

BOARD OF SELECTMEN

Natick Town Hall

April 22, 2013

6:00 p.m.

The meeting was called to order by the Chair Carol A. Gloff at 6:00 p.m.

PRESENT: Carol A. Gloff, Joshua Ostroff, Nicholas S. Mabardy, Charles M. Hughes, Richard P. Jennett, Jr.

ALSO PRESENT: Martha L. White, Town Administrator; Donna Challis, Secretary

WARRANTS: Payroll warrants were signed by the Board of Selectmen on April 22, 2013 in the amount of \$1,084,520.64. This figure was included in total warrants signed by the Board of Selectmen of \$2,677,339.78.

EXECUTIVE SESSION

Mr. Hughes, seconded by Mr. Jennett, moved to enter into executive session to discuss matters pertaining to litigation, real property negotiations, deployment of security personnel, and executive session minutes. By roll call vote the Board voted unanimously to enter into executive session. At 6:03 p.m. the Board entered into executive session after announcing that the meeting would return to open session. The Chair further announced that discussion of litigation, real property negotiations, deployment of security personnel in open session would have a detrimental effect on the Board of Selectmen's negotiating position.

The open session was reconvened at 7:35 p.m.

INTERVIEW FOR APPOINTMENT TO STRATEGIC PLAN REVIEW COMMITTEE

a. Florina Uyar

Florina Uyar told the Board she lived in Natick for 10 years. For the past three years she has been involved with the School Committee and was interested in a volunteer opportunity that was related to her personal interest and skills. In these challenging times she would love to participate in a collaborative fashion and be part of the solution. A few years back she participated in the survey.

Ms. Uyar advised that currently she was a consultant in a large financial services industry.

Mr. Ostroff thought the applicant had anticipated most of his questions. As the Selectmen's representative to the Committee what he had in mind was a process of soliciting feedback from all boards and committees and developing a multi-board conference. Asked if that was something she was interested in, Ms. Uyar's response was, "absolutely". She was interested in learning more about the big picture.

Document - Committee application submitted by Florina Uyar

b. Rachel Croker Ford

Rachel Croker Ford stated that she had lived in Natick just over a year and this would be her first foray into Town government. Her husband teaches at the high school and they were attracted to the community because of its accessibility. She does strategic planning for a non-profit so she was familiar with the process.

Natick 360 echoed what she did day in and day out. She had good research skills and was looking for an opportunity to become involved in the community. She and her husband planned to be here a long time.

Mr. Ostroff noted that he previously spoke with Ms. Croker Ford and she seemed like a good fit.

Mr. Joseph inquired as to the role of the committee, and Mr. Ostroff explained that it was to advise the Town on the next steps in the strategic planning process and promote collaboration among the boards. The committee will be sending out a questionnaire asking boards and committees to identify their mid and long-term goals and find out how effective Natick 360 has been. Those committees will be brought to an event in November and will identify ways to work more effectively together on whatever issues rise to the surface.

On a motion by Mr. Hughes, seconded by Mr. Mabardy, the Board unanimously voted to appoint Florina Uyar and Rachel Crocker Ford to the Strategic Plan Review Committee.

Document - Committee application submitted by Rachel Croker Ford

STILL RIVER WINERY: APPLICATION FOR SECTION 15F ALCOHOL LICENSE TO SELL WINE AT FARMER'S MARKET

Representing Still River Winery was the owner Wade Holtzman.

Mr. Holtzman noted that he was applying to be a wine vendor at the Farmer's Market.

On a motion by Mr. Hughes, seconded by Mr. Mabardy, the Board unanimously voted to grant Still River Winery a section 15F license to sell wine at the Farmer's Market for the period of May 4-November 23, 2013.

Documents - Application submitted by Still River Winery; letter from Department of Agriculture; copy of Still River Winery ABCC license

CARR'S CIDER HOUSE: APPLICATION FOR SECTION 15F ALCOHOL LICENSE TO SELL WINE AT FARMER'S MARKET

Representing Carr's Cider House was the owner Jonathan Carr.

Mr. Carr was asked about TIPS certification and responded that it hadn't been completed as of yet but should be within the week.

Mr. Carr noted that Carr's Cider House expected to be at the Farmer's Market every other week.

Farmer's Market Director Deb Sayre announced the market was opening on May 4 and there was a new policy of no pets.

Mr. Ostroff wasn't sure it was within the Market Manager's purview to say no pets and just wanted Ms. Sayre to anticipate some concerns. Ms. Sayre explained that she was only talking about the market area not the rest of the Common. The Board of Health supported the no pet policy.

Mr. Ostroff suggested the Board may want to have an agenda item to confirm that policy.

Mr. Hughes questioned who would enforce such a policy.

Ms. Gloff saw it as a request and hopefully most people would understand the value of not bringing pets. If it turned out to be a problem, the Board could discuss it further.

A motion was made by Mr. Jennett to grant Carr's Cider House a Section 15F license to sell wine at the Farmer's Market for the period of May 4-November 23, 2013 subject to Carr's providing the board with the TIPS certification. Second by Mr. Hughes and unanimously voted.

