



**Town of Amherst
Town Council Meeting**

**Monday, November 18, 2019 5:30 p.m.
Town Room, Town Hall
4 Boltwood Avenue**

Minutes

1. Call to order and declaration of a quorum

President Griesemer declared the presence of a quorum and called the meeting to order at 5:31 p.m.

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

Councilors absent: None

Councilors participating remotely: None

Others present: Town Manager Paul Bockelman, Sustainability Coordinator Stephanie Ciccarello, Economic Development Director Geoff Kravitz, Clerk of the Council Athena O’Keeffe

President Griesemer announced audio and video recording by Amherst Media.

6. Presentations and Discussion

a. Capital Investments Listening Sessions – logistics and materials

Councilors reviewed the materials to be used during the listening sessions.

Councilor Bahl-Milne joined the meeting at 5:40 pm.

President Griesemer noted that the materials have been edited and vetted by representatives from the Schools, Library, Department of Public Works, and Fire, who all provided input on the materials.

Councilors discussed minor modifications to the slides.

MOTION: Councilor Hanneke moved, second by Councilor De Angelis, to proceed with the Capital Investments Community Listening Sessions, as presented.

VOTED 12-0-1 (Councilors Bahl-Milne, Brewer, De Angelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz Voted Yes; Councilor DuMont Abstained) to proceed with the Capital Investments Community Listening Sessions, as presented.

5. Proclamations and Commemorations

a. Small Business Saturday Proclamation

Councilor Ryan stated that Governance, Organization, and Legislation Committee voted the proclamation to be clear, consistent, and actionable.

Councilor Steinberg asked about the registered trademark logo in the proclamation. Councilor Hanneke responded that the committee decided to add it to each line.

MOTION: Councilor Pam moved, second by Councilor Hanneke, to adopt the Small Business Saturday Proclamation, as presented.

VOTED Unanimously to adopt the Small Business Saturday Proclamation, as presented.

b. Goodwin Memorial African Methodist Episcopal Zion Church Restoration

Roger Wallace, a congregant of Goodwin Memorial AME Zion Church, spoke about the building, and the importance of the church restoration to the congregants.

Peter Blood, who spoke on behalf of the church, stated that Amherst is lucky to have two of the oldest continually operating black congregations in the Pioneer Valley. So far the church has raised over \$30,000 for the building. This proclamation is an opportunity to say that Amherst stands with this group that has been traditionally disenfranchised.

Councilor De Angelis thanked the church Choir for their participation in Town events, particularly those involved with sanctuary.

Councilor Brewer noted that the Town's past practice has been to mention if something has been supported in the past, and Town Meeting did allocate funds in the past.

Councilor Pam echoed Councilor De Angelis' comments.

MOTION: Councilor De Angelis moved, second by Councilor Hanneke, to adopt the Proclamation in Support of Goodwin Memorial African Methodist Episcopal Zion Church Restoration, as presented.

MOTION: Councilor Brewer moved, second by Councilor Hanneke, to amend the Proclamation in Support of Goodwin Memorial African Methodist Episcopal Zion Church Restoration to include reference to 2015 Town Meeting vote to appropriate CPA funds to the church.

VOTED Unanimously to amend the Proclamation in Support of Goodwin Memorial African Methodist Episcopal Zion Church Restoration to include reference to 2015 Town Meeting vote to appropriate CPA funds to the church.

VOTED: Unanimously to adopt the Proclamation in Support of Goodwin Memorial African Methodist Episcopal Zion Church Restoration, as amended to include reference to 2015 Town Meeting vote to appropriate CPA funds to the church.

2. Announcements

Council Meeting

December 2, 2019, 5:30 pm, Amherst Regional Middle School Auditorium

State of the Town Address

December 2, 2019, 6:30 pm, Amherst Regional Middle School Auditorium

Four Towns Meeting

December 7, 2019, 9:00 am, Amherst Regional Middle School Library

Capital Investments Community Listening Sessions

December 3, 3:30-5:30 pm – Bangs Community Center Large Activity Room

December 3, 7:00-9:00 pm – Crocker Farm Elementary Cafeteria

December 9, 3:30-5:30 pm – Fort River Elementary Library

December 9, 6:00-8:00 pm – Wildwood Elementary Library

Swearing-In of Newly-Elected Town Officials

January 6, 2020, 6:00 pm – Town Room, Town Hall, preceding the regular Town Council Meeting

Councilor Brewer asked that in the future, the Council President share expectations about the annual reports with the groups who must submit them to the Council.

