



**Town of Amherst
Town Council Meeting
January 7, 2019 6:30 p.m.
Town Room, Town Hall
4 Boltwood Avenue**

Minutes

Complete video is available online: <https://amherstmedia.org/content/amherst-town-council-01-07-19>

1. Call to order and declaration of a quorum

President Griesemer declared the presence of a quorum and called the meeting to order at 6:34 p.m.

Councilors present: Councilors Brewer, DeAngelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schreiber, Steinberg, Swartz.

Councilors absent: None

Councilors participating remotely: Councilors Schoen and Bahl-Milne

President Griesemer announced that Councilors Schoen and Bahl-Milne were participating remotely because attendance for each of them would be unreasonably difficult. She also announced that all votes would be taken by roll call.

Town staff present: Town Manager Paul Bockelman, Town Clerk and Clerk of the Council Margaret Nartowicz, Superintendent of Public Works Guilford Mooring, Community Participation Officers Angela Mills, Jennifer Moyston, and Brianna Sunryd; Assistant Town Manager David Ziomek, Sustainability Coordinator Stephanie Ciccarello.

President Griesemer announced audio and video recording by Amherst Media.

2. Announcements

President Griesemer announced that the Ad Hoc Rules of Procedure Committee has suggested Councilors address each other by first name; thanked the LWV and Stan Rosenberg for hosting Byline with Stan Rosenberg, which will air Fridays at 8:00 p.m. and Mondays at 6:00 p.m.; and that a resolution in support of full funding to the public schools will be discussed at the January 28th Town Council meeting.

3. Resolutions and Proclamations – None

4. Hearings – None

5. Presentations and Discussion

a. Community Participation Officers – Introduction

Town Manager Paul Bockelman explained the Charter calls for a Community Participation Officer; he has designated three Town Employees to share the role as a team, and introduced the team.

Community Participation Officers Angela Mills, Jennifer Moyston, and Brianna Sunryd introduced themselves, and announced they will be joining the Town Manager at Starbucks on January 11th for Cup o’ Joe from 7:30 a.m. to 9:00 a.m. The new email address to reach the Community Participation Team is getinvolved@amherstma.gov.

b. Station Road Bridge Replacement – Update

The Town Manager gave a brief history of the Station Road bridge project, requested that the Town Council refer the appropriation request to the Finance Committee, and introduced Guilford Mooring, the Superintendent of Public Works, who then gave an overview and update about the project.

The full presentation and related documents are available online:

<https://www.amherstma.gov/DocumentCenter/Index/3432>

Topics discussed during the question and answer period:

- Widening the new bridge to two lanes
- National Heritage Review will not be impacted by the government shutdown
- Funds taken from paving and sidewalk repair will be replaced
- Comparison of the Puffers bridge replacement project with Station Road
- Options for loaning or purchasing a temporary bridge
- Environmental impact of the project
- Beginning construction on permanent bridge without temporary bridge – cost & time savings
- Per Town Manager, input from Police and Fire Chiefs was that the project will have little impact on public safety; fire trucks could not use a temporary bridge
- Traffic signs for temporary bridge

Public comment:

Martha Hanner of 18 Alyssum Drive urged the Town Council to approve a temporary bridge quickly. Peter Berek of 87 Woodlot Road asked if a temporary bridge could be used while a new bridge is constructed.

Julian, a young Amherst resident, said that the impact on public safety should not be a concern. Nancy Keefe of 10 Poet’s Corner spoke about the importance of sidewalks and streetlights throughout town.

MOTION: Councilor Hanneke moved, second by Councilor DeAngelis to refer the request for funds for the Station Road Bridge Replacement to the Finance Committee.

VOTED unanimously to refer the request for funds for the Station Road Bridge Replacement to the Finance Committee.

c. Energy and Climate Resilience Committee

Councilors DuMont and Ross introduced the work they have done on the charge for the committee, talked about its focus and scope, and the need for climate action on the local level.

The Town Manager spoke about the importance of the Town Council's decision in making climate action as a priority for the Town.

