



**Board of Selectmen
Minutes
Tuesday, April 28, 2015 at 7:00pm
Hapgood Meeting Room**

The meeting was called to order at 7:00PM by Chair, Stu Sklar in the Hapgood Meeting Room. Selectmen Lucy Wallace, Ron Ricci, Leo Blair and Ken Swanton were in attendance as well as Assistant Town Administrator Marie Sobalvarro and Executive Assistant Julie Doucet.

Community Harvest Project

One Day – Beer & Wine License request

Stu Sklar informed the board the hearing is not required. He explained because their event is not open to the general public a one day license is not necessary.

Community Harvest Project Operations Director Ken Dion attended the meeting and gave a brief overview of what the organization does. He explained they grow produce that is donated for hunger relief in Worcester County. The organization held an open house in November which was open to the public but the event being held on April 7th is for key supporters and their neighbors in Harvard. He confirmed this event will not be open to the general public. The board members were all very supportive of the organization and happy to hear how welcoming the community has been.

Devens Economic Analysis Team (DEAT) appointment

On behalf of the committee, Chair Victor Normand introduced Noyan Kinayman for appointment. He said Kinayman has attended one of their meetings and has expressed an interest in the future of Devens. Kinayman took a moment to give his background and explain why he is interested in serving. On a Wallace/Ricci motion, the board voted unanimously to appoint Noyan Kinayman to the DEAT with a term expiring in June 2016.

Town Hall Construction Committee (THCC) Update

Committee member Laura Andrews gave their monthly update. She said in April the General Contractor was hired and a pre-construction meeting was held. They have divvied up responsibilities: Andrews - financial tracking, Combs/Barton/Carbonell (Red Team) - change orders and Guswa – manage schedules. Rick Maiore entered the meeting and confirmed he will continue to oversee the project. She said weekly construction meetings will be held at 8:30am at the building site with one Red Team member in attendance. These meetings are not open to the public. The THCC meetings will also be held weekly in the town center fire station.

Change Order

Andrews noted one change has been made in relation to the mixed metals bid. Sobalvarro explained only one bid was received the first time around and it was quite high. It was decided to re-bid the mixed metals which did result in a lower quote. In the report it stated this was an increase in the budget but it was actually just an increase to this line item. Maiore said other offsets in the budget have accommodated for this change. Maiore confirmed any increases to the budget will be brought to the BoS for consideration. Wallace is pleased with the progress thus far

and commented on the successful move of the town hall offices. Sklar complimented Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro, other town hall staff and the DPW department for their exceptional efforts in making the move out of the town hall building relatively smooth.

Sewer District expansion – Special Town Meeting

Sewer Commission members Rick Maiore and Cindy Russo attended the meeting at the request of the Board of Selectmen. Sklar said with the potential of a Super Town Meeting coming up this offers an opportunity to hold a Special Town Meeting if necessary thus why the commissioners were invited. Maiore explained they were approached by the Conservation Commission and the Board of Health asking them to consider expansion of the district to include a property on Whitman Road which has a system in failure. This property sits within the interim well head protection zone. Additionally, Maiore said the Water System Study Committee believes this could also be a good site for an additional well if they were to include the other properties at the end of Whitman. He admitted the costs are very high to do this. He said the original intent was to bring these properties in to protect the existing well and potential well site. Russo said the understanding was always the property owners would pay the full cost but that appears to be prohibitive. Russo and Maiore agreed there are still too many unknowns to make an informed decision on this now. Maiore said we are not interested in solving a private problem. They are confident the system has the capacity to add houses. Maiore summarized the expansion costs to include: moving the line, running lines from the property edge and then the hook ups. Leo Blair asked if there is data to show the failed system is affecting the water supply. There is none. Blair does not want this to be a hurry up decision. He is also not in favor of opening up the district because once you start it is nearly impossible to stop. Maiore and Russo agreed. The board members did not take any action on this item. Maiore and Russo asked when the warrant would close for a Special Town Meeting, if held concurrently with the proposed June 8 Super Town Meeting and were advised May 20th.

Town Administrator Report

Assistant Town Administrator Marie Sobalvarro confirmed the CDBG funds to be used toward the Hildreth House project equal \$119,243 after 2% payment made to the commonwealth.

Sobalvarro informed the board of two pole petitions will be held at their May 19th meeting. She told them one petition affects all the residents who reside on Myrick Lane, Simon Atherton Row, Babbitt Lane and Ann Lee Road. National Grid will be digging up the lines to run and maintain underground conduits to minimize outages in the area.

