



Board of Selectmen
Minutes
Tuesday, August 1, 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 Stu Sklar, Kara McGuire Minar, Ken Swanton and Alice von Loesecke were in attendance as well as Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

Minutes

On a Swanton/Minar motion, the board voted unanimously to approve minutes of 7/11, as presented.

Appointments

Conservation Commission

Commission Chair Paul Willard introduced Mark Shaw for appointment as an associate member.

On a von Loesecke/Swanton motion, the board voted unanimously to appoint Mark Shaw to the Conservation Commission as an associate member.

Cable Committee

Committee Chair Bill Johnson introduced Nick Browse for appointment. On a Swanton/von Loesecke motion, the board voted unanimously to appoint Nick Browse to the Cable Committee.

Municipal Affordable Housing Trust

Trust member Alice von Loesecke introduced Paul Chiou who is a new resident in Devens.

On a Swanton/Minar motion, the board voted unanimously to appoint Paul Chiou to the MAHT.

Minuteman Home Care Corp. Rep

On a Swanton/Minar motion, the board voted unanimously to appoint Pam Frederick as the minuteman representative.

Ambulance drivers

On a Swanton/Minar motion, the board voted unanimously to appoint Chris Landry, Janis Dyer and Heather Lowry as drivers.

MassWorks grant application

Planning Board Chair Erin McBee and Planner Bill Scanlan reviewed the plan being submitted with the grant application to improve streets and sidewalks approaching the town center. This will include paving, crosswalks and curbing in and around the common to improve pedestrian and bicycle safety. Scanlan said the Department of Public Works has agreed to contribute Chapter 90 funds for surveying and engineering costs. Board members provided some feedback and asked a few questions. They also discussed using concrete versus asphalt. On a von Loesecke/Sklar motion, the board voted unanimously to approve project as amended and authorize the Chair to sign off on submission of grant.

Board of Selectmen Goals

The board members reviewed their goals for FY18. They discussed dates and timelines they will follow to accomplish goals assigned to them. Wallace and Minar have begun working on the Master Planning and Devens. They expect to have an update at the first meeting in September. This will be a multi-year plan.

Von Loesecke asked if any consideration has been given to redevelopment of phase two of the Hildreth House project. They talked about how best to fund and phase the Hildreth House and the Hildreth Elementary School building projects.

Swanton indicated they will seek funding for accessibility of the old library at the fall Special Town Meeting however grants fund may be an alternative. They discussed holding a Special Town Meeting the week of November 6th.

Von Loesecke suggested a meeting with the Police Chief to discuss traffic safety. Minar and Sklar will follow up on this for the first meeting in November.

Von Loesecke provided a timeline for fiscal stability to include employee and retiree health insurance, operating budget and five-year projections, communication and public outreach.

Hildreth House construction project – final payment

On a Swanton/Sklar motion, the board voted unanimously to pay final invoice 12.

Housing @ Hildreth House – Request for Proposals (RFP)

Committee Chair Rick Maiore said the document worked on by Planner Bill Scanlan satisfies all legal requirements and has been reviewed by Town Counsel. They have included the submission of a marketing plan. The board members offered a few edits to the language. Swanton asked about the design requirements expressing concern many seniors may be priced out of this development.

On a Swanton/Minar motion, the board voted unanimously to approve the draft RFP as amended.

Town Administrator report

Tim Bragan reported the Governor's office wanted to schedule the signing of the community compact on August 16th. Many of the members were unavailable that day. He was going to try and change the date.

Bragan reported the cadet program will be ending.

Bragan said the Planning Board will need to address marijuana laws based on the Governor's recent action.

Bragan reported the Attorney General has approved articles from the Annual Town Meeting related to Capital Planning & Investment Committee changes and with respect to revolving accounts.

Bragan reminded the board of the Longboarding event being held over the weekend. He provided road closure and contact information.

Bragan will review the Selectmen goals and Master Plan to develop similarities for discussion at the September 6th All Boards meeting. He will solicit input from other boards/committees and ask board members for their individual ideas and feedback.

Bragan asked the board members to provide him with their priorities for the upcoming budget process. He will be working with Assistant Town Administrator/HR Director Marie Sobalvarro and Finance Director David Nalchajian to set priorities for the budget process and will need individual input from the board members. They will develop a document by October 1st.

Bragan confirmed the board will set guidelines for the budget at their second meeting in September.

Bragan indicated the school is requesting the Annual Town Meeting be held in May next year.

Agronomy Farm Vineyard – Farmer Market license request

On a Swanton/von Loesecke motion, the board voted unanimously to approve license.

Selectmen reports

Sklar said the War Monument Restoration Committee is looking for donations to restore the flag pole on the common.

Von Loesecke reported the school building project cost projections have gone down and they have decided to go with a Construction Manager at Rick process.

Von Loesecke reminded residents when removing milfoil from the pond please do not let it float or it will only re-root in another location.

Wallace said the Old Library Accessibility Committee will review estimates at their meeting on Monday. They have me with the Building Inspector.

The meeting was adjourned at 9:40pm.

Documents referenced:

Volunteer forms - Shaw dated 6.29.2017, Browse dated 7.17.2017
Frederick dated 7.12.2017, Chiou dated 7.12.2017

Ambulance request – dated 7.23.2017

MassWorks handout – dated 8.1.2017

Classic Construction final payment – dated 7.26.2017

RFP – dated 8.23.2017

Agronomy Farm Vineyard application – dated 7.19.2017