



TOWN OF
AMHERST
MASSACHUSETTS

**Town of Amherst
Town Council Meeting
Monday, February 25, 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-22519>

1. Call to order and declaration of a quorum

President Griesemer declared the presence of a quorum and called the meeting to order at 6:30 p.m.

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

Councilors absent: None

Councilors participating remotely: None

Others present: Town Manager Paul Bockelman, Clerk of the Council Margaret Nartowicz.

President Griesemer announced audio and video recording by Amherst Media.

Agenda item 5. a. Capital Projects Presentation, Capital Projects Manager Sean Mangano, Interim Finance Director and Comptroller Sonia Aldrich, and Town Manager Paul Bockelman

Question and answer period:

President Griesemer asked if the MSBA funds could be used for the renovation option.

Mr. Mangano said he would look into that.

Councilors asked about the capabilities and availability of the budget calculation tool.

Mr. Mangano responded that the tool is very flexible, can be set up to show various funding scenarios, including the use of Town financial reserves; the tool can show the current debt limit; and it should be available in the next couple of weeks. Mr. Mangano also stated that he will provide the Town Council with cost estimates for different scenarios, and that he can adapt the funding models based on the councilors' feedback.

Councilor Bahl-Milne asked if the renovation option would address the open classroom issue.

Mr. Mangano stated that he did not have those details.

Councilor Steinberg asked if the MSBA will allow two SOI applications concurrently.

Mr. Mangano responded that there are many variables regarding timing of the various projects.

Councilors asked about the Town's debt limit, if the Town Council has the authority to put a cost cap on building projects, and asked for an explanation of debt capacity.

Ms. Aldrich and Mr. Bockelman stated that the Town's current debt capacity is 5% of EQV (property values), which comes out to about \$119 million. Factoring in the Town's current debt, the debt limit is about \$100 million. The ability to repay that amount is not guaranteed. The Town Council would authorize the debt, so they could limit debt. Part of the process is to determine wants versus needs for building projects and to determine what the Town can afford. The Town can increase taxes by 2.5%; taxes can only be increased beyond 2.5% with voters' approval.

Councilor Hanneke commented that the projected costs of all the capital projects outweighs the debt limit by \$60 million.

Mr. Mangano stated that the projects, and therefore the funding, would be spread out over years; the Town would not borrow funds for all the projects at once.

2. Announcements

a. Massachusetts School Building Authority Statement of Interest Application Listening Sessions:

Wednesday, February 27 3:30-5:30 p.m., Bangs Community Center

Wednesday, February 27 7-9 p.m., Wildwood Elementary

Thursday, February 28 4-6 p.m., Fort River Elementary

Thursday, February 28 7-9 p.m., Jones Library Woodbury Room

Wednesday, March 6 4-6 p.m., Crocker Farm Elementary

Wednesday, March 6 7-9 p.m., Amherst Regional High School Library

Alternate Snow Date Only - Thursday, March 7 4:15-6 p.m.; 6:30-8 p.m., ARHS

b. Four Towns' Meeting: Saturday, March 2, 2019, 9:00 a.m. Amherst Regional High School Cafeteria

c. Public Forum on Proposed Town Budget: Thursday, March 7, 2019, 6:30 p.m. Amherst Regional Middle School Auditorium

3. Hearings - None

4. General Public Comments - None

Agenda item 6. Action Items

a. Requests for Use of Public Ways

1) [Amherst Farmers' Market](#)

Market Manager David Machowski provided background information about the Amherst Farmers' Market:

- The market is in its 48th year, which makes it one of the longest-standing farmers' markets in the Commonwealth
- The Amherst Farmers' Market Committee received a grant from Blue Cross Blue Shield, which will supplement SNAP benefits provided to patrons of the market
- The market operates from April through November
- There are no changes to the application for use of the public way since last year

Discussion included:

- Equal opportunity and placement at the market for Amherst growers
- Fees for use of the public way; currently the Town does not charge the Farmers' Market a fee for use of parking spaces
- Concerns about the loss of 40 parking spaces in the downtown area
- Impact to the Inn on Boltwood
- Engagement with residents facing food insecurity

MOTION: President Griesemer moved, second by Councilor Steinberg, to approve the closure of that section of Spring Street beginning at the intersection of South Pleasant heading east to the intersection with Boltwood Avenue and that section of Boltwood Avenue beginning at the intersection of Spring Street running south to the access way to Porter Hall and, further, to approve the reservation of the first two metered parking spaces on the east side of South Pleasant Street originating at Spring Street moving south towards College Street to accommodate the Amherst Farmers Market each Saturday beginning April 20, 2019 through November 16, 2019 from 7:00 a.m. to 1:30 p.m.; David Machowski, Market Manager.

