Board of Selectmen
Minutes
Tuesday, May 16, 2017 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 Ron Ricci, Stu Sklar, and Ken Swanton were in attendance as well as Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

Minutes
On a Sklar/Minar motion, the board voted to approve minutes of 4/25 and 5/2. Swanton abstained because he was not present at the 4/25 meeting.

Finance Committee introduction
Moderator Bob Eubank first announced the committee is in need of two associate members.
He then introduced resident Mark Buell as the newest member of the committee. Buell took a few moments to describe his background and his interest in the impending school building project.

Hildreth House project
Committee member Rick Maiore reported the project is nearly complete and the committee has just voted to approve the 9th request for payment. He expects one final invoice for approval at the board's second meeting in June. He indicated the project will be completed under budget.

Housing @ Hildreth House Committee
Maiore said the committee has made great progress on the site plan and is now working to create a Request for Proposals (RFP). Their goal is to have a developer and proposal for approval at the fall special town meeting; however many decisions still need to be made to get to that point. Swanton asked about future options if expansion of the Fire Station is necessary. Personally Maiore does not think this is the best location for the Fire Station but admitted that is an issue for another time. Swanton understood but with the station in close vicinity of the proposed housing this should not be overlooked. Minar asked about setbacks. Maiore said the buildings will be built on the west side of the property which is a good distance from the closest neighbors. They will be meeting with the Council on Aging (CoA) for their input and plan to have the preliminary RFP ready for review by the Board of Selectmen (BoS) at their second meeting in June. Maiore said at some point the BoS will need to consider connection of our private way to a public way for access to the housing development. More discussion on the proposal and other details will happen at the June 20th BoS meeting.

Housing Production Plan
Planning Board Chair Erin McBee and Planner Bill Scanlan presented the plan for approval by the BoS. Scanlan explained this is the fourth iteration of the plan and its purpose is to develop affordable housing in town. McBee explained having this plan in place protects the town by allowing us more control over development. Additionally, with a state-approved plan developers are unable to appeal local decisions made by the Zoning Board of Appeals. Scanlan said once the plan is approved and sent into the Department of Housing and Community Development it is then time for the town to implement the plan. He noted the goals in the plan were essentially taken from the Master Plan. They talked about the percentage of affordable housing required, upcoming development and how many units the town needs to

meet the 10% requirement. Scanlan explained once the 10% is met the town is then protected from more 40B developments over a specific period of time. Minar asked questions about the action plan. She wondered if the current accessory apartment bylaw has been used for affordable housing. She noted how important public participation is with respect to any affordable housing considering issues that have arisen in the past. She also suggested a review of the seasonal conversion bylaw. On a Sklar/Swanton motion, the board voted to approve the housing production developed by the Planning Board and Planner as amended and authorize Chair to sign on behalf of the board. (4-1, Minar - abstain) Minar decided to abstain. She had some concerns with the plan.

Town Administrator report
Bragan distributed and reviewed a draft of the Special Town Meeting warrant. The board will endorse the final version at their Strategic Planning Session.

Bragan said the agenda for the Strategic Planning Session along with other material will be distributed this week. He asked the board members to inform him if there are any other documents they wish to include.

Hildreth House project
On a Swanton/Minar motion, the board voted unanimously to approve payment #9 for the Hildreth House project in the amount of $10,786.

Ginny Thurston Scholarship
Swanton reported he and von Loesecke reviewed the submissions and agreed on the recipient chosen.
On a Sklar/Swanton motion, the board voted unanimously to approve Ginny Thurston recipient.

Reserve Officer
On a Swanton/Sklar motion, the board voted unanimously to appoint John Coates as reserve officer.

Selectmen reports
Sklar reported the War Monument Restoration Committee is making good progress toward restoration of the flag pole on the common. They are working on estimates and will discuss plans with the Park & Recreation Commission. He said a gift account has been set up to accept donations.

Sklar said the Broadband Committee is working on a plan for consideration at next year's annual town meeting.

Sklar reported the Suburban Coalition he has been involved with for ten years may be disbanding.

Swanton reported after the reorganization of the Historical Commission member Ben Guthro is the new chair.

Minar asked Bragan about grading around Town Hall. Bragan said the DPW Director Tim Kilhart has assessed the area and will provide recommendations.

Swanton met with DPW Director Tim Kilhart and is optimistic about the building maintenance plan moving forward.

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Wallace said the Old Library Accessibility Committee has learned the architects need a topographic map to show contours for design work. She reported committee member Wendy Magan is meeting with architectural access board next week to discuss a variance for the rear entrance.

**** On a Sklar motion, the Board voted unanimously by a roll call vote: Sklar – Aye, Wallace – Aye, Swanton – Aye, Minar – Aye, to enter into executive session at 8:17pm, as authorized by Chapter 30A, Section 21. 3, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Following the executive session, the Board will reconvene only to adjourn. ****

The meeting was adjourned at 8:30pm.

Documents referenced:
Fin Com appointment – Buell volunteer form dated 5.2.2017
Housing Production Plan – dated 4.18.2017