7. Action Items

a. Energy and Climate Action Committee Recommendations

Laura Draucker and Andra Rose, Chair and Vice Chair, respectively, of the Energy and Climate Action Committee (ECAC) spoke about the committee's work so far, including outreach efforts, the recommended goals, the rationale behind the goals, and next steps.

Councilor questions and comments:

Councilor Bahl-Milne thanked the ECAC committee for their work and asked what it means to people when we state a reduction percentage by a certain date. L. Draucker responded that it would mean driving 50% less or using 50% less home heating oil. In many instances, a 50% reduction is not feasible, and a new system is needed. A. Rose added that education and research will be needed to reach the goal.

Councilor Steinberg thanked the committee, and stated that ambitious goals are good. Feedback is impressive, but we only touch a very small portion of the community. Community will be asking about how the goals will affect them and ask if they can live in the Town. There will be costs to residents. L. Draucker responded that cost questions come up frequently, and that requires us to be innovative about how we budget and look at procurement. We cannot have a plan that will be cost prohibitive to residents. Leasing is a perfect example to create opportunities. Need tenants and landlords to be motivated to make improvements and use less resources.

Councilor Schoen thanked the committee to their work and reaching the community. C. Schoen asked about how we bring other towns and beyond with us. A. Rose responded that the ECAC looked at other municipalities; what we do in Amherst matters because we are a model. We do not want to promote solutions that are not feasible. L. Draucker added that Sustainability Coordinator Stephanie Ciccarello is part of a New England sustainability network.

Councilor Ryan asked about conversations the committee has had in terms of collaboration. L. Draucker responded that the committee includes members from the colleges. The universities have goals of carbon neutrality by 2030. They will help push us to meet our goals and vice versa.

Councilor Swartz asked about sustainability in small farms. L. Draucker responded that Amherst is lucky to have colleges with farms that can help with that work, the committee will need to think about how to reach out to the agricultural community at a more opportune time of year for them.

Councilor Hanneke thanked the committee and asked to clarify if the first two goals are town wide including the colleges, and stated that the third goal is unclear. L. Draucker responded that the goal includes the colleges, which is to our advantage. An example of the third goal would be if a facility needs a new air handler unit, they would buy one that is compatible with a more energy efficient hot water heater that would be purchased in the future.

Councilor Brewer commented that it is easy to accept the goals, but need to understand that this will be continually in front of us.

Councilor Ryan asked a question on behalf of a constituent, about measuring against our goals. L. Draucker responded that there are tools to measure and track our emissions. We will need people power to crunch the numbers.

President Griesemer commented about the four major capital investments in terms of the goals, the implications of bylaws like the net zero bylaw and implications with renovation or new build, and how to get to net zero. Net zero does not apply to renovations, not new buildings. Look at the goals and look for where we can make the biggest impact. L. Griesemer asked how the goals will be enforced. L. Draucker

responded that much of those issues will be addressed in the climate action plan. A. Rose stated that the ECAC is not thinking in terms of enforcement but incentives, and creating resources that we can provide without great cost.

Councilor DuMont thanked the ECAC for the presentation and inspirational guidance leading us to the unanimous recommendation, and thanked the Town Manager for choosing the members of the committee. Hoping for a big cultural shift in the next few years.

Councilor Bahl-Milne commented that behavioral change is hard, but would like to see us all put our heads together and figure out how we can address resistance to change.

Councilor De Angelis commented that the room is full of people who can afford energy efficient changes, but we need to think about all of Amherst and about how we can be an inclusive community.

Councilor Swartz commented that we want to do things that will effect this change without shaming those who want to change but do not have the same resources. A. Rose responded that renters cannot grow their own food in a rental property. There are exciting solutions that can reach all areas of the Town.