Document - Application submitted by Carr's Cider House; letter from Department of Agriculture; copy of Carr's ABCC license

STEPHEN MARSHALL ON BEHALF OF ARAMARK: REQUEST FOR ONE DAY BEER & WINE LICENSE

Stephen Marshall, Food Services Director for Natick Public Schools, requested a one day beer & wine license for the Natick Athletic Hall of Fame dinner to be held at the Natick High School on May 3, 2013.

Mr. Ostroff noted that the paperwork indicated the School Committee voted on January 7 and the request was filed with the Board of Selectmen on March 22. He recalled that a year ago when there was a request for a one day alcohol license for the Say Goodbye to Natick High, he raised concerns at the time about the schools promoting alcohol use so he was surprised to see this on the agenda knowing it was discussed at the School Committee 3-4 months ago and the Board just got the request.

Mr. Ostroff stressed the importance of the School Department and the Board of Selectmen working constructively together. To him this was a matter that was worth discussion. It didn't appear that the coalition funded by a grant, Natick Together for Youth, was part of the discussion although they sent a letter to the Board of Selectmen opposing the permit last June.

Regarding the length of time between the School Committee vote and the application being filed with the Board of Selectmen, Mr. Marshall explained that his company had been given some false information. They were told they would be able to utilize the new catering license, but that was not the case. That was the reason for the delay.

Mr. Marshall gave assurance that everybody coming for a beverage would be carded.

Mr. Joseph moved to grant Stephen Marshall on behalf of Aramark a one day beer & wine license for an event to be held at the Natick High School on May 3, 2013 from 5:30-9:30 p.m. subject to the conditions imposed by the School Department and the issuance of a bracelet to those over 21. Seconded by Mr. Hughes. The motion passed on a 4-1-0 vote. Mr. Joseph, Ms. Gloff, Mr. Hughes, Mr. Mabardy voted in favor of the motion. Mr. Ostroff was opposed.

Speaking to his motion, Mr. Joseph believed this was a reputable organization and has proven itself. The Schools had a long conversation and the letter that came from the School Department indicates it was discussed. He would like to give them the opportunity to prove themselves and if they failed to be successful, it won't happen again.

Mr. Hughes stated he would support granting the license but echoed Mr. Ostroff's concern. He didn't want to have such a late notice without the Schools having a discussion with the Board about how this looked and what message it sends.

Mr. Ostroff clarified that he was going to vote against granting the license, not because he was not supportive of the event, but because the School Department was giving it to the Board in this manner.

Mr. Mabardy agreed with Mr. Ostroff. He questioned what message was being sent and was sure Natick Together for Youth was not happy with this taking place at the high school. The Board of Selectmen was the issuing authority, not the School Committee.

Ms. Gloff felt the same way. She understood a mistake was made in interpreting the MGL and someone should have given Mr. Marshall better direction, but this was coming to the Board very late and that put the Selectmen in a bind with no opportunity to look at this in depth. Although she was hesitant to see alcohol in a school building, she would support this. She believed there needed to be a discussion with the Schools about what types of requirements will be in place going forward.

Document- Application submitted by Stephen Marshall; copy of School Committee minutes of 1/7/13; copy of liquor liability insurance

NATICK SOLDIERS SYSTEMS COMMAND CENTER: REQUEST PERMIT FOR 5K RACE

Speaking on behalf of the NSSC was Public Relations Officer John Harlow.

Mr. Harlow noted that the NSSC was looking to do a 5K road race on May 18 which was Armed Forces Day. The route would be the same as last year and the Command Center's police have been coordinating with the Natick Police. An open house would be part of the celebration which would give people an opportunity to find out what the Army did in Natick.

The Board unanimously voted to approve the NSSC request to hold a road race on May 18, 2013 subject to Lt. Lauzon's recommendation. Seconded by Mr. Mabardy and unanimously voted.

Documents - Letter from NSSC; email from Lt. Brian Lauzon

FISCAL 2014 WATER & SEWER RATE HEARING: PRELIMINARY DISCUSSION

Appearing before the Board were Deputy Town Administrator/Finance Director Michael Walters Young and Treasurer/Collector Ted Jankowski.

Mr. Walters Young explained that the purpose of tonight was to introduce the rate setting process, solicit additional input from Commissioners on rate proposals, review water/sewer draft rates, review water/sewer proposed financial management policies, review public comment received to date. The Board would be asked to schedule the formal rate setting hearings for May 6 and May 20 for the purpose of setting water & sewer rates for the Fiscal Year beginning July 1, 2013.

He then briefly reviewed the changes and issues over the last several years and noted that the combination of all the actions over the last five years has been to stabilize the fund and make the overall billing structure more fair to all residential properties while maintaining our commitment to encourage water conservation.

Unfortunately, revenues did not keep pace with estimates in FY2012 as a result of decreased usage due to weather conditions, increased water conservation, and averaging of condominiums and apartments. Because of the shortfall, certain capital projects will be placed on hold and \$375,000 worth of projects will be rescinded to ensure that the Water & Sewer Enterprise Fund will end FY2013 in a stable and sustainable financial position.

To ensure that a similar circumstance did not occur in the future, a rate increase in FY2014 was unavoidable. The seven year average was an increase year-over-year of 2.43%.