Assistant Town Manager and Conservation Director David Ziomek introduced Sustainability Coordinator Stephanie Ciccarello, and said that sustainability should be a part of everything we do. Sustainability Coordinator Stephanie Ciccarello gave a presentation, outlining the Town's sustainability accomplishments, ongoing projects, and goals. *The full presentation and related documents are available online: <https://www.amherstma.gov/DocumentCenter/Index/3432>*

Discussion included:

- Need for coordination & collaboration between multiple member bodies, as there is crossover on this topic; bodies should not have to compete for staff or Town Council resources for the same goal
- Aspirational or absolute goals of carbon neutrality and zero waste
- Vulnerability assessment grant, related action, and potential future action grant
- Restructuring of charge documents including membership, appointing authority, intention to create a Town committee or committee of the Town Council, and reference to funding

Public comment:

Russell Vernon-Jones of 17 Gaylord Street spoke about the importance of climate action.

Ayla Carter, a UMass Amherst graduate student, spoke about the importance of sustainability.

Rudy Perkins of District 2 made comments about energy vulnerability, the impact of climate refugees, and the urgency of carbon neutrality.

John Root, the chair of the Recycling and Refuse Management Committee expressed concerns about residents' participation on committees, as his committee is lacking members.

Lenore Brick commented that carbon negative should be the Town's goal.

Andra Rose of District 3 urged the Town Council to move swiftly.

MOTION: Councilor DeAngelis moved, second by Councilor Schreiber to refer the Energy and Climate Resilience Committee charge to the Governance, Organization and Legislation Committee to work with Councilors DuMont and Ross to make recommend changes to the committee charge and report back to the Town Council by January 28, 2019.

Discussion: Councilors discussed the appropriateness of referral to committee, the removal of "assist in educating staff" from the charge, and if the 28th is a reasonable deadline to place on the committee.

VOTED 8-4-1 (Councilors Bahl-Milne, Brewer, Griesemer, Hanneke, Ryan, Schoen, Schreiber, and Steinberg voted Yes; Councilors DeAngelis, DuMont, Pam, and Swartz voted No, Councilor Ross Abstained) to refer the Energy and Climate Resilience Committee charge to the Governance, Organization and Legislation Committee to work with Councilors DuMont and Ross to recommend changes to the committee charge and report back to the Town Council by January 28, 2019.

6. Action Items – (Including discussion after motion)

a. Multiple Member Bodies

1) Residents Advisory Committee [Charter Sec. 3.3 (c)] (*Information included in packet*)

MOTION: Councilor Pam moved, second by Councilor Schreiber to approve the Residents’ Advisory Committee Charge.

Discussion: Charge needs to be edited to allow the committee to comply with Open Meeting Law, term lengths of members may need to be 3 years or staggered to comply with the Town Charter, limited number of residents, consistent formatting for multiple member bodies’ charge documents.

MOTION: Councilor DeAngelis moved, second by Councilor Steinberg to refer the Residents’ Advisory Committee charge to the Governance, Organization and Legislation committee.

VOTED 11-2 (Councilors Bahl-Milne, Brewer, DeAngelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, and Steinberg voted Yes; Councilors DuMont and Swartz voted No) to refer the Residents’ Advisory Committee charge to the Governance, Organization and Legislation committee.

2) Budget Coordinating Group [Charter Sec. 5.2] (*Information included in packet*)

MOTION: Councilor Schreiber moved, second by Councilor Ross to approve the Budget Coordinating Group charge.

Discussion: Councilors discussed approving the Budget Coordinating Group (BCG) charge, or referring it to the Governance, Organization and Legislation Committee for formatting; charge lacks a designated number of members, Finance Committee charge indicates that 2 councilors from Finance Committee will serve on the BCG, the need for a standard format for multiple member body charges.

VOTED unanimously to approve the charge of the Budget Coordinating Group.

7. Town Manager Report (*Information included in packet*)

The Town Manager informed the Town Council that Nancy Eddy will be recognized at the MMA conference in Boston on Friday, January 18th for her role at first president of the MMA, and that a presentation on the parking proposal for the North Common will be on the agenda for an upcoming Town Council meeting.

