



**Town of Amherst
Town Council Meeting
Monday, June 3, 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-6319>

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, De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, and Steinberg.

Councilors absent: Councilor Swartz

Councilors participating remotely: None

Others present: Town Manager Paul Bockelman, Clerk of the Council Margaret Z. Nartowicz, Interim Finance Director Sonia Aldrich, and Superintendent of Public Works Guilford Mooring

President Griesemer announced audio and video recording by Amherst Media.

2. Announcements

**June 10, 2019 6:30 p.m. Town Council Public Forum on Capital Improvement Program
[Charter Sec. 5.7(d)]**

3. Hearings

Pole Hearing on Eversource Utility Pole, East Pleasant Street [MGL c.166 §22]

Hearing opened: 6:33 p.m.

Eversource representative Nicholas Langoni spoke about the new 45 foot solely-owned pole, the purpose of which is to relocate a transformer as part of a grid modernization project.

There were no public questions or comments.

Councilor Steinberg stated that the Select Board regularly had a concern about the placement of poles endangering shade trees. Mr. Mooring responded that there is not a problem with the location of the proposed pole.

Councilor Brewer suggested a checklist of common concerns, including shade trees, to utility poles.

Hearing closed: 6:37 p.m.

MOTION: Councilor De Angelis moved, second by Councilor Ross, to adopt the order for a pole location as petitioned by EVERSOURCE to install one solely owned pole approximately 73 feet northerly of the centerline of Harlow Drive and 23 feet easterly of the centerline of East Pleasant Street for the purpose of installing a new transformer, as shown on the plan marked 6A822132 and as recommended by the DPW Superintendent, and to authorize the Town Council President to execute certification of the Council's adoption of the order.

VOTED 12-0 (Councilor Swartz was absent) to adopt the order for a pole location as petitioned by EVERSOURCE to install one solely owned pole approximately 73 feet northerly of the centerline of Harlow Drive and 23 feet easterly of the centerline of East Pleasant Street for the purpose of installing a new transformer, as shown on the plan marked 6A822132 and as recommended by the DPW Superintendent, and to authorize the Town Council President to execute certification of the Council's adoption of the order.

Agenda item 7.b. Action Items: Water and Sewer Rates

Mr. Bockelman stated that his recommendation as part of the budget process is a 2.6% increase in water and sewer rates.

Councilor Pam asked why the water and sewer rates in Amherst are so low. Mr. Mooring responded that Amherst rates are average, but the sewer rates are lower, mainly due to the efforts of the wastewater department to maintain the system, so the system has performed without major upgrades in a long time. The wastewater treatment system is 30 years old.

Councilor Schoen commented that there is no differential between high and low users; it may be useful to look into different rates for bulk users.

Mr. Mooring commented that the biggest cost increase is waste disposal; the sludge is shipped to Connecticut, as fuel prices fluctuate the cost of shipping increases. The City of Greenfield has been looking into an anaerobic digester for wastewater treatment, which could benefit Amherst in the future. Electricity is one of the biggest costs; there are ways to make the wells and plant more energy efficient. The cost of chemicals also fluctuates. There have been no large salary increases to staff.

Councilor Ryan asked about the age of the wastewater treatment plant, the last time rates were increased, and the potential cost of future upgrades. Mr. Mooring responded that the system will need major upgrades in the next 5-10 years; the Town has tried to make small incremental changes to the rates every year; it is too soon to give a good estimate for the cost of upgrades.

Councilor Hanneke asked for additional information about actual rates, rather than average as is shown on the table, and average use; asked about the billing process if a water or sewer line breaks. Mr. Mooring responded that customers may ask for an abatement, however leaving a tap running or an unaddressed leak is not grounds for an abatement. The Town has no irrigation customers yet.

Councilor Brewer commented about the lack of notice given to water and sewer customers this year given the new budget timeline.

Councilor Hanneke raised the right to postpone, the item will be listed on the June 17, 2019 Town Council agenda.

President Griesemer noted that public comment will be heard at that time.