Public comment:

Peter Blood, an Amherst resident, commented that we should not make assumptions about willingness to act on climate change. Poor and racial minorities are high in their commitment to climate change. Some may be reluctant to use electric assist bicycles, but fear for their lives when riding bicycles in Amherst. Public transportation does not reach all areas of the town.

Two Amherst Regional High School students, and members of the Sunrise and Environmental Action Clubs, spoke about their generation as the most effected by climate change, expressed excited about the ECAC committee, urged the Council adopt the goals, and proposed that Amherst be carbon neutral by 2030. Beyond 2030, Amherst should be carbon negative.

Russ Vernon-Jones, an Amherst resident, spoke support of the goals. It makes sense to set goals, even if we are unsure how to get there. R. Vernon-Jones spoke in favor of setting a goal earlier than 2050.

John Root, an Amherst resident and past member of the Recycling and Refuse Management Committee, commented about the Solid Waste Master Plan, which was adopted but not acted upon, expressing concern that the same thing will happen with the goals. Solid waste management is the biggest bang-for-your-buck, pay as you throw has reduced waste in other communities by as much as 50%.

Chris Riddle, an Amherst resident of Strong Street, encouraged the Council to avoid Town Meeting's mistake and disregard the committee's expertise. The real challenge is to work out the means and methods of the climate action plan.

Julian, a young Amherst resident, echoed previous comments, and added that the Town needs to provide grants and other sources of revenue to lower income areas of town, suggested community gardens and sustainable landscapes in and around apartment complexes, and spoke in favor of an earlier deadline than 2050.

Felicia Mednick of Mothers Out Front thanked the Council and the committee, and commented about changing behaviors and avoiding impinging freedoms in favor of the safety and well being of the whole community.

Lydia Vernon-Jones, an Amherst resident, commented that there are many people behind the Council who are supportive and encouraged the Councilors not be afraid to lead.

MOTION: Councilor DuMont moved, second by Councilor De Angelis, to adopt the following Climate Action Goals, as recommended by the Energy and Climate Action Committee report of November 13, 2019:

- 50% reduction in Town-wide greenhouse gas emissions below FY2016 levels by 2030, with an interim goal to meet 25% reductions by 2025.
- Be carbon neutral no later than 2050.
- Be prepared to achieve carbon neutrality as early as 2030 by planning and advocating for state and federal action and taking advantage of technological advances.

MOTION: Councilor Hanneke moved, second by Councilor Ross, to refer the Climate Action Goals, as recommended by the Energy and Climate Action Committee report of November 13, 2019, to the Community Resources Committee and Finance Committee, with a report to the Council in 45 days.

Councilor Hanneke stated that the intention is not to take away from the work of the ECAC, but the Council is tasked with looking from more than one point of view, and the referral would look at impacts, benefits, drawbacks of adopting the goals. Cannot do that tonight without sending to committees to report on those goals. The Council owes it to the residents to show them that we did consider all of that before making the tough decision.

Councilor Schoen spoke in opposition to the motion, stating that we are at the broad goals, may want to hold hearings on the goals, but the committee has done what they were charged with and now we can move on and see what actions we can take.

Councilor De Angelis spoke in opposition to the motion, and about the urgency to take action.

Councilor Steinberg spoke in opposition to the motion, stating that he does not see the advantage of a referral at this point.

Councilor Ross commented that the Council typically does not vote at the first reading, spoke in favor of the goals, but expressed concerns with not referring.

Councilor Brewer commented that we should not have to talk about it twice.

Councilor Schreiber spoke in opposition to the motion.

Councilor Hanneke commented that referral allows Councilors an opportunity to hear the presentation, ask questions, and go back and think before voting.

Councilor Schoen commented that by setting stretch goals, we will have policies that will let us know if we are making a difference.

Councilor Bahl-Milne commented that, given that climate change is an emergency, we should act now.

VOTED 1-12 (Councilor Hanneke votes Yes; Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted No) to refer the Climate Action Goals, as recommended by the Energy and Climate Action Committee report of November 13, 2019, to the Community Resources Committee and Finance Committee, with a report to the Council in 45 days. The motion failed.