She reported Chapter 90 have been allocated and are in line with prior years.

Sobalvarro confirmed the Charter and Comcast merger will not be happening. Formal notification has been sent to Charter notifying them of our interest to begin fiber network negotiations.

Construction notes

- Fencing and signage have gone up at the old Town Hall building.
- Construction trailer has been assigned phone and fax numbers.

- First construction meeting in the morning.
- Work will commence at 7am each day and end at 4pm. workers 7am to 4pm.

Sobalvarro noted the annual audit and management letters have been distributed.

Follow up from last meeting – Fire Truck Purchase

Sobalvarro distributed a memo earlier in the day from Fire Chief Sicard addressing questions that arose at the last Selectmen’s meeting. The board members were pleased with the clarification however Blair, Swanton and Ricci wished the information had been provided sooner to avoid much of the confusion. They were also surprised this was being discussed because it was not on the agenda. Sobalvarro assured them no action was necessary she was merely following up from their last meeting. Ricci suggested he and Chief Sicard meet with Tim Bragan when he returns before anything further is decided. Sobalvarro understands there have been issues with the process that need to be resolved but that can be done without holding up the purchase of the truck. Ricci asked if the Chief was able to get a cost estimate on reconfiguration of the truck. Chief Sicard said he has not yet received a quote. Sobalvarro said out of state travel will be required by the Chief and two other members of the department to finalize the purchase of the truck, including cost, and get the order in the queue. Once the order is submitted it will take about one month for the engine to be built to our specifications. She reminded the board out of state travel must be approved by them. She wanted to make certain the board did not have any further concerns so the out of state travel could be approved at the next meeting. Lucy Wallace pointed out the truck purchase was approved at the ATM and based on the summary provided by Chief Sicard she does not understand why the purchase should be held up any longer. The board members debated how best to proceed. Blair thought slowing down the process was not a bad idea allowing everyone to feel more comfortable with the process. Chief Sicard said he realized after watching the last meeting he needed to clarify the role of the new engine 2. He explained the department decided to examine and reevaluate the entire philosophy of how the department is run which resulted in replacing engine 2 as the new front line engine. Wallace does not want to continue second guessing the decisions made by Chief Sicard, adding department heads are hired to run their departments and we need to have confidence in their decisions. To accommodate the Chief being able to move ahead with scheduling the out of state travel Blair offered a motion. On a Blair/Ricci motion, the board voted unanimously to direct the Fire Chief to reserve time for out of state travel for the purpose of acquiring truck. Sklar requested a vote be taken at the next meeting to approve the purchase of the truck.

Water Study Committee charge

The board made a few minor revisions to the charge drafted by Ricci. On a Swanton/Ricci motion, the board voted unanimously to approve the charge as amended.

Strategic Planning Session

The board decided to hold their Strategic Planning Session on May 12 at 4pm. Location to be determined. They also agreed to amend their policies to reflect this change. Sklar offered another policy revision allowing the board to change policy if unanimously voted on.

Town Administrator contract

On a Wallace/Blair motion, the board voted unanimously to approve the contract.

Right of First Refusal – 5C Walnut Street, Devens

On a Ricci/Blair motion, the board voted unanimously to waive our right of first refusal for the property located at 5C Walnut Street Devens.

Board Re-organization

Blair nominated Ron Ricci for Chair. The board voted unanimously in favor.

Blair nominated Ken Swanton for Vice Chair. The board voted unanimously in favor.

Blair nominated Sklar for Clerk. The board voted unanimously in favor.

Selectmen reports

Ken Swanton suggested the Town Hall Construction Committee charge be revised to include the Hildreth House project. He has spoken with the committee about this and they are agreeable.

Lucy Wallace recommended having representatives from the COA and Hildreth House Improvement Committee on the committee as well.

Wallace noted volunteers from town will be installing the windows at the Hildreth House over the summer.

Wallace suggested discussing the Grant Road housing project on the agenda next week.

Leo Blair asked to have the vote take a vote on holding a Super Town Meeting.

The meeting was adjourned at 9:00pm.

Documents referenced:

Community Harvest – application dated 4.23.2015

DEAT – Kinayman volunteer form dated 1.5.2015

THCC updated – dated 4.28.2015

Water Study Committee charge – dated 4.28.2015

Right of First Refusal – 5C Walnut Street, Devens – request 4.9.2015