Mr. Walters Young summarized the proposed Fiscal 2014 Water & Sewer Enterprise Fund budget. Mathematically speaking, the forecasted increase in rates would be 1.36% or around \$165,000 for FY2014 when compared to FY2013. Given the need to rescind capital appropriations to ensure adequate fund balance at year end, a 3.5% increase in water & sewer rates was being recommended rather than the 1.36%. A 3.5% increase would result in sufficient resources to adequately fund the operational and capital needs of the Water & Sewer Enterprise Fund in Fiscal 2014.

In addition the introduction of a vacancy rate for multi-unit dwellings of 5% was being recommended to accurately reflect the actual amount of usage or multi-unit dwelling units serviced by a master meter.

The only comments received from individuals by the Finance Department was a request to eliminate the Administrative Fee of \$5.00/bill, designed to offset the cost of the production of the bills to ratepayers. The administration does not advise the elimination of this fee as it accurately captures the costs of producing the over 52,000 bills for the Water & Sewer Enterprise Fund annually and was put in place in lieu of a minimum bill.

In conclusion Mr. Walters Young stated that staff will develop rate recommendations as summarized for the meeting of May 6. If there were other requests, rate scenarios or analysis that the Board desired, he requested that be forwarded to him by April 29.

Mr. Hughes pointed out that a 3.5% increase was about \$450,000 and asked if it had to do with specific capital.

Mr. Walters Young responded that it was to maintain the fiscal health of the fund. The target was about 10% in reserve, but the administration was comfortable having the 8.9%. Without rescinding the \$375,000 the reserve would be about 2-3% which was not sufficient. The suggested increase was not for any specific capital.

Mr. Hughes then inquired if indirects were again being looked at this year. Mr. Walters Young advised the recommendation was for a 10% reduction. An indirect policy was adopted internally for a three year plan to reduce indirects to get closer to \$2 million before starting to go back up on an annual basis.

It appeared to Mr. Hughes that almost no capital was being done in Fiscal 2014. Mr. Walters Young explained that the funding was with the debt service and not retained earnings. For anything under \$100,000 the idea was to fund from the budget and anything over \$100,000 tended to be borrowed. Water & Sewer had money coming off and he felt comfortable taking on more debt.

Mr. Jennett inquired as to the rate impact on \$450,000 and was told by Mr. Walters Young that it was probably about \$8.00 per quarter or \$35.00 per bill on a average house.

For people asking to do away with the administrative charge, Mr. Ostroff said he would ask them what they thought was appropriate to pay for a safe and reliable system even when they weren't using it. There used to be a minimum bill and that was eliminated.

As he had on a number of other occasions, Mr. Ostroff raised the issue of technology on the horizon to give people real time on water use. Yet again there were people coming before the Board looking for abatements because of system failure and he wondered what might be considered, the cost, and the impact on future budgets.

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to schedule a public hearing on Fiscal 2014 water & sewer rates for May 6, 2013.

If there was any other information members would like incorporated into the hearing, Ms. Gloff asked that the member get back to Mr. Walters Young by April 30.

Documents - Memo from Deputy Town Administrator/Finance Director Michael Walters Young; copy of Water/Sewer Enterprise Fund Financial Policies.

#### ENVIRONMENTAL COMPLIANCE OFFICER

##### a. Green Communities Update

Using a power point presentation, Environmental Compliance Officer Robert Bois updated the Board on the progress in energy reduction.

Mr. Bois outlined the Natick Energy Program under the following categories:

Joined local governments for sustainability in 2004.  
Established Town Administrator's Energy Task Force in 2007  
Designated Green Community in May 2010  
Beyond Green Communities in 2011

The Natick Energy Task Force consists of the Town Administrator, DPW Director, Financial Director for Schools, Facilities Director, Vehicle & Equipment Division, Procurement Officer, and the Environmental Compliance Officer

The Green Community designation included the following goals:

- Provide as of right siting
- Adopt or confirm an expedited permit process
- Purchase fuel efficient vehicles
- Establish energy use baseline and a plan to reduce energy use by 20% in  
Five years

The Green Community annual report for Natick showed:

- 40 new homes meet or exceed the "Stretch Energy Code" energy efficiency standard (HERS of 70)
- 500 new housing units under the "Stretch Energy Code"
- 8 of 17 vehicles meet the MPG standard
- 5 year 20% reduction in energy use goal exceed in year 4 of Energy Reduction Plan

The Energy Reduction Plan achieved a 26% reduction in overall energy use in year 4 of a 5 year plan.

15 Energy conservation projects at an annual savings in energy and dollars were completed as part of the Energy Reduction Plan:

- 20,586 Therms - heat 32 homes
- 213,933 KWh - electricity for 32 homes
- 9,763 gallons of gasoline - gas for 16 cars
- \$96,474 - savings

Five projects were planned under the Energy Reduction Plan with annual savings in energy and dollars:

- 9,728 therms - heat 15 homes

- 1.2 million kWh - electricity for 185 homes
- \$210,332 in savings

In the category beyond Green Communities, Mr. Bois reported:

Natick Renewable Energy Use (2011)

- 1.02 MW of solar power on 6 Town building roofs
- 1.23 million kWh generated by solar panels (450 metric tons CO2)
- 10% of Town electricity demand is met by solar

Natick Home Energy Initiative (2012-2013)

- 450 energy efficiency assessment completed
- 178 weatherization jobs completed (170 metric tons CO2)
- \$215 average energy cost savings per resident

Natick solar challenge (2012-2013)

- 900 homes identified as good locations for solar installation
- 180 homes scheduled solar assessments
- 66 homes installed solar panels (220 metric tons CO2)
- 25 homes under contract to install solar panels

Community Choice Aggregation Program (2013)

Mr. Bois provided a breakdown of Natick’s solar initiative

- Wilson Middle School - 375,376 kWh, 50% of demand
- Memorial School - 137,370 kWh, 69% of demand
- Kennedy School - 241,090 kWh, 52% of demand
- Ben-Hem School - 125,297 kWh, 25% of demand
- High School - 315,115 kWh
- Community Senior Center - 55,663 kWh

Ms. White thanked Mr. Bois for all his good work in this regard. It was gratifying that so much was accomplished in a short time.