MOTION: Councilor Brewer moved, second by Councilor Swartz, to suspend rule 8.4.

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 suspend rule 8.4.

VOTED: Unanimously to adopt the following Climate Action Goals, as recommended by the Energy and Climate Action Committee report of November 13, 2019:

- 50% reduction in Town-wide greenhouse gas emissions below FY2016 levels by 2030, with an interim goal to meet 25% reductions by 2025.

- Be carbon neutral no later than 2050.
- Be prepared to achieve carbon neutrality as early as 2030 by planning and advocating for state and federal action and taking advantage of technological advances.

6.b. Downtown Parking Working Group Report

Economic Development Director Geoff Kravitz and Chair of the Downtown Parking Working Group (DPWG) Christine Gray-Mullen spoke about the committee's work and the final report, which incorporated the Council's questions and comments from the consultant's presentation.

C. Gray-Mullen stated that the last action of the DPWG was to write a memo to the Town Council with first steps. The DPWG's suggestions include creation of a dedicated parking management position, and creation of a dedicated funding source for transportation and parking improvements.

Town Manager Paul Bockelman stated that credit is due to the DPWG for their work. The challenge is where the money comes from. We can reallocate staff to fulfill this function, but that takes staff away from other duties.

Councilor Steinberg thanked the committee, and expressed appreciation for the reports that the committee has provided to the Select Board and the Council. Councilor Steinberg questioned the rationale of creating the parking district, and asked about how the fund differs from the current parking enterprise fund. The Council must also figure out how to support the bus system and how changes will impact the budget.

Councilor De Angelis thanked the committee, and commented about validation as an option, and that if income is dedicated to the downtown, want to make sure some of the responsibility is taken on in the downtown.

Councilor Schoen thanked the committee, asked about dedicated parking management staff in Northampton, suggested that funds be used to extend bus routes during evening hours, using parking revenues to subsidize other modes of transportation, and commented on the need for consistent signage.

Councilor Brewer commented that when we refer, we must make sure we give direction and input to the committee. Regarding the PVTA, the town pays for a tiny fraction of the PVTA, UMass does not pay for the whole system. The Select Board imagined that TAC would eventually take on parking, now it makes sense that this be referred to the CRC.

Councilor Schoen added support for the referral to CRC, to grapple with specifics like pricing of permits, number of permits, and specifics beyond signage.

Councilor Pam spoke in favor of referring to CRC and Fin Com.

Councilor Hanneke commented that CRC could take DPWG recommendations and come up with recommendations to the Council, if there are financial implications it would go to Finance Committee before a hearing is held.

Councilors discussed the appropriate committee to consider parking.

Councilor DuMont spoke in favor of not enforcing after 6 pm.

MOTION: Councilor Ross moved, second by Councilor De Angelis, to refer the Downtown Parking study and memo from the Downtown Parking Working Group to the Community Resources Committee, with a report back to the Town Council on the priority recommendations of the Downtown Parking Working Group within 90 days.

VOTED 12-1-0 (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Hanneke, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Pam voted No) to refer the Downtown

Parking study and memo from the Downtown Parking Working Group to the Community Resources Committee, with a report back to the Town Council on the priority recommendations of the Downtown Parking Working Group within 90 days.

MOTION: Councilor Hanneke moved, second by President Griesemer, to dissolve the Downtown Parking Working Group.

VOTED: Unanimously to dissolve the Downtown Parking Working Group.

7.b. Amendment to Rules of Procedure Rules 10.4 and 10.5, relating to ad hoc committees and work groups, 2nd reading

Councilor Ryan reported that the Governance, Organization, and Legislation Committee voted to recommend the Town Council adopt revisions.

Councilor Steinberg questioned subsection h.

MOTION: Councilor Steinberg moved, second by Councilor Ryan, to amend the document titled “Rule 10.4 Ad Hoc Council Committees Adopted by GOL 10-02-2019” by adding the following language after “An Ad Hoc Committee is dissolved by majority vote of the Council:” “unless the motion to create includes a date or other provision regarding its dissolution.”