VOTED 12-1 (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Hanneke voted No) to approve the closure of that section of Spring Street beginning at the intersection of South Pleasant heading east to the intersection with Boltwood Avenue and that section of Boltwood Avenue beginning at the intersection of Spring Street running south to the access way to Porter Hall and, further, to approve the reservation of the first two metered parking spaces on the east side of South Pleasant Street originating at Spring Street moving south towards College Street to accommodate the Amherst Farmers Market each Saturday beginning April 20, 2019 through November 16, 2019 from 7:00 a.m. to 1:30 p.m.; David Machowski, Market Manager.

MOTION: President Griesemer moved, second by Councilor Steinberg, to approve the reservation of the first two (2) metered parking spaces on the east side of Boltwood Avenue, immediately south of the Porter Access driveway, exclusively for guests of the Inn on Boltwood, each Saturday beginning April 20, 2019 to November 16, 2019 from 7:00 a.m. to 1:30 p.m.

VOTED 12-1 (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Hanneke voted No) to approve the reservation of the first two (2) metered parking spaces on the east side of Boltwood Avenue, immediately

south of the Porter Access driveway, exclusively for guests of the Inn on Boltwood, each Saturday beginning April 20, 2019 to November 16, 2019 from 7:00 a.m. to 1:30 p.m.

2) [Amherst Half Marathon and 5K Road Races](#)

President Griesemer recused herself from agenda item 6.a.2), the discussion and vote regarding the Amherst Half Marathon and 5K Road Races, due to a conflict with the President's association with the Amherst Survival Center. Vice President Hanneke presided over the discussion and vote.

Hartford Marathon Foundation (HMF) Operations Manager Charles Scanlon provided information about the plans for the half marathon and 5K race, which will be held on one day rather than two, as they had done last year; the races benefit the Amherst Survival Center.

Discussion:

- Cost of the police detail covering the races, which will be paid by HMF
- Rolling road closures as runners pass through town
- The Town Manager indicated that in the past the races have not interfered with traffic to and from local churches

MOTION: Councilor De Angelis moved, second by Councilor Ross to approve the proposal by the Hartford Marathon Foundation to partially close roads on November 10, 2019 from 8:00 a.m. to 11:00 a.m. for the Southbound lane on North Pleasant Street, East Pleasant Street, and North Pleasant Street. Further closure of South Pleasant Street from Massachusetts Avenue to Snell Street for approximately 40 minutes (8:00 a.m. – 8:40 a.m.) and to close East Pleasant Street from Triangle Street to Eastman Lane, Eastman Lane in its entirety and North Pleasant Street from Eastman Lane to Massachusetts Avenue to accommodate the Amherst 5K Road Race, all subject to final approval by the Chief of Police, Matt Anderson, Vice President, Hartford Marathon Foundation.

VOTED 12-0 (Councilors Bahl-Milne, Brewer, DeAngelis, DuMont, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Griesemer was recused) to approve the proposal by the Hartford Marathon Foundation to partially close roads on November 10, 2019 from 8:00 a.m. to 11:00 a.m. for the Southbound lane on North Pleasant Street, East Pleasant Street, and North Pleasant Street. Further closure of South Pleasant Street from Massachusetts Avenue to Snell Street for approximately 40 minutes (8:00 a.m. – 8:40 a.m.) and to close East Pleasant Street from Triangle Street to Eastman Lane, Eastman Lane in its entirety and North Pleasant Street from Eastman Lane to Massachusetts Avenue to accommodate the Amherst 5K Road Race, all subject to final approval by the Chief of Police, Matt Anderson, Vice President, Hartford Marathon Foundation.

3) [Amherst Garden Club Plant Sale](#)

President Griesemer resumed presiding over the meeting.

The Town Manager explained that the requested reservation is used for delivery and set up of the plant sale the day before the sale begins. Historically, the Town has not charged for the reservation of metered spaces for these type of events.

MOTION: President Griesemer moved, second by Councilor Steinberg to approve the reservation of eighteen (18) metered parking spaces on the south side of the Spring Street parking lot for the Garden Club of Amherst's Annual Plant Sale set-up on Friday, May 17, 2019 from 7:30 a.m. to 2 pm.

