



**Board of Selectmen
Minutes
November 17, 2009
Town Hall Meeting Room**

The meeting was called to order at 7:00 P.M. by Chair, Ron Ricci in the Town Hall Meeting Room. Ron Ricci, Lucy Wallace, Tim Clark and Peter Warren were all in attendance.

TOWN CENTER SEWER PROJECT UPDATE – Chris Ashley attended the meeting to update the Board members on the sewer project. Ashley indicated engineering firms Norfolk & Ram and Weston & Sampson are working on the Project Engineering Report which includes preliminary and final design of various aspects related to the construction of the sewer system. He explained the plant design would be submitted to DEP for their feedback and once their review is completed the project can go out to bid. Ashley said the design work is not reimbursable under the SRF program so short term financing would be required. He stated SRF ranking and project eligibility will be due in January. Ashley said the cost for this portion of the project is \$151,000. He said the beginning costs for permitting would be \$30,000 and about \$15,000 for the actual design. Ashley said to remain on track for bidding in the spring the committee must proceed with the design phase. At their last meeting, the Building Committee voted unanimously to approve the cost estimate and ask the BOS to approve short term funding. Tim Clark confirmed Tim Bragan consulted with Finance Director Lorraine Leonard about this and she said it would be best to proceed prior to the end of the fiscal year. Tim Bragan has contacted MassDevelopment to assist with the required peer review at no cost to the town. On a Wallace/Clark motion, the Board voted to authorize short term borrowing up to \$200,000. Ashley also asked the Board to appoint the Policy Committee at their first meeting in December and the Board agreed.

CONSERVATION COMMISSION APPOINTMENT – Chairman Paul Willard and volunteer Patrick Doherty were both present. Willard recommended Doherty for appointment as an associate member.

On a Wallace/Clark motion, the Board voted unanimously to appoint Patrick Doherty as associate member to the Conservation Commission.

MINUTES - On a Wallace/Clark motion, the Board voted unanimously to approve minutes of 11/3, as presented.

On a Wallace/Clark motion, the Board voted unanimously to approve the executive session minutes of 10/29, as amended.

On a Wallace/Warren motion, the Board voted unanimously to approve executive session minutes of 11/3, as presented but subject to inclusion of the timeline attachment.

SPECIAL TOWN ELECTION WARRANT – On a Clark/Wallace motion, the Board voted unanimously to post warrant for special election to be held on December 8th.

SPECIAL STATE PRIMARY WARRANT – On a Clark/Wallace motion, the Board voted unanimously to post warrant for special state primary to be held on December 8th.

LIQUOR LICENSE HEARING
Shaker Hills Golf Club Inc. & Fruitlands Museum
7:30pm

Tim Bragan confirmed a letter was received from Police Chief Ed Denmark indicating no reported incidents to date that would have any bearing on the issuance of the liquor licenses. Board members confirmed the annual cost for both establishments is \$2,500.00.

There was no public comment.

On a Clark/Wallace motion, the Board voted unanimously to close the public hearing. On a Clark/Wallace motion, the Board voted unanimously to approve the renewal requests for Shaker Hills Golf Course and Fruitlands Museum annual liquor licenses.

ENERGY ADVISORY COMMITTEE UPDATE – Committee members Brian Smith, Bill Blackwell and David Fay were present to provide an update to the Board. Chairman Brian Smith began by outlining progress to date which included audits completed for the significant town buildings, energy baseline update for three years of data and energy monitoring team has been researching technology. Smith said moving forward the committee will be working on implementing a town energy policy. The policy will involve assigning and defining energy manager responsibility, define equipment/lighting operation and define temperature set points for each building. Smith reviewed a spreadsheet he sent the board members reviewing the energy efficiency projects the committee has and continue to work on. (**Attachment A**) Smith said Bill Blackwell and Eric Broadbent would be attending the Capital Committee meeting on Wednesday, November 18th. Lucy Wallace suggested a member of the Energy Advisory Committee be a liaison on the Municipal Building Committee as they determine future use for the old library and town hall buildings.

Bill Blackwell spoke about the Clean Energy Choice Program through National Grid. Residents who sign up for this program donate funds each month through their electric bill and the program matches those funds. Blackwell indicated the town must apply by November 30th to make use of the funds available. He explained the committee is considering the installation of solar panels on the elementary school or a solar awning at Bromfield. Blackwell said there would be minimal energy savings but the solar project would be an excellent educational tool with no cost to the town.

On a Clark/Wallace motion, the Board voted unanimously to authorize the chairman to endorse the Clean Energy Choice grant request and CEC matching program.

Blackwell asked to have a letter stating all town committees have approved this request for submittal.

