



**Town of Amherst  
Town Council Meeting  
Monday, May 18, 2020  
6:30 p.m.  
Minutes**

Complete video is available online: <https://amherstmedia.org/content/amherst-town-council-may-18-2020>

**1. Call to Order**

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

Councilors Absent: None

Others Participating Remotely: Town Manager Paul Bockelman, Health Director Julie Federman, Information Technology Director Sean Hannon, and Clerk of the Council Athena O’Keeffe

After confirming that all participants can hear and be heard, President Griesemer declared the presence of a quorum, called the Town Council meeting to order at 6:31 p.m. and announced audio and video recording by Amherst Media.

Note: Pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, this joint meeting of the Town Council and School Committee was conducted via remote participation.

**2. Announcements**

President Griesemer made the following announcements:

Upcoming Town Council Meetings:

- Regular Town Council Meeting: June 1, 2020 6:30 p.m.
- Regular Town Council Meeting: June 15, 2020 6:30 p.m.

Upcoming Council Committee Meetings:

- Community Resources Committee: May 19, 2020 2:00 p.m.
- Governance, Organization, and Legislation Committee: May 20, 2020 10:30 a.m.
- Town Services and Outreach Committee: June 1, 2020 9:30 a.m.
- Outreach, Communications, and Appointments Committee: June 8, 2020 9:30 a.m.

All meeting agendas and details are posted at [www.amherstma.gov/calendar](http://www.amherstma.gov/calendar)

**3. Hearings – None**

**Agenda item 13. Items not anticipated 48 hours before the meeting**

**MOTION:** President Griesemer moved, second by Councilor Hanneke, to suspend Town Council Rules of Procedure rule 8.6 for the current item.

**VOTED** 12-0 by roll call (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Steinberg, and Swartz voted Yes; Councilor Schreiber was absent) to suspend Town Council Rules of Procedure rule 8.6 for the current item.

**MOTION:** Councilor Hanneke moved, second by Councilor Steinberg, to adopt the “Memorial Day Proclamation 2020” as presented.

**VOTED** 12-0 by roll call (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Steinberg, and Swartz voted Yes; Councilor Schreiber was absent) to adopt the “Memorial Day Proclamation 2020” as presented.

#### **4. General Public Comment**

Amherst Resident Amy Zuckerman spoke about concerns about tenant-property owner relations. Michael Vilcans asked why the Farmer’s Market is not open yet and spoke about the restrictions on the market.

Councilor Pam spoke about the placement of memorial markers in the Town.

#### **5. Proclamations and Commemorations – None**

#### **6. Presentations and Discussion**

##### **a. COVID-19 Status Update**

##### **(1) Legislative Update – State Representative 3<sup>rd</sup> Hampshire District Mindy Domb**

State Representative Mindy Domb spoke about the following:

- Constituent advocacy and assistance
- Town and small business advocacy
- Communication
- Remote voting at the State House
- Employment assistance, SNAP, and healthcare support for constituents
- Legislation and policy, with opportunities for constituents to communicate concerns, affect policies in development and introduce legislation

Councilor Hanneke commented that students are eager to know when and how they can go back to school.

Representative Domb responded that guidance may not be out for another month, and that it will be important to have guidance for students and not only teachers and parents.

Councilor Hanneke asked about the budget for state aid for cities and towns.

Representative Domb responded that it is a priority to make sure that there is funding for cities and towns, spoke about the CARES Act, the unknown federal aid and high unemployment rate in Amherst.

Councilor Schoen commented about the relationship between higher education and towns’ economies.

Representative Domb spoke about the importance of colleges and universities reopening in a safe way.

