

**BOARD OF SELECTMEN MEETING MINUTES – Final
DONALDSON ROOM
Monday October 3, 2016 7:30 P.M.**

PRESENT: Peter Braun (Chair), Renel Fredriksen, James Craig

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

WELCOME & INTRODUCTIONS:

- Mr. Braun opened the meeting and reviewed the agenda.

ANNOUNCEMENTS:

- None

APPOINTMENTS:

- National Grid – Mr. Braun opened the hearing for National Grid's Grant of Location request. National Grid's Permit Representative, Dennis Regan, joined the meeting to discuss National Grid's request to install 545 feet of new gas pipe main in Old Lexington Road to service a house at 17 Old Lexington Road. Mr. Braun recused himself from hearing or voting on the matter, since he is an abutter of the property to be served by the new main and thus received formal notice of the hearing. Mr. Regan reviewed the plan with the Board. There being no further questions, Ms. Fredriksen made a motion to close the hearing. Mr. Craig seconded that motion. The motion was approved, with Mr. Braun abstaining. Mr. Craig then made a motion to approve National Grid's request for a grant of location to install the new gas pipe line in Old Lexington Road. Ms. Fredriksen seconded the motion. The motion was approved, with Mr. Braun abstaining.
- Economic Development Advisory Committee (EDAC) – Director of Land Use and Planning, Jennifer Burney, Lynn DeLisi (Planning Board), and Gary Taylor (Planning Board) joined the meeting. Ms. Burney began by explaining the initial vision of an EDAC's mission, which she analogized to a Chamber of Commerce, including providing networking opportunities and a platform for developing recommendations to the Selectmen on matters of concern to the business community. Discussion ensued on whether there would be potential duplication of an EDAC's mission with the South Lincoln Implementation Committee that is also being discussed by the Planning Board, how much staff time might be required to administer an EDAC, whether the business community should be surveyed to ascertain its level of interest in an EDAC, and whether an EDAC should be encouraged (incubated) by the Selectmen instead of being appointed by the Selectmen. Mr. Braun thanked everyone for their comments and Ms. Burney for her work and said that the Board would take it under advisement.

OPEN FORUM

- None

TOWN ADMINISTRATOR'S REPORT:

- Care Dimensions Groundbreaking - Mr. Higgins reported that he and Mr. Braun attended the groundbreaking ceremony. He went on to say that Mr. Braun gave some remarks about the project, including the Town's appreciation for the opportunity to host Care Dimensions, particularly at that site, their collaborative attitude in the design process, and being invited to the celebration.
- Landfill Solar Committee – Mr. Higgins reported that they are meeting tomorrow morning. He went on to report that their work is nearing completion. There seems to be a consensus developing as of the last meeting that of the nine sites evaluated, the two most promising sites for solar development are the landfill and the public safety building. The Conservation Commission has this on their meeting agenda this week.
- Complete Streets – There will be three meetings:
 - October 19, 2016 – First workshop, giving an overview of goals and key stakeholders' perspectives, and begin to receive public feedback.
 - November 12, 2016 – State of the Town meeting, to continue receiving public feedback.
 - December 7, 2016 – Second workshop, to review feedback and present initial list of priorities for comment.

Looking forward, this would come back to the Board to vote to:

- Adopt a Complete Streets policy.
- Approve the Town's prioritized list of projects which will form the basis for future Complete Streets grant applications.
- Minuteman Building Project – Next Steps. Mr. Higgins has advised the Town Clerk that if Belmont's town meeting votes to withdraw, the Board intends to not call a special meeting to vote on the withdrawal.
- Community Center – Mr. Higgins reported that a request will be submitted to the Capital Planning Committee in anticipation of a Town Meeting proposal to appropriate funds to develop a 15% design for a Community Center.

DISCUSSION

- State of the Town Planning
 - Save The Date Postcard – Town wide mailing of Save the Date postcard to happen as soon as it is back from the Printer.
 - Initial State of the Town Agenda – Mr. Higgins said that this is a very rough first draft agenda. He wanted to get rough ideas from everyone regarding timeframes for presentations. He has begun outreach to those planning on presenting and is waiting to hear back from those people at this point.

- State of the Town Newsletter – Mr. Braun reviewed the current draft of the Newsletter.
- Liaison Reports – Mr. Craig attended the initial Zoning Board of Appeals hearing regarding the McLean matter. The hearing was continued until October 20th. He reported that the hearing was well attended and well organized meeting. He added that to overturn the Building Inspector's decision would require a 4-1 supermajority vote.

ACTION ITEMS:

- Temporary Road Closure for October 10, 2016 through October 13, 2016 from 7:00AM-3:00PM for work being done at Care Dimensions. Ms. Fredriksen moved to approve the road closure from 10/10-10/13 from 7:00AM-3:00PM. Mr. Craig seconded. It was unanimously approved.

CORRESPONDENCE:

- Letter from Town of Concord regarding the public safety aid that the Town gave during the recent tornado.

MEETING MINUTES:

- September 12, 2016 – Mr. Craig moved to approve the minutes from the September 12th meeting. Ms. Fredriksen seconded. It was unanimously approved.

EXECUTIVE SESSION:

Mr. Braun made a motion to enter into executive session, not to return to open session, to approve meeting minutes for the Board's September 7, 2016 and September 26, 2016 executive sessions, pursuant to the same statutory bases cited by the Board for entering into those executive sessions. Roll call vote Braun: aye; Fredriksen: aye; Craig: aye.

The meeting adjourned at 8:55 P.M.

Submitted by Peggy Elder

Approved 11/21/16