

**MINUTES**

**Present:** Stephanie O’Keeffe, Alisa Brewer, Aaron Hayden, James Wald and Diana Stein.

**Absent:** None

**Staff:** Town Manager John Musante

**Other:** Lt. Jerry Millar, Sgt. Todd Lang, Chief Scott Livingstone, Town Clerk Sandra Burgess, Larry Kelley, Director of Conservation and Development Dave Ziomek, Principal Assessor David Burgess, Finance Director Sandy Pooler, Board of Assessors Chair Carl Mailler, Members of the Public Transportation and Bicycle Committee's Complete Streets subcommittee Rob Crowner and Lynn Grabowski, DPW Division Director for Parks and Grounds Alan Snow

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

**Ceremonial Swearing-In:** Town Manager John Musante and Chief Livingstone spoke about the high quality of Amherst's Police Department and the talents of promoted officers Lieutenant Jerry Millar and Sergeant Todd Lang. Town Clerk Sandra Burgess performed the ceremonial swearing-in. It was noted the promotions took effect at the end of August. A crowd of friends, family and Police officers were in attendance.

**Public Comment**

Resident Larry Kelley expressed concerns about police and ambulances being tied up with parties and drunk students over the weekend, requiring mutual aid for the police and tying up all of the ambulances. He asked the Select Board and Town Manager to do something to fix the situation such that residents experiencing a police, fire or medical emergency would not have to wait for response from another town due to irresponsible student behavior.

**Affordable Housing Restriction**

VOTED unanimously to accept the affordable housing restriction and deferred payment mortgage for #5-11 Olympia Drive from the Amherst Housing Authority, on behalf of the Town of Amherst, as authorized by Article 7 of the November 7, 2011 Special Town Meeting.

**Renew Annual Licenses - 2012**

VOTED unanimously that the Select Board approve the list of renewals for alcohol and non-alcohol licenses presented, dated December 2, 2011, subject to receipt of documentation noted as pending for the calendar year beginning January 1, 2012 through December 31, 2012.

**Propane Storage License**

Application withdrawn by Ferrellgas on behalf of UMass Amherst; no licensing needed as State agency.

**Tax Classification**

**Public hearing opened at 7:00 p.m.**

One member of the public offered comment, asking a question about new growth.

Chief Assessor David Burgess explained this year’s revaluations, which are based on 2010 sales figures. The process decreases values for most properties, although property tax bills will still increase. He talked about the informational materials available on the web site regarding revaluations and determination of the tax levy, and went through the explanations for again recommending a single tax rate, no residential exemption, and no small commercial exemption for the fiscal year 2012. Additionally, he answered questions about valuation methods for commercial properties and residential properties with four or more units. The new tax rate will be \$19.65 per thousand dollars of property value.

## **Public hearing closed at 7:30 p.m.**

VOTED unanimously to adopt a minimum residential factor of one, equal tax rate for all classes of properties, for Fiscal Year 2012 and that no open space discount be granted.

VOTED unanimously to NOT adopt a Residential Exemption for Fiscal Year 2012.

VOTED unanimously to NOT adopt a Small Commercial Exemption for Fiscal Year 2012.

### **Complete Streets**

Rob Crowner presented the updated policy proposal. The Select Board strongly supports the concept, however would like the opportunity to clarify some of the language before adoption. Conservation Director Dave Ziomek suggested that Planning Board, Conservation Commission and Agricultural Commission weigh in on the draft, and that references to natural, scenic and historic resources be incorporated into the language. Tree Warden Alan Snow suggested that the Green Streets concept be included, addressing not only the tree canopy but also issues like cleaning and filtering storm water at the source, giving equal weight to such considerations where appropriate. Ms. O'Keeffe will offer revision suggestions to Rob Crowner and coordinate on next steps.

### **Special Liquor License**

VOTED unanimously to approve a Special Wine and Malt License for Sarah Rodriguez, on behalf of Amherst College for a Karaoke night to be held at the Keefe Campus Center from 10:00 p.m. – 2:00 a.m. December 7, 2011.

### **Committee Appointments**

VOTED unanimously to appoint Shirin Hakim, Amherst MA to the Human Rights Commission, effective December 5, 2011 for a term to expire June 30, 2014.

### **Town Manager's Report:**

**Parking/Street Closure Approval Update:** Per the Select Board's recently-approved policy, due to the inability to consider at a scheduled Select Board meeting, Mr. Musante reported granting approval to Starbucks for reservation of three metered spaces on North Pleasant St. for construction vehicles for four days. He also reported on approval of a revised plan submitted by the Chamber for the horse-drawn carriage rides at the Merry Maple event, utilizing the full Spring St, lot and Spring Street, rather than half the lot and North Pleasant St.

**Lord Jeffery Inn:** Project is nearing completion, in process of final permit approvals with a goal of opening January 5, 2012.

**Business Improvement Districts (BID):** Thirty day "opt out" period has ended, with vast majority of expected participants remaining part of the BID. The Town is the billing agent and will issue first BID bill to participants January 1st.

**War Memorial Pool:** Town has still not received word on award of PARC grants. Town is moving forward with project, in accordance with unanimous vote of Town Meeting; trying to minimize costs should the grant not be awarded, however mindful to not award contracts that would impact grant eligibility. Guilford Mooring is serving as project manager and has submitted a construction schedule with plans for s June 1, 2012 completion.

