

**BOARD OF SELECTMEN  
MEETING MINUTES – November 18, 2019**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

**MEMBERS PRESENT:** Jason Perreault, Chairman  
Dawn Rand, Vice Chairman  
Timothy Kaelin, Clerk  
Leslie Rutan  
Julianne Hirsh

\*Pledge of Allegiance

**APPROVAL OF MINUTES – NOVEMBER 4, 2019 REGULAR MEETING**

Selectman Rand moved the Board vote to approve the meeting minutes of the November 4, 2019 regular meeting as submitted; Selectman Kaelin seconded the motion; all members voted in favor.

**7:00 p.m. - PUBLIC HEARING WITH BOARD OF ASSESSORS**

For the purpose of discussing the valuation of each class of property; the minimum residential factor and the allocation of the tax burden among the four classes of real property: residential, open space, commercial and industrial, and of personal property.

Principal Assessor Daniel Brogie, Finance Director Jason Little and Treasurer/Collector Amy Haley were present. Mr. Coderre made the presentation, which included information and options for the Board of Selectmen to determine whether there shall be a single or split tax rate for the various classes of property for FY2020.

Following a review of the market activity for the FY2020 Interim Certification, the total taxable value for the Town has increased from \$2.94 billion to \$3.07 billion, or 4.5%. This analysis was based on valid sales activity during calendar year 2018 for single family homes and condominiums. Market adjustments resulted in an overall increase in single-family home values of approximately 3.3%, while condominiums increased approximately 4.9%. In addition, Industrial properties increased by 8.5% and Commercial properties increased by 3.5%.

Mr. Brogie presented the various tax rate scenarios. Should the Board of Selectmen decide to continue with a single tax rate, the FY2020 rate would increase from \$17.15 in FY2019 to \$17.25 for FY2020. The levy amount to be raised by taxation would be \$53,019,704, an increase of \$2,585,122, or 5.13%. This year \$44.8 million was certified in "new growth" value, which would result in approximately \$768,364 in new tax dollars. The average single-family tax bill would increase by \$294 from \$7,671 in FY2019 to \$7,965 for FY2020.

It was noted that the Board of Assessors unanimously recommended that the Board of Selectmen continue with the single tax rate, which promotes a fair and equitable system of taxation and would continue to help Northborough attract new business into the community while retaining those already located in Town.

**PUBLIC HEARING CONT. . .**

Chairman Perreault noted for the record the receipt of a letter from the Chair of the Northborough Industrial Development Commission and the Corridor Nine Area Chamber of Commerce, both in support of the continuation of a single tax classification. Corridor Nine Area Chamber of Commerce President Karen Chapman was in the audience.

Members of the Board expressed their support of the continuation of a single tax classification and thanked Mr. Coderre and the Finance Team for their efforts.

Selectman Hirsh moved the Board vote to close the Public Hearing with the Board of Assessors for the purpose of discussing the valuation of each class of property; the minimum residential factor and the allocation of the tax burden among the four classes of real property: residential, open space, commercial and industrial, and of personal property; Selectman Rand seconded the motion; all members voted in favor.

Selectman Hirsh moved the Board vote to maintain a uniform tax rate for all classes of property at a factor of one; to oppose the implementation of a residential exemption; and to oppose the implementation of a small commercial exemption; Selectman Rutan seconded the motion; all members voted in favor.

**8:00 p.m. - PUBLIC HEARING – Will be Continued to Dec 16 – 7:05pm**

To consider an application for a new Wine & Malt Package Store License as submitted by VEDC LLC d/b/a Richdale Convenience for premises located at 5 West Main Street.

Chairman Perreault opened the public hearing and noted that it will be continued to the Board's December 16<sup>th</sup> meeting at 7:05pm at the request of Detective Sergeant Brian Griffin to allow more time to complete the background check. The applicant was informed of the request for additional time and was not present. No one in the audience wished to be heard on the matter.

Selectman Rand moved the Board vote to continue the public hearing for the application for a New Wine & Malt Package Store License as submitted by VEDC LLC d/b/a Richdale Convenience to the Board's December 16, 2019 meeting at 7:05pm; Selectman Kaelin seconded the motion; all members voted in favor.