Next, committee member David Fay gave a presentation updating the Board on reduction in energy usage in town buildings, highlight successes, challenges, trends and show impact of the following:

- New insulated roof at DPW
- New boilers at Bromfield School
- New energy efficient bulbs at Bromfield School
- Lowering the thermostat in the schools

- Reduction in hours at the new library

David Fay concluded by reviewing the following key points:

- Energy usage decreased in the second half of FY09
- Biggest success stories are electricity at Bromfield School and heating oil and electricity at the DPW building
- Changes made at Bromfield were lowered thermostats, tuned building automation system, replaced incandescent lights with CFLs and replacement of gym lighting with more efficient fluorescent
- Changes at DPW building were installation of new insulated roof, installation of new boiler that burns waste and donated oil, removed manager's office and lunch room from main boiler and installed energy efficient propane space heaters and programmable thermostats
- Replaced gym lighting with more efficient fluorescent lights
- Replaced security lighting with more efficient lamp
- Changes at new library were fewer hours, thermostat turned down in winter and up in summer, heating/cooling system tuned by Huntington controls, program introduced to shut off unused lights and heat distribution system upgrade.

The BOS applauded the committee for their efforts.

BARE HILL POND COMMITTEE – Bruce Leicher and Bill Johnson attended the meeting to update the Board on the progress of the Stormwater collection and treatment program and pond drawdown. Leicher said the drawdown began on September 21st of this year. Johnson's presentation began with the long-term protection strategy for the pond. H explained the need to address the issues that place the pond on the State's list of endangered water bodies due to the invasive weeds and excessive levels of phosphorus. To address the invasive weed issue there will be annual deep drawdowns to kill milfoil/fanwort. He explained the excess phosphorus would be addressed through a new project which includes stormwater collection/treatment, abutter education/buy-in to limit phosphorus inflows as well as excavation of Pond bottom to remove entrapped phosphorus. Evacuated material will be removed to the gravel pit on Stow Road. In the report, Johnson provided a map indicating the collection/treatment locations and the proposed schedule see details below:

- Bromfield School detention pond 9/1/0 – 10/1 2010
- Bromfield School field (Pond Road) 6/15-8/15 2010
- Pond Road drainage 6/15-8/15 2010
- Elementary School ball field 6/15-8/15 2010
- Bromfield School entrance 7/15-8/15 2010
- Town beach 10/15-11/15 2010

The last portion of the presentation included a cost breakdown of how the project would be funded: DEP/EPA grant \$584,950, DPW credits \$117,452, Volunteer credits \$60,000, CPC funds \$119,100, Pond Committee budget \$100,500 and Pond Committee reserves \$8,806.

Leicher and Johnson both spoke about the progress made in removing the Water chestnuts in the pond. They explained great progress has been made and they will continue to control the problem.

SELECTMEN REPORTS –

Ron Ricci told the Board he and Peter Warren attended the last DEC meeting where Evergreen Solar was discussed. Their impression of the meeting was disappointing due to lack of communication between the sound engineers and a discrepancy regarding a monitoring location.

Ricci said he received a letter from Peter Lowitt requesting endorsement of MRPC's diesel grant on behalf of Pan Am.

On a Wallace/Clark motion, the Board voted unanimously to authorize the chair to endorse letter.

Ricci said the all boards meeting would be held on January 5th following the regular Selectmen's meeting at 7:30pm. Agenda items should be submitted to the Selectmen's office by December 18th.

Tim Clark reported the beer and wine home rule legislation was signed by the Governor and asked for permission to send a letter thanking Representative Jen Benson, Senator Jamie Eldridge and Governor Deval Patrick for their assistance with the process. The sewer legislation has been moved into an informal session where it can be approved.

Clark said the Park and Recreation Committee trail project for the section along Route 2 has been received and the grant from DCR can now be acted upon.

Clark explained the 4th of July Committee had an informal meeting on November 11th to solicit members of the community to volunteer for next years festivities. He said only two members of the community attended and at this time the 4th of July events are in serious jeopardy. Clark asked the BOS to add this item to a December meeting for further discussion about the future of this committee.

Ron Ricci asked Tim Clark to follow up on the town building rental policy and transfer station pay as you throw option at an upcoming meeting in December.

Lucy Wallace suggested training due to the new additions with ethics and conflict of interest laws.

Wallace said a meeting will be held on first Saturday in December to begin work on the Planned Production Plan.

Peter Warren said the Capital Committee would be meeting with the Energy Advisory Committee and the Fire Chief tomorrow morning to review capital requests.

Warren reported EDAT toured the commercial district on Ayer Road and tomorrow night would be meeting to review questionnaires that were distributed to residents in the area.

Warren said the Municipal Building Committee has been expanded to include residents Ron Ostberg, Pat Jennings, Doug Coots and Town Clerk Janet Vellante. Ostberg and Coots are developing a design for the old library.

TOWN ADMINISTRATOR REPORT – Tim Bragan said he received a letter from Ken Harrod requesting permission to place a 2’ by 3’ sign on his property at 13 Fairbanks Street for the sale of Christmas trees.

On a Warren/Wallace motion, the Board voted (3-0) to approve this request.

(Clark – Abstain)

Bragan informed the Board that the two open positions at the DPW have been advertised.

Bragan stated the website has received many favorable comments and Executive Assistant Julie Doucet is working with Virtual Town Hall to finalize the project.

Bragan asked the Board members if they wanted to submit replacement of the heating system at the Hildreth House to the Capital Committee. After some discussion, the Board members did agree this must be addressed as well as the heating system in the old Ambulance building. Tim Clark suggested consulting the Energy Advisory Committee about any incentive programs related to a possible conversion to gas at the Hildreth House.

The meeting was adjourned at 10:10pm.