



**Town of Amherst  
Town Council Meeting  
Monday, July 1, 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-july-1-2019>*

**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.; after some technical recording issues, the meeting began at 6:37 p.m.

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

Councilors absent: Councilor Bahl-Milne

Councilors participating remotely: None

Others present: Town Manager Paul Bockelman, and Temporary Clerk of the Council Athena O’Keeffe.

President Griesemer announced audio and video recording by Amherst Media.

**2. Announcements**

The Zoning Bylaw public hearing, second reading, and vote is postponed to July 22, 2019 at 6:30 p.m.

**3. Hearings - None**

**4. General Public Comment**

Vince O’Connor of 175 Summer Street #12 proposed the Council create a refugee and resettlement commission to determine how many property owners would be willing to take in refugees, and to take in 75-100 people. Mr. O’Connor voiced concerns about border crossing, and spoke about his experience working to advance civil rights in Arkansas and San Francisco.

Meg Gage of 208 Montague Road thanked Councilors Ross and Hanneke for the campaign contribution proposal, expressed eagerness to help address campaign contribution concerns, and commented that it is difficult for members of the public to know when meetings take place and to attend in order to comment.

**5. Proclamations and Commemorations - None**

**6. Presentations and Discussion - None**

**7. Action Items**

**a. Proposed Zoning Bylaws Second Reading and Adoption [Charter Sec. 2.10(a)]**

**No action – public hearing, second reading, and vote will take place July 22, 2019.**

**b. CPA Recommendation: Studio Apartment Supportive Housing – 132 Northampton Road**

President Griesemer summarized the evaluation and public participation process for the project; it has been discussed at Council, Finance Committee, JCPC, and CRC meetings, and an Open Meeting of the Residents on June 24, 2019. In addition, the Council has made every attempt to post all materials regarding the project on the project page.

Councilor Schreiber stated that the Community Resources Committee voted 4-0 in support of all CPA proposals.

Councilor Steinberg stated that the Finance Committee voted 5-0 that the proposed project is sound, financially responsible, consistent with the purposes of the Community Preservation Act, and raised no legal questions. The Finance Committee recognizes that there may be other factors that are not financial that may affect the Council's decision about the project. Councilor Steinberg also noted that the Finance Committee did not conduct an analysis of Valley CDC's budgets for development and construction or operations. Councilor Schoen added that one of the concerns expressed is that the developer will come back to the Town to fund potential future public costs, however the Finance Committee judged that the developer has sufficient reserves.

Councilor Pam asked to postpone the vote, stating that she would like further discussion about service coordination and property management, commented about referring to the project as an SRO versus studio apartments, and the ability of tenants to host overnight guests. Asked that the vote be delayed until the Council receives more information and Valley CDC has more firm management plans. After comments by Councilors Brewer and Pam in opposition to a delay, Councilor Pam withdrew the request to postpone.

Councilor De Angelis spoke in favor of moving forward without delay.

Councilor Schoen spoke about her experience visiting studio apartments, conversations with residents and neighbors, visiting the Freckled Fox Café, and requirements that recipients of services reapply yearly.

Councilor Ross responded to Councilor Pam's concerns, stating that the first time the project came up was January 16, heard concerns January 24 from neighbors; the meeting for the broader community was April 24 and has been a dominant topic in committee discussions; the 4 hour meeting on June 24 that

devoted over 2 hours to public comment. No single issue at the Council has been more thoroughly discussed and vetted than this issue.

Councilor Ryan commented that kudos are due to President Griesemer and Finance Committee; the project is an appropriate use of CPA funds, and will not hinder the Town financially. Other concerns are all good questions and have been asked; now those issues are suitable for the ZBA, whose purpose is to address those concerns.

Councilor Hanneke spoke in favor of the project, the project addresses several parts of the master plan regarding housing and it falls within the goals of the Affordable Housing Trust. It may or may not be out of scale for the neighborhood, and there are some concerns about the service plan; both of those concerns are properly addressed in the permitting stage through the ZBA.

Councilor Steinberg spoke in favor of trusting the ZBA and Planning Board to conduct a careful, thoughtful, and thorough process, which is what they have done in the past with other projects.