4. General Public Comments - None

5. Proclamations and Commemorations

a. LGBTQ Pride Month

Councilor Ross introduced the proclamation; June is celebrated as Pride month as Stonewall Riots took place in June. Many communities make proclamations to recognize vibrant and diverse LGBTQ community, and this is even more important now, as the Federal Government has attacked the LGBTQ community. Violence against the LGBTQ community is violence against the whole community.

Councilor De Angelis spoke about her personal life experiences; and reminded everyone to think about family members who are affected by prejudice against the LGBTQ community.

Councilor De Angelis read the proclamation.

Councilor Hanneke thanked Councilors De Angelis and Ross for bringing this forward.

MOTION: Councilor De Angelis moved, second by Councilor Ross, to adopt the LGBTQ Pride Month Proclamation as presented.

VOTED 12-0 (Councilor Swartz was absent) to adopt the LGBTQ Pride Month Proclamation as presented.

6. Presentations and Discussion

a. Presentation on Percent for Art Proposal

Amherst Public Art Commission chair Eric Broudy and incoming chair William Kaizen spoke about the proposed bylaw, which was introduced and adopted at Town Meeting, but has not been approved by the Governor. Mr. Broudy stated that by removing the section of the bylaw related to capital improvement, the bylaw could be adopted by the Town without need for approval by the state. The proposed changes would also not fund performance art; the Public Art Commission would seek funding for performance art through other avenues.

Councilor Brewer stated that the Council needs information about what was passed at Town Meeting and the changes that the Commission is proposing.

Councilor Pam suggested a CRC referral.

Councilor Hanneke asked if this would be a repeal and replace. Mr. Bockelman responded that there is no bylaw in effect right now, so this would be a new bylaw.

Councilor Hanneke asked about exclusions to the bylaw including Groff Park and the dog park. Mr.

Bockelman responded that horizontal projects would be excluded.

President Griesemer stated that definitions are needed.

Councilor De Angelis asked about insurance for the art. Mr. Broudy responded that the Town's insurance would cover art.

Councilor Steinberg suggested looking at differences between this proposal and the Art Bylaw in Cambridge, as there are significant differences; knowing that there are four major construction projects coming, the Town needs to figure out the process soon. It does not serve the goals of Town Meeting to delay. When we build new buildings, public art is as an important an element as good architecture and good landscaping.

Hanneke spoke in support of referral to CRC and Finance Committee, with report back to the Council in 45 days.

MOTION: Councilor Hanneke moved, second by Councilor Pam, to refer the Percent for Art bylaw proposal to the Community Resources Committee and the Finance Committee, for reporting back to the Town Council within 45 days.

VOTED 12-0 (Councilor Swartz was absent) to refer the Percent for Art bylaw proposal to the Community Resources Committee and the Finance Committee, for reporting back to the Town Council within 45 days.

7. Action Items

a. FY20 Operating Budget

Councilor Steinberg stated that without getting into details, it is a balanced budget. Early in the process the first take was that it was not in balance. There were a couple things that helped: the health insurance rate increase was small, state aid budget, and \$300,000 proposal for overlay surplus account that helps to balance the budget. Important to remember that the surplus will not be available every year, it is a sound decision to use it. A significant change is discontinued ambulance service to Hadley. The budget had a primary goal to maintain services that the Town expects and values. Would have added staffing but needed a responsible balanced budget. Ms. Aldrich put it all together as one vote rather than separate votes, as was done at Town Meeting. Councilor Steinberg clarified that regional lockup is not related to retirement funds.

Councilor Pam asked if the Town is working toward a fully funded pension system. Ms. Aldrich stated that it will be funded in the future, and it is a savings to be paying ahead.

Councilor Bahl-Milne asked about community services, \$60,000 being removed from youth programs this year. Mr. Bockelman responded that it is the Town's goal to provide youth services to every child. Councilor Ross asked about \$53,000 for transportation as a one-time appropriation. Mr. Bockelman responded that there is an understanding that this will be a one-time expenditure.

Councilor Steinberg spoke about an initiative at Town Meeting to increase funding at LSSE for after school and camp programs, in the future it was built into the budget in future years. Additional one time votes for unspecified programs, one for nutrition programs. For transportation services, Select Board advised against it because it expended half the enterprise fund balance.

