

Town of Amherst
Minutes of the Select Board

May 22, 2017 - 6:30 p.m. - Amherst Town Hall, Town Room

Members present: Alisa Brewer, Connie Kruger, Andy Steinberg, Jim Wald and Doug Slaughter

Members Absent: None

Staff present: Town Manager Paul Bockelman and
Steve Connor, Veterans Services Director

Others present: Attorney Kristi Bodin; Renee Moss Big Brothers Big Sisters Director; Jen Loebel, Big Brothers Big Sisters Development Director

Press present: Scott Merzbach, Daily Hampshire Gazette

The meeting called to order by Ms. Brewer at 6:30 p.m.

Public Comment

Renee Moss, Big Brothers Big Sisters Director and Development Director Jen Label spoke about the 38th Annual Craft Fair on the Common, bringing 100 artisans and live music to the Town Common. Ms. Moss reviewed the request for reserved parking, which is the same as had been done in the past.

Mr. Slaughter moved to approve the reservation of eight parking spaces on the east side of South Pleasant Street and thirteen on the west side of Boltwood Avenue, both beginning at College Street moving north beginning at 9:00 p.m. Friday, June 23, 2017 to 9 a.m. Saturday, June 24, 2017 and on Saturday, June 24, 2017 from 3:30 p.m. to 7:30 p.m. for artisan unloading and clean-up for the Big Brothers Big Sisters Crafts on the Common event; Jen Loebel, Development Director. Mr. Steinberg seconded the motion and it passed unanimously.

Mr. Steinberg noted that this would be the last year Renee Moss would come before the Board as Director of Big Brothers Big Sisters, and congratulated her on her upcoming retirement. On behalf of the Board, he thanked Ms. Moss for her years of service to the children of Amherst.

Steven Connor Director of Central Hampshire Veterans Services presented the details of the Memorial Day parade and ceremony. The parade was scheduled to begin at 9:30 a.m. from the Town Common concluding at the War Memorial Field, where the ceremony would be held. In the event of rain, the ceremony would move inside to the VFW on Main Street. Ms. Kruger will speak on behalf of the Select Board.

Committee Appointments

On a motion by Ms. Kruger, seconded by Mr. Slaughter, the Board voted unanimously to appoint Liz Etheridge, Nancy Milch, Charles Milch, Anne Stanek, Edward Stanek, Lydia Vernon-Jones and Carol Woods to the La Paz Centro Nicaragua Sister City Committee for a one year term through June 30, 2018.

On a motion by Mr. Steinberg, seconded by Ms. Kruger, the Board voted unanimously to reappoint Denise Boyd and Helen MacMellon to the Kanegasaki Sister City Committee for a one year term through June 30, 2018.

Race Amity Day Proclamation

On a motion by Mr. Slaughter, seconded by Mr. Steinberg, the Board voted unanimously that the Town of Amherst proclaims June 11, 2017 to be Race Amity Day and urged the people of Amherst to recognize this event and to celebrate its observance.

Special Licenses

On a motion by Mr. Steinberg, seconded by Mr. Slaughter, the Board voted unanimously to approve the applications of Top of the Campus, Inc., for Special Wine and Malt Licenses to serve on the premises of the 3rd Floor Roof Garden of the Design Building (Room 380 in the case of rain) Thursday, June 1, 2017 for a reception from 5:30 p.m. to 8:30 p.m. and on the premises of the Renaissance Center Sunday, June 11, 2017 for a dinner/reception from 3:00 p.m. to 9:00 p.m.; Carolyn Nofio, Board Member.

On a motion by Mr. Steinberg, seconded by Mr. Slaughter, the Board voted unanimously to approve the applications of Top of the Campus, Inc., for Special All Alcohol Licenses to serve on the premises of Memorial Hall, UMass, Amherst for a reception from 12:00 p.m. to 6:00 p.m. on Saturday, June 10, 2017 and on the premises of the Hampshire Dining Commons from 7:00 p.m. to 11:30 p.m., Saturday, June 17, 2017; Carolyn Nofio, Board Member.

On a motion by Mr. Slaughter, seconded by Mr. Steinberg the Board voted unanimously to approve the application of Amherst College Dining Services for a Special All Alcohol License to serve on the premises of the Power House Building, Amherst College on Thursday, June 8, 2017 from 6:00 p.m. to 8:30 p.m.; Molly Venne, Assistant Manager of Dining Common.

Minutes

On a motion by Ms. Steinberg, seconded by Mr. Slaughter, the Board voted unanimously to approve the minutes of February 1, 2016 and February 8, 2016, as amended.

Ms. Brewer requested that the staff focus on preparing the most recent minutes rather than older minutes.

Fall Special Town Meeting

The Select Board reviewed the proposed timelines for three Fall Town Meeting dates. Mr. Steinberg asked if it could be possible to sign the warrant on Thursday, October 12 prior to the start of the Four-Board meeting, rather than schedule an additional meeting.

On a motion by Ms. Brewer, seconded by Ms. Kruger the Board voted unanimously to schedule the Fall 2017 Special Town Meeting on November 6, 2017 with additional dates of November 8, 9, 13, 15, 16, 20, and 29 and December 4, 2017.