Councilor De Angelis this has been a difficult process, but the attendance of residents at meetings has been powerful. Need to find ways to talk across difference. Has allowed develop relationships with people both for and against the project.

President Griesemer spoke in favor of the project, stating that while the Council cannot place conditions on their approval, the record of public comment will remain.

Elisa Campbell of 27 Pine Grove, and a representative of the League of Women Voters, spoke on behalf of the League in support of the project, noting the costs of housing in the country and in the state and the inability of a minimum wage worker to afford to live in Amherst. Ms. Campbell stated that it is urgent to address the need for low-income housing in Amherst.

Barbara Gravin Wilbur, an abutter at 126 Northampton Road, commented about her experiences with providing comment about the project, that affordable housing for families is needed more than for individuals, and that the Town should enforce quotas on developers to create more affordable housing.

A homeless Amherst resident spoke in favor of the project, and about her experiences with homelessness, public safety, guest policies, and broker fees.

John Page, of 683 East Pleasant Street, spoke in favor of the project, and about his experience growing up living in affordable housing. Mr. Page commented that Amherst needs the people who need affordable housing; teachers, firefighters, young professionals. The housing crisis must be a top priority for the Town. Will still have a thorough zoning process, but look forward to welcoming 28 individuals to Town.

Aimee Gilbert Loinaz, an Amherst resident, expressed concerns about the resident participation process, stating that there was a lack of outreach to neighbors, and a lack of services for residents. Valley CDC has not been responsive to concerns. Looking for 24/7 care for tenants. Urged the council to obtain a detailed service plan from Valley CDC.

Chad, an Amherst resident, made comments about a donation from Smith College to Valley CDC for affordable housing projects. It is painful to read comments from residents about access to Pratt Field. Urged the Council to approve the project.

Nate Budington, Chair of the CPA Committee and Amherst resident, spoke in favor of the project, urging the Council to vote immediately, and commented that the project is not a halfway house or mental health facility. Vetting of potential resident prevents residents who will pose a risk to the community. The idea that low income people left to their own devices will degrade the neighborhood is false. There is zero evidence that low income living together will create a problem in the neighborhood. Police Chief stated that if the project is well-managed there are no problems. Valley CDC is experienced and will manage the property well.

Peter Jessup, an Amherst resident, spoke in favor of the project, thanked Mr. Budington for his comments and spoke about the difference between this governing body and Town Meeting.

Mr. O'Connor commented that he has been a low-income tenant for the 45 years he has lived in Town. Cautioned the Council not to buy into assurances by the Zoning Board. ZBA granted exceptions to the zoning bylaw. Commented about the process for 1 East Pleasant Street. Mistake to demonize neighbors who have concerns. Urged the Council to listen to neighbors' concerns, and strongly recommended that the Council makes certain that whoever hears this takes their concerns seriously and renders balanced judgement.

Meg Gage of 208 Montague Road commented strongly in favor of the project, and spoke about her positive experience living close to the Survival Center. Heartening to see broad political support, important to have reconciliation & work on policy together. Have had a small successful project in the downtown in the Drake near Lincoln Ave and North Prospect Street.

Tim Atteridge, of 143 Northampton Road, urged the Council to carefully consider before voting, expressed disagreement with the Finance Committee's finding that this is a sound financial proposition and asked if the Town will be on the hook for future unintended costs.

**MOTION:** Councilor Ross moved, second by Councilor De Angelis, to adopt Appropriation and Transfer Order FY20-10, "An Order Appropriating CPA Funds as a Grant for Valley Community Development Corporation – Amherst Studio Apartments," as recommended by the Finance Committee and shown on page 7 of the document entitled "Town Council Finance Committee Recommendation on Community Preservation Act Proposal."

**VOTED BY ROLL CALL 11-0-1** (Councilors Brewer, De Angelis, DuMont, Griesemer, Hanneke, Ross, Ryan, Schoen, Schreiber, Steinberg and Swartz voted Yes; Councilor Pam Abstained; Councilor Bahl-Milne was absent) to adopt Appropriation and Transfer Order FY20-10, "An Order Appropriating CPA Funds as a Grant for Valley Community Development Corporation – Amherst Studio Apartments," as recommended by the Finance Committee and shown on page 7 of the document entitled "Town Council Finance Committee Recommendation on Community Preservation Act Proposal."