Mr. Ostroff credited Town Meeting for their vote on the stretch code.

Document - Power point presentation

b. Community Aggregation Plan Status

Making the presentation were John Shortsleeve, President of Bay State Consultants and Paul Gromer, CEO of Peregrine energy Group.

The presentation covered the roles and responsibilities of the municipality, consultant, supplier and utility; project schedule; aggregation plan; and contract with competitive supplier.

The roles and responsibilities for the municipality were defined as: authorization of aggregation, approve plan, approve and execute supply contract, approve opt-out notice and consumer education, and oversee consulting team.

The consultant was charged with: developing aggregation plan, secure DOER and DPU approval, manage supply procurement and negotiate supply contract, develop and implement customer education, monitor performance of supplier.

The supplier was responsible for: sending opt-out notice, enroll customers, supply electricity, and provide customer support.

The responsibility of the utility was to bill customers and provide delivery service.

The project schedule was proposed as follows:

Development aggregation plan and contract with competitive Supplier	Drafts submitted
DOER review	April-May
DPU review	May-September
Competitive solicitation for supplier, finalize Contract and pricing	October
Customer education; 30 day opt-out period	November-December
Begin service	January 2014

Mr. Shortsleeve reviewed the aggregation plan noting the purpose was to describe the approach and demonstrate the plan met the statutory requirements: The key elements of the plan were:

- Consumer protection: customers may opt-out at any time, there were no hidden fees, and it met all DPU consumer safeguards
- Price protection: The program will launch only if price meets or beats the price of NSTAR’s basic service
- Flexibility: decisions about term and price will only be made after bids were received
- Strong consumer education
- Green option
- Coordination with Natick Home Energy Initiative

- Local power sources
- Billing: customers will continue to receive one bill from Nstar

With respect to the contract with the competitive supplier, Mr. Shortsleeve described the opt-out rights. By statute the opt out was for the first six months. By contract the opt out was at any time. The pricing options range from 6 months to 36 months.

Mr. Shortsleeve did not recommend a short-term contract but it was the Board's decision. He thought a long-term contract would be cheaper than a short-term plus people were looking for budget stability. The big item was program stability. Marlborough has had a six month on again off again that and creates some challenges and a negative in talking to suppliers. The program that everyone wants to emulate was on the Cape. That program has been in operation since 2005.

Mr. Shortsleeve advised that the strategy was to test the market and see what six month, twelve month, and 24 month prices look like. Once DOER approves the plan it will be brought back to the Board.

Responding to several questions from Mr. Hughes, Mr. Shortsleeve confirmed that the long-term contract would have the right to get out any time protections for the consumer. If someone opted out they could opt back in at any time but they would come back at the market rates at the time.

Asked who sends the notices to the consumers, Mr. Gromer responded that citizens would receive a letter from the Town explaining the program and how to exercise their rights. The letter will be printed and mailed by the supplier and would go to anybody on basic service now.

Mr. Ostroff inquired if the feeling was that to make it worthwhile there had to be a 7% savings over Nstar.

Mr. Gromer thought the plan would have many benefits over and above consumer savings and he would recommend the plan as long as it could match or beat Nstar, but the decision was the Board's.

Documents - power point presentation; draft aggregation plan

#### HISTORICAL COMMISSION CHAIR: UPDATE SAWIN HOUSE PROPOSAL

Appearing before the Board were the Chair of the Historical Commission Steven Evers and Historical Commission, Historical Society Board of Director Jim Morley, and Terry Evans.

Mr. Evers explained that this proposal began as a concern when it was heard that the Sawin House, one of the earliest houses in Natick, had fallen into disrepair. Thomas Sawin was the first white settler to own property in Natick. Interested citizens were brought into the discussion, but Broadmoor could not be encouraged to jump into another capital program to save the house. All the options were explored and none were acceptable. Broadmoor believes the house interferes with their operation as a sanctuary.

Continuing, Mr. Evers noted that the Natick Historical Society needs to double their space and thought about ways to move the building and allow the Historical Society to occupy. They found Shaw Park across the street from the Bacon Free Library which was the site of a former hotel. The Sawin family was contacted and a conversation was engaged with the Shaw and Hunnewell families.

Mr. Evers reviewed what had been done so far. The Recreation & Parks Department supported moving the project forward believing it would be a catalyst to restoring the park. The Historic District Commission realizes the importance of the building and has given full conceptual support. The group has been working with the Town as the owner of the property. The next step was to get a variance from the ZBA. The proposal has gotten through a number of Mass Historical reviews and was very much in concert with the requirements of the Mass Historical Society. A landscape architect has been engaged to give some recommendations on sighting the building. Some funds were found that the Conservation Commission put forward for the Shaw Park and there was a grant to study the building itself.