##### **(2) Town Update – Town Manager Paul Bockelman**

Town Manager Paul Bockelman thanked Representative Domb, and provided an update about the Town's response to COVID-19:

- New metrics at the State level to measure COVID-19
- Town operations are doing well, employees who need tested are able to be tested
- One call-in event Thursdays at noon each week for residents to ask questions
- Governor's reopening plan, driven by public health data
- Phase 1 guidelines for specific sectors
- Mandatory self-certification process for businesses

Health Director Julie Federman spoke about:

- 2 full time health inspectors and 1 code enforcement officer working under Building Commissioner Rob Morra
- Helping businesses come into compliance
- Reopening of construction, manufacturing, and houses of worship
- [www.Mass.gov/reopening](http://www.Mass.gov/reopening)

Councilor Brewer commented that it is helpful for people to understand what the recreation options are, and expressed concern that people have never had to do self-certification before, and spoke about the need for a contact point for businesses to ask questions or raise concerns.

P. Bockelman responded that new guidelines released by the Governor today address beaches; the core team is working on how to manage reopening Puffer's Pond. The Town's approach will be to help businesses comply with regulations, the Business Improvement District and Chamber will help distribute informational posters as well.

J. Federman added that we have a robust staff, these will be new responsibilities but some of their regular inspections are not taking place.

Councilor Hanneke asked about reopening Town buildings, the Town Hall and libraries.

P. Bockelman responded that we need to ensure proper social distancing for staff in buildings. Employees are meeting people outside if needed, in-person meetings will be much farther down the road, and the Library Director has a plan for reopening the libraries.

J. Federman added that curbside library services are a ways off, first need to figure out how to bring back staff safely, then need to apply protocols for offices. Town business is taking place online successfully.

P. Bockelman spoke briefly about upcoming issues including summer camps, Farmer's Market, swimming pools, local economy, and events. There will be no Independence Day fireworks or gatherings.

#### **b. Reopening the Local Economy**

##### **(1) Proposal to Expedite Permitting of Local Business Requests**

P. Bockelman spoke about the proposal to temporarily relax the zoning requirements for 180 days to allow staff to work with businesses to reopen safely.

Building Commissioner Rob Morra spoke about the proposed temporary zoning bylaw that would be in effect for 180 days, after which original zoning would go back into effect. The proposal would apply to retail, food and drink, and personal care establishments. R. Morra outlined the current process, which can

take 70 days in the best-case scenario. The new temporary process would require administrative approval in place of a permit and could be completed in as few as 10 days.

Councilor Schoen asked about new businesses opening in competition with an existing business, the lack of public hearings in the process, and licenses to operate for food and beverage or other licensed businesses.

R. Morra responded that the zoning article applies to private property not public ways, approvals would be issued with an expiration, there would be no public notice or advertising, and that any other license requirements would not be changed.

Councilor Steinberg asked about timeline for adopting the temporary zoning.

Councilor Hanneke asked about the ability to adopt the emergency bylaw under emergency measures.

R. Morra responded that hearings could not be waived, and the Town attorney has been consulted regarding the adoption process.

Councilor Pam asked if the Zoning Board of Appeals, Design Review Board, and Planning Board could be included in the process, and that some types of business may not be well received by residents.

P. Bockelman stated that speed is of the essence, as there is a seasonal time to use public spaces.

Councilor DuMont noted the use of the temporary zoning by existing businesses and new businesses are very different.

C. Brestrup stated that there is a good sense of the conditions the Zoning Board of Appeals normally impose.

Councilor Bahl-Milne acknowledged the hard work of Town staff and community partners, commented on the high unemployment rate in Amherst with an especially significant impact on locally-owned businesses, and spoke in favor of adopting the temporary zoning under emergency measures.

Councilor Ross spoke in favor of the proposal, thanked staff for their work, and commented about the normally lengthy period of time to work through the permitting process.

P. Bockelman noted that in addition to the temporary zoning proposal, there is also a recommended change to the public ways policy for retail and dining establishments.

Councilor Brewer spoke in support of potential marijuana delivery business, with the caveat that if the business was not working well the licensing could be revoked, and spoke in support using emergency provision in the Charter.

Councilors discussed the timing of the required notices for a zoning bylaw and Council action.

Councilor Schreiber joined the meeting.

President Griesemer noted that the Amherst Area Chamber of Commerce and Business Improvement District have already supported the proposal.