- c. **Establish a process for candidates to publish statements regarding their candidacy on the Town Bulletin Board [Charter Sec. 7.6]**

President Griesemer explained the Charter requirement of publishing candidates' statements on the Town bulletin board.

Councilors discussed the wording of the motion, where the policy will end up, where statements would be posted, the appropriateness and legality of using the Town website for candidates' statements, and the feasibility of having a report to the Council by July 22.

Councilor Brewer suggested that GOL seek a legal opinion to bring to the Council for the July 22 meeting.

**MOTION:** Councilor Hanneke moved, second by Councilor Steinberg, that the Town Council charge the Governance, Organization and Legislation Committee with advising the Town Council on a process for candidates to publish statements regarding their candidacy on the Town bulletin board, pursuant to Charter Sec. 7.6, with an initial report to the Town Council on July 22, 2019.

**VOTED** 12-0-0 (Councilor Bahl-Milne was absent) that the Town Council charge the Governance, Organization and Legislation Committee with advising the Town Council on a process for candidates to publish statements regarding their candidacy on the Town bulletin board, pursuant to Charter Sec. 7.6, with an initial report to the Town Council on July 22, 2019.

d. **Proposed Revisions of Committee Charges**

(1) **BCG**

Councilor Hanneke stated that the Council referred committee charges to GOL to address formatting, the proposed changes are to make formatting consistent, and add purpose section and type. GOL voted unanimously to recommend approval of the revised charge.

**MOTION:** Councilor Hanneke moved, second by Councilor Ross, to approve the revised BCG charge, as recommended by GOL on June 24, 2019.

**VOTED** 12-0-0 (Councilor Bahl-Milne was absent) to approve the revised BCG charge, as recommended by GOL on June 24, 2019.

(2) **JCPC**

Councilor Hanneke stated that the purpose section was the biggest change, and the charge was reformatted.

**MOTION:** Councilor Ryan moved, second by Councilor De Angelis, to approve the revised JCPC charge, as recommended by GOL on June 24, 2019.

**VOTED** 12-0-0 (Councilor Bahl-Milne was absent) to approve the revised JCPC charge, as recommended by GOL on June 24, 2019.

(3) **GOL**

Councilor Hanneke stated that there was confusion about the committee's charge, and the changes sought to clarify that. GOL would advise the Council if a reorganization plan were submitted by the Town Manager, and the structure of town committees.

Councilor Schoen commented that it makes sense to review committees' structure each year.

Councilor Brewer commented that a committee should be designated to review proclamations and citations, which are not included in the proposed charge. Councilor Hanneke responded that timing is a problem with reviewing proclamations and citations; GOL is looking at rules around proclamations and citations in terms of timing. President Griesemer commented that guidance about proclamations and citations would be useful. Is there a way for GOL to advise the council on guidelines for proclamations and citations. Councilor Ross responded that GOL is looking at how the Council receives proclamations and citations. Review of clear consistent and actionable for citations does not address the underlying problem. Councilor Steinberg commented that his experience on the Select Board receiving requests for proclamations and resolutions was that some requests were valid and some were questionable. Councilor Ross suggested waiting to vote until there are rules regarding proclamations and citations.

No Council action was taken.

e. **Charter Requirement to Study the Feasibility of Establishing the Position of ADA coordinator** [*Charter Sec. 10.12(a)*]

President Griesemer spoke about the Charter requirements of studying three topics in Charter Sec. 10.12.

Councilor Hanneke drafted the charges, but hoped that the discussion would provide guidance about what the Council is looking for.

Councilor Brewer spoke in favor of a group to advise the Town Manager; the Town Manger should work with stakeholders to come up with a recommendation.

Councilor Steinberg expressed concerns about the financial aspect of adding a position, that the Finance Committee is not represented in the study, and expressed hesitancy to create a group who would advocate for a position that the Town may not be able to fund.

Councilor Schoen spoke in favor of creating a study group that may or may not have Councilors participate.