Councilor Pam asked about scholarships for summer camps and food for children over the summer. Mr. Bockelman responded that any student can attend summer programs and grant funding covers meals at recreational sites, not funded by the Town budget.

Councilor Brewer like other grant funded programs, they may not stay. The Town has funded scholarships for camps, but if the budget is tight then it has been cut. Need to ensure that public know that it is available and utilized. Need to set priorities with Town Manager before the budget is written.

Councilor Hanneke asked if the increase in minimum wage has affected the community services budget. Mr. Bockelman responded that the departments had been absorbing that increase, this year we wanted to budget for that especially for those two departments.

Councilor Ross asked about the Maintenance Manager position's increase in job duties without a significant pay increase. Mr. Bockelman stated that the agreement was that we would take some of the

facilities manager's time in exchange for funds to hire additional staff for cleaning service. Elevated him as a manager for the Library and the Town, not expected to do as much with Finance Committee. Councilor Hanneke tree and grounds question. What is the plan going forward for looking at grounds at the schools. Mr. Bockelman responded that this will be addressed on the School Committee agenda on July 11.

Discussion regarding the condition, maintenance, and management of the Town's fields and potential use agreement with owners of other fields in Town.

Councilor DuMont asked about other sources of revenue. Mr. Bockelman responded that recycling of gray water may be an opportunity.

Councilor Ross asked about the maintenance cost for East Street School, and suggested orientation to departments on a regular basis.

Councilor Steinberg commented that the Finance Committee did have some discussion about the pressure on departments to support the Council, Finance Committee agreed that it should be addressed in the next year about how we function on an ongoing basis. Thanked Mr. Bockelman, Ms. Nartowicz, and Ms. Aldrich.

President Griesemer stated that Ms. Nartowicz has offered her letter of resignation, will talk about process to appoint a new Clerk of the Council at a future meeting.

Councilor DuMont commented that she hopes that we can look at future budget to find a dedicated revenue stream for sustainability initiatives, consultants, or other sustainable efforts.

MOTION: Councilor Hanneke moved, second by Councilor De Angelis, to adopt Appropriation and Transfer Order FY20-04, "**An Order Appropriating the Town of Amherst FY2020 Operating Budget**", as recommended by the Finance Committee and shown on pages 10 and 11 of the document entitled "Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget".

VOTED 12-0 (Councilor Swartz was absent) to adopt Appropriation and Transfer Order FY20-04, "**An Order Appropriating the Town of Amherst FY2020 Operating Budget**", as recommended by the Finance Committee and shown on pages 10 and 11 of the document entitled "Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget".

MOTION: Councilor Hanneke moved, second by Councilor Ryan, to adopt Appropriation and Transfer Order FY20-06, "**An Order Rescinding an Authorized but Unissued Bond**", as recommended by the Finance Committee and shown on page 14 of the document entitled "Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget".

VOTED 12-0 (Councilor Swartz was absent) to adopt Appropriation and Transfer Order FY20-06, "**An Order Rescinding an Authorized but Unissued Bond**", as recommended by the Finance Committee and shown on page 14 of the document entitled "Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget".

MOTION: Councilor Pam moved, second by Councilor Bahl-Milne, to adopt Appropriation and Transfer Order FY20-11, "**Acceptance of Optional Tax Exemptions for FY2020**", as recommended by the Finance Committee and shown on page 21 of the document entitled "Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget".

VOTED 12-0 (Councilor Swartz was absent) to adopt Appropriation and Transfer Order FY20-11, “**Acceptance of Optional Tax Exemptions for FY2020**”, as recommended by the Finance Committee and shown on page 21 of the document entitled “Town Council Finance Committee Recommendation on Fiscal Year 2020 Budget”.

c. **First Reading on Campaign Contributions Bylaw [Charter Sec. 2.10(a)]**

Councilor Hanneke stated that GOL met and discussed the bylaw and the opinion of the Town attorney, who suggested one change. Full text is available online, on the screen and in Councilors’ packets. GOL declared it clear consistent and actionable. Summarized the proposed bylaw and the change of “not exceeding” to “of \$250.”