The estimate to restore and move the house was about \$500,000 (\$400,000 for construction and \$100,000 for soft costs) and the goal would be to create an endowment for future maintenance so about \$750,000 was needed. About \$160,000-\$170,000 has been raised so far.

Mr. Evers noted that at this point they were not here for any approvals. They were asking for the Board's concerns or questions and encouragement.

Mr. Ostroff regretted the Audubon couldn't find a way to marry preserving and conserving the land with preserving and conserving the house, particularly one that was given to them.

Mr. Evers responded that he understood the difficulties and understood this proposal was the last resort. The house would have to be taken apart and moved piece-by-piece.

Asked what it would cost to restore the house on its present site, Mr. Evers guessed it would \$300,000-400,000 but the Historical Society didn't have an interest in that location.

Mr. Evers had mentioned that he expected this project to take a couple of years and Mr. Ostroff asked if there was concern about deterioration over the next two years. Mr. Evers advised that it was stable, but it couldn't be occupied.

Mr. Hughes thought Town Meeting approval would be needed for a 99 year lease and Ms. White believed legislative approval was needed as well.

Mr. Hughes' concern was that the money would be raised to move the house, but the endowment wouldn't get raised and the Town would have to take over. Mr. Evers assured him that the endowment was needed before the house was moved.

Mr. Hughes then asked if the barn was being moved as well. Mr. Evers said no, the barn was gone. The house would go back to its 1760's origin which was two rooms deep. The plan was to have it open to the public as a museum.

Chair of the Recreation & Parks Commission Wayne Szretter advised that the Commission had a meeting on October 1 to review the plan. They didn't endorse the whole project, but did endorse the concept. Several questions came up such as - the placement of the house, parking, not disturbing the park by putting the house in the middle, and they wanted to see a business plan before approvals actually went through.

Mr. Jennett echoed Mr. Hughes' concern of future costs and said he would like to see a presentation with some hard numbers on annual costs and upkeep.

Mr. Hughes inquired if the 99 year lease would be for the whole park, but Ms. White noted that they hadn't spoken about that level of specificity.

Mr. Evers added that the rest of the park would still be under the Board of Selectmen. A stake out of the park where the house would be located was done and there were some substantial investments in the park itself to be coordinated. He wasn't sure where those funds would come from.

At some point when there was some progress, Mr. Evers said he would report back to the Board. The deed has not been found.

Ms. White noted there were still some significant steps. The legislative action would be among the steps and the proponents may want to think about the October Town Meeting. As to figuring out who owns the property, it was envisioned that the Town would invoke eminent domain.

Documents - Memo from Steve Evers; proposed site plan

GIOVANNI'S FAMOUS PIZZA: APPLICATION FOR COMMON VICTUALER'S LICENSE

Before the Board was an application for a common victualer's license from Giovanni's Famous Pizza for premises at 160 West Central Street.

Paul Sanchioni, the owner of Giovanni's, told the Board that he has been cooking for 40 years. He was not seeking a beer & wine license at this time, but he may eventually. His plan was to open the first week in May.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to grant a common victualer's license to Giovanni's Famous Pizza for premises at 160 West Central Street.

Document - Application and supporting material filed by Peter Sanchioni

WASHINGTON STREET REALTY TRUST: REQUEST TO OCCUPY PUBLIC WAY - SOUTH AVENUE

James MacDonald of Washington Street Realty Trust requested permission to occupy the public way and scaffold the building on the corner of 11 South Avenue and Washington Street to provide access for pointing and window replacement. The period of time being requested was for April 10-September 10, 2013.

Mr. Hughes questioned the need for five months of scaffolding and Mr. MacDonald responded that the hope was to have it done before then but he wanted to make sure he had sufficient time.

In response to questions from Mr. Ostroff, Mr. MacDonald advised that there would be 11 units and right now his plan was to rent. The access would be down the alley although he may seek to amend the permit for access to be in the center of the building on Washington Street. Overall it was probably a one year process. He hoped to have the exterior done by August.

In his recommendation to the Board, Lt. Lauzon expressed concern about the construction vehicles occupying parking spaces and what provision was being made for signage for the businesses.

Mr. MacDonald assured the Board he was fine with doing anything he could to protect the businesses. They were tenants of his and he was more than happy to do whatever it took to make the process as easy as possible. There was parking at 42 South Avenue and he planned to use that for construction vehicles and was looking to rent some spaces to handle the crew's vehicles.

Mr. Mabardy saw that a lot had been put into the planning and he commended Mr. MacDonald for undertaking such a project. It would be a vast improvement for the downtown.

A motion was made by Mr. Mabardy to approve Mr. MacDonald's use of the public way from April 22-September 10, 2013 to erect scaffolding subject to compliance with the specifics laid out in Mr.

MacDonald's letter of March 25, 2013 and not allowing construction vehicles to park along South Avenue and Washington Street. Seconded by Mr. Hughes and unanimously voted.