### **Recent and Upcoming Activity:**

**Passing of Tim Banks:** DPW employee for 18 years died Thanksgiving Day. Tim will be greatly missed; he was noted for his camaraderie and work ethic. Mr. Musante and others from the Town attended his services.

**New Code Enforcement Officer:** In midst of interviews, excellent slate of candidates. Hope is to make announcement of appointment in next 10 days, so that the person will be able to start in January.

**Budget Development:** Budget meetings have begun and are ongoing; will be providing "big picture" update to Select Board at next week's meeting.

### **Member Reports**

**BCG Update:** Ms. O'Keeffe reviewed summary points regarding group's education phase of Town, School and Library budgets makers in addition to understanding the OPEB situation in order to work toward a consensus plan on how to address.

**Public Shade Tree Committee:** Mr. Hayden reported that the Committee held a workshop for residents on how to deal with storm-damaged trees and safe handling of chainsaws.

**Design for Town Flag:** Ms. Stein reported that artist Barry Moser has submitted a number of designs which have been forwarded to the Historic Commission and Design Review Board for their consideration. Mr. Wald said that both committees meet this week and expect to have a joint meeting on the subject soon.

**Housing and Sheltering Committee:** Ms. Brewer noted that members are needed for the newly formed committee; an initial task for the group would be weighing in on CPA proposals in January.

**LSSE Commission:** Ms. Brewer reported that the group was able to discuss and weigh in on the LSSE departmental budget this year, prior to it being submitted to the Town Manager and Finance Director.

**CDBG Advisory Committee:** Ms. Brewer reported that the Committee is devising plans for review of project data next spring.

**Regional School District Planning Committee:** Ms. Brewer reported that the Committee is trying to schedule their first meeting for the week of December 19, 2011.

**Recycling and Refuse Management Committee:** Mr. Hayden reported that the Committee is planning a visit to the Materials Recycling Facility (MRF) in Springfield, and considering the issue of how to manage the Town's solid waste when local landfills that accept the output from our transfer station reach capacity and close over the next few years.

**Campus and Community Coalition:** Ms. O'Keeffe reported that last Friday's UMass event comprising of multiple late-night activities all over campus was the University's response to frequent feedback from the Town that some off-campus behavior issues are a result of students not having anything to do on campus. Ms. O'Keeffe praised the University for being responsive to feedback and trying out an idea that might be able to be expanded on for fall and spring weekends. Ms. Brewer noted the blue t-shirts with the sober driver messages that were seen at area establishments on Saturday as another CCC activity. Ms. O'Keeffe believed that to be an initiative of the Center for Health Promotion and BASICS program at UMass, getting CCC Retail Partners to promote positive messaging as part of the social norms campaign, which uses data to counter erroneous perceptions about peer behavior.

**OML Update:** Ms. Brewer reported that the regulations on remote participation have been posted on the Attorney General's web site.

**Other announcements/issues:** Ms. Brewer brought up incomplete information and promotion around holiday events (Greeting Card Day lacking info re: free parking, for example.) Ms. O'Keeffe said she had made a note in the Master Calendar for next year to meet with the Chamber in late October/early November to better coordinate planning and information next year, so businesses and shoppers enjoy full benefit of the

collaborative promotion. Ms. Brewer noted the announcement that the traffic signal would soon be installed at the Big Y plaza; Mr. Musante indicated installation is planned for Wednesday.

### **Chair's Report**

**Vice Chair rotation schedule:** Ms. O'Keeffe noted that the alphabetical rotation schedule means each person is Vice Chair for the same months each year, and that there were ways to alter the schedule if people wanted to serve in that capacity during different months. No one was interested in altering the schedule at this time.

**Recent & Upcoming Activity:** Ms. O'Keeffe reported that she and the Town Manager would be meeting with the new UMass Vice Chancellor of Administration and Finance this week.

**Calendar Preview:** Ms. O'Keeffe noted upcoming meeting plans and noted a planned Executive Session to follow the December 12, 2011 meeting, for another update on collective bargaining

Meeting adjourned at 8:57 p.m.

Respectfully Submitted,

John P. Musante, Town Manager

### **List of Documents Presented at the Meeting – Also Available in the Online Packet for the Meeting Date**

2011-11-30 BCG summary.doc  
2011-12-05 Draft Motions  
2011-12-5 Agenda - final  
Ferrellgas Cover Letter with Application  
Propane License Application  
Public Hearing Notice for Storage of Gas Tan  
UMASS Propane License Application  
Assist Chief RE\_ LP Gas License  
Asst Chief RE\_ LP Gas License 2  
Guide for Municipal Officials On Licensing S  
Classification Presentation  
How is the tax rate calculated  
TaxRate Presentation declining market  
Complete Streets Policy Proposed  
Complete Streets Memo of Support  
complete streets 8-3-11  
DAAC Memo to SB re Complete Streets  
PWC Minutes Re Complete Streets  
Mass Bike Ltr of Support for Complete Street  
Starbucks Contractor Parking  
Merry Maple Celebration Parking Change Approval  
Affordable Housing Restriction  
Memo RE Olympia Drive Affordable Housing Restriction  
2012 Alcohol License Renewals 12-5-11  
2012 Non Alcohol License Renewals 12-5-11  
One Day Liquor License - Amherst College  
Opinion RE Hours of Special One Day Wine a  
Committee Appointment HRC