Councilor Ross spoke in opposition to creating another committee, and stated that the Council, Town Manager, and a financial representative should be included.

Mr. Bockelman stated that the Council can delegate to the Town Manager.

Councilors discussed including residents, Finance Committee, and including or seeking input from the Disability Access Advisory Committee.

President Griesemer asked the Town Manager to return to the Council with a recommendation at the next Council meeting.

Chad, an Amherst resident, commented that the Town already has a Human Rights Commission.

f. **Charter Requirement to Study the Feasibility of permitting non-citizens to vote and hold elective office & lowering the voting age** [*Charter Sec. 10.12(b)(c)*]

Councilor Hanneke stated that she drafted a charge, but that there are many ways to conduct the study.

Councilor Pam asked about non-citizens ability to vote. Councilor Brewer responded that it is not legal in Massachusetts, special legislation would be needed. Consider adding a committee member who is under 18.

Councilors discussed the scope of a potential committee, and the need for a more broad election issues committee.

Councilor Brewer ask that the Town Manager confer with the Town Clerk and others about what the committee would look like and come back with a suggestion.

Mr. Bockelman stated that while it is an aggressive timeline, we have talented staff who can work on it.

Councilor DuMont suggested outreach to groups who work with refugees and undocumented immigrants, and residents who were interested in campaign finance.

Councilor Steinberg pointed out the need for specificity in who would be allowed to vote; previously Town Meeting voted that green card holders be allowed to vote in Town elections.

## **8. Appointments**

### **a. Confirmation of Town Manager Appointments [Charter Sec. 2.11(b)]**

#### **(1) Historical Commission**

Councilor Ross spoke about OCA recommendations for the appointments; OCA sought more information from the Town Manager, who submitted updated memos on June 14 which included additional information that was available regarding the appointees.

**MOTION:** Councilor Ross moved, second by Councilor Hanneke, to confirm the following Town Manager appointments to the Historical Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Patricia Auth (reappointment)
  - Robin Fordham (reappointment)
  - Theodore Parker (reappointment)
- Two-year term to expire June 30, 2021:
  - Jane Wald (reappointment)
  - Jane Sheffler
- One-year term to expire June 30, 2020:
  - Hetty Startup

**VOTED** 12-0-0 (Councilor Bahl-Milne was absent) to confirm the following Town Manager appointments to the Historical Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Patricia Auth (reappointment)
  - Robin Fordham (reappointment)
  - Theodore Parker (reappointment)
- Two-year term to expire June 30, 2021:

- Jane Wald (reappointment)
- Jane Sheffler
- One-year term to expire June 30, 2020:
  - Hetty Startup

**(2) Local Historic District Commission**

**MOTION:** Councilor Ross moved, second by Councilor Ryan, to confirm the following Town Manager appointments to the Local Historic District Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Peggy Schwartz
  - Greta Wilcox
  - Karin Winter
- Two-year term to expire June 30, 2021:
  - Maurianne Adams (reappointment)
  - Jennifer Taub (reappointment)

**VOTED 12-0-0** (Councilor Bahl-Milne was absent) to confirm the following Town Manager appointments to the Local Historic District Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Peggy Schwartz
  - Greta Wilcox
  - Karin Winter
- Two-year term to expire June 30, 2021:
  - Maurianne Adams (reappointment)
  - Jennifer Taub (reappointment)

**(3) Human Rights Commission**

**MOTION:** Councilor Ryan moved, second by Councilor Hanneke, to confirm the following Town Manager appointments to the Human Rights Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Matthew Charity (reappointment)
  - Romarin Speck
- Two-year term to expire June 30, 2021:
  - Benjamin Herrington
  - Deborah Neubauer
  - Gazit Chaya Nkosi
- One-year term to expire June 30, 2020:
  - Sid Ferreira (reappointment)

**VOTED 12-0-0** (Councilor Bahl-Milne was absent) to confirm the following Town Manager appointments to the Human Rights Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:



- Matthew Charity (reappointment)
- Romarin Speck
- Two-year term to expire June 30, 2021:
  - Benjamin Herrington
  - Deborah Neubauer
  - Gazit Chaya Nkosi
- One-year term to expire June 30, 2020:
  - Sid Ferreira (reappointment)

**(4) Public Art Commission**

Councilor Brewer noted that one vacancy remains on the committee.