Mr. MacDonald thought there would be times when construction vehicles would need to park on South Avenue and Washington Street, but the vehicles would be down the street for the bulk of the time. He would make it a point to limit the time they were along South Avenue and Washington Street and would be more than happy to work with the Police Department.

Document - Letter from James MacDonald dated 3/25/13; email from Lt. Brian Lauzon dated 4/4/13

#### MBTA STATION FEASIBILITY STUDY RFP

In a memo to the Board, Mr. Ostroff outlined the recommendations of the MBTA Station Advisory Committee for an RFP for consulting and engineering services.

Mr. Ostroff explained the process. Subject to a vote of the Board, Town Counsel would draft the RFP to incorporate the following elements: Project justification, definition of options/alternatives, establish project conditions, conceptual development, public input, conclusion and recommendations, next steps. Any significant changes would come back to the Advisory Committee and to the Board. Fall Town Meeting appropriated \$80,000 for this purpose.

If the Board authorized the issuance of an RFP tonight, Mr. Ostroff projected the following timetable:

- 5/15 the RFP would be issued
- 6/1 bidder's conference
- 7/1 proposals due
- 7/10 review proposals and select firms for presentation
- 7/20 presentations
- 8/1 score proposals and vote recommendation
- 8/10 Board approval
- 9/1 execution of agreement and commencement of work

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to authorize the issuance of an RFP as requested.

Document - Memo from Joshua Ostroff; Outline of RFP scope

Following a ten minute recess, the meeting was reconvened at 10:10 p.m.

#### AUTHORIZE CHAIR TO SIGN STATE GRANT FOR KANSAS STREET IMPROVEMENTS

Mr. Ostroff explained that some months ago the opportunity was found to apply for a couple of state grants to rebuild Kansas Street. About \$2.5 million of funding was given and the Town needs to execute the grant. This commits the Town to spend up to \$300,000 on a \$2.8 million project. The \$300,000 will likely come from Chapter 90.

The design was being worked on and will go out to bid. This will reduce the cost of Route 27.

Mr. Hughes moved approval. Seconded by Mr. Mabardy and unanimously voted.

Document - email from Community Development Director Patrick Reffett

#### FISCAL 2014 BUDGET UPDATE

Ms. White noted that the recently released House Ways and Means Committee budget included higher FY2014 local aid than the Town projected. The additional net aid was \$645,821 and numerous sources have advised that this level of local aid was reliable.

Additionally, while Keefe Tech has not finalized its budget and will not until the final state budget was approved, they have lowered their projected assessment to Natick by \$20,486.

After factoring in changes in state aid offsets, the net effect was additional available revenue of \$636,604 plus there was also unallocated Free Cash in the amount of \$211,364.

Given that the School Department budget left many of their priority needs unfunded, Ms. White reported that the Financial Planning Committee met Friday afternoon to evaluate opportunities to utilize some of these funds in support of the School Department. After much discussion, the Financial Planning Committee voted unanimously to recommend that the sum of \$346,000 be added to the School Department budget. The specific purpose of the funds were detailed in a document.

Ms. White noted three benefits-eligible positions were included within the School Department proposals, necessitating the addition of \$36,393 to the Benefits budget which was also unanimously recommended by the Financial Planning Committee. Lastly, the FPC unanimously recommended that the remaining balance of available funds (\$465,575) be appropriated to the Capital Stabilization Fund.

Members of the FPC felt it was critical that the Capital Stabilization Fund be supplemented when possible to help ensure the continued ability to fulfill the commitment that the 2012 debt exclusion impact on taxpayers will be the highest impact imposed. Further, given the inevitable need for a debt exclusion project in support of school building project(s), as much as possible should be banked to mitigate this future taxpayer impact.

Mr. Jennett inquired as to the logic on the Town's side. Originally the appropriation forward to the School side of the budget was about \$375,000 and now the FPC was shuffling over \$346,000 for a total of \$721,000. The Schools were content with the \$375,000 and could have made it through so why push over additional money.

Ms. White agreed they could have made it through, but she was convinced the School Department had some compelling needs that were not being met by the budget recommended by the Finance Committee. There was money available and that still left money for the Capital Stabilization fund. She thought it was a good compromise.

Ms. Gloff added that the FPC previously recommended \$375,000 for the School Department as the Town felt it could live with the funding where the Schools had a prioritized list of needed positions. They also said there would be additional Chapter 70 state aid and if that came through they would be hoping to have access to whatever it was or some portion because there were other things they felt they needed.

Ms. White noted that the Superintendent put forward a plan. The anticipated kindergarten enrollment in one school was now up to four classes of 25 students and another kindergarten class was needed. The Schools also had to cut a lot of money out of their supply budget and were asking for \$100,000 back. The FPC discussed the plan at length and felt it still gave adequate money for the capital stabilization plan and the Schools still didn't get everything they were looking for.

Mr. Jennett commented that he was concerned because it went above and beyond what he probably would have done.

Mr. Mabardy questioned if there was any discussion of returning the money to the taxpayers. Ms. White responded that that was a key element to the administration's proposal. Some of the money needs to be put into the capital stabilization fund for that purpose. Additional borrowing was expected for the high school and to hold to the promise of Fiscal 2012 being the highest of the debt exclusion projects, more money will be needed for FY15. That was a large driver for backing more money going to the Schools. This year some of free cash was being used for that purpose.