Councilor Pam spoke in opposition to the bylaw, that the limit is too low, it does not mention in-kind contributions, and does not limit a candidates’ own money, and that she does not believe it will make running for office more attractive to potential candidates.

Councilor Schreiber spoke in opposition to the bylaw; stating that there is a logic problem that compares Boston to Amherst, among other issues. If Councilors feel that the state limit is not right, they should push to change the state law, not pass local restrictions.

Councilor Ross does cover in-kind contributions, as contribution is defined as monetary or in-kind. As to the limit, real debate about \$250 being too low, and amount that would be considered too high.

Councilor DuMont asked about the value of email lists of people with potential supporters. Councilor Ross responded that purchased info is the purchase price, list that is given is not covered by OCPF. Councilor DuMont asked about in-kind contributions that are valued like assistance in setting up a website for free. Councilor Hanneke gave an example of an in-kind contribution.

Councilor DuMont spoke in opposition to the bylaw.

Councilor Steinberg stated that one reason for the proposal would be to encourage candidates to run, but he is not sure the proposal has logical connections.

Councilor Brewer spoke in opposition, that she would love to see an organization to help new candidates; when we talk about money, have to talk about lawn signs, what are your values in terms of lawn signs, shipping costs, environmental costs, cheapest is from outside the country, cheap lawn signs vs local lawn signs.

Councilor Schreiber commented that if you accept donations it is public, and candidates accept donations knowing that that information could be used against them. The candidates more likely to get in trouble would be new candidates.

Councilor Ross stated that he would be open to amendments regarding the limit. Campaign finance issues require a series of bylaws, this was an easy place to get started.

Councilor Schoen spoke in opposition, stating that she is not sure this addresses the problem.

Councilor Hanneke stated that by the time a Council sees the problem, then it is too late. Huge concern that by the time we see it, it may be too late to fix.

Jennifer Page of 291 Potwine Lane and a former School Committee candidate stated that the limit is too low. Makes more sense to cap the total amount. Talk to renters who ran for Town wide office for

feedback on this bylaw. To encourage potential candidates, endorse legislation that supports parents running for public office, and have meetings that do not run into late at night.

Julian, an Amherst resident, encouraged the Council to take this first step and then build from there; it is particularly difficult for folks with jobs and children to make their voice heard in Town government.

d. **Town Manager Evaluation Process and Calendar**

President Griesemer met in advance with Councilor Brewer and Councilor Steinberg about the Select Board's process to evaluate the Town Manager. The format matches what took place in the past. Comments are sought from Councilors, committee members, staff, and on the town website so anyone can send comments. Those comments from councilors are public, other materials are not public but are available to Councilors. All of that is put into a composite document, and brought to the full Council; at that point councilors read each others' comments and at the end, hold a discussion strictly on the Town Manager's evaluation that would take place on August 19. Compensation discussion takes place in executive session. There will also be a self-assessment. The Council will need to take a serious look at revising the process in coming years.

Councilor Brewer stated that OCA voted to adopt the timeline as amended, and that former Select Board members would be welcome to participate as committee members or members of the public, no special form for former Select Board members; the Council may re-evaluate goals moving forward as part of the process. There can be future discussion about another timing of the evaluation.

Councilor Hanneke committee evaluations deadline may not be practical. Concerned about Council receiving Councilors' evaluations at the same time as the composite evaluation. Concerned with cancellation with August 5th meeting. Staff emails, staff responses are made anonymous unless they choose not to be.

Councilor Bahl-Milne commented that staff responses should be kept anonymous.

Councilor Brewer what we did in the past, was strip extraneous people out of Town Council email group; in years past, did not allow electronic emails from staff. HR director figured out a way to provide an electronic way to collect comments. Committees, staff, and councilors will go away in the summer, to explain the reasoning for some of the gaps in the timeline.

Councilor Hanneke could councilors' evaluations be posted on the meeting posting ahead of the meeting. Councilor Brewer would not want the press writing articles about who said what before the Council read their comments.