**MOTION:** President Griesemer moved, second by Councilor De Angelis to refer the Town Manager's Memo of 05-15-20 "Requested Town Council to Approve Steps to Expedite the Reopening of Businesses" to the following public bodies:

- Community Resources Committee, for a report, recommendation, and to hold any required hearings on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Planning Board, for a report, recommendation, and to hold any required hearings on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Governance, Organization, and Legislation Committee, for a determination of clarity, consistency, and actionability on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Governance, Organization, and Legislation Committee, for a report and recommendation on the request to revise the Town Council Policy Regarding the Control and Regulation of the Public Ways Section 3(b) to the Council by June 1, 2020;
- Town Services and Outreach Committee, for a report and recommendation on the request to revise the Town Council Policy Regarding the Control and Regulation of the Public Ways Section 3(b) to the Council by June 1, 2020; and
- Board of License Commissioners, to encourage expedited local approval of the expansion of premises for alcohol service outdoors, and to encourage consideration of new licenses for the consumption of alcohol on public ways, in response to the COVID-19 State of Emergency

Councilors DuMont and Brewer commented about the referral to the Town Services and Outreach Committee, and asked that Councilors voice any concerns for the committee to address now.

**VOTED** unanimously by roll call to refer the Town Manager’s Memo of 05-15-20 “Requested Town Council to Approve Steps to Expedite the Reopening of Businesses” to the following public bodies:

- Community Resources Committee, for a report, recommendation, and to hold any required hearings on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Planning Board, for a report, recommendation, and to hold any required hearings on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Governance, Organization, and Legislation Committee, for a determination of clarity, consistency, and actionability on the request to adopt a temporary Zoning Bylaw, to the Council by June 8 or June 15, 2020;
- Governance, Organization, and Legislation Committee, for a report and recommendation on the request to revise the Town Council Policy Regarding the Control and Regulation of the Public Ways Section 3(b) to the Council by June 1, 2020;
- Town Services and Outreach Committee, for a report and recommendation on the request to revise the Town Council Policy Regarding the Control and Regulation of the Public Ways Section 3(b) to the Council by June 1, 2020; and
- Board of License Commissioners, to encourage expedited local approval of the expansion of premises for alcohol service outdoors, and to encourage consideration of new licenses for the consumption of alcohol on public ways, in response to the COVID-19 State of Emergency

The Council took a 5-minute break at 8:41 p.m. and reconvened at 8:46 p.m.

President Griesemer confirmed all participants could hear and be heard.

## **7. Action Items**

### **a. Consent Agenda**

- (1) Suspension of Town Council Rules of Procedure rule 8.4 for the following agenda items:**

- **7.b. Long-Term Reservation of Public Ways: Town Commons, Parking, Roads and Sidewalks – Amherst Farmer’s Market**
  - **Fiscal Year 2021 Budget Policy Guidelines**
- (2) **7.g. Referral of proposed Noise Violation Bylaw to Community Resources Committee**
- (3) **10.a-b. Approval of Minutes: May 4, 2020 Regular Town Council Meeting minutes, May 11, 2020 Special Joint Town Council, School Committee, and Library Trustees Meeting minutes**

Councilor Pam removed 7.g. Referral of proposed Noise Violation Bylaw to the Community Resources Committee and approval of minutes.

**MOTION:** President Griesemer moved, second by Councilor Hanneke, to move the following items, and the printed motions thereunder and approve those items as a single unit:

- Suspension of Town Council Rules of Procedure rule 8.4 for the following agenda items:
  - 7.b. Long-Term Reservation of Public Ways: Town Commons, Parking, Roads and Sidewalks – Amherst Farmer’s Market
  - Fiscal Year 2021 Budget Policy Guidelines

**VOTED** Unanimously by roll call to move the following items, and the printed motions thereunder and approve those items as a single unit:

- Suspension of Town Council Rules of Procedure rule 8.4 for the following agenda items:
  - 7.b. Long-Term Reservation of Public Ways: Town Commons, Parking, Roads and Sidewalks – Amherst Farmer’s Market
  - Fiscal Year 2021 Budget Policy Guidelines

- b. Long-Term Reservation of Public Ways: Town Commons, Parking, Roads and Sidewalks**
  - (1) Amherst Farmer’s Market**

Councilor DuMont reported that the Town Services and Outreach Committee voted unanimously to recommend that the Council approve the Amherst Farmer’s Market application with the requirement that the market sign a written agreement and authorize Town Manager to modify guidelines in response to the COVID-19 state of emergency through November 21.

