelin to serve.

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

Rogers	“aye”	Kaelin	“aye”
Hirsh	“aye”	Perreault	“aye”
Rutan	“aye”		

In response to a question by Selectman Hirsh, Selectman Rutan responded that the interview process for the six citizens-at-large for the Master Plan Implementation Committee will be conducted in the same manner as all other interviews for the various Board and Committee openings, adding that in this case, applicants with expertise in planning, architecture, economic development, landscape architecture, real estate or other relevant fields will be preferred.

Selectman Hirsh questioned if a member of the Planning Board should participate in the interview process for the Master Plan Implementation Committee, similar to when a Chair of a Board or Committee participates in interviews for their corresponding Board or Committee? Chairman Perreault responded that this is not yet an established Committee, therefore it would be inappropriate for any member of a particular Board or Committee to participate in the interviews.

RENEWAL OF CENTRAL MASS VETERANS' SERVICE DISTRICT AGREEMENT WITH THE TOWNS OF GRAFTON, SHREWSBURY AND WESTBOROUGH

Veterans' Services Director Justin Sousa was present and indicated that in addition to Northborough, the Central Massachusetts Veterans' District (CMVD) includes the Towns of Grafton, Shrewsbury and Westborough. The district in its current form has been operating since 2013 and is renewed every two years. The CMVD was renewed in November 2018 and again is up for renewal.

Mr. Sousa stated that in addition to himself, the CMVD is staffed with two part-time, non-exempt Veterans' Services Officers that provide assistance to veterans and their families for access to benefits on Federal, State and Local levels.

Mr. Sousa announced that he is working with Northborough Cable Access to create a 30-minute program celebrating Veterans of Northborough that will include several interviews with local veterans, as well as some information on the Hometown Heroes banners.

Selectman Hirsh moved the Board vote to authorize the Chair to send a letter to the State Department of Veterans' Services in support of the application for renewal of the Central Massachusetts Veterans' Services District for the Towns of Northborough, Grafton, Shrewsbury and Westborough; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

EXECUTION OF NOVEMBER 3, 2020 STATE ELECTION WARRANT

Selectman Rogers moved the Board vote to execute the November 3, 2020 State Election Warrant; Selectman Rutan seconded the motion; the roll call vote was taken as follows:

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

EXECUTION OF CEMETERY DEED 1103

Selectman Kaelin moved the Board vote to execute Cemetery Deed 1103 as presented; Selectman Rogers seconded the motion; the roll call vote was taken as follows:

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

OTHER BUSINESS

In a follow-up to the discussion regarding a truck exclusion on Bartlett Street, Selectman Hirsh requested that the Town receive formal statements from the City of Marlborough and

the Town of Westborough indicating whether or not they would be in support of a truck exclusion on Bartlett Street.

8:45 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 3 (Collective Bargaining: Re: Patrol Officers Union – Level III Grievance) and Subsection 6 (To consider the purchase of real property: Re: Purchase and Sale Agreement for Fire Station Project at 61-65 West Main Street) 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 Kalin seconded the motion; the roll call vote was taken as follows:

Hirsh	“aye”	Perreault	“aye”
Kaelin	“aye”	Rand	“aye”
Rutan	“aye”		

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

The open meeting adjourned at 8:45 p.m.

Respectfully submitted,

Diane M. Wackell
Executive Assistant to the
Board of Selectmen

Documents used during meeting:

1. October 19, 2020 Meeting Agenda
2. September 28, 2020 Meeting Minutes
3. Information packet – Firefighters/Paramedics
4. Memorandum – COVID-19 Grant Application
5. Memorandum – Advances in Lieu of Borrowing
6. Information packet – Transportation/Livery License
7. Master Plan Implementation Press Release
8. Information packet – Renewal of Veterans’ Service District
9. November 3, 2020 State Election Warrant
10. Cemetery Deed