

MINUTES

Members Present: Stephanie O’Keeffe, Diana Stein, Alisa Brewer and Jim Wald

Members Absent: Aaron Hayden

Staff: John P. Musante

Others: Kim Stender (Volunteer Coordinator, ARPS); Jan Eidlelson (Amherst Survival Center); Sandy Pooler (Finance Director); Sonia Aldrich (Comptroller); Andy Steinberg (Finance Committee Chair); Guilford Mooring (DPW Superintendent)

Meeting called to order by Ms. O’Keeffe at 6:30 p.m.

Resident Bill Elsasser expressed concerns about current construction projects.

SELECT BOARD’S ACTION

Parking/Street Closure Requests

VOTED 4-0, 1 absent (Hayden) to approve the closure of Boltwood Avenue from the intersection of College Street to the intersection of Spring Street beginning on or about 3 p.m. to 8 p.m. Thursday, September 1, 2011 to ensure the safety of attendees for the Amherst/Pelham Regional School District’s First Day Celebration to be held from 5:30 p.m. to 7 p.m.

VOTED 4-0, 1 absent (Hayden) to approve the reservation of ten (10) parking spaces on the West side of Boltwood Avenue, beginning at the southwest corner of Spring Street, beginning at 5 a.m. September 9, 2011 to 4 p.m. September 10, 2011 to facilitate drop off and pick up of sale items from the Amherst Survival Center’s Annual Trash to Treasures Furniture Fund Raiser.

FY 11 4th Quarter/Year End Budget Report

Finance Director Sandy Pooler, Comptroller Sonia Aldrich and Finance Committee Chair Andy Steinberg presented the FY 11 Year End Budget Report, reviewing the memo provided. Unaudited figures show a net operating surplus of \$1,102,247, equal to 1.8% of revenue. The prudence and accuracy of the Town's budgeting process and the diligence of its budget management were noted with appreciation, and the need to be mindful of reserve levels in a struggling economy was emphasized. This report, with a cover memo from Steinberg, will be sent to Town Meeting members in the next week or so, and Mr. Musante noted that interested Town Meeting members should watch the October 13, 2011 Four Boards meeting for FY 13 projections and the fiscal trend report.

Town Manager Evaluation

Stephanie presented the Town Manager evaluation, summarizing the process and the evaluation memo, and expressing the Select Board's appreciation to John for his work this year. John thanked the Select Board for their feedback and support.

FY 12 Town Manager Goals

VOTED 4-0, 1 absent (Hayden) to approve the nine FY 12 Town Manager performance goals as presented in the August 29 discussion memo, entitled: "Draft Town Manager Goals for FY 12."

Safe Routes to School Easements

VOTED 4-0, 1 absent (Hayden) to accept the following permanent easements E-1, 2, 3, 4, 5 & 6 and the following temporary easements TE-1, 2, 3, 4, 5, 6, 7, 8, 9, 10 & 11 from the individuals and organizations identified in a Memo from DPW Superintendent Guilford Mooring with the Subject: Acceptance of Easements for the Safe Routes to School Project, dated August 24, 2011, as shown on the current set of plans dated April 4, 2011 and prepared by TEC Inc. for the Wildwood School Safe Route to School project.

University Drive Easements

VOTED 4-0, 1 absent (Hayden) to accept the permanent easement, "Easement A" from the Amherst Shopping Center Association LLC, as shown on page 24 of the current project plans dated July 2010 prepared by Stantec for the University Drive Improvements.

Pine Street Improvement Project

VOTED 4-0, 1 absent (Hayden) to support the proposed Pine Street improvements as outlined in a memo from the Superintendent of Public Works dated August 26, 2011 entitled Support of Pine Street Reconstruction and Water Line Improvement Project and to provide a letter of support for the state MassWorks grant application.

Town Manager Report

Mr. Musante provided an update on the following projects, prefacing his report with praise for the Town's emergency management response to Hurricane and Tropical Storm Irene, the multi-departmental team approach and the coordination with UMass and the colleges. It was noted Amherst sustained only minor tree damage, but swollen rivers and streams remain a risk and people are being urged to stay clear.

Mass Works Grant Application: Redevelopment of the North Amherst Village Center requires increased water line capacity -- the existing line is only barely adequate as-is. The Town is applying for a competitive State grant to fund that work, along with a new sewer line and needed improvements to Pine Street. The Town should know by October if our application is successful.

The Select Board VOTED 4-0, 1 absent (Hayden) in support of the plan.

September 11th Observance: Plans are being finalized for a ceremony and public gathering at 12:45 p.m. on the North Common by the flag pole to observe the 10th anniversary of the 9/11 attacks. Amherst Fire Department Chaplain Bruce Arbour will lead a ceremony, which will include the National Moment of Remembrance at 1:00 p.m., marked by the ringing of church bells. Further details will be available on the Town web site. Board members were invited to arrive at 12:30 p.m. Ms. Stein suggested the annual tradition of the Amherst Fire Department's mournful bell ringing be included in the ceremony.