Mr. Mabardy thought the objective was to give some relief to the taxpayers and Ms. Gloff assured him that it was while understanding the Schools have an increasing enrollment. The Schools understand the Town can't afford to pay for everything they want and a compromise agreement was reached.

Mr. Mabardy responded that he was hearing there were people that were struggling and any increases were a hardship. He hoped as much as possible could be put toward the tax levy, especially when additional state aid was received.

Ms. Gloff could understand some people might feel that the equivalent of state aid should be used to lower the tax rate. In theory it sounds good, but the needs of the community had to be looked at and balanced and that was what the FPC tried to do.

Ms. White pointed out that the state aid distribution was distributed to communities with significant enrollment growth. Balancing the budget was an important exercise to go through and weighing the needs of the School Department because of the enrollment cost. She thought it was a good compromise and fair. To not use any of the money for the Schools when that was what it was given for did not seem fair.

Mr. Jennett understood the additional money was Chapter 70 and directly related to the Schools and hearing from a Brown School teacher knew it was difficult for a kindergarten teacher to manage 25 students in a class. He was also glad money was being pushed into the Capital Stabilization fund.

At a future meeting Mr. Ostroff wanted to talk about tax relief and how the Town may want to try to help people who were struggling. Sudbury will be implementing a cap on senior tax rate and he would like to see how that worked.

Document - Memo from Town Administrator Martha White

SPRING ANNUAL TOWN MEETING WARRANT ARTICLES: REVIEW/RECONSIDER BOARD'S POSITION ON ARTICLES

a. Article 3 - Capital Stabilization Fund

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to reconsider Article 3

The Board unanimously voted to recommend favorable action in the amount of \$465,575 for Article 3. The vote was taken on a motion by Mr. Hughes, seconded by Mr. Jennett.

b. Article 12 - Fiscal 2014 Omnibus Budget Article

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to reconsider Article 12.

The Board unanimously voted to add \$346,000 to the Natick Public Schools for a total School recommendation of \$48,585,672 for Article 12. The vote was taken on a motion by Mr. Hughes, seconded by Mr. Jennett.

A motion was made by Mr. Hughes to reduce the Keefe Tech budget by \$20,486 for a total recommendation of \$1,270,852. Seconded by Mr. Jennett and unanimously voted.

Mr. Hughes then moved to increase the benefits budget by \$36,393 for a total benefits budget of \$15,361,236. Seconded by Mr. Jennett and unanimously voted.

The Board unanimously voted to recommend a total of \$126,114,473 under Article 12. The vote was taken on a motion by Mr. Hughes, seconded by Mr. Jennett.

Document - Memo from Deputy Town Administrator/Finance Director Michael Walters Young and Town Administrator Martha White

#### AMEND ANNUAL FIRE SUPPRESSION FEE

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to table discussion to May 6.

#### BOARD MEMBER COMMITTEE ASSIGNMENTS

Ms. Gloff noted that she would like to talk to each member about the committees they were on and what they would be interested in. She planned to have an updated list at the next meeting.

Mr. Hughes noted that with the change and reorganization of the Board, his appointment as the MetroWes Regional Transit Authority rep expires and he would like to continue.

Ms. Gloff advised that the MWRTA was the Chair's appointment and she would appoint Mr. Hughes.

Document - List of Committee assignments

#### ADOPTION OF STATEMENT OF VALUES, STATEMENT OF ETHICS

Mr. Hughes moved to table discussion of the Statement of Values, Statement of Ethics. Seconded by Mr. Jennett and unanimously voted.

Ms. Gloff called attention to the list of Selectmen's policies. Several years ago the Board started working through them but got side tracked. She would go back, group the policies and the Board would start working its way through them.

Document - Copy of Statement of Values, Statement of Ethics; list of Board of Selectmen policies

#### FISCAL 2014 GOAL SETTING DISCUSSION

Ms. Gloff told the members that she would like to have a special meeting to discuss goal setting for Fiscal 2014 and would send out a survey with possible dates and times.

#### REQUEST EXEMPTION FROM TOWN BYLAWS CHAPTER 41, S.4: WARREN BLACKADAR, SUSAN MUDARRI

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to approve the request to exempt Warren Blackadar and Susan Mudarri from the Town Bylaws Chapter 41, section 4 so in addition to their regular employment with the Natick Public Schools Mr. Blackadar could be employed as a substitute teacher and Ms. Mudarri could be employed as an After School Student Support Facilitator.

Document - Memo from Marianne Davis, School Director of Human Resources; disclosure forms filed by Warren Blackadar and Susan Mudarri

#### FOOD TRUCK POLICY

Not having a chance to look at the revised policy distributed this afternoon, Ms. Gloff suggested putting it on the next agenda.

Mr. Jennett asked if the revised policy had been run by the Natick Center Associates. Mr. Ostroff advised that he planned to send it to them.

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to table discussion to May 6.

Document - Draft Food Truck policy

#### SELECTMEN'S OFFICE HOURS

The Board unanimously voted to approve the Selectmen's Office Hour schedule as presented. The vote was taken on a motion by Mr. Hughes, seconded by Mr. Ostroff.

Document - Draft Office Hour schedule

#### CSX RAILBANKING

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to request a six month extension to negotiate the acquisition of the CSX right-of-way.

