



Board of Selectmen
Minutes
Tuesday, July 12, 2016 at 7:00pm
Town Hall Meeting Room

The meeting was called to order at 7:00PM by Chair, Ken Swanton in the Town Hall Meeting Room. Selectmen Lucy Wallace, Ron Ricci, Stu Sklar and Alice von Loesecke were in attendance as well as Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

Minutes

On a Wallace/von Loesecke motion, the board voted unanimously to approve the 6/21 minutes, as presented. Sklar abstained as he was not present at that meeting.

Historical Commission appointment

Committee Chair Pam Marston introduced Ben Guthro for appointment to the commission. Guthro lives in the historical district. On a Wallace/Ricci motion, the board voted unanimously to appoint Ben Guthro to the commission.

War Monument Restoration Committee

Stu Sklar introduced Steve Cronin and Pat Jennings for appointment to the War Monument Restoration Committee. Cronin and Jennings spoke briefly about their interest in serving on the committee. On a Sklar/Wallace motion, the board voted unanimously to appoint Cronin and Jennings to the committee.

Broadband Committee appointments

Noyan Kinayman first introduced Olivier Beauchemin. Beauchemin took a few moments to provide his technology background. On a Wallace/Sklar motion, the board voted unanimously to appoint Olivier Beauchemin to the committee. Next, Kinayman introduced Jim Dowson who also took a few moments to describe his background and qualifications. On a Ricci/Wallace motion, the board voted unanimously to appoint Jim Dowson to the Broadband Committee. Von Loesecke suggested the committee begin by investing how the Town of Greenfield is working to build their own fiber network.

Town Administrator report

Bragan reported National Grid may be going on strike.

Montachusett Regional Planning Commission has posted their draft transportation improvement program and it is available for viewing on their website.

Bragan informed the board of the Berkshire Bike Tour which will be coming through town on September 17th. The police department has been notified.

Bragan asked the board to consider sending out a card informing residents of where and when they can pick up a copy of the Annual Town Meeting warrant booklet instead of mailing them to every household in town. This is a less expensive and a greener way of doing things. They will discuss this in September.

Bragan asked the board to appoint Marie Sobalvarro as the Minuteman Nashoba Health Group (MNHG) representative for the town and him as the alternate. On a Ricci/Sklar motion, the board

voted unanimously to appoint Marie Sobalvarro as MNHG primary and Tim Bragan as the alternate.

Bragan informed the board resident Peter Warren is willing to serve longer on the Board of Assessors but new members are needed. They discussed what the training requirements are.

Lucy Wallace encouraged the board members to review the Economic Impact of Devens study prepared by MRPC, noting there are some errors in the statistics presented in it. She and Sklar requested hard copies of the study.

Devens ballot question

Ricci provided revised wording for the ballot question. Sklar suggested deleting “by 2033”. The board was agreeable to the change.

On a Wallace/Ricci motion, the board voted unanimously to send the reworded question to Town Counsel Mark Lanza for review. They will include this question on the annual town election ballot in 2017. They will revisit this item at their August meeting.

Master Plan implementation items

The board reviewed recommendations for the Board of Selectmen in Chapter 11 of the plan. They noted many of the items coincide with goals the board has already set for FY17. They will discuss some of the items with other boards/committees that may be of assistance such as the Energy Advisory Committee.

Town hall hours of operation

Bragan proposed changing the hours of operation to improve service to the public and eliminate being open every Tuesday evening. He reported the most recent data indicates low usage of the Town Hall on Tuesday evenings. He is proposing the Town Hall open for business Monday – Thursday from 8am to 4:30pm and be open the second Tuesday of the month until 7pm. The Town Hall currently does not open for business until 8:30am and closes at 4:00pm. Town Hall staff with work 8am-12pm on Fridays but will be closed to the public. Bragan said the proposed changes will provide more available hours for the public. Additionally, he mentioned many services can be handled electronically through the town’s website. The board members asked a few questions but were agreeable to the changes. Bragan said the new hours will begin in August. On a von Loesecke/Wallace motion, the board voted unanimously to accept Town Hall hours as presented in memo with Town Hall open second Tuesday of every month beginning August 1st.

Community compact opportunities

The board members decided housing, energy and department of public works should be areas included with a community compact. Bragan will work on this and provide an update in September.

Old library update

Wallace reported the accessibility committee has been in a bit of a hiatus as member Wendy Magan works on ideas. She expects to have a recommendation for the board in August. She is educating herself on the Request for Proposals (RFP) process with respect to leasing. She has also reviewed the deed to the property which indicates a clear intent for the building to be used as a library. Wallace offered to assist with the goal to define and attain a productive use for the

old library and recommends beginning work on an RFP sooner rather than later. She will provide a copy of the deed to the other members. Swanton welcomed her help.

Website presentation

Bragan gave the board a visual presentation of the new website design. He explained the rationale used to design a website that is simple yet efficient. The new design will allow users to find what they are looking for quickly with minimal searching required. He added the new format will reshape to maximize presentation depending on what device is being used. Bragan anticipates the new website to be fully operational by the fall.

Selectmen reports

Von Loesecke gave an update on the recent JBOS meeting. She noted one area of concern is with some of the dates MassDevelopment has set to meet requirements for the Super Town Meeting in the fall.

Von Loesecke asked why punch cards for the Transfer Station expire. Bragan told the board this was a recommendation from the auditors. Ricci asked if a refund could be granted if not used. Bragan will explore this. Von Loesecke also asked why those eligible for a senior sticker have to turn 65 years old prior to July 1 instead of June 30. Bragan said the dates follow the fiscal year in which payments are due and received (before June 30).

Von Loesecke asked for a status on the Fire/Ambulance department audit. Bragan said an initial meeting has been held. The next step will be interviews with the Fire Chief and Ambulance Director.

Ricci and Sklar reported the group working on the traffic calming measure for Ayer Road are discussing a proposal with the Conservation Commission on possibly adding a roundabout near the Harvard Post Office. They shared a preliminary concept plan developed by professional engineer Lloyd Bristol. Ricci will draft a letter from the Selectmen to review at their next meeting formally asking the commission to take a position on the proposal.

Documents referenced:

Volunteer forms: Guthro dated 6.14.2016
 Cronin dated 6.27.2016
 Jennings dated 6.30.2016
 Beauchemin dated 6.16.2016
 Dowson dated 6.16.2016

Draft Devens question – dated 7.13.02016

Master Plan recommendations – 2016

Town Hall hours – memo dated 7.11.2016 & schedule comparison dated 7.13.2016