Parking Machine Update: There were a few glitches following installation of the new parking machines, however they are now fully-functional. Due to signal processing problems in the downstairs of the garage, no machine was located there, but any of the ground-level machines can accommodate the downstairs parkers. Feedback from the public about the new machines is encouraged.

FY09 CDBG Reallocation: Mr. Musante requested feedback from the Select Board on the recommendations from the CDBG Advisory Committee for reallocation of \$90,000 in capital funds, which included \$50,000 in design work for HAP for the Olympia Oaks project, \$18,750 for the Survival Center's final design and construction plans, and \$8,000 for paving around the Comfort Station at Community Field. The Board agreed without formal vote to support the reallocation of Community Development Block Grant funds per the recommendations received.

Appreciation – Bill Hutchinson: Bill Hutchinson has submitted a resignation letter, after having served on the Public Shade Tree Committee since 1962. Mr. Musante emphasized Mr. Hutchinson's extraordinary term of service, noting appreciation.

Atkins Corner Construction: A temporary detour through Country Corners and Rambling Road created excessive traffic volume and speed, which the Amherst Public Works and Police Departments are working to mitigate. Work is progressing more rapidly than expected and the previously unanticipated detour, which occurred with little notice or communication from the contractor, was needed. The detour is expected to be removed on Tuesday or Wednesday.

Neighborhood meeting: Met with Fearing/Lincoln area neighbors at the home of John Fox to discuss Gateway Redevelopment Project concepts and quality of life issues, followed by a walking tour; Musante noted with appreciation the opportunity and hospitality offered.

UMass Neighborhood stuff: UMass is preparing for neighborhood outreach events, including a reprise of the Have-A-Heart campaign and a neighborhood barbecue. A joint letter from the Town Manager and the Chancellor will be sent to all on- and off-campus students, welcoming them to Amherst and providing info about expectations - a suggestion learned at the Boulder Town-Gown conference in June.

Ms. O’Keeffe said she had been planning to do a column for the Collegian on a similar theme of welcoming and informing, and the Select Board agreed that would be fine. Mr. Wald mentioned that the same messages of welcome and information should be extended to Amherst and Hampshire College students as well, and all agreed. Ms. Brewer noted that the new Amherst and Hampshire presidents might be attending the Community Breakfast on 8/31. Musante indicated he is working to arrange "get acquainted" meetings with each of them.

Applewood: Invited to speak at their 20th Anniversary celebration on 9/7/11.

Train Derailments follow-up: meeting with New England Central Railroad reps scheduled for 9/8/11 to discuss track conditions and post-derailment issues

Police Department Promotions: Announced promotions of Sergeant Jerry Millar to Lieutenant and Officer Todd Lang to Sergeant. A ceremonial swearing-in will be arranged for the 9/12/11 Board meeting.

Committee Handbook

VOTED 4-0, 1 absent (Hayden) to approve the revised edition of the Appointed Committee Handbook.

Ms. Stein will work with the Select Board office to get the Committee Handbook paginated and ready for posting to the Town’s web site, as well as to solicit comments and feedback from Committees.

Member Reports

Committee on Homelessness: Ms. Brewer said that the COH requested the Select Board appoint additional members if a new direction for homelessness/housing committee structure is not resolved by the Board’s 9/12/11 meeting, as they are having quorum issues.

Liaison Assignments: Ms. Brewer reported she is unable to continue as liaison to DAAC anymore. A couple of other assignments were offered to the group because of meeting time issues, but no one volunteered to take them over. It was agreed, with the exception of DAAC, members will keep the same assignments and do their best to attend.

OML Update: Ms. Brewer reminded members that public comment on remote participation in the Open Meeting Law is due by 9/6, if anyone is interested in submitting their thoughts.

Chair's Report: Ms. O’Keeffe reported that she continues to offer office hours at the Black Sheep on non-holiday Mondays from 7:30 a.m. to 10:00 a.m., hoping constituents were aware of the opportunity.

Apple Harvest Festival

VOTED 4-0, 1 absent (Hayden) to approve the request from the Amherst Family Center to bag 35 parking spaces between College Street and Spring Street on the west side of Boltwood Avenue and the east side of South Pleasant Street (as marked on the attached map), on Friday, September 23, 2011 beginning at 9:00 p.m. through 10:00 a.m. Saturday, September 24, 2011, and to continue to bag up to five (5) meters to accommodate vendors with handicapped parking permits until 5:00 p.m. Saturday, September 24, 2011 for the annual Apple Harvest Festival.

National Day of Remembrance Resolution

VOTED 4-0, 1 absent (Hayden) to adopt the Resolution to Join the National Moment of Remembrance on the 10th Anniversary of September 11th, as expressed in the United States Senate Resolution 237, as amended.

Hunger Action Month Proclamation

VOTED 4-0, 1 absent (Hayden) to recognize September, as HUNGER ACTION MONTH in the Town of Amherst, and further, to call attention of this observance to our Citizens.