8. Appointments

a. President’s Appointments [Charter Se. 2.2 (b)] (*Information included in packet*)

1) Council Members to Standing Committees

President Griesemer announced appointments of Councilors to committees of the Town Council; no Town Council action is required.

2) Council Members to Multiple Member Bodies

No action taken; pending input from Town Attorney.

b. Town Manager's Appointments

1) Board of License Commissioners – Council confirmation [Charter Sec. 6.3 and 2.11 (b)]

MOTION: Councilor Steinberg moved, second by Councilor DeAngelis to approve the Town Manager's appointments to the Board of License Commissioners.

MOTION: Councilor Hanneke moved, second by Councilor Ross to refer the Town Manager's appointments to the Board of License Commissioners to the Communication, Outreach and Appointments Committee.

Discussion: Councilors discussed the need for a process for confirmation of appointments, the timeline and urgency of appointments to the Board of License Commissioners, confirmed that the Town Manager has power to act on pending licenses in the interim.

VOTED unanimously to refer the Town Manager's appointments to the Board of License Commissioners to the Communication, Outreach and Appointments Committee.

2) Residents Advisory Committee – Council confirmation [Charter Sec. 3.3 (c) and 2.11 (b)]

No action taken, the charge for the Residents Advisory Committee has not been approved.

3) Human Resources Director – Council confirmation [Charter Sec. 3.3 (a), 2.11]

The Town Manager spoke about the appointee's qualifications and experience, and summarized the selection process.

MOTION: Councilor Schreiber moved, second by Councilor DeAngelis to approve the Town Manager's appointment of the Human Resources Director.

Discussion: Councilors commented that in the future, confirmation of Town Manager appointments would be sent to the Communication, Outreach and Appointments Committee, but that this would constitute a special circumstance so that Town Council ought to act immediately.

VOTED unanimously to approve the Town Manager's appointment of the Human Resources Director.

c. Council Appointments – Bylaw Review Committee [Charter Sec. 10.7 (v)]

MOTION: Councilor Hanneke moved, second by Councilor Ross to table the appointments to the Bylaw Review Committee.

Discussion: President Griesemer informed to Town Council that Bernard Kubiak and Robert Ritchie, 2 of the current Bylaw Review Committee members, have agreed to continue to serve the new Bylaw Review

Committee. Councilor Hanneke explained that once new members are appointed the current committee will be dissolved; if only 2 members are appointed, the committee will not be able to form a quorum.

VOTED unanimously to table the appointments to the Bylaw Review Committee.

9. Approval of Minutes (*Information included in packet*)

a. December 3, 2018

MOTION: Councilor Schreiber moved, second by Councilor DeAngelis to approve the December 3, 2018 minutes as presented.

Discussion: Councilors expressed that, for clarity and consistency, “Councilors absent” should be listed even if there were none, and councilors’ names should be listed alphabetically.

VOTED 11-0-2 (Councilors Bahl-Milne, DeAngelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilors Brewer and DuMont Abstained) to approve the December 3, 2019 minutes as amended.

b. December 8, 2018 (4 Towns Meeting)

MOTION: Councilor Steinberg moved, second by President Griesemer to approve the December 8, 2018 Town Council minutes as presented.

VOTED 6-0-7 (Councilors Bahl-Milne, Griesemer, Pam, Ross, Schoen, and Steinberg voted Yes; Councilors Brewer, DeAngelis, DuMont, Hanneke, Ryan, Schreiber, and Swartz Abstained) to approve the December 8, 2019 Town Council minutes as presented.

c. December 10, 2018

MOTION: Councilor Ryan moved, second by Councilor Schreiber to approve the December 10, 2018 Town Council minutes as presented.

Discussion: Councilors commented that an error in the name of a councilor making a motion must be corrected.

VOTED 11-0-2 (Councilors Bahl-Milne, DeAngelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilors Brewer and DuMont Abstained) to approve the December 10, 2018 Town Council minutes, with correction.

10. Committee Reports - None

11. Public Comment

Meg Gage of District 1 and a former member of the Charter Commission spoke about citizen participation and urged the Town Council to create “outreach infrastructure” to reach underrepresented residents.