Discussion regarding shortcomings of the evaluation form, the Council reading each other's comments at an open meeting, and the goals and objectives that were set by the Select Board.

Councilor Hanneke asked why the August 5th meeting cancelled. President Griesemer stated that she was looking for a way to give the Council a break. Councilor Steinberg noted the addition of the August 26th meeting. President Griesemer stated that August 5th would be a regular meeting if we need it.

MOTION: Councilor Pam moved, second by Councilor Brewer, to approve the timeline as recommended by OCA for the Town Manager performance evaluation.

VOTED 12-0 (Councilor Swartz was absent) to approve the timeline as recommended by OCA for the Town Manager performance evaluation.

8. Appointments

a. Appointments to Ranked-Choice Voting Commission [Charter Sec. 10.11]

Councilor Ross outlined the process to make appointments to RCV and PBC.

Councilor Hanneke asked why the OCA designee was only allowed to ask questions on the list. Councilor Ross stated that Councilors felt that the designee had a lot of power; OCA came up with questions so they had a say about what happened in the interview; other people in the interview did ask follow up questions.

Councilor Ross stated that OCA needs to find a way to decide when there is an insufficient applicant pool. Due to time constraints, had to move forward with a limited pool.

Councilor Hanneke stated that we may not want to dissolve the commission in December 2020.

Councilor Brewer opposed, as there have never been appointments for unlimited terms.

Councilor Hanneke stated that the charge says two years; term could end on July 1, 2021.

Ranked Choice Voting Commission

(1) MOTION: President Griesemer moved, second by Councilor Brewer, to appoint to the Ranked Choice Voting Commission under the Amherst Home Rule Charter section 10.10 for terms commencing immediately: Tanya Leise, Jesse Crafts-Finch, and John Bryan, as recommended by the Outreach, Communications and Appointments Committee; further, the commission shall propose a measure to the Town Council by September 1, 2020 and the Town Council shall adopt the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

VOTED 12-0 (Councilor Swartz was absent) to appoint to the Ranked Choice Voting Commission under the Amherst Home Rule Charter section 10.10 for terms commencing immediately: Tanya Leise, Jesse Crafts-Finch, and John Bryan, as recommended by the Outreach, Communications and Appointments Committee; further, the commission shall propose a measure to the Town Council by September 1, 2020 and the Town Council shall adopt the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

(2) MOTION: President Griesemer moved, second by Councilor Brewer, to confirm the Town Manager's appointments to the Ranked Choice Voting Commission under the Amherst Home Rule Charter sections 10.10 and 2.11(b) for terms commencing immediately: Ellen Lindsey, Carroll (Rob) Robertson, and Peggy Shannon, as recommended by the Outreach, Communications and Appointments Committee; further, the commission shall propose a measure to the Town Council by September 1, 2020 and the Town Council shall adopt the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

VOTED 12-0 (Councilor Swartz was absent) to confirm the Town Manager's appointments to the Ranked Choice Voting Commission under the Amherst Home Rule Charter sections 10.10 and 2.11(b) for terms commencing immediately: Ellen Lindsey, Carroll (Rob) Robertson, and Peggy Shannon, as recommended by the Outreach, Communications and Appointments Committee;

further, the commission shall propose a measure to the Town Council by September 1, 2020 and the Town Council shall adopt the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

b. **Appointment to Participatory Budgeting Commission [Charter Sec. 10.11]**

Councilor Ryan stated that there was not a large pool for PBC, but the candidates were strong and the process went well.