Document - Draft Letter to the Transportation Board

#### MINUTES

Mr. Hughes, seconded by Mr. Ostroff, moved approval of the minutes of the November 26, 2012 meeting. The motion passed on a 4-0-1 vote. Ms. Gloff, Mr. Ostroff, Mr. Mabardy, Mr. Hughes voted in favor of the motion. Mr. Jennett abstained.

#### NATICK FOOTBALL & CHEER 5K REQUEST

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to approve Natick Football & Cheer's request to hold a road race on June 2, 2013.

Document - email from Robin MacBlane; email from Lt. Brian Lauzon

#### MULTIPLE SCERLOSIS: REQUEST FOR WALKATHON

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve the Multiple Scerlosis Society's request to hold their annual MS Journey of Hope Charity Walk through Natick on May 18, 2013 subject to the recommendation of Lt. Brian Lauzon to hire 2 Police details.

Document - Letter from Drew Davis of the Multiple Sclerosis Society dated 1/11/13; email from Lt. Brian Lauzon

#### JIMMY FUND WALK: REQUEST PERMIT

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to approve the Jimmy Fund's request to hold the annual Jimmy Fund Walk through Natick on September 8, 2013 subject to the recommendation of Lt. Brian Lauzon to hire 4 Police details. It was noted that the Jimmy Fund should be aware that this was the same day as the Food Truck Festival in Natick Center.

Documents - Letter from DMSE on behalf of the Jimmy Fund; email from Lt. Brian Lauzon

#### NATICK SERVICE COUNCIL: REQUEST BANNER

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to approve Natick Service Council's request to hang a banner across Main Street for the period of May 20-June 1, 2013.

Document - email from Greg Tutuny, Natick Service Council Executive Director

#### ERIN MCDONOUGH: CIRCULAR AVENUE BLOCK PARTY

The Board unanimously voted to approve Erin McDonough's request to close a portion of Circular Avenue on June 9, 2013 for a graduation party subject to compliance with the recommendations of Lt. Brian Lauzon.

Document - email from Erin McDonough; email from Lt. Brian Lauzon

#### NATICK LITTLE LEAGUE: REQUEST PARADE PERMIT

Mr. Hughes, seconded by Mr. Jennett, moved to approve Natick Little League's request to hold the annual opening day parade on April 27, 2013 beginning at 9:00 a.m. Unanimously voted.

Document: Letter from Joe Landry, Executive Director Natick Little League; email from Lt. Brian Lauzon dated 4/22/13

#### FRIENDS OF THE 4<sup>TH</sup>: REQUEST TO USE COMMON; PARADE PERMIT

On a motion by Mr. Ostroff, seconded by Mr. Hughes, the Board unanimously voted to approve the Friends of the 4<sup>th</sup> Committee's request to hold the 4<sup>th</sup> of July parade on July 4, 2013.

On a motion by Mr. Hughes, seconded by Mr. Ostroff, the Board unanimously voted to approve the Friends of the 4<sup>th</sup> Committee's request to use the Common on July 2, 2013 for Family Night.

Document - Letter from the Friends of the 4<sup>th</sup> Committee; email from Lt. Brian Lauzon; memo from Jon Marshall, Director of Recreation & Parks

#### SELECTMEN'S CONCERNS

##### a. Food Truck Festival

Mr. Ostroff informed the members that the Food Truck Festival would not be having gates around the festival area and would go back to a ticket system which removed one of the objections voiced the night approval was given.

##### b. Primary

Mr. Ostroff reminded everyone to vote in the upcoming special primary on April 30. The Democratic and Republican Town Committees would be working together for a food drive.

##### c. Town Meeting

Mr. Ostroff reminded everyone of the beginning of Town Meeting tomorrow night (April 23).

##### d. Parking Garage Committee

Mr. Mabardy requested to put the subject of forming a parking garage committee on an upcoming agenda.

Mr. Ostroff inquired if it would be a committee to help carry out other recommendations such as meter times. Was the goal to build a garage or meet the parking demands?

Mr. Mabardy responded that he believed the garage committee would solve the parking problems.

Ms. Gloff suggested the possibility of a committee to look at a couple of things.

e. Tax Bills

Mr. Mabardy requested a breakdown of the average Natick tax bill five years ago, 3 years ago and present.

f. Stabilization Funds

Mr. Mabardy requested the balances of the stabilization funds.

g. Richard Cugini Retirement Party

Mr. Mabardy announced there would be a retirement party for Richard Cugini, Community Services Director, at O'Connell's this Wednesday. Everyone was invited.

h. Fourth of July Parade Permit

On a motion by Mr. Hughes, seconded by Mr. Jennett, the Board unanimously voted to have the Chair sign the permit to march in the July 4<sup>th</sup> parade on behalf of the Board.

i. Lincoln Café

Mr. Jennett announced the grand opening of the Lincoln Café at the Community Senior Center.

j. Natick Pegasus

Having received the State of the Company report from Natick Pegasus, Mr. Jennett noted Pegasus' net income was shown as over \$200,000. He inquired if that money was invested by Pegasus for improving their broadcasts.

Ms. White responded that she would get an answer for Mr. Jennett.

ADJOURNMENT

The meeting was adjourned at 11:10 p.m.



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Nicholas S. Mabardy, Clerk