VOTED 12-1 (Councilors Bahl-Milne, Brewer, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor De Angelis voted No) to amend the document titled “Rule 10.4 Ad Hoc Council Committees Adopted by GOL 10-02-2019” by adding the following language after “An Ad Hoc Committee is dissolved by majority vote of the Council:” “unless the motion to create includes a date or other provision regarding its dissolution.”

MOTION: Councilor Ross moved, second by Councilor Ryan, to amend the Town Council Rules of Procedure as follows:

1. Rescind current Rule 10.4 Ad Hoc Council Committees in its entirety;
2. Adopt new language for Rule 10.4 Ad Hoc Council Committees as recommended by the Governance, Organization, and Legislation Report dated November 18, 2019 and set forth in the document titled “Rule 10.4 Ad Hoc Council Committees Adopted by GOL 10-02-2019” as amended;
3. Delete the heading “10.5 Work Groups (Will refer to GOL – To develop way to enable work groups)” in its entirety;
4. Renumber Rules 10.6, 10.7, 10.8, 10.9, and 10.10 to Rules 10.5, 10.6, 10.7, 10.8, and 10.9 respectively;
5. Amend Rule 10.3, first bullet point, changing “10.10” to “10.9”; and
6. Update the Table of Contents to reflect these changes.

VOTED 12-0-1 (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Hanneke, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Pam Abstained) to amend the Town Council Rules of Procedure as follows:

1. Rescind current Rule 10.4 Ad Hoc Council Committees in its entirety;
2. Adopt new language for Rule 10.4 Ad Hoc Council Committees as recommended by the Governance, Organization, and Legislation Report dated November 18, 2019 and set forth in the document titled “Rule 10.4 Ad Hoc Council Committees Adopted by GOL 10-02-

- 2019” as amended;
3. Delete the heading “10.5 Work Groups (Will refer to GOL – To develop way to enable work groups)” in its entirety;
 4. Renumber Rules 10.6, 10.7, 10.8, 10.9, and 10.10 to Rules 10.5, 10.6, 10.7, 10.8, and 10.9 respectively;
 5. Amend Rule 10.3, first bullet point, changing “10.10” to “10.9”; and
 6. Update the Table of Contents to reflect these changes.

7.c. Town Council Liaisons, 1st Reading

Councilor Ryan reported that the Governance, Organization, and Legislation Committee discussed Councilors refraining from opinion when serving as liaisons, and that Councilors ought to observe, share information, and refrain from advocating or promoting a particular policy.

Councilors discussed including language to restrict Councilors’ participation at meetings.

Councilor Steinberg commented that his experience varied by committee and depended on unique circumstances and nature of the meeting and relationship between liaison and committee. Liaisons are not there to vote or influence the committee, and may not commit the Council to a course or action nor appear to speak on behalf of the Council.

Councilors discussed the restrictive nature of rules regulating behavior, and the pros and cons of including more specific rules about liaison’s behavior at meetings.

7.d. Designation of Representatives to Four Towns Meeting Follow Up

Councilor Steinberg reported that the Finance Committee discussed this at the last meeting and recommended that the Chair of the Finance Committee and President of the Council be designated to speak on behalf of the Council.

MOTION: Councilor Schoen moved, second by Councilor Hanneke, to designate the Council President and the Chair of the Finance Committee to speak on behalf of the Town Council in discussions at the Four Towns Meeting.

VOTED: Unanimously to designate the Council President and the Chair of the Finance Committee to speak on behalf of the Town Council in discussions at the Four Towns Meeting.

7.e. Master Plan Update Referral [Charter Sec 2.11(b)]

Councilor Hanneke stated that the Community Resources Committee could recommend a process to update or adopt the Master Plan, the Chair of the Planning Board would like a positive statement to start the process to give the go ahead to the Planning Board to begin their work on the zoning bylaws, including instructions about who the Planning Board should work with in the process.

Councilor Schreiber expressed concerns about holding up the process.

Councilor Brewer suggested that action be taken in two separate motions.

MOTION: Councilor Hanneke moved, second by Councilor Brewer, to direct the Community Resources Committee, working jointly with the Planning Board, to recommend a process for updating and adopting the Master Plan in accordance with Charter Sec. 9.8.