**MOTION:** Councilor Brewer moved, second by Councilor De Angelis, to confirm the following Town Manager appointments to the Public Art Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - James Barnhill
  - Jacqueline Sheridan
  - Shoshona King (reappointment)
- Two-year term to expire June 30, 2021:
  - Amy Crawley (reappointment)
  - Ellen Keiter (reappointment)

**VOTED 12-0-0** (Councilor Bahl-Milne was absent) to confirm the following Town Manager appointments to the Public Art Commission, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee report of July 1, 2019:

- Three-year term to expire June 30, 2022:
  - James Barnhill
  - Jacqueline Sheridan
  - Shoshona King (reappointment)
- Two-year term to expire June 30, 2021:
  - Amy Crawley (reappointment)
  - Ellen Keiter (reappointment)

**(5) Affordable Housing Board of Trustees**

Councilor De Angelis recused herself from the discussion, as the spouse of a candidate.

Councilor Ross gave a verbal report stating that OCA voted 5-0 to recommend approval.

**MOTION:** Councilor Ross moved, second by Councilor Ryan, to confirm the following Town Manager appointments to the Affordable Housing Board of Trustees, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee verbal report July 1, 2019:

- Two-year term to expire June 30, 2021:
  - Rob Crouner
  - Carol Lewis
  - Erica Piedade
  - William Van Heuvelen

- One-year term to expire June 30, 2020:
  - John Hornick (reappointment)
  - Thomas Kegelmann (reappointment)
  - Nancy Schroeder (reappointment); start date

**VOTED** 11-0-0 (Councilors Bahl-Milne and De Angelis were absent) to confirm the following Town Manager appointments to the Affordable Housing Board of Trustees, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee verbal report July 1, 2019:

- Two-year term to expire June 30, 2021:
  - Rob Crowner
  - Carol Lewis
  - Erica Piedade
  - William Van Heuvelen
- One-year term to expire June 30, 2020:
  - John Hornick (reappointment)
  - Thomas Kegelmann (reappointment)
  - Nancy Schroeder (reappointment); start date

#### **(6) Public Shade Tree Committee**

Councilor Ross stated that OCA voted 4-0-1 to recommend the appointees. A constituent asked a Councilor not to recommend one of the appointees.

Councilor DuMont asked about how the Town Manager determines which candidates get a longer or shorter term length. Mr. Bockelman responded that typically, he would consider how long a person has already served in order to encourage turnover, but there were not other applicants at this time. Mr. Lappen is the Chair of the committee, so he was recommended for a slightly longer term.

**MOTION:** Councilor Ross moved, second by Councilor Ryan, to confirm the following Town Manager appointments to the Public Shade Tree Committee, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee verbal report July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Clare Bertrand
  - Bennett Hazlip
  - Gordon Green (reappointment)
- Two-year term to expire June 30, 2021:
  - Shoshona King
  - Henry Lappen (reappointment)
- One-year term to expire June 30, 2020:
  - Nonny Burack (reappointment)

**VOTED** 11-0-1 (Councilor DuMont Abstained; Councilor Bahl-Milne was absent) to confirm the following Town Manager appointments to the Public Shade Tree Committee, effective July 1, 2019, as recommended by the Outreach, Communications and Appointments Committee verbal report July 1, 2019:

- Three-year term to expire June 30, 2022:
  - Clare Bertrand
  - Bennett Hazlip
  - Gordon Green (reappointment)
- Two-year term to expire June 30, 2021:
  - Shoshona King

- Henry Lappen (reappointment)
- One-year term to expire June 30, 2020:
  - Nonny Burack (reappointment)

b. **Clerk of the Council [Charter Sec. 2.9(a)]**

President Griesemer stated that the Town advertised a vacancy but not a position, as there is not funding for a full-time position. Ms. Nartowicz helped draft a job description, but it is not finalized. Town Manager appointed Ms. O’Keeffe as temporary Clerk of the Council. She may be tasked with visibility and coordination with public and other staff. Details will be worked out with the Town Manager.