Lunch Cart License

VOTED 4-0, 1 absent (Hayden) to approve the application of Angel Matos to maintain a vehicle for the sale of breakfast and lunch items d/b/a *Orchard Pincha* in such part of any public way in the Town of Amherst, subject to Hawkers and Peddlers License restrictions for hours of sale stated therein on the Lunch Cart License, and further providing that public travel is not incommoded thereby.

Annual Town Meeting and Election

VOTED 4-0, 1 absent (Hayden) to approve April 3, 2012 for the Annual Town Election with polls open from 7:00 a.m. to 8:00 p.m. and April 30, 2011 for the start of the Annual Town Meeting, with additional dates of May 2, May 7, May 9, May 14, May 16, May 21, May 23, May 30, June 11, June 13, June 18 and June 20, 2012.

Taxi Licenses

VOTED 4-0, 1 absent (Hayden) to approve the new Taxi Driver/Chauffer License for Efrain Maldonado, Jr., 180 Ontario Ave., Holyoke, MA on behalf of Zigui Taxi.

VOTED 4-0, 1 absent (Hayden) to approve the new Taxi Driver/Chauffer License for Christopher Sheridan, 35 Fruit Street, Northampton, MA on behalf of Green Transportation.

Common Victualler License – That’s a Wrap

VOTED 4-0, 1 absent (Hayden) to approve a Common Victualler license for Iraklis, LLC d/b/a That’s A Wrap, under new ownership, 23 North Pleasant Street, Amherst, MA 01002, to be open Monday through Sunday 8 a.m. to 9 p.m.; Manager Dee Guelker.

Delivery Placards

VOTED 4-0, 1 absent (Hayden) to authorize issuance of three (3) delivery placards to That’s A Wrap, 23 North Pleasant Street, Amherst, MA, which provides five (5) minutes of parking in any valid metered parking space or commercial loading zone in the Town Center.

Approve Minutes

Approval of minutes was postponed to a future meeting due to lateness of hour. Members were asked to bring copies of draft minutes to the next meeting and to be prepared for review and approval.

Special Licenses

VOTED 4-0, 1 absent (Hayden) to approve Special Liquor Licenses to Meredith Schmidt, Campus Center Director, on behalf of UMass Amherst as follows:

September 7, 2011	Studio Arts Building	4-6 p.m.	Reception
September 9, 2011	Fine Arts Center	5-7:30 p.m.	Reception
September 9, 2011	ISOM	4-6 p.m.	Reception
September 21, 2011	Fine Arts Center	5-8 p.m.	Reception
October 1, 2011	Fine Arts Center	7-11 p.m.	Reception

Committee Appointments

VOTED 4-0, 1 absent (Hayden) to confirm the Town Manager’s appointment of Lindsey Britt, 33 Bridge Street, Amherst, MA to the Conservation Commission, effective August 30, 2011, for a term to expire June 30, 2014.

VOTED 4-0, 1 absent (Hayden) to appoint Edward Harvey of 40 Farmington Road, Amherst and Greg Schwartz of 153 High Street, Amherst to the Community Development Block Grant Advisory Committee effective August 29, 2011, for a term to expire June 30, 2014.

Executive Session

VOTED by ROLL CALL VOTE: O’Keeffe, Aye; Brewer, Aye; Stein, Aye; and Wald, Aye with Hayden absent to enter into Executive Session, in accordance with Massachusetts General Law Chapter 30A, section 21: to conduct contract negotiations with Town Manager, non-union personnel; and further, to discuss strategy relative to Solar Project litigation, as an open meeting may have a detrimental effect on the bargaining and/or litigating position of the Town; and will NOT reconvene in Open Meeting following the close of Executive Session.

ADJOURN

The meeting adjourned at 9:01 p.m.

Respectfully Submitted,

Debra A. Roussel, Assistant to the Town Manager

List of Documents Presented at the Meeting

08-29 Draft Motions Revised
First Day Celebration Request
Trash to Treasures Parking Request
4th quarter YTD Budget Report
Town Manager Evaluation Memo
Town Manager Evaluation Form composite draft
Town Manager Eval O'Keeffe, Brewer, Hayden, Stein and Wald.
Draft Town Manager Goals for FY 12
Acceptance of Easements Safe Routes
Acceptance of Easements for U-Drive
Support of Pine Street Project
MassWorks Infrastructure Program
Memo on CDBG Allocation
Hutchinson Resignation Acceptance Letter
Press Release Atkins Corner Project
Sections 7, 8 and end HB
Suggested Handbook Revisions O'Keeffe
Apple Harvest Festival Request
Appointment Letter Britt Con Com
Appointment Letter Dixon DAAC
TM Appointment Update to Select Board
Amherst 911 National Remembrance Resolution
US Senate Request for 9-11 Remembrance
Food Bank Request for Proclamation
Sept as Hungry Action Month Proclamation
Orchard Pincha Mobile Food Cart Application
5-2012 ATM Check List
Memo to SB for Town Meeting dates
Tax Driver Applications: E. Maldonado and C. Sheridan
Common Vic Application That's a Wrap
Draft Minutes: 01-23, 2-7, 4-4, 6-13, 6-27, 7-05, 07-18-2011
UMass Special Alcohol License Applications