VOTED Unanimously to direct the Community Resources Committee, working jointly with the Planning Board, to recommend a process for updating and adopting the Master Plan in accordance with Charter Sec. 9.8.

MOTION: Councilor Hanneke moved, second by Councilor Steinberg, to direct the Community Resources Committee to work with the Planning Board to recommend a plan for approaching zoning bylaw revisions.

VOTED: Unanimously to direct the Community Resources Committee to work with the Planning Board to recommend a plan for approaching zoning bylaw revisions.

8. Appointments

Councilor Ross reported the Outreach, Communication, and Appointment Committee recommended all of the proposed Town Manager appointments.

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

(1) Agricultural Commission

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointments to the Agricultural Commission, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Cassandra Uricchio (non-resident)
 - Ryan Karb (reappointment)
- For an two-year term to expire June 30, 2021:
 - Jada Haas
 - Christopher Von Achen

VOTED Unanimously to approve the following Town Manager appointments to the Agricultural Commission, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Cassandra Uricchio (non-resident)
 - Ryan Karb (reappointment)
- For an two-year term to expire June 30, 2021:
 - Jada Haas
 - Christopher Von Achen

(2) Cultural Council

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointments to the Cultural Council, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Jennifer Lind (reappointment)
 - Julianne Applegate
 - Terry Rooney
- For a two-year term to expire June 30, 2021:
 - Georgia Barnhill (reappointment)
 - Sondra Radosh (reappointment)

VOTED Unanimously to approve the following Town Manager appointments to the Cultural Council, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Jennifer Lind (reappointment)
 - Julianne Applegate
 - Terry Rooney
- For a two-year term to expire June 30, 2021:
 - Georgia Barnhill (reappointment)
 - Sondra Radosh (reappointment)

(3) Disability Access Advisory Committee

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointments to the Disability Access Advisory Committee, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Myra Ross
 - Elyse Link
 - Ruth Smith (reappointment)
- For a two-year term to expire June 30, 2021:
 - Serin Derin (reappointment)
 - Victoria Dixon (reappointment)
- For a one-year term to expire June 30, 2020:
 - Gerald Weiss (reappointment)

VOTED Unanimously to approve the following Town Manager appointments to the Disability Access Advisory Committee, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Myra Ross
 - Elyse Link
 - Ruth Smith (reappointment)
- For a two-year term to expire June 30, 2021:
 - Serin Derin (reappointment)
 - Victoria Dixon (reappointment)
- For a one-year term to expire June 30, 2020:
 - Gerald Weiss (reappointment)

(4) Human Rights Commission

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointment to the Human Rights Commission, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a two-year term to expire June 30, 2022:
 - Petua Mukimba

VOTED Unanimously to approve the following Town Manager appointment to the Human Rights Commission, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a two-year term to expire June 30, 2022:
 - Petua Mukimba

(5) Munson Memorial Library Building Trustees

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointments to the Munson Memorial Building Trustees, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Jennifer Vanderleeden
- For a two-year term to expire June 30, 2021:
 - Oliver Waldman

VOTED Unanimously to approve the following Town Manager appointments to the Munson Memorial Building Trustees, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Jennifer Vanderleeden
- For a two-year term to expire June 30, 2021:
 - Oliver Waldman

(6) Transportation Advisory Committee

MOTION: Councilor Ross moved, second by Councilor Ryan, to approve the following Town Manager appointments to the Transportation Advisory Committee, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Bruce Carson (reappointment)
 - Marcus Smith
- For an two-year term to expire June 30, 2021:
 - Aaron Hayden (reappointment)
 - Tracy Zafian
- For a three-year term, effective April 1, 2020, to expire June 30, 2022:
 - Bernie Kubiak

VOTED 12-0-1 (Councilors Bahl-Milne, Brewer, De Angelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor DuMont Abstained) to approve the following Town Manager appointments to the Transportation Advisory Committee, effective immediately, as recommended by the Outreach, Communications, and Appointments Committee report of November 13, 2019:

- For a three-year term to expire June 30, 2022:
 - Bruce Carson (reappointment)
 - Marcus Smith
- For an two-year term to expire June 30, 2021:
 - Aaron Hayden (reappointment)
 - Tracy Zafian
- For a three-year term, effective April 1, 2020, to expire June 30, 2022:
 - Bernie Kubiak

10. Approval of Minutes

- a. October 21, 2019, October 28, 2019 Primer on the Master Plan, October 28, 2019 Public Forum to Address the Master Plan, November 7, 2019 Financial Indicators, November 7, 2019 Public Forum on the Town Budget**

Councilor Schoen asked that the minutes of October 21 drop the words “to their benefit” during the discussion of the assessment method, and that her comments be expanded in the minutes of October 28 regarding street width in the Master Plan.

MOTION: President Griesemer moved, second by Councilor De Angelis, to approve the minutes of October 21, 2019, October 28, 2019 Primer on the Master Plan, October 28, 2019 Public Forum to Address the Master Plan, November 7, 2019 Financial Indicators, November 7, 2019 Public Forum on the Town Budget, as amended.

VOTED 8-0-5 (Councilors De Angelis, Griesemer, Hanneke, Pam, Ryan, Schoen, Schreiber, and Steinberg voted Yes; Councilors Bahl-Milne, Brewer, DuMont, Ross, and Swartz Abstained) to approve the minutes of October 21, 2019, October 28, 2019 Primer on the Master Plan, October 28, 2019 Public Forum to Address the Master Plan, November 7, 2019 Financial Indicators, November 7, 2019 Public Forum on the Town Budget, as amended.

9. Committee reports

a. Audit Committee – no report

b. Bylaw Review Committee – Councilor Ross reported that the committee is on track to submit its final report and bylaws on December 10, the Council can hold the first reading of the bylaws on December 16 and second reading with potential vote on January 6.

c. Community Resources Committee – Councilor Hanneke reported that the committee is finished with the Affordable Housing policy, and will work on speed limits, Master Plan process, and DPWG recommendations.

d. Town Manager and Council Goals Ad Hoc Committee – President Griesemer reported that the committee completed their rough draft of the Town Manager goals, keeping in mind that the document will be used for the Town Manager’s evaluation. The goals will be presented to the Council at the December 16th meeting.

e. Finance Committee – Councilor Steinberg reported that the committee is working on the budget guidelines, to combine former Select Board and former Finance Committee guidelines into one set of new guidelines.

Councilor Brewer asked that the Select Board and Finance Committee Guidelines be included when the new proposed guidelines are presented.

f. Governance, Organization and Legislation Committee – Councilor Ryan reported that the committee is working on committee charges and will continue to work on liaisons with the suggestions received from the Council this evening.

g. Outreach, Communications, and Appointments Committee – Councilor Ross reported that the committee will have an executive summary and outreach summary to present at the next Council meeting; the committee has put together an eight-part OCA process for recommending Council appointment, and the recommended process should be ready for the next Council meeting. Recommended Councilor liaisons should be ready by the next Council meeting as well.

Councilor Brewer noted that the proposed OCA process will be presented for feedback, not Council approval. Councilor DuMont commented that not all members of the committee agree that the process does not need Council approval. Councilor Hanneke suggested the Council be polled for their liaison preferences. Councilor Ross added that the committee is working on criteria to determine which committees need liaisons.

h. Percent for Art Bylaw Ad Hoc Committee – Councilor Schoen reported that the committee is nearing completion of a revised bylaw, which will be sent to CRC and Finance Committee. The committee will meet with Town staff to address questions that have been raised about the bylaw.

11. Town Manager Report

Town Manager Paul Bockelman highlighted staff accomplishments, the recent Veteran’s Day Breakfast hosted by the Senior Center, and the opening of Craig’s Doors.

P. Bockelman spoke about the Transportation Advisory Committee’s (TAC) work on parking.

Councilors engaged in a lengthy discussion about the process that should be used to bring parking changes to the Town Council, the involvement of TAC, and committee and the Town Manager’s role in the process. Several Councilors spoke about comments and concerns received from constituents about parking issues in the Lincoln Avenue neighborhood.