Participatory Budgeting Commission

(1) MOTION: President Griesemer moved, second by Councilor Hanneke, to appoint to the Participatory Budgeting Commission under Amherst Home Rule Charter section 10.11, for terms commencing immediately: Meg Gage and Elizabeth Larson, as recommended by the Outreach, Communications and Appointments Committee; further, the Commission shall propose a measure to the Town Council by December 1, 2020 and the Town Council shall act by voting upon the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

VOTED: 12-0 (Councilor Swartz was absent) to appoint to the Participatory Budgeting Commission under Amherst Home Rule Charter section 10.11, for terms commencing immediately: Meg Gage and Elizabeth Larson, as recommended by the Outreach, Communications and Appointments Committee; further, the Commission shall propose a measure to the Town Council by December 1, 2020 and the Town Council shall act by voting upon the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

(2) MOTION: Councilor Griesemer moved, second by Councilor De Angelis, to confirm the Town Manager's appointments to the Participatory Budgeting Commission under Amherst Home Rule Charter section 10.11, for terms commencing immediately: John Fenske and John Page, as recommended by the Outreach, Communications and Appointments Committee; further, the Commission shall propose a measure to the Town Council by December 1, 2020 and the Town Council shall act by voting upon the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

VOTED 12-0 (Councilor Swartz was absent) to confirm the Town Manager's appointments to the Participatory Budgeting Commission under Amherst Home Rule Charter section 10.11, for terms commencing immediately: John Fenske and John Page, as recommended by the Outreach, Communications and Appointments Committee; further, the Commission shall propose a measure to the Town Council by December 1, 2020 and the Town Council shall act by voting upon the proposed measure with or without amendments within 90 days of receipt; terms will expire June 3, 2021.

c. **Confirmation of Town Manager Appointments to LSSE Commission**

Councilor Ross OCA voted to recommended the Town Council approve. There was a conversation about the information being provided; in the future OCA would like Town Manager to attend to answer questions raised at their meeting.

MOTION: Councilor Pam moved, second by Councilor Ryan, to confirm the Town Manager’s appointments to the Leisure Services and Supplemental Education Commission under Amherst Home Rule Charter section 2.11(b): for a 3-year term commencing immediately upon confirmation, Stephanie Jackson; for a 3-year term commencing July 1, 2019, Victor Nunez Ortiz; for a 3-year term of reappointment commencing July 1, 2019, Sarah Marshall; all whose terms shall expire June 30, 2022; and for 2-year terms of reappointment commencing July 1, 2019, Rebekah Demling and Meg Rosa whose terms shall expire June 30, 2021, as recommended by the Outreach, Communications and Appointments Committee.

VOTED 12-0 (Councilor Swartz was absent) to confirm the Town Manager’s appointments to the Leisure Services and Supplemental Education Commission under Amherst Home Rule Charter section 2.11(b): for a 3-year term commencing immediately upon confirmation, Stephanie Jackson; for a 3-year term commencing July 1, 2019, Victor Nunez Ortiz; for a 3-year term of reappointment commencing July 1, 2019, Sarah Marshall; all whose terms shall expire June 30, 2022; and for 2-year terms of reappointment commencing July 1, 2019, Rebekah Demling and Meg Rosa whose terms shall expire June 30, 2021, as recommended by the Outreach, Communications and Appointments Committee.

Agenda item 10. a-d. Approval of Minutes

May 15, 20, 21, 23, 2019

MOTION: Councilor Ryan moved, second by Councilor Hanneke, to approve the May 15, May 20, May 21, and May 23, 2019 Town Council meeting minutes as presented.

VOTED 10-0-2 (Councilors De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, and Steinberg voted Yes; Councilors Bahl-Milne and Brewer Abstained; Councilor Swartz was absent) to approve the May 15, May 20, May 21, and May 23, 2019 Town Council meeting minutes as presented.

9. Committee Reports

- a. **Audit Committee**
- b. **Bylaw Review Committee**
- c. **Community Resources Committee**
- d. **Council Goals Ad Hoc Committee**
- e. **Finance Committee**
- f. **Governance, Organization and Legislation Committee**

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

10. Approval of Minutes

- a. **May 15, 2019**
- b. **May 20, 2019**
- c. **May 21, 2019**
- d. **May 23, 2019**

11. Town Manager Report

Mr. Bockelman gave a quick report, highlighting the next Cup O' Joe, CPO's work in the community, the recent employee picnic, ongoing efforts to recruit for several positions, road work on Bay Road and East Pleasant Street, LSSE planning 4th of July celebration, update on approved uses of public ways, the Station Road Bridge has arrived and will be installed, the Mill Street Bridge ribbon cutting ceremony will be Tuesday June 4th at 9:00 a.m and finally, that Ms. Nartowicz has submitted her letter of resignation.