**MOTION:** President Griesemer moved, second by Councilor DuMont, to approve the Long-Term Event Use reservation of the Town Common (South portion) under Town Council Policy Regarding the Control and Regulation of the Public Ways, and, further, to approve the reservation at no charge of the first fifteen metered parking spaces on the east side of South Pleasant Street originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of the first 21 metered parking spaces on the west side of Boltwood Avenue originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of the first ten parking spaces on the southwest portion of the Spring Street parking lot to be clearly marked for customer curbside pick-up only, to accommodate the Amherst Farmers Market each Saturday beginning May 23, 2020 through November 21, 2020 from 6:00 a.m. to 2:30 p.m., and further to require that the Amherst Farmer’s Market, John Spinetti, Market Manager, sign a written agreement to comply with all Operational Guidelines set forth in the Town Manager Memo April 30, 2020 “Amherst Farmers Market Application” updated May 14, 2020 as further updated with recommendations by the Town Services and Outreach Committee and the Town Council on May 18, 2020, and further to authorize the Town Manager to continue to modify these

Operational Guidelines in response to the continuing COVID-19 State of Emergency and continuing through November 21, 2020.

MOTION: President Griesemer moved to amend the motion by inserting the language in **bold** and deleting the language in ~~strikethrough~~:

To approve the Long-Term Event Use reservation of the Town Common (South portion) **and Boltwood Avenue from Spring Street to College Street** under Town Council Policy Regarding the Control and Regulation of the Public Ways, and, further, to approve the reservation at no charge of the first fifteen metered parking spaces on the east side of South Pleasant Street originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of ~~the first 21 all~~ metered parking spaces on **both the west sides** of Boltwood Avenue originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of the first ten parking spaces on the southwest portion of the Spring Street parking lot to be clearly marked for customer curbside pick up only, to accommodate the Amherst Farmers Market each Saturday beginning May 23, 2020 through November 21, 2020 from 6:00 a.m. to 2:30 p.m., and further to require that the Amherst Farmer's Market, John Spinetti, Market Manager, sign a written agreement to comply with all Operational Guidelines set forth in the Town Manager Memo April 30, 2020 "Amherst Farmers Market Application" updated May 14, 2020 as further updated with recommendations by the Town Services and Outreach Committee and the Town Council on May 18, 2020, and further to authorize the Town Manager to continue to modify these Operational Guidelines in response to the continuing COVID-19 State of Emergency and continuing through November 21, 2020.

Councilors discussed the intent of the motion and alternative means of achieving the intent.

President Griesemer withdraw the amendment.

**VOTED** 12-1 by roll call (Councilors Bahl-Milne, Brewer, De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, and Steinberg voted Yes; Councilor Swartz voted No) to approve the Long-Term Event Use reservation of the Town Common (South portion) under Town Council Policy Regarding the Control and Regulation of the Public Ways, and, further, to approve the reservation at no charge of the first fifteen metered parking spaces on the east side of South Pleasant Street originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of the first 21 metered parking spaces on the west side of Boltwood Avenue originating at Spring Street moving south towards College Street, and further to approve the reservation at no charge of the first ten parking spaces on the southwest portion of the Spring Street parking lot to be clearly marked for customer curbside pick-up only, to accommodate the Amherst Farmers Market each Saturday beginning May 23, 2020 through November 21, 2020 from 6:00 a.m. to 2:30 p.m., and further to require that the Amherst Farmer's Market, John Spinetti, Market Manager, sign a written agreement to comply with all Operational Guidelines set forth in the Town Manager Memo April 30, 2020 "Amherst Farmers Market Application" updated May 14, 2020 as further updated with recommendations by the Town Services and Outreach Committee and the Town Council on May 18, 2020, and further to authorize the Town Manager to continue to modify these Operational Guidelines in response to the continuing COVID-19 State of Emergency and continuing through November 21, 2020.