Liquor License Policies

Ms. Brewer reviewed the documents provided for deliberation of draft liquor license policies presented, offering appreciation to Ms. Puppel and staff that assisted in bringing the draft policies forward. Ms. Brewer noted the differences in provisions of Sunday hours for pouring (Section 12)

and package stores (Section 15) licenses. She noted her desire for greater clarity on what was current policy, required by statute or ABCC regulation or recommended policy. Members noted the intent to review with business partners, the Chamber, licensees, as well as the University and Campus and Community Coalition. There was a desire to set the tone at the beginning of the policies with how the Board approaches licensing in reference to training, underage drinking and the delicate balance with that of business. A member requested that a section on hearing process be included.

Attorney Kristi Bodin made note of a series of licensing hearings to be held by the Alcoholic Beverage Control Commission. She offered a suggestion that notice of the new policies be mailed so license holders and others have the opportunity to review them. Attorney Bodin questioned the need for inclusion of State law, the requirement for a State of Massachusetts identification, noting that an ABCC Advisory on types of acceptable identifications exists, and that suggested language, such as “an equivalent,” be added to the requirements for training, rather than naming TIPS and ServeSafe. The need for differentiation of the hours of operation of a licensee versus when alcohol may be served was noted. Also noted was the need for greater clarity on the requirement for a separate cordial license for wine and malt license, where the Board falls on BYOB, and if there is a need for increase in the number of available licenses.

Next steps included a need for a timeline with benchmarks targeting conclusion by annual renewal in November, a clear outline tracking the law and local needs, the possibility of an informal working group including a representative of the licensees and Select Board and the need for Town Counsel review. Ms. Brewer noted it was her intention to attend the Legislative/ABCC hearing in Northampton on June 6th and again offered appreciation to Ms. Puppel for her work on the draft.

Vice Chair Rotation

Ms. Brewer provided a handout on the Select Board meeting schedules, regarding Vice Chair rotation comparing members vacation schedules, etc. noting preference column three with Mr. Wald serving as Vice Chair in June.

Town Meeting Review

Mr. Bockelman provided a memo that listed all articles and next steps. He noted that the Town Clerk will submit a certified vote on Article 3 to the Assessors. The Select Board will need to schedule discussion over the summer regarding the additional funds appropriated under the Social Services budget line. The Treasurer will notify the Department of Revenue for any approved borrowing. Town Clerk will certify the vote regarding the Jones Library for delivery to the State Board of Library Commissioners. All bylaw revisions will be submitted to the Attorney General’s office for review. The Select Board will need to petition the Legislature for the creation of an Art fund; Mr. Bockelman recommended that the action occur following review of the bylaw by the Attorney General; members agreed. The local voting rights resolution also requires the Select Board to submit a request for a Local Act to the Legislature. Mr. Bockelman noted he is scheduled to meet with the property owner regarding the Article authorizing the Select Board to grant the limited release on University Drive. Zoning changes will be signed by the Planning Board at their next meeting and be sent along with the general bylaws to the Attorney General on or about June 1st. Votes in the affirmative on petition articles that require further notice are in process, with confirmation of addresses requested from petitioners.

Options for processes for expenditure of the additional social service funding were discussed. Ms. Kruger and Mr. Steinberg noted their interest in participating in discussion. An assessment of need for public health, leisure services, and school departments was suggested. Mr. Bockelman will work with staff to come forward with a recommendation. Ms. Brewer also suggested a public information

session for input on future human service funding be scheduled before budget discussion begins anew in the fall.

Mr. Steinberg spoke further about the legislative filing for Town Meeting's action for local voting rights, noting need for sensitivity in relation to a similar bill that had been filed by another legislator, with follow-up planned in consultation with Human Rights Commission.

Related to process, members noted the need for lighting in the front of the room for video recording versus the comfort of those at the front of the room and need for a monitor for those at the front to avoid having to turn to look behind them at the screen. Suggestion for TMCC to investigate other options, coordination between Amherst Media and the schools on scheduling and competing needs for the space.

Mr. Steinberg noted the deadline for the charter commission established by statute is to complete a report for printing in July and inclusion on the March ballot, which may eliminate the need for future Town Meetings. Suggestion that TMCC review and revise their publication for petitioners relative to bylaw changes, to assist in the orderly presentation and progression on a petition including why it's important to present to Select Board and Finance Committee. The Chair will scribe a letter to TMCC outlining this evening's recommendations.

Ms. Brewer asked that the sidewalk conceptual design slated for the fall in the area of the Atkins flagship store be added to the list of topics for future Select Board meetings.

A difficulty noted with the precinct meetings presentations and bus tours was highlighted, specifically that attempts to be informational often came off as advocating for an article, particularly on the bus tour. The issue is believed to be suppressing participation. The merits of the recent attempt to connect residents to their respective town meeting members via email distribution, town meeting list serve and the Google groups was discussed.

