



**Board of Selectmen
Minutes
Tuesday, March 4, 2014 at 7:00PM
Town Hall Meeting Room**

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

MINUTES

On a Wallace/Blair motion the board voted unanimously to approve minutes of 2/21, as presented. Sklar abstained from the vote as he was not present at the 2/21 meeting.

On a Wallace/Blair motion, the board voted unanimously to approve minutes of 2/24, as amended.

HILDRETH HOUSE SCHEMATIC DESIGN PROPOSAL

HHIC members Connie Larrabee and Laura Andrews were present to review their schematic design extension proposal. Larrabee explained the committee met and agreed on the outline distributed. Sobalvarro asked about the site work options. Larrabee said the committee will further investigate adequate parking options. The committee is interested in accommodating 30 spaces and 2 handicapped. Blair suggested they meet with the Planning Board to review site line distances of the driveway at Ayer Road. He does not want this to become an obstacle later in the process. Wallace noted that the intersection of the driveway and Ayer Road should be part of a larger, comprehensive site planning for the Fire Station, Town Hall and Hildreth House. Sobalvarro asked if the committee was able to prioritize by access and safety. Larrabee said access is their top priority. They discussed possibly offering the voters options at the ATM and how phasing may help with private fundraising. The Selectmen encouraged the committee to continue. They committed the remaining schematic design funds and money from the Rantoul elder account to fund their proposal.

ELM COMMISSION – TREE PLANTING POLICY

Commission members Bill Calderwood, Mario Cardenas and Tree Warden Christian Bilodeau were in attendance. Calderwood explained over the years the commission has acted more as a shade tree commission with their main purpose to maintain old and new elms. They are interested in adopting a policy with respect to planting and management of trees. The commission wants to gain back control of planting and set up a specific process to be followed. He added the importance of having a public review by stakeholders. He explained the stakeholders to be those who have jurisdiction over much of the town owned land (Park & Recreation Commission, School Committee and the Conservation Commission). Also included in the policy are rules related to memorial markers. Calderwood said the commission voted unanimously in favor of the policy. Former Park & Rec member John Lee and Tree Warden Christian Bilodeau spoke in favor of the policy. Calderwood said the commission will maintain a list of memorial markers and utilize a map to show their locations. They also briefly discussed changing the commissions name to include shade tree as this is more in line with what they do. Blair was fine with the policy but suggested they set up a procedure. On a Ricci/Sklar motion,

the board voted unanimously to approve the policy, encourage the Elm Commission to go to other affected boards and develop a procedure.

TOWN ADMINISTRATOR REPORT

Bragan asked the board to authorize payment of an invoice from Design Technique (DTI). They suggested requesting more detail on future invoices.

KEN HARROD ANNUAL BIKE RIDE – MAY 31ST

Fire Fighter Bill Barton explained this year the Harvard Firefighters Association will be partnering with the Minuteman Road Club. He said the size of the ride will be significantly different. They will provide an insurance rider to the town once the ride is approved.

On a Wallace/Ricci motion, the board voted unanimously to approve the Ken Harrod Memorial biker ride for May 31st.

LITTLETON COUNTY ROAD – DRAINAGE PROJECT

Bragan reviewed the bids received indicating Cedrone Corp. from Billerica was the low bidder. On a Ricci/Wallace motion, the board voted unanimously to approve awarding the bid to Cedrone Corp.

TRANSFER STATION STICKER DONATION

On a Wallace/Ricci motion, the board voted unanimously to grant a Transfer Station sticker to the Harvard Schools Trust Gala.

OTHER POST EMPLOYMENT BENEFITS (OPEB)

Tim Bragan reviewed proposed retirement policy changes as a way to manage OPEB costs. Bragan outlined the main changes to be:

- 10 years of employment and 36 months prior to retirement being employed with the town
- Retirement age must be 60 or greater

On a Blair/Ricci motion, the board voted unanimously to adopt rules and regulations regarding eligibility for health coverage. Bragan said he would notify the unions.

ANNUAL TOWN MEETING WARRANT REVIEW

The board handled the assignment of articles first.

Next, the board reviewed the warrant. They debated which articles they supported and which articles they do not. Some articles they chose to take no position on.

The following votes were made:

Article 18 – The Bromfield School – Sand & Paint exposed steel

The board voted to support Article 18

(Wallace, Sklar, Sobalvarro – Aye, Ricci – Nay, Blair – Abstain)

Article 23 – The Bromfield School – Add entire building to emergency generator

Even though this was a school inserted article Sklar suggested the BOS take a position because it is for the town's emergency shelter.

The board voted to support Article 23
(Wallace, Sobalvarro, Sklar – Aye, Ricci, Blair – Nay)

Article 25 – The Bromfield School – Replace spalling concrete in front entrance and walkways

Article 26 – DPW – Purchase new front end loader

Ricci supports the concept but is not in favor of using a 1% increase on top of the regular tax increase (capital exclusion). Sobalvarro noted the trade in vehicle for Article 26 will bring the cost down.

The board voted to support Articles 25 & 26.

(Wallace, Sobalvarro, Sklar, Blair – Aye, Ricci – Nay)

Article 38 – Amend Dog Bylaws

Wallace made a motion to support which was seconded by Sobalvarro for discussion.

Bragan explained how the amendment will change the town bylaws. The board members deliberated the changes but there continued to be confusion over the impact. Ricci is concerned misunderstanding could cause the article to fail. Sobalvarro suggested Blair craft a handout they could distribute at the ATM. The board will review at their meeting on the 18th.

No vote was taken.

Article 39 – Board of Health – Central Mass Mosquito Control Project

Wallace made a motion to support Article 39 which was seconded by Sobalvarro for discussion.

(Wallace, Sobalvarro, Sklar, Blair – Nay, Ricci – abstain)

Article 47 – Home Rule Petition - OPEB

The board voted unanimously to support Article 47.

The meeting was adjourned at 9:15pm.

Documents referenced:

HILDRETH HOUSE SCHEMATIC DESIGN PROPOSAL – proposal dated 3.4.2014

ELM COMMISSION – TREE PLANTING POLICY – draft policy dated 2.4.2014

KEN HARROD ANNUAL BIKE RIDE – request dated 2.14.2014

Attachments flyer, race route

LITTLETON COUNTY ROAD – DRAINAGE PROJECT – dated 2.21.2014

TRANSFER STATION STICKER DONATION – request dated 3.26.2014

OTHER POST EMPLOYMENT BENEFITS (OPEB) – policy dated 3.4.2014

ANNUAL TOWN MEETING WARRANT – dated 3.4.2014