

Board of Selectmen
Minutes
Tuesday, October 4, 2011 at 7:00pm
Town Hall Meeting Room

The meeting was called to order at 7:00PM by Chair, Marie Sobalvarro in the Town Hall Meeting Room. Selectmen Marie Sobalvarro, Peter Warren, Ron Ricci and Bill Johnson were all in attendance as well as the Town Administrator Tim Bragan and Executive Assistant Julie Doucet. Tim Clark was not present.

MINUTES

On a Warren/Johnson motion, the board voted unanimously to approve minutes of 9/20, as presented.

PUBLIC COMMUNICATION

Tom Kinch, Devens Committee member, said he read an article about the last Harvard BOS meeting where mosquito control at Devens was discussed. He explained the process used to inform residents includes discussion at Devens Committee meetings with minutes posted on their website, email correspondence as well as notices from MassDevelopment. He noted the Devens resident who spoke at the Harvard BOS meeting was on the email distribution list.

Rick Bernklow, Devens Committee member, said he spoke with Tim Deschamps from Central Mass Mosquito Control who confirmed only one family in Devens has opted out of the program. They also confirmed no spraying has been done near Harvard boundaries. He felt the article written was inflammatory. He wondered if Harvard has issue with this in other abutting communities.

SELECTMEN MINUTES

Peter Warren reported the joint training on the cable equipment at the DEC offices was held with Harvard and Shirley attending. Ayer was unable to stay for the training. He said the next two DEC meetings should be televised but is still unsure about JBOS meetings.

Warren expects a report from the Municipal Facility Manager ad-hoc committee for the first BOS meeting in November.

Ron Ricci referred to the BOS goal related to document management. He noted the State's requirement to maintain hard copies of many documents does hinder the process. He offered the idea of a home rule petition requesting the ability to electronically archive more documents. Ricci asked those residents in town who have expertise in the technology field to come forward and offer advice to assist in making improvements to town operations.

Bill Johnson spoke about the long range planning success so far with the submission of five year strategic plans from a number of boards/committees and all town departments. He complimented Town Administrators Tim Bragan for facilitating the All Boards meeting held on September 21st. He reported this was a good start and identified some key intersecting points. Johnson will work with Marie Sobalvarro and Tim Bragan to integrate the plans for further distribution.

Johnson said a utilization plan for the old library is another goal which needs attention. He will contact the Pilot Project to invite them to attend an upcoming meeting. He will ask them to provide a long range plan, status of formation of 501(c)3 and an overall idea of where they see things going. Peter Warren requested they include information on the rents being charged.

Marie Sobalvarro said the Community Preservation Committee was sorry they were unable to attend the All Boards meeting. She reported they are continuing to explore increasing the CPC surcharge from 1.1% to 3%. She provided a spreadsheet to the board members outlining this. Sobalvarro asked the board members to consider this initiative to be voted on at an upcoming meeting. Johnson said it would be helpful to develop a strategy to determine fund utilization needs versus wants. This way the increase could be tied to a specific project which would help with explanation to the taxpayers.

TOWN ADMINISTRATOR

Town Center Sewer Project

Tim Bragan reported the first sewer construction project meeting was held last week with the contractor. They plan to begin on October 17th. There will be weekly meetings held through the duration of the project so we can stay ahead of any issues that may arise. Bragan explained frequent updates will be provided to the community via the town website as the project progresses. He said a notice will run in the papers this week as well as on the cable channel informing residents the project will be underway soon and directing them to the town website for ongoing updates and information. Peter Warren suggested the use of our reverse 911 call system to inform residents of the start date. They also discussed signage being placed at each entry into town. Bragan said they plan to contact the Massachusetts Highway Department to discuss possible signage on Route 2 to redirect tractor trailer trucks. He said changes to traffic patterns will be made as convenient as possible.

Regional Dispatch

Bragan confirmed Devens, Lancaster and Harvard are all on board. Lunenburg will discuss later this week and Shirley has opted out. He informed the board members of the recent retirement of Devens Fire Chief Tom Garrity. Bragan assured the board Garrity will continue to work on the regional dispatch initiative. He expects the revised IMA to be ready for review at the first meeting in November.

Bragan explained a request has been received from the Woburn Town Clerk seeking support for house bill 1972. This bill will ensure votes of our troops serving overseas will count on Election Day and will save taxpayers at least \$8 million by streamlining elections. He asked the board members to review and consider revisiting at a future meeting.

Bragan said notification has been received from the Environmental Protection Agency offering sixty hours of assistance to investigate the pay as you throw option for collection of municipal solid waste and ordinary household trash. This creates a direct economic incentive to recycle more and to generate less waste. Bragan noted the Town of Littleton has gone this route and has found it to be very successful. He understands this is a tough decision but is important to investigate further. The DPW liaison will need to be involved.

Bragan reported the beavers are back at the dam on Depot Road. He will work with the Board of Health to prepare another Emergency Declaration as the one that was instituted previously will expire. The BOS does not need to take further action.