### **c. Fiscal Year 2021 Budget Policy Guidelines**

Councilor Steinberg reported that the Finance Committee submitted five documents to support the item; the committee began with an assumption of level funding for state aid and attempted to project other losses. Three levels of assumptions were projected: bad, worse, and worst. The committee concluded that

the assumption of the middle ground is reasonable. The chart included in the packet explains proposed guidelines versus previous guidelines. Quarterly reports will inform decisions regarding mid-year cuts.

Councilor Hanneke asked about how the guidelines will impact the regional schools, if level funding will jeopardize state funding requirements, and if the Council would consider reducing their own stipend to zero.

Councilor Steinberg responded that regional schools will be required to revise their budgets, the Board of Library Commissioners allow an exception to the rule for local support and have indicated that there is flexibility there, and that there is research to be done regarding Councilors' stipends.

Councilor Schoen noted that the guidelines would require cuts, including wages and staffing, the expectation is that economy will pick up by January, there will be a backlog of non-critical capital needs, and that the affordability both by the Town and residents of the building projects must be considered.

Councilor Brewer spoke in favor of reducing contributions to OPEB to zero in order to keep staff unless it would destroy the Town's bond rating, and spoke in opposition to reducing Councilors' stipends.

Councilor Steinberg stated that capital projects were not discussed at Finance Committee, but agreed that capital projects will need reassessment; we would need input from bond counsel about OPEB contributions, OPEB is a major liability of the Town and need to make investments, what the consequence is of making no investment will need to come from people who set bond ratings.

Councilor Pam spoke in favor of funding OPEB.

**MOTION:** President Griesemer moved, second by Councilor Steinberg, to adopt the Council FY21 Budget Guidelines in the document "Revised Budget Guidelines for FY21" as presented.

**VOTED 12-1** (Councilors Bahl-Milne, De Angelis, DuMont, Griesemer, Hanneke, Pam, Ross, Ryan, Schoen, Schreiber, Steinberg, and Swartz voted Yes; Councilor Brewer voted No) to adopt the Council FY21 Budget Guidelines in the document "Revised Budget Guidelines for FY21" as presented.

**d. Permanent Change to Public Ways: Roads and Sidewalks**  
**(1) One University Drive South**

P. Bockelman explained the request from a developer to make a significant change in the right of way that crosses Route 9 and Snell Street, including a modified roundabout.

Councilor Ross asked about the project timeline.

Attorney Tom Reidy, speaking on behalf of the developer, stated that construction would not begin prior to Council approval, as the Zoning Board of Appeals decision was contingent on Council approval.

Councilor Brewer spoke in favor of discussion at the Council level rather than committee level.

Councilor DuMont stated that if the item is referred, it would go on the committee's June 1 agenda, and asked that the Council not try to organize the committee's work with time constraints.

Councilor Pam stated that committee discussion without expert input is not useful.

Assistant Town Manager David Ziomek commented that Town staff worked closely with the developer, a Town engineer, the Building Commissioner and Planning Director could be brought in for input; the project is an opportunity with income potential for parking fees and permits.



Councilors De Angelis, Hanneke, and Ross spoke in favor of swift approval of the request without referral.

Councilors discussed a second discussion and vote on June 1.

**e. Amendment to Town Council Rules of Procedure rule 4.2, Proposed rule 4.6 regarding use of Consent Agenda – *First Reading, Town Council Rules of Procedure rule 1.6***

Councilor Ryan reported that Governance, Organization and Legislation Committee voted unanimously to recommend the change to the agenda to add consent agenda and add guidelines for use of the consent agenda.

**f. Community Activity Forms – *Second Discussion, Town Council Rules of Procedure rule 8.4***

Councilor Ross reported that the Outreach, Communications, and Appointments Committee worked extensively with Community Activity Forms (CAFs) and found they are not very useful. There is an ongoing debate regarding CAFs as personnel documents versus public records. After the School Committee vacancy process, the committee agreed that the statements of interest were much more informative than CAFs, and are seeking to adopt a process that utilizes statements of interest rather than CAFs, which would provide better information from applicants. To implement the proposed process changes to the CAFs are required; the committee is asking the Council to amend the CAF to eliminate questions that do not relate to contact and demographic info, and replace 2 years with 3 years to align with term length.

