

Board of Selectmen Meeting: January 10, 2018

Present: Gibbs, Freiman, Ulfelder, Sullivan Woods, Morgan

Also Present: Robinson, Jop

Minutes Approved:

Meeting Documents:

1. Agenda
2. Work Plan
3. Draft Board of Selectmen Policy and Procedure Manual
4. Draft Debt Policy
5. Draft Capital Policy
6. Draft Annual Town Meeting Warrant

1. Call to Order & Citizen Speak

Ms. Gibbs, Chair, called the Board of Selectmen meeting to order at 3:05 PM in the Training Room at the Department of Public Works.

Citizen Speak

None.

2. Status of FY18 Work Plan

The Board reviewed the major capital projects on the work plan.

Mr. Morgan gave a brief update on the Hardy, Hunnewell, and Upham Elementary School projects. He noted the School Committee has determined to try and move forward with the Hunnewell reconstruction project at the same time as moving forward with MSBA process to construct Upham or Hardy School. The Board noted a joint meeting should be scheduled with the School Committee to further discuss the options. The Board raised questions on whether the intent is to move forward with the lease and renovation of the St. Paul's school and wanted to better understand the timing of feasibility studies. Mr. Morgan noted at the last School Committee meeting, Matt Kelley was enthusiastic that the MSBA can move faster than anticipated and is suggested a spring Special Town Meeting in May to seek funds for feasibility.

Ms. Jop gave a brief update on the status of all the pending 40B projects. For the Delanson Circle project, Ms. Jop noted Town Counsel has sent a letter to the Massachusetts Housing Partnership with questions on the legal ownership of the site and potential issues with the developer having site control. It was brought to the Town's attention the sale of the various lots on the site has been in litigation since 2014.

Ms. Jop further reviewed that plans have been submitted to the Planning Department for a 40B at 818-822 Worcester Street, and that the Town was awaiting a Site Eligibility letter from MassHousing. The Board briefly discussed potential impacts that particular 40B might have on potential Hardy School construction, noting it was a site that could provide access to the Hardy School from Route 9.

Ms. Jop noted the Town has engaged the consultants for the Housing Production Plan. The kick-off meeting scheduled has been delayed. Ms. Gibbs discussed that she and Mr. Morgan have been working on the Housing Production Plan and the current Working Group formed by Ms. Jop and Mr. Zehner, which also includes Ms. Carpenter and Mr. Roberti from the Planning Board, Mr. Kenney from the WHDC, and Ms. Renzella from the Housing Authority. The current proposal is to have the staff-formed working group continue as the project management group for the Housing Production Plan.

The Board discussed reporting on assignments. Given the Board's numerous projects, it was determined that short informational write-ups would be helpful to keep other members in the loop. The Board noted if sending a report, they should blind copy the board members in their email so as to not violate the open meeting law.

The Board reviewed the Work Plan and prioritized projects, and discussed the next steps for the North 40 process. Ms. Robinson gave an update on the landfill process and the next phases required to complete the Massachusetts Contingency Plan. Ms. Freiman stated she intends to have an initial meeting by the end of January with boards and committees that will be part of the follow up study.

Ms. Freiman gave a status update for both the Town Hall Exterior Project and the selection process for the architect for the Town Hall Interior Renovation Project.

The Board asked Ms. Jop to review the history of the Granite Street resident proposal for Street Acceptance. Ms. Jop reviewed the proposal and noted that the Board will need to consider whether the project should move forward this year. The Board asked Ms. Jop to send notice to abutters and to place the discussion item on the January 23rd agenda.

The Board reviewed the remainder of the Work Plan and prioritized the projects. The Board determined a few projects should be considered on the FY19 Work Plan.

3. Review Capital Planning and Debt Policies

Ms. Robinson distributed initial drafts of both a Debt Policy and a Capital Policy for the Board to consider. She noted she is currently scheduled to attend the Advisory Committee meeting on January 24th and would like to discuss the Debt Policy. Ms. Robinson noted the Capital Policy will require significant discussion and buy-in by the

boards. The Board discussed the timing of the policies and how to move forward with the Debt Policy. The Board agreed the Capital Policy needed additional thought.

4. Discuss 2018 Annual Town Meeting Warrant

Ms. Robinson noted she and Town Counsel are working on the drafting of the Annual Town Meeting Warrant, but reviewed the order of the Articles with the Board. The Board suggested several changes. Ms. Robinson noted the Warrant would not be ready for signing until likely the end of January.

5. Review Draft Policy and Procedure Manual

Ms. Freiman asked the Board members to send her individually any additional comments for consideration on the latest draft of the Board of Selectmen's Policy and Procedure Manual. She indicated she would make the changes, and bring forward a revised draft for discussion at an upcoming meeting on January 16th.

The Board did not have time to discuss the Unified Plan and upcoming Inter-Board Meeting.

At 5:08 pm the meeting was adjourned.