



**Board of Selectmen
Minutes
Tuesday, October 16, 2012 at 7:00pm
Town Hall Meeting Room**

The meeting was called to order at 7:00PM by Chair, Lucy Wallace in the Town Hall Meeting Room. Selectmen Marie Sobalvarro, Ron Ricci, Tim Clark, Bill Johnson and Lucy Wallace were all in attendance as well as the Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

APPOINTMENTS

Economic Analysis Committee

EDC Chair Elaine Lazarus was present to recommend Bruce Stamski for appointment. She explained he was appointed to the original committee but due to other commitments had to resign. He is now available again and is willing to serve on the committee. On Johnson/Ricci motion, the board voted unanimously to appoint Bruce Stamski to the EDC with a term expiring on June 30, 2013.

Hildreth House Improvement Committee

Lucy Wallace indicated seven volunteer forms have been submitted for consideration. Candidates David Vannicola, Fran Nickerson, Richard Blinn and Connie Larrabee were present. Wallace gave each candidate a few moments to speak on their qualifications and why they are interested in serving on the committee. Wallace explained Pat Jennings, Ann Taylor and Laura Andrews were unable to attend. She did note Jennings, Andrews and Taylor have all served or are serving on other committees. The BOS members were pleased with all the candidates. On a Ricci/Johnson motion, the board voted unanimously to appoint the seven applicants who submitted applications: Richard Blinn, Laura Andrews, David Vannicola, Connie Larrabee, Fran Nickerson, Ann Taylor and Pat Jennings.

DEVENS ECONOMIC ANALYSIS TEAM (DEAT) REPORT

DEAT members Victor Normand (Chair), Paul Green, Orville Dodson, Steve Finnegan and Duncan Chapman were all present. Normand explained the committee was tasked with projecting a current municipal operating budget for Devens as if it were part of the Town of Harvard and to assess other economic conditions related to municipal operations. He said they analyzed eight Massachusetts towns that have a similar ratio of commercial property to residential property including our historic portion of Devens. Normand said despite the slow economy the Devens tax base has been relatively stable. He said this demonstrates a diverse commercial base which is beneficial.

Committee member Paul Green was tasked with investigating Devens utilities. The Devens utilities section of the report included the following:

1. redevelopment achievements
2. finances & structure
3. self funding
4. tax-exempt

The committee is recommending the BOS ask MassDevelopment to reassure the Town that any activities that could lead to the disposition of Devens Utilities be conducted in an open and transparent process so that the residents of Devens, Ayer, Harvard, and Shirley, along with the enterprises located at Devens, can stay fully informed and can participate in the process. They believe that the stewardship of Devens as a superior commercial, industrial, and residential area is inextricably linked to the future of Devens Utilities. Normand offered the committee to continue their work in collaboration with the Master Plan effort. He added there does not seem to be any significant increases in residential housing at Devens. Normand said due to the recent information gathering for the Vicksburg Square proposal we have enough data to conclude the projection for a large number of school age children to increase at Devens is unlikely.

Committee member Duncan Chapman was tasked with investigating future management options within the Devens Regional Enterprise Zone (DREZ). He visited industrial parks in Tauton, New Bedford and Fall River where he learned a relatively small staff can manage an established industrial park via use of contracted services.

The committee expressed their interest in holding some public forums to share their report and solicit feedback from the community. They are also open to sharing their information with the surrounding communities.

CABLE COMMITTEE REPORT - RELOCATION TO BROMFIELD SCHOOL

Committee member John Burns attended the meeting to give an update on the HCTV studio relocation. The presentation included reasons why the relocation is a good idea along with a proposed design. He explained the committee has established a vision for collaboration with the schools, visited the location and have held informal meetings with school officials and the Building Inspector. Next, the committee plans to identify any air quality issues, meet with Architectural Access Board, develop architectural drawings, obtain estimates for subcontracted work, identify sources of funding and develop a transition plan. The committee envisions moving the studio in the second quarter of FY14. Committee member Stu Sklar was also present and commented on the enthusiasm of all parties involved.

TOWN ADMINISTRATOR

Bare Hill Pond Stormwater Retrofit

Bragan asked the BOS to award Tro-Con Corporation of Woburn the Stormwater Retrofit project. On a Ricci/Johnson motion, the board voted unanimously to award the contract to Tro-Con Corporation.

Engineering necessary for the Town Hall variance application

Bragan explained an addendum to the LLB contract has been drafted to include engineering services by Goldsmith, Prest and Ringwall (GPR). He said Town Counsel has reviewed the addendum and made a few changes. He asked the BOS to approve the addendum and the process in which payments will be made to GPR.

On a Clark/ Sobalvarro motion, the board voted to approve addendum to the scope of services with the LLB contract dated 11.23.2009. (Ricci – Nay)

On a Johnson/Clark motion, the board voted to authorize the Chair to sign on behalf of the BOS one or more addendums as necessary with GPR up to a total amount of \$10,000 for items related to the variance request. (Ricci – Nay)

Finance Committee Memorandum

Bragan distributed a memorandum from the Finance Committee outlining the FY2014 budget request submission process. The first All Boards meeting will be held on Wednesday, October 24th. Bragan said warrant articles will be due in late January. He was still waiting for dates from the Capital Planning and Investment Committee so he can prepare a master calendar. Bragan also plans to review the town department budgets with the BOS.

Special Municipal Employee

On Ricci/Clark motion, the board voted unanimously to designate a custodian sub as a special municipal employee. (Sobalvarro – Abstain)

Sewer project update

Bragan said there are a few last minute items that need to be addressed at the plant but he anticipates sending notification to DEP this week. Once we receive their approval we can begin allowing connections after 30 days. He confirmed there will be a plan for municipal buildings as well.

Solar Garden – 285 Ayer Road

Bragan said he has discussed the fee for this project with the Building Inspector and expects a resolution on Monday.

RESIGNATIONS

On a Clark/Sobalvarro motion, the board voted to accept resignations from Chris Ashley and Patrick Doherty.

STATE ELECTION WARRANT

On a Sobalvarro/Clark motion, the board voted unanimously to approve the warrant for the state elections.

TOWN PLANNER

Lucy Wallace asked the board members to provide her with feedback to be discussed further at the next meeting.

**** On a Sobalvarro motion, the Board voted unanimously by a roll call vote (Sobalvarro – Aye, Johnson – Aye, Wallace –AYE, Ricci – Aye, Clark - Aye) to enter into executive session at 9:38pm, as authorized by Chapter 30A, Section 21.3 of the Massachusetts General Laws, at a meeting for which 48-hours notice has been given, to review and discuss potential litigation. Following the executive session, the Board will reconvene into open session only to adjourn. ****

The meeting was adjourned at 10:00PM.

Documents referenced:

APPOINTMENTS

Volunteer forms: Bruce Stamski dated 10.28.2012
 Ann Taylor dated 9.17.2012
 Richard Blinn dated 10.01.2012
 Laura Andrews dated 9.26.2012
 David Vannicola dated 8.22.2012
 Connie Larrabee dated 8.21.2012
 Fran Nickerson dated 8.29.2012
 Patricia Jennings dated 10.02.2012

DEVENS ECONOMIC ANALYSIS TEAM (DEAT) REPORT – dated 10.15.2012

CABLE COMMITTEE REPORT – dated 10.16.2012

RESIGNATIONS – dated 10.04.2012