Councilor DuMont spoke in favor of keeping the current CAF, as the committee needs to know experience, training or interests, committees served and length of service in order to determine if the applicant pool is sufficient; stated the proposed process does not allow for additional transparency, and suggested addition of a sentence and a check box that the application will be a public document.

Councilor De Angelis asked if the CAF would be distributed to Councilors, and spoke in favor of transparency.

Councilor Ross responded that CAFs would be sent to all Councilors as they are now, contact and demographic info would remain private, but the statement of interest would be made public.

Councilors discussed the changes to the CAF, the potential statements of interest, and transparency in the appointing process.

President Griesemer was disconnected from the meeting at 10:35 p.m.

Councilor Hanneke served as chair the period President Griesemer was disconnected.

**MOTION:** Councilor Ross moved, second by Councilor Steinberg, to amend the current Community Activity Form for Town Council-appointed bodies to reflect the amendments shown at the end of OCA Committee Report dated 4-29-2020, for 5-04-2020 Town Council meeting referenced as “Community Activity Form Proposed Revision 4-27.”

**MOTION:** Councilor DuMont moved, second by Councilor Pam, to amend the motion to add to the current Community Activity Form the following language: “Once this form is submitted it becomes a public document, if there is information you do not want released to the public please do not include it on

this form.”

After discussion of the intent of the motion, the motion was withdrawn.

President Griesemer rejoined the meeting at 10:47 p.m.

**MOTION:** Councilor Pam moved, second by Councilor DuMont, to amend the Community Activity Form by adding the following language: “Once this form is submitted it becomes a public document, if there is information you do not want released to the public please do not include it on this form.”

Councilor Ross stated that the committee is working on a document to describe the appointment recommendation process for the public; the new committee process requires a statement of interest prior to interviews.

Councilor Brewer spoke in opposition to the motion.

**VOTED:** 3-10 (Councilors DuMont, Pam, and Schoen voted Yes; Councilors Bahl-Milne, Brewer, De Angelis, Griesemer, Hanneke, Ross, Ryan, Schreiber, Steinberg, and Swartz voted No) to amend the Community Activity Form by adding the following language: “Once this form is submitted it becomes a public document, if there is information you do not want released to the public please do not include it on this form.” The motion failed.

**VOTED** 11-2 (Councilors Bahl-Milne, Brewer, De Angelis, Griesemer, Hanneke, Pam, Ross, Ryan, Schreiber, Steinberg and Swartz voted Yes; Councilors DuMont and Schoen voted No) to amend the current Community Activity Form for Town Council-appointed bodies to reflect the amendments shown at the end of OCA Committee Report dated 4-29-2020, for 5-04-2020 Town Council meeting referenced as “Community Activity Form Proposed Revision 4-27.”

#### **g. Noise Violation Bylaw**

President Griesemer 3 bylaws referred to GOL. GOL completed review of noise.

Councilor Ryan reported that the Governance, Organization, and Legislation Committee recommended referral to the Community Resources Committee to address substantive changes to the bylaw.

Councilor Pam spoke about concerns from constituents regarding leaf blowers.

**MOTION:** President Griesemer moved, second by Councilor Hanneke, to refer the documents titled “Unlawful Noise Bylaw 3.24” and the “2020-05-18 GOL Report to Town Council” for a proposed revision to the General Bylaws to the Community Resources Committee, with a report back to the Town Council in 90 days.

**VOTED** Unanimously by roll call to refer the documents titled “Unlawful Noise Bylaw 3.24” and the “2020-05-18 GOL Report to Town Council” for a proposed revision to the General Bylaws to the Community Resources Committee, with a report back to the Town Council in 90 days.