Councilor Brewer stated that the notice did not indicate that an applicant could apply for a position, asked about staff assigned to prepare minutes for committee meetings. Mr. Bockelman responded that there is a need for staff support for committee meeting minutes. Clerk’s roll would manage the minute-taker if one were hired. Councilor Brewer asked about hiring as a Town Council; how does this work in the future. President Griesemer added that evaluation also needs to be addressed.

Mr. Bockelman stated that the Council is not hiring staff, the Council is appointing someone who may be an existing Town employee. If this were a new position, it would be a much different process. Charter allows appointment of existing Town employee. Town Clerk was hired with the idea that Council may appoint them as the Clerk. If it were a full time stand alone job, it would be advertised and hired separately.

Councilor DuMont asked about OCA’s involvement. Councilor Brewer responded that it is not a committee appointment. Councilor Ross stated that the OCA charge specifically references Charter Sec. 2.9, first item in 2.9 is Clerk of the Council; the Council may waive the OCA referral. Councilor Swartz thought it did fit within OCA’s charge; OCA could take the initial work of revising the job description and look at candidates to bring to Town Council. Councilor De Angelis commented that having worked with Ms. O’Keeffe and seen the quality of her work, the Council could comfortably bypass OCA. Councilor Schoen commented that the job duties outlined in the Rules of Procedure match the draft job description. Councilor Hanneke commented that alternatively, GOL could look at the job description, she is comfortable skipping the OCA process. As discussed previously, the current OCA process is not working for appointments, so OCA may not be ready to look at the Clerk position. Do not recall that appointments for the Clerk or Town Manager would automatically go to OCA; recommend that the Council appoint Ms. O’Keeffe and add review of OCA’s charge on a future agenda. Councilor Ross commented that the Council did actively put Sec 2.9 in OCA’s charge, Town Manager appointment is 3.1, therefore the Council actively put in a charter section that would include the Clerk. Do not imagine OCA would use committee appointment process for Clerk. In the future, makes sense for OCA to be consulted.

**MOTION:** Councilor Hanneke moved, second by Councilor Pam, per Section 2.9 (a) of the Charter, to appoint Athena O’Keeffe, an existing employee of the Town, as Clerk of the Council, effective July 1, 2019. Further, we instruct the Town Manager to take the necessary steps to ensure that the Council’s decision is carried out.

**VOTED** 12-0-0 (Councilor Bahl-Milne was absent) per Section 2.9 (a) of the Charter, to appoint Athena O’Keeffe, an existing employee of the Town, as Clerk of the Council, effective July 1, 2019. Further, we instruct the Town Manager to take the necessary steps to ensure that the Council’s decision is carried out.

Athena O’Keeffe was sworn in as Clerk of the Council by President Griesemer.

**9. Committee Reports**

- a. **Audit Committee**
- b. **Bylaw Review Committee**
- c. **Community Resource 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. **June 17, 2019**
- b. **June 24, 2019 Open Meeting of the Residents**

**MOTION:** Councilor De Angelis moved, second by Councilor Hanneke, to approve the minutes of the June 17, 2019 Town Council meeting, and the minutes of the June 24, 2019 Open Meeting of the Residents as presented.

**VOTED** 11-0-1 (Councilor Swartz Abstained; Councilor Bahl-Milne was absent) to approve the minutes of the June 17, 2019 Town Council meeting, and the minutes of the June 24, 2019 Open Meeting of the Residents as presented.

**11. Town Manager Report**

Councilor Hanneke asked about a timeline for Groff park. Mr. Bockelman responded that we are looking at a couple of weeks.

Councilor DuMont expressed appreciation for the Town Manager’s reports, which she has been sharing at District meetings. Would like to see a “sustainability” section and asked about the contract with Amherst Community Television. Mr. Bockelman stated that he is meeting with the ACTV Board of Directors and Amherst Media; provision allows us to reopen the contract if there is a change in the form of government. The Town will make changes, and ensure everything in the Charter is covered in the contract. Councilor DuMont asked about IT posting videos of meetings.

