

Minutes

ATTENDANCE

Select Board

Present: Jim Wald, Alisa Brewer, Aaron Hayden, Constance Kruger, Andrew Steinberg

Absent: None

Staff: John Musante, Town Manager; Deborah Radway, Human Resources Director

Other: None

Meeting called to order by Mr. Hayden at 6:31 p.m.

Public Comment

Bill Elsasser of Ann Whalen Apartments reported his concerns related to a pit bull restrained on a chain on the streets of Amherst.

Taxi License

VOTED unanimously to approve the application of Michael J. Foley for a 2014 Taxi Driver license on behalf of Ambassador Taxi.

Special License

VOTED unanimously to approve the application of Amherst College Dining Services for a Special All Alcoholic License for a reception and dinner cash bar on Friday, August 8, 2014 from 5 p.m. – 10 p.m., Greg Wardlaw, Catering Manager.

Parking Reservation Request

First Day Back-to-School Welcome

VOTED unanimously to approve street closures for that portion of Spring Street within the public parking lot from the intersection of South Pleasant Street to the intersection of Boltwood Avenue and Boltwood Avenue from the intersection of Spring Street to College Street on Wednesday, August 27, 2014 from 4:00 p.m. to 7:00 p.m. to ensure the safety of attendees for the Amherst/Pelham Regional School District's First Day Celebration.

Agents of the Select Board

VOTED unanimously to appoint the police officers presented by Chief Livingstone in a memorandum dated June 30, 2014 and approved by the Town Manager, as agents of the Select Board in accordance with M.G.L. c.138, Section 63, for an effective term of July 1, 2014 through June 30, 2015.

Committee Appointments and Reappointments

VOTED unanimously to approve Select Board appointments for those individuals listed in the July 7, 2014 agenda to positions and terms as presented.

VOTED unanimously to confirm the Town Manager appointments for those individuals listed in the July 7, 2014 agenda to positions and terms, as presented.

Common Victualler – Metacomet Café

Owners Spencer Hopton and Trevor Hopton provided an overview of their business plan, including their intention to open within the next six weeks.

VOTED unanimously to approve the application of Metacomet, Inc. d/ba/ Metacomet Café at 27 South Pleasant Street, for a Common Victualler License to operate Monday through Sunday from 11 a.m. to 11 p.m., contingent upon issuance of a certificate of inspection; Spencer Hopton and Trevor Hopton, Owners/Managers.

Long Term Staffing Plan

Ms. Radway and Mr. Musante reviewed and answered questions on the staffing plan presented. The plan represents a current analysis of staffing needs by department for the next several years. It was noted that due to its nature, the plan will need to be updated regularly as conditions warrant and circumstances change. Select Board members requested that grant-funded positions be added to the chart depicting the number of full-time equivalent employees by department. A position cost worksheet will also be completed for all positions being considered in the next three years.

Town Manager Evaluation and Goal Setting Process

Mr. Musante provided highlights of his FY 14 self-evaluation report presented to the Select Board.

Evaluation tools were discussed, prompting no changes in drafts presented. Questions related to wisdom of fillable pdf for staff, noting goal was to increase participation.

Town Manager Report

Mr. Musante described in some detail the Town-wide transportation plan, and provided updates on Pine Street reconstruction and the East Pleasant/Triangle Street intersection improvement projects.

An overview of the *Amherst Together* initiative was provided, noting the recommendation to hire a staff person to assist the effort in partnership with the Amherst Public Schools. Mr. Musante said that he had met several times with Superintendent Maria Geryk in recent months to discuss current efforts and challenges in addressing the state of public engagement and equity in Amherst. He said the goals of *Amherst Together* are to articulate a vision that is inclusive and achieve that by hiring a part-time liaison to invite Town staff, business community, and community groups together to work collaboratively toward this vision, use our core community values of equity, service, and civility as guiding principles and practices, provide access to cross-cultural competency and professional development across all departments, and co-sponsor community events and presentations in order to articulate and share this vision.

Mr. Musante highlighted Jeff Bagg's efforts in creation of a profile for the Town for presentation at WMEDC's June 26 Western Mass Developers Conference in Springfield, which showcased development opportunities including a tour of the Mill District and Olympia Place projects, North Amherst, and the University.

Well wishes were provided for Wastewater Director Jim Laford who has retired after a 36 ½ year career in Amherst, working his way up from an entry level position at the Treatment Plant. Duane Klimczyk, a 32-year veteran, has been hired to succeed Mr. Laford.

Member Reports

Regional School Assessment Method Working Group Representatives

Select Board discussed need for representation on Regional Assessment Method Working Group, agreeing by consensus that Alisa Brewer and Andrew Steinberg will represent the Select Board; Constance Kruger to serve as the alternate should either be unable to attend. Finance Director Sandy Pooler to serve as technical support staff. Marylou Theilman is representing the Amherst Finance Committee; need to confirm if Finance Committee is interested in designating an alternate.

Aaron Hayden to reach out to legislators on behalf of the Select Board on the MMA request for action items.

ADJOURN - The meeting adjourned at 10:13 p.m.

Submitted by John P. Musante, Town Manager

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

Agenda

Draft Motions

Common Victualler Application Metacommet, Inc.

John Fox Request and Regrets

Long Term Staffing Plan Recommendations

Town Manager Performance Goals Program Report – FY 14 Evaluation

FY 14 Evaluation Select Board draft 06.30.14

FY 14 Evaluation Staff Questionnaire draft

FY 14 Evaluation Staff Questionnaire cover memo draft

FY 14 Evaluation Timeline

FY 14 Evaluation Town Meeting email draft

FY 14 Evaluation Web Notice draft

Open Meeting Law FAQ on Evaluations

MMA Letter to Senator Rosenberg on Collocation

Select Board letter to TMCC and Moderator on Post Town Meeting Review Draft

Select Board Liaison Description Draft Update

Agents of the Select Board

Letter to Republican Town Committee regarding membership of Board of Registrars

First Day Celebration Parking Reservation Request

Taxi Driver Application M. Foley on behalf of Ambassador Taxi

Special All Alcohol One Day Amherst College 08-08-2014