12. Future Agenda Items

a. Town Council Retreat – Saturday, February 2, 2019, 9:00 a.m.

b. Orientation to Town Departments

- 1) **Tuesday, January 8, 2019, 9:00 a.m.**
- 2) **Tuesday, January 15, 2019, 4:00 p.m.**
- 3) **Wednesday, January 16, 9:00 a.m.**

13. Council Comments

Councilor Hanneke wished to applaud the effort taken by the councilors who participated remotely, and thank the IT department for their assistance.

Councilor Brewer asked that potential Committee reports be included with the agenda on a separate page.

Councilor Pam asked about snow day protocol; the Town Manager explained that an alert will be sent in the event that Town Hall closes for inclement weather.

14. Topics Not Reasonably Anticipated by the President 48 Hours in Advance – None

15. Executive Session - None

16. Adjourn

MOVED: Councilor Ryan moved, second by Councilor Schreiber to adjourn the January 7, 2019 meeting of the Town Council.

VOTED unanimously to adjourn at 11:04 p.m. on January 7, 2019.

Respectfully submitted,

Margaret Z. Nartowicz
Town Clerk & Clerk of the Council

Record of Agenda Packet Materials and Documents Presented

- 1 Agenda 01-07-19 FINAL rev. 1-4-19
- 1 Draft Motions for Town Council - 01-07-2019
- 5-a Community Participation Officers Memo to Town Council - 01-07-2019
- 5-b Station Road Bridge Memo to Town Council 1-07-2019
- 5-b Station Road Bridge Public_Information_Meeting_2018_12_19
- Station Road Public_Information_Meeting_2018_12_19
- 2019 Jan 7 Station Road Hop Brook
- 5-c Town Council presentation ToA Sustainability 1-7-19
- 5-c Sustainability Memo 02-08-2018
- 5-c Sustainability Memo to Town Manager from Sustainability Coordinator 12-28-18
- 5-c Motion to Adopt Climate Action Goals and Appoint an Energy and Climate Resilience Committee
- 5-c 12-28 (4) REVISION_Charge to the Energy and Climate Resilience Standing Committee (Dumont Darcy A.)
- 5-c MA Climate Solutions Resolution
- 5-c Amherst GHG report
- 5-c Copy of Climate Action Goals_ Recent Reports and Developments-2
- 5-c 12-05-18 Public Facilities Committee Agenda-3
- 6-a-1 Residents Advisory Committee Charge DRAFT 12-29-18
- 6-a-2 Budget Coordinating Group Charge DRAFT 12-10-18 rev. for 1-7-19
- 7 Town Manager Report 01-07-2019
- 8-a-1 Communications Outreach and Appointments Committee Charge FINAL 12-17-18
- 8-a-1 Finance Committee Charge FINAL voted 12-17-18
- 8-a-1 Governance Organization and Legislation Committee Charge FINAL 12-17-18
- 8-a-1 Joint Capital Planning Committee Charge FINAL 12-17-2018
- 8-a-1 REV Memo to Town Council Members regarding Standing Committee 1-2-19_rev
- 8-a-2 Bylaw Review Committee Charge FINAL 12-10-2018
- 8-a-2 REV Memo regarding Town Council Appointments to Multiple-Member Bodies 1-4-19_rev
- 8-a-2 Participatory Budgeting Commission Charge FINAL 12-10-2018
- 8-a-2 Ranked-Choice Voting Commission Charge FINAL 12-10-2018
- 8-a-2 Rules of Procedure Committee Charge FINAL 12-17-2018
- 8-c Manager Appointments Memo to Town Council - 01-07-2019
- License Commissioners- Appointments - 01-07-2019
- Human Resources Director - Appointment 01-07-2019
- 8-c-2 Residents Advisory Committee Charge DRAFT 12-29-18
- 9-a 12-3-18 DRAFT Town Council Minutes rev.
- 9-b 12-08-18 DRAFT Town Council Minutes
- 9-c 12-10-18 DRAFT Town Council Minutes rev.

Attachments: Approved Committee Charges; List of Councilors Appointed to Standing Committees