Councilor Ross asked if the delay for the temporary bridge is pushing the timeframe for the permanent bridge. Mr. Bockelman stated that the Town would wait for state funding for the permanent bridge.

Councilor Brewer commented that the Town Manager’s report stated that the Council is getting a department head appointment in between meetings; no time for a written report from OCA. President Griesemer responded that a verbal report is fine, with an oral summary of OCA’s discussion and recommendation.

**12. Town Council Comments**

- a. **President report** – President Griesemer stated that she will provide an updated Town Manager evaluation timeline; the survey monkey evaluation tool allows for the compilation of responses more quickly. In review of requirements for zoning bylaw changes, it was discovered that a requirement was not met, so the public hearing and vote will be held July 22.
- b. **Future agenda items** – President Griesemer stated that GOL will review a policy regarding flying additional flags.
- c. **Councilor comments** – Councilor DuMont reminded Councilors to respond to the google form regarding outreach.

**13. Topics Not Reasonably Anticipated by the President 48 Hours in Advance**

**14. Executive Session - None**

**15. Adjourn**

**MOTION:** Councilor Ryan moved, second by Councilor Steinberg to adjourn.

**VOTED** 12-0-0 to adjourn at 10:25 p.m. on July 1, 2019.

Respectfully submitted,



Athena O’Keeffe  
Clerk of the Council

**Record of Agenda Packet Materials and Documents Presented**

- 07-01-2019 FINAL Town Council Agenda 06-28-2019
- 10a 06-17-2019 DRAFT Town Council Minutes 6-28-2019
- 10b 06-24-2019 DRAFT Town Council Open Meeting of the Residents Minutes
- 11 FEMA letter 6.18.2019 re flood insurance rate map
- 11 Town Manager Report 07-01-2019
- 2019-07-01 OCA Report to Town Council REVISED 06-30-2019
- 7b 9e 06-28-2019 Finance Committee report 07-01-2019
- 7b Affordable Housing - Town Support

7b Copy of 2017 Housing Development TDC Costs  
7b Fwd Cost Comparison for Development Cost at 132 Northampton Road  
7b Per Unit TDC Caps 2018-2019 from DHCD QAP  
7d 9f 2019-06-24 GOL Report to Town Council - FINAL  
7d1 BCG\_RevisedCharge\_Revised5-22-2019  
7d2 JCPC Charge -GOL Revision 5-22-19 - Clean Copy  
7d3 GOL\_RevisedCharge\_Revised5-22-2019  
7e Americans With Disabilities Act Coordinator Ad Hoc Committee Charge - DRAFT  
7f Electoral Reforms Ad Hoc Committee Charge - DRAFT  
8a1 Historical Commission Appointments - 06-07-2019  
8a1 Historical Commission Appointments - 06-07-2019 Revised 06-14-2019  
8a1 Historical Commission Charge  
8a2 07-01-2019 Local Historic District Commission Appointments - 06-07-2019 Update 06-14-2019  
8a2 Local Historic District Commission Appointments - 06-07-2019  
8a2 Local Historic District Commission Charge  
8a3 Human Rights Commission Appointments - 06-07-2019  
8a3 Human Rights Commission Appointments - 06-07-2019 Revised 06-14-2019  
8a3 Human Rights Commission Charge  
8a4 Public Art Commission Appointments - 06-07-2019  
8a4 Public Art Commission Appointments - 06-07-2019 Revised 06-14-2019  
8a4 Public Art Commission Charge  
8a5 Affordable Housing Trust Board of Trustees Appointments - 06-20-2019  
8a5 Affordable Housing Trust Charge  
8a5 Affordable Housing Trust Charge  
8a6 Public Shade Tree Committee Appointments - 06-20-2019  
8a6 Public Shade Tree Committee Charge  
8a6 Public Shade Tree Committee Charge  
8b Appointment of Temporary Clerk of the Council - 06-19-2019  
8b Memorandum regarding Clerk of the Council  
DRAFT Motions for Town Council 07-01-2019  
DRAFT Motions for Town Council 07-01-2019 rev 06-29-2019  
Timeline for Town Manager FY19 Evaluation rev 06-20-19