#### **8. Appointments**

**a. Town Manager Appointments** – *None*

**b. Town Council Appointment** – *None*

#### **9. Committee Reports**

**a. Community Resources Committee:** Councilor Hanneke reported that the committee is working on the process for Zoning Bylaw revisions, and will present a formal proposal to the Council soon. A hearing on an amendment to the Zoning Bylaw regarding Planning Board

voting requirements for site plan reviews is planned for June 17. The committee continues to work on the master plan update.

- b. Finance Committee:** No further report.
- c. Governance, Organization, and Legislation Committee:** No further report.
- d. Joint Capital Planning Committee:** Councilor Schoen reported that the committee's next meeting will be Wednesday, May 20 at 5:30 p.m.
- e. Outreach, Communications, and Appointments Ad Hoc Committee:** No further report.
- f. Town Services and Outreach Committee:** Councilor DuMont reported that the committee voted unanimously to recommend three items this morning regarding the farmer's market, wage theft bylaw proposal, and the public way request regarding the South East Commons. The next committee meeting will be June 1.

**10. Approval of Minutes – *Deferred to June 1***

**11. Town Manager Report – *No additional report***

Councilor Schoen asked when Town committees will begin to meet again.

P. Bockelman responded that Town committees should be able to begin to meet in the next month or so.

**12. Town Council Comments – *No additional comments.***

- a. President Report**
- b. Future Agenda Items**
- c. Councilor Comments**

**13. Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting - *None***

**14. Executive Session – *None***

**15. Adjourn**

President Griesemer declared the meeting adjourned at 11:15 p.m.

Respectfully submitted,



Athena O'Keeffe

Clerk of the Council

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

- 00. 05-18-2020 Draft Motions for Town Council
- 00. 05-18-2020 Draft Motions for Town Council - REVISED 5-18-20
- 00. 05-18-2020 FINAL Town Council Agenda
- 6.a.1. Town Council 5.18.20-2
- 6.a.2. COVID-19 Town Council Presentation 05-18-2020
- 6.b. Temporary Zoning Moratorium Memo - 05-15-2020 FINAL
- 7.b. 2020 AFM Market By-Laws -Draft
- 7.b. AFM.Common Layout 05-07-2020
- 7.b. Farmers Market Cover Memo - 04-30-2020 UPDATED 05-14-2020 FINAL

7.b. Farmers Market Memo with Attachments - 04-30-2020 FINAL (1)  
7.c. 3rd qtr Mar 31 2020 YTD Budget Report to FINCOM Final  
7.c. Finance Committee report 5.18.20  
7.c. FY2021 Projection May 12, 2020  
7.c. FY21 Budget Guidelines Table 5.15.20  
7.c. Proposed Revised FY21 Budget Guidelines  
7.d. One University Drive South Project Cover Memo - 05-15-2020  
7.d. ZBA FY2020-16, Approved Context Renderings and Photos  
7.d. ZBA FY2020-26, 1 University Drive South, Draft Decision-highlighted  
7.d. ZBA FY2020-26, Approved Parking Plan-Option B  
7.d. ZBA FY2020-26, Approved WB-50 Autoturn  
7.d. ZBA FY2020-26, Approved Traffic Sign and Pavement Marking Plan  
7.e. 7.g. 2020-05-18 GOL Report to Town Council  
7.e. ROP - Consent Agenda Revisions - 2020-05-06 as recommended by GOL  
7.f. 2020-05-04 OCA Report to Town Council  
7.g. Unlawful Noise Bylaw 3.24  
9.a. 2020-05-12 CRC Report to Town Council  
9.e. 2020-05-18 OCA Report to Town Council  
10.a. 05-04-2020 DRAFT Town Council Minutes  
10.a. 05-04-2020 DRAFT Town Council Minutes - REVISED  
10.b. 05-11-2020 DRAFT Special Town Council Minutes- Three Boards Meeting  
10.b. 05-11-2020 DRAFT Special Town Council Minutes- Three Boards Meeting - REVISED  
11. Town Manager Report 05-18-2020 with attachment  
13. Memorial Day 2020  
FINAL\_Reopening Massachusetts\_5 18 20  
Report 2020-05-18 TSO dd