



Town of Ashland

MASSACHUSETTS

BOARD OF SELECTMAN MINUTES February 3, 2016 – 7:00 PM Town Hall

6:45 pm Executive Session – *To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body per MGL Chapter 30A Section 21.*

Call Meeting to Order

Joe Magnani called the meeting to order at 7:00 PM. Present at the meeting were Chair Joe Magnani, Vice-Chair Steve Mitchell, Yolanda Greaves, Rob Scherer, Carl Hakansson and Town Manager Michael Herbert.

Joe Magnani announced that the meeting was being taped and broadcast live on WACA TV.

Joe Magnani led the Pledge of Allegiance.

Citizen's Participation

Mark Dassoni commented that he attended the School Committee Meeting last week and he wanted to thank them for listening to what he had to say.

Steve Greenberg explained that the Ashland Sporting Association is working with Rob Levine of Levine Design on the mural that will be on display at 333 Pleasant St., Marathon Park. Mr. Greenberg estimated the ink version of the mural will be completed in a few weeks.

Scheduled Appointments

Hanto Restaurant – Entertainment License cont. to 8:15

Steve Mitchell made a motion to open the public hearing. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Steve Mitchell made a motion to continue the public hearing to 8:15pm. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Joint Meeting with Board of Assessors – Appointment of Assessor

Paul Monaco joined the meeting as a representative from the Board of Assessors. Michael Herbert explained that the Board of Selectmen and Paul Monaco will be working to fill the vacancy on the Board of Assessors.

Joe Magnani explained that he asked Town Counsel Lisa Mead if there was any conflict with a member of the Board of Assessors being a broker in town, which Attorney Mead stated it would be an asset to town and there is no conflict.

Steve Greenberg stated that he has an interest in serving the community as an Assessor and feels that his skill set would be asset.

Yolanda Greaves made a motion to appoint Steve Greenberg to the Board of Assessors with a term to expire at the May town election on May 17, 2016. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Hanto Restaurant – Entertainment License (continuation)

Yolanda Greaves made a motion to reopen the Hanto public hearing for an entertainment license. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Joe Magnani explained that at the last meeting there was a discussion that outlined the expectations of the Board and he wants to understand the restaurant's plan.

Jacqueline Hathaway, representing Hanto, thanked the Board for allowing Hanto to run a trial event. A copy of the letter was presented to the Board that notified the neighbors of the trial event on the 30th. Ms. Hathaway explained that Raymond Jiang has installed soundproofing material and is willing to add additional product, if needed.

Stan Shields, Audio and Sound Consultant, reported that he conducted rudimentary sound pressure readings inside and outside the Hanto restaurant. Mr. Shields explained that he took readings in front of 10 Metropolitan Avenue and he did not find the music playing to be louder than traffic sounds.

Joe Magnani stated that he appreciates all that Raymond Jiang has done.

Board members discussed the types of entertainment (bands, karaoke, musical bingo, etc.) and the permitted hours.

Yolanda Greaves made a motion to approve a full Entertainment License for Hanto Restaurant that will include allowing bands three Saturdays a month, and when a month has five weeks they are allowed to operate four nights from 8:30pm to 11:30pm, stipulation that the back door remain closed while the entertainment is in process. This motion was seconded by Rob Scherer with a unanimous vote of 5-0-0.

Yolanda Greaves made a motion to close the hearing. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Acceptance of Minutes

Yolanda Greaves made a motion to accept the minutes of December 2, 2015 and December 16, 2015 as presented. This motion was seconded by Rob Scherer with a unanimous vote of 5-0-0.

Yolanda Greaves made a motion to accept the January 6, 2016 minutes as amended. This motion was seconded by Rob Scherer with a unanimous vote of 5-0-0.

Selectman Appointments

Warren Woods Ad hoc Committee

Joe Magnani explained that the Warren Woods Ad hoc Committee has been expanded and the Historical Commission has forwarded their recommendation.

Steve Mitchell made a motion to appoint Elizabeth Whitham to the Warren Woods Ad hoc Committee as the Historical Commission representative, with a term to expire on August 31, 2016. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Zoning Board of Appeals

Michael Herbert explained that Brian Forestal is interested in serving on the Zoning Board of Appeals.

Brian Forestal explained that he is looking to serve the Board as a way to give back to the community.

Yolanda Greaves made a motion to appoint Brian Forestal as an associate member of the Zoning Board of Appeals with a term to expire on August 31, 2016. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Town Manager Appointments

Conservation Agent

Michael Herbert informed the Board that he is appointing Maeghan Walters as the Conservation Agent. Michael Herbert explained that the role will have more responsibility for land conservation and land stewardship as compared to the role of the prior Conservation Agent. Ms. Walters will begin on February 24th.

Maeghan Walters explained that she is grateful for the opportunity and comes to the town with 5 years of experience.

Finance Director/Town Accountant – Brittany Iacaponi

Michael Herbert announced that he is appointing Brittany Iacaponi as Finance Director/Town Accountant.

Brittany thanked Michael for the opportunity and said that she is excited to take on the challenge.

Yolanda Greaves made a motion to approve the appointment of Brittany Iacaponi as the Finance Director/Town Accountant and to waive the 15-day waiting period. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Old / New Business

Visual Budget Presentation

Michael Herbert explained the Visual Budget and why the Board thought this was the direction for the town to move in.

Brittany Iacaponi explained that Visual Budget is a user friendly interactive website and the tool will allow residents to track how tax dollars are used. The software will allow residents to compare past budgets to actual results, as well as compare the town's budget with other municipalities.