Bragan told the BOS the Sewer Commission has voted to allow the BOS to deal with the construction phase of the sewer project. They think it would be best for the BOS to handle the construction phase and they would take over once the project is complete. Marie Sobalvarro confirmed they are not interested in this phase of the project but are more interested in handling the post construction issues. Bragan said he has spoken with the DPW Director Rich Nota and they think it is reasonable restrict the commission to handling the policy end of things. Ron Ricci suggested reducing the number of the Sewer Building Committee from five to three this way they can handle this phase of the project. The Town Administrator will serve as an ex-officio committee member.

On a Johnson/Warren motion, the boards voted unanimously to have the Board of Selectmen take responsibly for managing the town center sewer construction.

On a Ricci/Warren motion, the board voted unanimously to establish the current Town Center Sewer Building Committee presently comprised of five members to three and have the Town Administrator serve as an ex-officio member.

SAFE ROUTES TO SCHOOL

Marie Sobalvarro said she took the liberty of amending the letter presented at the last meeting. Selectmen Tim Clark did however send an updated version Tuesday morning as he was unable to attend the meeting. Sobalvarro said we now have two competing letters. Sobalvarro was quick to act on the letter due to the October 11th deadline. The letter sent by Tim Clark was copied to School Committee Chair Keith Cheveralls, Superintendent, and school principals. Ron Ricci was reluctant to endorse the letter because he was told the school department had no knowledge of this program which directly affects the school. He wondered if an extension could be granted to allow us the opportunity to determine if we should move forward. As a point of clarification Sobalvarro did note there was some correspondence with HES Principal Linda Dwight. Bill Johnson said he was fine with moving forward now as long as we have 100% choice to opt out if it is not beneficial to continue. Peter Warren was surprised the school department was not up to date on this and wondered why. On a Warren/Johnson motion, the board voted unanimously to investigate if deadline can be extended contingent on this authorize Chair to endorse letter removing Tim Clark as liaison and submit.

MUNICIPAL BUILDING COMMITTEE APPLICATION TO THE COMMUNITY PRESEVATION COMMITTEE

Marie Sobalvarro wanted to take some time to discuss the phasing options for the OPM and Architect. She gave examples of doing the town hall first then Hildreth or both together. She said the Selectmen, Capital Planning & Investment Committee, Finance Committee and the MBC will need to decide on the phasing and scheduling. She noted valuation criteria will be necessary for committees/boards to evaluate alternatives. We need to provide guidance to the Architect. Sobalvarro felt it important for the BOS to develop our own criteria as the Capital and Finance Committees have. Johnson said the criteria needs to reflect the general sense of what the community wants. Sobalvarro said there is interest to find a way to support necessary programs with incurring the least amount of cost. Ron Ricci said the MBC will provide three alternatives to meet one set of goals. He feels it is important to solicit input from the Town Administrator on the

office building aspect for town hall. He also commented on the importance of the Finance Committee to sell this to residents and how the Capital Committee will rate the options based on their criteria. Once all information is provided it will then be up to us to determine the validity of the information. Peter Warren said as long as MBC follows the direction of the ATM to come up with three alternatives they are doing their job. He suggested they give an update prior to the BOS finalizing their criteria. Sobalvarro will invite the MBC to an upcoming meeting and she will provide a draft document capturing this discussion to the BOS members as a reference.

JBOS PARTICIPATION

Peter Warren and Ron Ricci attended the last JBOS meeting and provided an update. The new idea for reorganization of the JBOS will be to hold a monthly meeting with one representative from each town, Devens Community and MassDevelopment to discuss areas of common interest. Although Shirley recently voted to not continue with JBOS they are in favor of this new organization. The representatives will provide feedback to constituents and the only votes taken will be for administrative purposes. Peter Warren said it is important to try and continue in some manner. They also discussed possibly holding quarterly or semi-annual meetings where more could attend. The BOS members thought this was reasonable. Ron Ricci volunteered to be the rep for Harvard with Peter Warren as the alternate.

On a Johnson/Warren motion, the BOS voted unanimously to support proposal of redefining JBOS as committee with single rep from each town, Devens Community and MassDevelopment with Ron Ricci as our primary rep and Peter Warren as alternate.

Vicksburg Square/Trinity update

Marie Sobalvarro confirmed Trinity Financial will provide information requested and plan to attend our November 1st meeting. (DEAT & Planning Board will be present)

**** On a Ricci motion, the Board voted unanimously by a roll call vote (Sobalvarro – AYE, Johnson – Aye, Ricci –AYE, Warren - Aye) to enter into executive session at 8:25pm, as authorized by Chapter 39, Section 23B of the Massachusetts General Laws, at a meeting for which 48-hours notice has been given, to discuss non-union contract. Following the executive session, the Board will reconvene into open session only to adjourn. ****

The meeting was adjourned at 9:15pm.

DOCUMENTS REFERENCED:

SAFE ROUTES TO SCHOOL – letter dated 10.4.2010