VOTED 12-1 (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Hanneke voted No) to approve the reservation of eighteen (18) metered parking spaces on the south side of the Spring Street parking lot for the Garden Club of Amherst's Annual Plant Sale set-up on Friday, May 17, 2019 from 7:30 a.m. to 2 pm.

4) Public Ways Memo from the Town Manager

The Town Manager requested that the Town Council provide guidance or a procedure to address requests for use of the public way.

Discussion: Councilors discussed past practice for public way reservations, the scope of the Town Council's authority, short-term vs permanent reservations, rates and policies to be set by Town Council for use of public way, referral to GOL or other multiple-member body.

MOTION: President Griesemer moved, second by Councilor Ryan, to refer the Public Ways Memorandum from the Town Manager to the Government, Organization and Legislation Committee.

VOTED 12-1 (Councilors Bahl-Milne, Brewer, DeAngelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schreiber, Steinberg, and Swartz voted Yes; Councilor Schoen voted No) to refer the Public Ways Memorandum from the Town Manager to the Government, Organization and Legislation Committee.

b. Appointment of Non-Voting Residents to Finance Committee

1) Council Discussion

Discussion included:

- Budget timeline is short; budget must be approved by the end of June
- New Finance Committee members take time to get oriented
- If the Town Council refers the appointment process to a Council Committee, there is limited time for the committee to make a recommendation about how to make resident appointments to the Finance Committee *and* the Town Council to act before the budget is due
- Option of waiting until July to appoint residents to Finance Committee
- Option of appointing former resident members of Finance Committee

Public Comment: Barbara Pearson of 11 Paige Street urged the Town Council to seek input from residents.

2) Referral to Rules of Procedure Ad Hoc Committee

MOTION: President Griesemer moved, second by Councilor Hanneke, to refer Appointment of Non-Voting Residents to Finance Committee to the Rules of Procedure Ad Hoc Committee.

VOTED unanimously to refer Appointment of Non-Voting Residents to Finance Committee to the Rules of Procedure Ad Hoc Committee.

c. **Council Liaisons to Committees**

1) **Council Discussion**

Councilors discussed non-voting Town Councilors' role on Town Committees; Town Councilors would serve as liaisons between the Town Council and the committee, but would not speak on behalf of the Town Council.

2) **Referral to Rules of Procedure Ad Hoc Committee**

MOTION: President Griesemer moved, second by Councilor Swartz, to refer Council Liaisons to Committees to the Rules of Procedure Ad Hoc Committee.

VOTED unanimously to refer Council Liaisons to Committees to the Rules of Procedure Ad Hoc Committee.

d. **Audit Committee Charge**

1) **Council Discussion**

Discussion:

- Councilors Steinberg explained that in the past, there was one member from each of the following bodies: Select Board, Finance Committee, School Committee, and Library Trustees; and one resident member
- The mission of the Audit Committee would be to review the audit with the auditors, and to review the work of the auditors

MOTION: Councilor Pam moved, second by Councilor Hanneke, to amend the draft charge to include a member from Town Council, Finance Committee, School Committee, Library Trustees, and a resident.

VOTED 3-6-4 (Councilors Bahl-Milne, Hanneke, and Pam voted Yes; Councilors Brewer, De Angelis, Griesemer, Ross, Ryan, and Swartz voted No; Councilors DuMont, Schoen, Schreiber, Steinberg, and Swartz Abstained) to amend the draft charge to include a member from Town Council, Finance Committee, School Committee, Library Trustees, and a resident. The motion failed.

2) **Referral to Governance, Organization and Legislation Committee**

MOTION: President Griesemer moved, second by Councilor Swartz, to refer the Audit Committee Charge to the Governance, Organization and Legislation Committee.

VOTED 11-0-2 (Councilors Bahl-Milne, Brewer, DeAngelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schreiber, Steinberg, and Swartz voted Yes; Councilors DuMont and Schoen Abstained) to refer the Audit Committee Charge to the Governance, Organization and Legislation Committee.