**REPORTS****Julianne Hirsh**

- Attended the Veterans Day ceremony at the Town Common. Thanked the Town Common group for creating such a beautiful area to honor Veterans. Also thanked the DPW Director and DPW Staff for their efforts and thought that went into this project.
- Reported that work on the roof of the White Cliffs will begin soon and will hopefully be completed by the end of December.
- Followed up on her request at the last meeting to add a future agenda discussion to change the name from Board of Selectmen to Select Board.

Julianne Hirsh Cont. . .

- Attended a presentation by the Central Massachusetts Regional Planning Commission (CMRPC) on solar farms and the effects they have on towns. Planning Board members were also at the presentation and the Planning Board will be proposing a bylaw that will be presented at the Annual Town Meeting.
- Wished everyone a happy Thanksgiving.

Leslie Rutan

- Happy to hear that the new ambulance has arrived at the Fire Station.
- Attended a recent meeting of the Local Emergency Planning Committee (LEPC). Thanked the Fire Chief and Hazmat Assistant Mike Borowiec.
- Reminded residents that the Fire Department is accepting toys for the Toys for Tots program through December 10<sup>th</sup>.
- Attended the Veterans Day luncheon at the Senior Center. Thanked everyone involved in planning and attending this event.
- Attended the Veterans Day ceremony at the Town Common. Thanked Veterans' Agent Justin Sousa. Also thanked Chairman Perreault for his speech.
- Announced that the Boy Scout Troop 101 Wreath Sale is on Saturday, November 30<sup>th</sup>. Residents can sign up for home delivery between 9am-1pm or wreaths can be purchased at the Trinity Church between 10am-1pm.
- Reiterated again that Carney Park is not an off-leash dog park.

Tim Kaelin, Clerk

- Requested an update on the Master Plan. Chairman Perreault responded that he will provide an update under his report.
- Questioned if a follow-up meeting will be scheduled with the Applefest Committee? Mr. Coderre responded that the Board voted to leave the Applefest event schedule as planned by the Applefest Committee. It was his understanding that a follow-up meeting with the Board of Selectmen would not be necessary unless a change to the agreed upon event schedule is being proposed.

Dawn Rand, Vice Chair

- Thanked the Veterans for their service and thanked all that were involved in the planning of the Veterans Day ceremonies.

Jason Perreault, Chair

- Spoke about the tragic passing of Fire Lt. Jason Menard with the Worcester Fire Department. Fire Chief Parenti noted that he and his department watched the television coverage of the services and used that as an opportunity to talk about the risks of being a firefighter and what would they have done differently in the same situation, if anything. Chief Parenti also asked the public to appreciate the risks to all public safety personnel, not just in times like this, but at all times.
- Attended the Veterans Day ceremony at the Town Common. Thanked everyone involved who planned, participated in and attended the event. Also thanked the Town Common Group for their work in planning for the Town Common and the DPW Department for their efforts in bringing the project to completion.

Jason Perreault Cont. . .

- Noted that the Master Plan Steering Committee held its final meeting on November 13<sup>th</sup> to review the consultant's full report. The Master Plan Steering Committee will make a presentation on the proposed Master Plan at a public hearing to be held by the Planning Board on December 10<sup>th</sup> at 7pm at the Library, at which time, the Planning Board will invite public comments and will then review and accept the plan. Subsequently, the Board of Selectmen will be asked to create a Master Plan Implementation Committee, comprised of a cross section of representation of the various boards. This Committee will be tasked with looking at the plan's implementation section and create priorities, a timeline and detailed plans for execution of the projects. The Financial Committees will become involved with the larger projects of a capital nature.
- Congratulated the Algonquin High School Girls Soccer team for winning the title of Central Mass Champions. They will advance to the State Semi-Finals on November 19<sup>th</sup> at the Springfield Central High School.
- Wished everyone a happy and safe Thanksgiving.

John Coderre

- Noted that the annual meeting to present the Financial Trend Monitoring System Report will be held on Thursday, December 12<sup>th</sup> at 7pm at the Library.

**PUBLIC COMMENTS**

Fire Chief Parenti wished everyone a happy Thanksgiving and urged the public to use care when cooking this Thanksgiving to avoid any potential fire hazards.

**INTERVIEW SUBCOMMITTEE - RECOMMENDATION FOR APPOINTMENTS TO BOARDS AND COMMITTEES**

Selectman Rutan moved the Board vote to appoint Brian Swanson as an alternate member on the Historic District Commission for a partial two-year term to expire on April 30, 2021, as recommended by the Interview Subcommittee; Selectman Rand seconded the motion; all members voted in favor.