15. Adjourn

MOTION: Councilor De Angelis moved, second by Councilor Hanneke, to adjourn the November 18, 2019 meeting of the Town Council.

VOTED Unanimously to adjourn at 11:33 p.m. on November 18, 2019.

Respectfully submitted,



Athena O’Keeffe

Clerk of the Council

Record of Agenda Packet Materials and Documents Presented

- 0. 11-18-2019 FINAL Town Council Agenda
- 0. Draft Motions for Town Council 11-18-2019
- 5.a. 5.b. 7b. 7.c. 2019-11-18 GOL Report to Town Council
- 5.a. Small Business Proclamation FINAL
- 5.a. Small Business Proclamation FINAL - changes accepted
- 5.a. Small Business Saturday Fact Sheet
- 5.b. AME ZION PROCLAMATION- FINAL
- 6.a. 1Pager DPW 11-15-19
- 6.a. 1Pager Fire-EMS 11-15-19
- 6.a. 1Pager jones-library-amherst-construction-fact-sheet_download
- 6.a. 1Pager schools 11.-15-19
- 6.a. Agenda Capital Plan Listening Sessions 11-15-19
- 6.a. Capital Projects Listening Poster Updated 11-14 (002)
- 6.a. Draft Frequently Asked Questions 11-15-19
- 6.a. Sign-In revised 11-12-19
- 6.a. Slide Deck 1 Listening session welcome
- 6.a. Slide Deck 2 Draft Capital Investments Overview 11-15-19
- 6.a. Slide Deck 3 Framing Questions Core Values
- 6.b. DPWG Amherst FINAL Report 101519
- 6.b. DPWG Appendix A_KeyIssues_Report

- 6.b. DPWG Appendix B_Future Conditions Assessment
- 6.b. DPWG Appendix C_Parking Job Description
- 6.b. DPWG Appendix D_Access Demand Management
- 6.b. DPWG Appendix E_Amherst_ImplementationMatrix
- 6.b. DPWG Appendix F_Sample Shared Parking Agreements
- 6.b. DPWG Memo - FINAL
- 7.a. Council Presentation_Final111819
- 7.a. ECAC Phase One Outreach Report 2019 - Final
- 7.a. Final Memo_ECAC to TC_Climate Action Goals
- 7.c. ROP 10.4 Ad Hoc Council Committees Adopted by GOL 10-02-2019
- 7.d. ROP 10.9 Liaisons - DRAFT GOL Revisions - Clean Copy
- 7.d. ROP 10.9 Liaisons - DRAFT GOL Revisions - Tracked Changes-1
- 8.a.1. Agricultural Commission Appointments - 10-30-2019
- 8.a.1.2.3.4.5.6. 2019-11-18 OCA Report to Town Council
- 8.a.2. Cultural Council Appointments - 10-31-2019
- 8.a.3. Disability Access Advisory Committee Appointments - 10-30-2019
- 8.a.4. Human Rights Commission Appointments - 10-30-2019
- 8.a.5. Munson Memorial Library Building Trustee Appointments - 10-30-2019
- 8.a.6. Transportation Advisory Committee Appointments - 10-31-2019
- 9.c. 2019-11-13 CRC Report to Town Council
- 9.c. Memorandum to TC - re AMAHT Housing Priorities Plan - Attachment to 2019-11-13 CRC Report
- 9.e. Finance Committee report 11.18.19
- 9.g. Executive Summary of Amherst Town Councilor Outreach Survey
- 10.a. 10-21-2019 DRAFT Town Council Minutes - Regular Meeting
- 10.b. 10-28-2019 DRAFT Town Council Committee Minutes - Primer on the Master Plan
- 10.c. 10-28-2019 DRAFT Town Council Committee Minutes - Public Forum to Address the Master Plan
- 10.d. 2019-11-07 DRAFT Special Town Council Minutes - Financial Indicators
- 10.e. 2019-11-07 DRAFT Special Town Council Minutes - Public Forum on the Budget
- 11. FEMA floodzone appeal 2019
- 11. Town Manager Report 11-18-2019
- Response to Amherst Indy re DPW
- Status of proposed DPW site on South East Street