Mr. Bockelman noted that the Town residents are clearly interested in participatory government and that the Town does an amazing job of trying to get information out to people. He believes TMCC tries very hard at getting information out to their members and he is very appreciative of that effort. Generally Town Meeting is well organized and works very smoothly, noting Amherst is fortunate to have a very good Town Moderator.

Town Manager's Report

Mr. Bockelman reported on the following:

- He held another coffee meeting with the public, this time with Assistant Town Manager Dave Ziomek at Atkins that was well attended;
- performance reviews of Departments Heads/direct reports had begun following his initial six month term;
- a meeting of the Audit Committee was planned;
- the Finance Committee will be meeting on the budget process, specifically looking at cost drivers;
- the Groff Park construction timeline is to be publicized both online and on site;
- the Tata and Howard report on water supply is completed and will be scheduled for discussion at a future Select Board meeting;
- Phase one of the Triangle St roundabout is nearing completion with construction with Warner Brothers to begin in the coming month;
- Route 63 is scheduled to be remilled by the State prior to the end of June;
- Amherst Media negotiations continue and are making good progress;

- Bangs construction is moving forward, both the Town's restroom project and the JPM Health Center;
- the Town's social media presence is being enhanced by our IT Department led by Brianna Sunryd and is showing statistical evidence of increased engagement;
- the recreational marijuana group is meeting regularly;
- the medical marijuana facility host agreement is being negotiated;
- the Wayfinding group is moving forward;
- shelter season has ended and staff review will be followed by a meeting with the service provider;
- the dog park committee scheduled its first meeting for the first week in June;
- firefighters staffing study draft should be forthcoming;
- the DPW/Fire Station Building Committee is progressing, with a plan to request funds at the Fall Special Town Meeting;
- July 13th is date when we anticipate hearing on the library funding;
- preliminary meeting today on Mass Works grant application due in August, planning on focus in North Amherst with attention to job creation;
- DPW is laying the groundwork for repair/replacement of the bridge at Puffers Pond;
- the Downtown Parking Working Group is planning a forum in June; and
- the Planning Board is looking for participation from Select Board members on a similar forum related to Downtown Planning.
- Staff update:
 - Ron Bohonowicz continues to be out, Ron Morra has taken the lead on capital projects that need to happen over the summer months;
 - recent new hires of police officers and firefighters were highlighted, and Mr. Bockelman suggested an introduction at a Select Board meeting;
 - Barb Bilz's recent appointment as the interim LSSE director is going very well;
 - Chris Johnson has began work as the new Sports Director;
 - Julie Federman will begin her reduced responsibilities, maintaining status as our Health Director, with Rob Morra taking oversight of Bangs' building construction and the Town Manager taking back direct reports who had been reporting to Ms. Federman;
 - the retirement of Maura Plante at the Senior Center was announced;
 - Helen MacMellon was promoted to program director;
 - the Town is interviewing for a new social worker;
 - Roxanne Boyd at the Jones library was recently nominated as the 2017 Outstanding Para-librarian support staff;
 - the new IT Applications Manager has accepted the job offer. Mike Warner, a very talented individual will start in Amherst in June.
- Mr. Bockelman read a joint press release that he wrote along the Chief of Police. It addressed a recent issue surrounding a police visit to the home of a child which was intended as a follow-up visit and but had caused additional concern from the parents. The statement clarified the intention of the visit and noted the parents' concerns had given cause for reflection and it had effected a change in policy moving forward. The Chair thanked the Town Manager and the chief for their work on the issue.

Member Reports

Select Board members reports included:

- Additional information from Ms. Kruger on the Downtown Parking Working Group's Public Forum scheduled for June 22, 2017, which will include a presentation on changes to be proposed to the downtown parking system;
- Ms. Kruger also shared notes from a recent Campus and Community Coalition meeting that offered evidence that police community outreach was showing results of a true reduction in arrests;
- Ms. Kruger asked that energy be put into changing out the art in the Town Room, finding a replacement for the large wall hangings;
- Mr. Slaughter reported that the draft of the strategic plan for the Housing Trust was in process;
- Mr. Slaughter reported that as the Town's representative to the Pioneer Valley Transit Authority he had learned that the State was reducing its funding to regional transportation organizations, creating a large deficit in the current budget season that will need to be addressed. Public hearings will be scheduled to gather public input. The new director for the PVTa was noted.
- Mr. Steinberg noted that this was the final meeting for Ms. Brewer in her role as Chair, and he thanked her for her two years of service during some difficult years. The other members agreed.

The meeting adjourned at 10:20 p.m.

Submitted by:

Paul Bockelman
Town Manager

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

05-10-2017 Agenda

05-10-2017 Draft Motions

Draft Race Amity Day Proclamation 2017

Athol MA Alcohol Policy Summary Page

Cover Memo for Draft Liquor License Policies

Draft Liquor License Policies Chapter 138 Definitions

Draft Proposed Alcohol Liquor Licensing Rules and Regulations

Annual Town Meeting Follow-up Spring 2017

Parking Reservation Request and Map Big Brothers Big Sisters Crafts on the Common

Special All Alcohol License Applications UMass, Amherst College and the Renaissance Center

Draft Minutes 02-01 and 02-08-16