Selectman Rutan moved the Board vote to appoint Jeffrey Leland to the Community Preservation Committee for a partial two-year term to expire on April 30, 2021, as recommended by the Interview Subcommittee; Selectman Rand seconded the motion; all members voted in favor.

Selectman Rutan moved the Board vote to appoint Beth Paine to the Community Affairs Committee for a partial one-year term to expire on April 30, 2020, as recommended by the Interview Subcommittee; Selectman Rand seconded the motion; all members voted in favor.

**AUTHORIZATION OF HOLIDAY TROLLEY OPERATION & STOP LOCATIONS**

Chairman Perreault noted that due to scheduling conflicts, a member of the group who plans the annual Holiday Trolley event was not able to attend tonight's meeting. The 13<sup>th</sup> annual Holiday Trolley event will be held on December 7, 2019 from 12pm to 5pm.

**AUTHORIZATION OF HOLIDAY TROLLEY OPERATION & STOP LOCATIONS CONT. . .**

Selectman Hirsh moved the Board vote to authorize the operation of the Holiday Trolley on Saturday, December 7, 2019 from 11:30am to 5:30pm and to authorize the proposed trolley stop locations as detailed on the Holiday Trolley Flyer; Selectman Kaelin seconded the motion; all members voted in favor.

**ANNUAL TREE LIGHTING CEREMONY – CLOSING OF BLAKE STREET**

Chairman Perreault noted that a member of the Community Affairs Committee was not able to attend tonight's meeting to request the Board's permission to Close Blake Street during the Tree Lighting ceremony at the Neil Ellsworth Evergreen tree. The Tree Lighting Ceremony will take place on December 7, 2019 from 5pm to 6pm.

Selectman Rutan moved the Board vote to close Blake Street on Saturday, December 7, 2019 from 4:30pm to 6:30pm for the annual Tree Lighting Ceremony; Selectman Rand seconded the motion; all members voted in favor.

**APPROVAL/EXECUTION OF PLOWING AND TREATMENT AGREEMENTS FOR PRIVATE WAYS FOR THE 2019/2020 WINTER SEASON**

Selectman Kaelin moved the Board vote to approve and execute the plowing and treatment agreements for the 2019/2020 Winter Season for Harris Avenue and Maple Lane; Selectman Rutan seconded the motion; all members voted in favor.

**SET MEETING SCHEDULE FOR JANUARY – APRIL 2020**

Selectman Rand moved the Board vote to set the meeting schedule for January through April 2020 as follows: January 13 & 27; February 10 & 24; March 9 & 23; April 13 & 27 (Town Meeting); Selectman Kaelin seconded the motion; all members voted in favor.

**CONSIDER CLOSING TOWN OFFICES, DPW AND SENIOR CENTER AT 12NOON ON CHRISTMAS EVE**

Mr. Coderre asked that the Board consider the possibility of closing Town Offices, DPW and the Senior Center at 12 Noon on Christmas Eve, December 24<sup>th</sup> to allow non-essential employees to spend Christmas Eve with their families.

Selectman Rand moved the Board vote to close the Town Offices, DPW and Senior Center on Tuesday, December 24, 2019 at 12Noon to provide staff additional time with their families this holiday season:

- Staff who are normally scheduled to work this day shall receive their regular rate of pay.
- In the event that essential staff are called in to work, they shall receive their regular rate of pay.
- Staff not scheduled to work this day, including staff on scheduled vacation leave or sick leave, shall have such scheduled leave calculated on a full-day basis.

Selectman Rutan seconded the motion; all members voted in favor.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

Selectman Rand moved the Board vote to adjourn; Selectman Kaelin seconded the motion; all members voted in favor.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,

Diane M. Wackell  
Executive Assistant to the  
Board of Selectmen

Documents used during meeting:

1. November 18, 2019 Meeting Agenda
2. November 4, 2019 Meeting Minutes
3. Information packet – Tax Classification Hearing
4. Information packet – Wine & Malt Package Store License
5. Information packet – Interview Subcommittee Recommendations for Appointment.
6. Holiday Trolley Flyer
7. Tree Lighting Ceremony Flyer
8. Plowing and Sanding Agreements
9. Memorandum re: Meeting Schedule
10. Memorandum re: Christmas Eve