

**BOARD OF SELECTMEN MEETING MINUTES
DONALDSON ROOM
Monday, January 25, 2016 7:30 P.M.**

PRESENT: Noah Eckhouse (Chair), Peter Braun, Renel Fredriksen

STAFF: Timothy Higgins, Town Administrator, Peggy Elder, Administrative Assistant

WELCOME & INTRODUCTIONS:

Mr. Eckhouse opened the meeting and reviewed the agenda.

ANNOUNCEMENTS:

- Mr. Eckhouse announced the Special Town Meeting to be held on February 23, 2016 at 7:00 PM at Brooks Auditorium. He reminded residents that we need a quorum present at the meeting.

APPOINTMENTS:

- Mr. Eckhouse welcomed the eighth grade civics class to the meeting and asked them to introduce themselves. They did, and they each took the floor for a part of the presentation. The students have petitioned for a Town Meeting Warrant Article to appropriate funds for the purchase and installation of a rehydration station at the Brooks Gymnasium. The Selectmen asked questions regarding the features, purchase cost, and maintenance costs of the station. Mr. Braun moved to support the proposal. Ms. Fredriksen seconded the motion. It was unanimously approved.

Peyton Marshall (Chair, Finance Committee) and other members of the Finance Committee joined the meeting. The subject of discussion was the two Minuteman-related Articles that will appear on the Special Town Meeting Warrant. Mr. Braun reported that the Vocational Education Options Working Group (VEOWG) had its 4th meeting just prior to the Selectmen's meeting and reviewed the status and results to date of their fact gathering, which continues. They plan to mail a reminder postcard town-wide next week about the February 11 public forum (7:00; Hartwell Multi-Purpose Room). Laura Sander (Finance Committee representative to the VEOWG) spoke about her concerns and the questions she had. Mr. Braun added that the VEOWG had been aided by a baseline of information that other towns had already gathered. He also spoke about the completed and planned visits to area regional vocational schools. Mr. Eckhouse inquired whether the Finance Committee contemplated making recommendations on the articles at the Special Town Meeting. Mr. Marshall said that he anticipated that the Finance Committee and the Capital Planning Committee would each weigh in. Mr. Braun concurred that the Capital Planning Committee is likely to weigh in. He then shared his opinion that the withdrawal article should precede the amendments article. There was further discussion regarding whether and when the Board would take a position. Comments were also offered on the VEOWG's draft FAQ memo.

TOWN ADMINISTRATOR'S REPORT:

- FY17 Budget Proposal – Mr. Higgins began by reporting that he and Mr. Braun attended the second Finance Committee budget workshop Wednesday night to update the Finance Committee on the Board's FY 17 budget proposal, including the revisions voted by the Board on January 11th, summarized below.

The Finance Committee supported the plan for:

- a. Paring back the DPW budget to make room for the 4th Sergeant in the base budget.
 - b. Addressing any problems with the state communications grant through the Reserve Fund.
 - c. Keeping the \$48,000 for increasing the time commitment and enhancing the job description of the Planning Board's Administrative Assistant position on the table for discussion as a preferred budget item. Ms. Fredriksen added that this figure is a plug figure. Mr. Higgins said that Jennifer Burney who started today would evaluate the need for and characteristics of an enhanced Administrative Assistant position soon.
- Landfill Solar Steering Committee – Mr. Higgins reported that he and Mr. Eckhouse convened the initial meeting of the committee. The principal action item was for the Conservation Commission and Green Energy Committee to confirm the list of 10-20 town-owned parcels that have been identified as potential sites for solar and/or exchanging for the landfill site.
 - Blazes' Alcohol Petition Update – Mr. Higgins reported that the status is unchanged but Representative Stanley remains hopeful that the legislation will be approved in time for it to be included on the Ballot for the March 28th Election. February 16, 2016 is the deadline for the Board to vote to place questions on the Ballot. The hope is to vote on ballot question on February 8, 2016.

OPEN FORUM:

- None

DISCUSSION:

- Campus Master Planning Committee (CMPC) – Ms. Fredriksen reported that the Committee met on the 22nd and after minor editing, the report is going to the printer. Carole Kasper (Chair) will be the spokesman for the Committee at the next Board of Selectmen's meeting.
- Special Town Meeting Preparation - Mr. Higgins reported that things are on track. He mentioned that all materials relative to the VEOWG is on the website and is being updated as new materials are received. Mr. Eckhouse added that with a 7:00PM start, time management would be important.

- BOS Annual Report – Mr. Higgins reported that he had a reasonably clean draft. It just needs to have final edits by February 1, 2016.

- Liason Reports

Capcom - Mr. Braun reported that the Capital Planning Committee has finished its review of cash-capital and maintenance proposals and had voted its recommendations. He added that the requests of all Town departments had been recommended, and that DPW's two large requests (a loader and a sweeper) had been recommended for capital exclusions after consultation with the Finance Committee.

HATS – Mr. Braun reported that there would be a Hanscom Area Towns Committee this Thursday night which will feature the National Park and the centennial celebration of the National Park system this year. He also reminded the Board that Lt. Governor Karyn Polito will be attending the February 25, 2016 meeting and that it would be helpful for the Board to develop a list of concerns to raise with her. Mr. Braun added that he will be attending a promotion ceremony this week – Base Commander Lt. Colonel Dunklee will be promoted to Colonel.

ACTION ITEMS:

- 2016 Annual Town Meeting Warrant – Ms. Fredriksen made a motion to close the warrant for the March 19, 2016 Annual Town Meeting. Mr. Braun seconded the motion. It was unanimously approved.
- 2016 Annual Town Election – Mr. Braun made a motion to sign the March 1, 2016 Presidential Election Warrant. Ms. Fredriksen seconded the motion. It was unanimously approved.
- DeCordova Alcohol License Application - Ms. Fredriksen made a motion to re-submit the amended DeCordova Alcohol License Application. Mr. Braun seconded the motion. It was unanimously approved.
- Meeting Schedule – The meeting on March 7, 2016 is being moved from 7:30PM to 8:00 AM.

CORRESPONDENCE:

- Ms. Fredriksen mentioned the memo from Chief Kennedy regarding the Communities for Restorative Justice, which is a community-police partnership that offers a restorative justice process in response to crime. She thought it was a great program and that it was wonderful that our Police Dept. has become involved in the program.

Mr. Eckhouse addressed a letter that was in reference to the Leaf Blower Study Committee's activities.

MEETING MINUTES:

- A motion was made by Mr. Braun to approve the meeting minutes from December 7, 2015, December 21, 2015, and January 11, 2016. Ms. Fredriksen seconded the motion. They were unanimously approved.

A motion was made by Mr. Braun to adjourn. Ms. Fredriksen seconded the motion. It was unanimously approved. The Meeting adjourned at 8:45 PM.

Submitted by Peggy Elder
Approved February 23, 2016