12. Town Council Comments

- a. **President reports**
- b. **Future agenda items – June 17, 2019, 6:30 p.m. Council votes on remaining FY20 budget and capital plan recommendations, and FY19 budget amendments**

13. Councilor Comments

Councilor Brewer asked about appointing a Clerk to the Council. President Griesemer stated that she will bring recommendation at the next council meeting.

President Griesemer moving along with plans for June 18; this is a time to listen, format is like a fishbowl with inner circle and outer circle. Empty chair at the center is for people to come in to add comments and ask questions. Councilor Pam noted a variety of opinions expressed in the letters, not everyone listed their address.

Councilor Ross wanted to recognize the April 29th community gathering about sustainability, it was a very diverse meeting, Ms. Ciccarello made sure it was on a bus line, that there was child care, and a meal provided. Many people commented that they had not participated in anything with the Town before, but they could and would again. Next event is June 8 at Crocker Farm School at 9:00 am.

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

15. Executive Session – None

16. Adjourn

MOTION: Councilor Hanneke moved, second by Councilor Steinberg to adjourn the June 3, 2019 meeting of the Town Council.

VOTED 12-0 (Councilor Swartz was absent) to adjourn at 10:50 p.m. on June 3, 2019.

Respectfully submitted,



Approved June 17, 2019



Margaret Z. Nartowicz
Town Clerk & Clerk to the Council

Record of Agenda Packet Materials and Documents Presented

05-15-2019 DRAFT Special Town Council Minutes - CRC 06-03-2019
05-15-2019 DRAFT Special Town Council Minutes - CRC 5-15-19
05-20-2019 DRAFT Town Council Minutes 05-31-2019
05-20-2019 DRAFT Town Council Minutes 06-03-2019
05-21-2019 DRAFT Special Town Council Minutes - FinCom Budget Hearing 5-31-2019
05-23-2019 DRAFT Special Town Council Minutes - Fin Com JCPC CPAC - 06-03-2019
06-03-2019 FINAL Agenda rev 05-31-19
11 Town Manager Report 06-03-2019
2019 Committee Chair e-mail text -6-1-19
2019 eval web notice - 6-1-19
2019 Town Manager Goal Setting and Evaluation Process
3 Legal notice proof Pole Hearing 06-03-2019
3 Pole Hearing 06-03-2019 DPW recommendation
3 Pole Hearing 06-03-2019 E Pleasant St
3 Pole Hearing contextual map to accompany EVERSOURCE map
3 Pole Hearing request Harlow Drive and E Pleasant St
5a LGBT Proclamation
6a Percent for Art - Public Art Commission

6a Proposed Percent for Art Bylaw

7a 06-03-2019 Council Appropriation Orders FINAL 05-29-19

7a 7b 9c Finance Committee Report to Town Council 06-03-2019

7-b Water and Sewer Rate Memo 06-03-2019

7-b Water and Sewer Rate Memo 06-03-2019

7c 9f GOL FINAL Report to Town Council - 2019-05-29

7c GOL revision - Limitations on Campaign Contributions

7d Proposed Timeline for Town Manager FY19 Evaluation

8a 8b 8c 9g OCA Report to Town Council 06-03-2019

8a RCV Commission Appointments - 05-17-2019

8b Participatory Budgeting Commission Appointments - 05-20-2019b

8c LSSE Appointments - 05-29-2019

Archived 2018 Town Manager Eval Town Meeting e-mail text - 6.14.18

Art. 28 2017 ATM - Percent for Art Bylaw

Draft Motions for Town Council 06-03-2019

Example FY18 Town Manager Evaluation Press Release

Example Staff Questionnaire Draft FY18 - fillable 6-13-18

Example Website Information regarding Town Manager Evaluation

FY 19 Town Manager Eval Staff Q Cover Memo 6-1-19

FY19 TC Eval form

Select Board FY19 Town Manager Performance Goals