Town Manager Contract

Joe Magnani asked that the Board of Selectmen sign the Town Managers Contract with Michael Herbert. Joe Magnani explained that after reviewing the accomplishments that Michael has achieved for the town the Board collectively feels the contract is fair, equitable and beneficial for all.

Steve Mitchell made a motion that the Board sign the employment agreement between the Town of Ashland and the Town Manager, effective January 20, 2016. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Joe Magnani commented that a copy of the Town Manager's contract will be made available at the Selectmen's Office for residents to review.

FY17 Override

The Override Study Committee recommends a \$2.4 million override.

Michael Herbert discussed three options with the Board and presented ways the questions may be structured; 1) three tiered pyramid approach, 2) two question/non-tiered approach, and 3) a single

question format. Board members want to be sure the information is clear and that it is easy for the voters to understand.

The Board members discussed the importance of making a decision tonight, but were not sure how to best way to present the question to the voters. Board members wanted to be sure that they allow the voters to make a choice, but struggled with what the choice would be.

Steve Mitchell made a motion to vote to support Format 3; the tiered format approach with no stabilization fund. This motion was seconded by Rob Scherer with a vote of 1-4-0.

Steve Mitchell made a motion to vote to support Format 2; the two question non- tiered approach; question one: \$1,943,400 general override operating budget, and question two: \$500,000 in a community and economic development infrastructure stabilization fund. This motion was seconded by Rob Scherer with a vote of 3-1-1 (Greaves, Scherer)

Steve Mitchell moved to vote to support Format 1; the single question format that consist of a \$2,443,400 override to consist of an operating budget amount of \$1,900,000 and an economic and community development stabilization fund \$500,000. This motion was seconded by Carl Hakansson with a vote of 2-3-0 (Magnani, Mitchell, Scherer).

Rob Scherer made a motion that the Board vote to support Format 2; the two question approach as presented. This motion was seconded by Steve Mitchell with a vote of 5-0-0.

Steve Mitchell made a motion to place the override question on the May 17th ballot as presented. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Michael Herbert stated that he will bring the Board's decision to DOR to ensure it fits all of their guidelines.

Marc Terry reported that the School Committee will be meeting on Friday morning to voting on this item.

Road Traffic Safety Committee

Michael Herbert explained that he has discussed the role of the Roadway Traffic Safety Committee including the charge and the makeup of the committee with the Police Chief and feels comfortable having the Board approve the recommendation as presented.

Yolanda Greaves made a motion to create the Road Traffic Safety Committee and charge as presented including a member of the Police Department, a member of the Fire Department, a member of the DPW, Planning Board/Town Planner, a member of the Board of Selectmen and 2 residents. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Steve Mitchell announced that anyone interested in serving on this committee should complete a Talent Bank Form and submit it.

Enforcement of By-Laws – formation of Subcommittee

Michael Herbert explained that there has been some discussion on the best way to address enforcement issues and the Board feels that creating a subcommittee to hear issues prior to the issues to coming to the Board.

Steve Mitchell made a motion to create a Subcommittee that will work on the enforcement of the bylaws and the Committee will consist of the Town Manager, Police Chief, Building Commissioner and any

other enforcement body as necessary. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

Steve Mitchell made a motion to appoint Carl Hakansson and Joe Magnani to Subcommittee. This motion was seconded by Yolanda Greaves with a unanimous vote of 5-0-0.

TJ's Spirits – Extension of premises

Joe Magnani explained that the town received the annual request from TJ's Spirits for an extension of premise on Monday April 18, 2016 from 9:00 am to 2:00 pm.

Yolanda Greaves made a motion to grant TJ's Fine Food and Spirits an extension of premise on Marathon Day, Monday April 18, 2016 from 9:00 am to 2:00 pm and that they work with the Chief of Police. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.

Town Manager Reports

Town Website Report

Michael Herbert explained that Paul Carpenter is working with our vendor to create a new town website and it will be launched shortly.

Assistant Town Manager Recruitment

Michael Herbert announced that the town has advertised the Assistant Town Manager position and he has restructured the position to include Human Services. Michael Herbert explained that being the Director of Human Services would include Council on Aging, Youth and Family Services, Recreation and Veteran's Services. The Assistant Town Manager would continue to be the Chief Procurement Officer and work to assist the Town Manager and help with meeting material as well.

Budget Update

Michael Herbert explained that FY17 budgets were due by January 29, 2016 and all have been received. Michael Herbert stated that the next step is for the submission to be reviewed including the goals and objectives. An update will be provided the 3rd week of February.

Board Reports

Carl Hakansson

Nothing.

Rob Scherer

Rob reported that he attended the Mass Municipal Association (MMA) conference and found many of the seminars interesting.

Yolanda Greaves

Yolanda attended the MMA conference and sat in on a number of seminars.

Yolanda attended the Community Preservation Committee meeting and explained that they are working on making a bylaw change, which they will bring to a future Board meeting. They also discussed a couple of items to put on the Town Meeting warrant.

Yolanda explained that she worked with the Town Clerk to get a list of all town Selectmen by year, in order for the town to recognize those individuals.

Yolanda raised the need for the Board to reach out to the Fire Dept. regarding the Adopt a Hydrant program.

Steve Mitchell

Steve reported that the monthly Lions Seniors breakfast is tomorrow.

Steve attended the MMA conference and found the workshops very valuable.

Joe Magnani

Joe explained that the Charter View Committee has held 3 public forums and found them engaging. The Board of Selectmen will meet with the Charter Review Committee on March 21, 2016 from 7:00 pm to 9:00pm in the Town Hall Room B/C.

Joe said he will not be on the meeting February 17, 2016.

Adjournment

Yolanda Greaves made a motion to adjourn. This motion was seconded by Steve Mitchell with a unanimous vote of 5-0-0.