5. **Appointments - None**

6. Committee Reports

a. **Outreach, Communications and Appointments Committee**

b. **Finance Committee** - Councilor Steinberg gave a brief Finance Committee update. The Finance Committee will be addressing goals, their work plan, and budget informational materials at upcoming meetings. The Finance Committee will be proposing a budget calendar, including provisions to address the Regional School budget early, at the next Town Council meeting.

c. **Governance, Organization and Legislation Committee** Discussion included the relationship between GOL and other committees of the Town, GOL's vote not to recommend referral of the Resident Advisory Committee (RAC) charge back to Town Council, the relationship between OCA and RAC, GOL requesting town committees to review their charges for formatting in the future.

d. **Rules of Procedure Ad Hoc Committee**

e. **Community and Economic Development Committee Charge Ad Hoc Committee** – Councilor Pam gave an update; the ad hoc committee will be presenting a revised charge at the next Town Council meeting with a proposed new name for the committee, and a recommendation that the Town Council establish an economic development committee.

f. **Bylaw Review Committee** – Councilor De Angelis gave an update about the committee's first meeting, in which they reviewed previous committees' work, and set a schedule for future meetings.

7. Proclamations and Commemorations – None

8. Approval of Minutes

a. **February 6, 2019 (1) 9:00 a.m. Station Road Bridge Funding Public Forum**

MOTION: President Griesemer moved, second by Councilor Ryan to approve the February 6, 2019 Town Council Public Forum minutes as presented.

VOTED 12-0-1 (Councilors Bahl-Milne, DeAngelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Brewer Abstained) to approve the February 6, 2019 Town Council Public Forum minutes as presented.

b. **February 6, 2019 (2) 10:00 a.m. Station Road Bridge Funding Approval and Orientation to Town Departments**

MOTION: President Griesemer moved, second by Councilor De Angelis, to approve the February 6, 2019 Town Council minutes as presented.

VOTED 11-0-2 (Councilors Bahl-Milne, DeAngelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Steinberg, and Swartz voted Yes; Councilors Brewer and Schreiber Abstained) to approve the February 6, 2019 Town Council minutes as presented.

c. February 11, 2019

MOTION: President Griesemer moved, second by Councilor Hanneke, to approve the February 11, 2019 Town Council minutes as amended.

Councilor Ross added that Mr. Hockman, a speaker at the meeting, lives at Arnold Road, which is in Pelham, and should be noted in the minutes.

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

9. Town Manager Report

10. Town Council Comments

a. **President Reports**

b. **Future agenda items**

c. **Councilor Comments**

11. Topics Not Reasonably Anticipated by the President 48 Hours in Advance of the Meeting

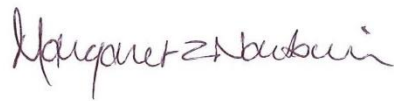
12. Executive Session – None

13. Adjourn

MOVED: Councilor Hanneke moved, second by Councilor Swartz to adjourn.

VOTED unanimously to adjourn at 10:15 p.m. on February 25, 2019.

Respectfully submitted,



Margaret Z. Nartowicz
Town Clerk & Clerk to the Council

Record of Agenda Packet Materials and Documents Presented

02-25-2019 Agenda FINAL 2-21-19 rev.(2) 2-22-19
1 Draft Motions for Town Council FINAL - 02-25-2019pbmn
10-a 02-06-19 DRAFT Public Forum Town Council Minutes
10-b 02-06-19 DRAFT Town Council Minutes
10-c 02-11-19 DRAFT Town Council Minutes
11 Town Manager Report 02-25-2019
5-a Finance Committee 2.12.19 Corrected

6-a-1 2019 Farmer Market road closure and parking request MAP
6-a-1 2019 Farmers Mrkt request signed by Chief Livingstone
6-a-1 2019 Farmers Mrkt Reservation of Town way signed by J. Spinetti
6-a-1 Cover Memo on Requests to Use Public Ways 02-25-2019
6-a-2 2019 Amherst Half Marathon - Reservation of town way signed by Chief Livingstone
6-a-2 2019 Amherst Half Marathon - 5k Map
6-a-2 2019 Amherst Half Marathon - Half Marathon Map
6-a-2 2019 Amherst Half Marathon - Request Letter
6-a-2 2019 Amherst Half Marathon - Town Way Reservation Application (2019)
6-a-3 2019 Garden Club of Amherst Parking MAP
6-a-3 2019 Garden Club Plant Sale request signed by Chief Livingstone
6-a-3 signed 2019 Reservation of Town Way for Garden Club plant sale on Common
6-a-4 Public Way Memo from Town Manager 02-20-2019
6-e Audit Committee Charge - DRAFT -w Attachments 02-21-2019.docx
8-a Outreach Communications Appointments Standing Committee report TC 02-25-19 avb Darcy Dumont
8-c 2019-02-20 GOL Report to Town Council – FINAL

All packet materials are available at <https://www.amherstma.gov/DocumentCenter/Index/3435>