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TOWN OF CHELMSFORD PATRICIA E. DZURIS TOWN CLERK

Town of Chelmsford Board of Selectmen Minutes
50 Billerica Rd., Room 204
Chelmsford, MA 01824

Regular Meeting MINUTES
February 26, 2018
Approved April 9, 2018

Attending:

Patricia Wojtas, Chairman
Laura Merrill, Vice Chairman
Kenneth Lefebvre, Clerk
Glenn Diggs, Selectman

Paul Cohen, Town Manager
Michael McCall, Assistant
Town Manager

Not Attending:

George Dixon, Jr., Selectman

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass. The meeting was recorded by Chelmsford Telemedia and the Chelmsford Independent. Chairman Wojtas called the meeting to order at 7:00 PM.

PUBLIC SERVICE ANNOUNCEMENTS

Nashoba Valley Technical High School Committee Applications due by March 7, 2018

A new member will be appointed to this committee for a three year term at the next Board meeting. Applications are available at the Town Manager's Office or the Town website. A one year term may become available for the alternate position, if needed. Applications are due by March 7, 2018.

OPEN SESSION

John Harrington, Chelmsford Business Association, announced that a CBA sponsored Candidates Night will be held on March 8, 2018 starting at 7:00PM at the Radisson Hotel. Everyone is invited to attend.

COMMITTEE VACANCIES

Selectman Merrill read the list of current vacancies. Interested applicants can apply online at <http://www.townofchelmsford.us> or through the Town Manager's office.

PUBLIC HEARINGS

National Grid: Underground Conduit Petition, Riverneck Road

Dave Aguiar of National Grid is asking for permission to install conduit on Riverneck Rd. to service a 4-house development.

Selectman Diggs noted that the plan that was submitted indicates six units. That number was confirmed by the applicant.

Audience Comments:

Audrey Boyle, Riverneck Rd. resident asked about the length of construction time as there is a lot of disruption on this road already. Mr. Aguiar described the construction process for what they will do. Work is along the side of the road, and a police detail will be present if needed. Work should be completed in a week.

Motion: by Selectman Merrill to close the Public Hearing for National Grid Underground Conduit Petition for Riverneck Rd. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

Motion: by Selectman Merrill to approve the Underground Conduit petition for Riverneck Rd., as presented. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

REPORTS AND PRESENTATIONS

Evan Belansky, Community Development Director and John Edward, Housing Advisory Committee Chair: Status Report on Town's Affordable Housing Inventory

Mr. Belansky explained the current plan is based on data from the 2010 Census. As of October 2017, the Town was at 9.2% of the required 10% Affordable Housing stock required under current Chapter 40B regulations. Sixty-nine units per year must be created to achieve temporary certification. The Town's current certification expires August, 2018. A list of pending and anticipated development was read into the record. After all of these projects are built, the town will be over the required 10% limit with a total of 14,717 units. Mr. Edward of the Housing Advisory Board read a letter from his Board into the record, and advised this achievement may be temporary and work will need to continue, depending on the 2020 census.

Evan Belansky, Community Development Director: Center Village Master Plan Committee Wayfinding Signage Phase II

Mr. Belansky announced the state has earmarked funds for signage programs. The Town, through the Board of Selectmen, can request that \$200,000.00 in funds be released for implementation of sign work. Design work has been done for Phase 1, and implementation costs were approved by Town Meeting. Mr. Belansky hopes to be able to obtain the state funding, and return the Town funding. A new proposal with Favermann Design for phases 2 & 3 was provided to the Board for review. The cost for this work would be \$20,000.00, and would cover design work for other amenities like benches, tree guards, artwork or kiosks. The grant specifies the funds must be used in Center Village. This is not a grant program.

Selectman Diggs stated he would like to see a similar program pursued for North Chelmsford. Mr. Belansky advised he did file an application for North Village and he hopes to hear soon on whether that request will be granted.

Selectman Merrill stated she sees more pressing issues like creating the river walk in this area. Mr. Belansky explained this is not part of the previously approved \$5 million transportation earmark, but is a different program. Mr. Belansky admitted he is not familiar with the complete process, as this opportunity has not been presented to the Town before.

Motion: by Selectman Merrill to send a letter to the Governor for the proposal for the line item 7008-900 Release of Funding, as presented. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

Evan Belansky, Community Development Director: Route 129 Site Readiness Grant

This is a MassDevelopment grant award for \$90,000.00 for a market analysis for the Rt. 129 area. The goal is to determine whether there is a market interest in high value businesses. Is there a demand for these types of business and is there a use for the existing buildings? The businesses being targeted include advanced manufacturing business, R&D, or biotech type businesses. The grant would pay for the consultant team.

This market study is the next step in the economic development of this area, and will set the stage for future Massworks grants that can be used to promote development of the Rt.129 area.

Michael McCall, Assistant Town Manager: 101 Mill Road Restrictive Covenant

An updated version of the document was provided to the Board.

Selectman Lefebvre noted multiple discrepancies from what was discussed at the previous meeting. In preparation of tonight's discussion, he re-wrote the document according to what he understood from the last meeting.

The document is a covenant in which the Board of Selectmen must sign off on the disposal of the property; the covenant is placed on the transfer of the property. Covenant enforcement will be undertaken by the Historical Commission. Selectmen convey the covenant to the property purchaser. The title page will be removed. Paragraph 3 will have duplication removed. The grantor is effectively the Board of Selectmen, and the Historic Commission will act as enforcing agent.

Selectman Diggs asked for clarification about the inn proposal. Per the Building Department, the property is zoned RB, and an appeal can be filed with the Zoning Board of appeals to request use as a boarding house, which is similar to a B&B or inn because of common areas. The buyer will need to figure this out, based on what their plans are.

Motion: by Selectman Merrill to approve the Restrictive covenant for 101 Mill Rd., as amended. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

Mr. Cohen asked the Board when the disposition process should be started-before or after Town Meeting. The process of putting the property on the Central Register was described. He believes the sale process will still happen regardless of the outcome of the warrant article.

Motion: by Selectman Lefebvre to authorize the Town Manager to begin the disposition process for the 101 Mill Rd. property before Spring 2018 Town Meeting with the understanding that the deadline for bids can be extended, or the bid request can be cancelled. Seconded by Chairman Wojtas. Selectmen Merrill and Diggs opposed, Selectmen Wojtas and Lefebvre in favor. **Motion fails, 2-2.**

The disposition process will not be started until after Town Meeting.

TOWN MANAGER REPORTS

The Chelmsford Forum was purchased last week and the new deed has been recorded. Bids on the management of the Forum are due next week, and approval will be sought in March. Mr. McCall is expecting at least 3-4 bid packages to be received. The Town will arrange a Payment in Lieu of Taxes agreement with the Town of Billerica. The state was exempt from paying taxes while they owned it. Selectman Diggs asked for clarification of what was in the bid package regarding a descriptive proposal versus a financial proposal in order to strike a balance between best service or the best price. Mr. McCall advised the recommendation would not be done by the Board. However, the supporting data used in making the recommendation would be given to the Board. Mr. McCall also reported that Lisa Marrone was contacted by a team called the New England Bobcats who are interested in playing some of their games at the Forum. The Bobcats are a summer football team. They expect the venue to be used with artificial turf which they will supply. They would allow other organizations to use the turf for lacrosse or soccer. Ice is not used in the summer currently.

A proposal for the Governor's Housing Choice program was heard at the NMCOG meeting last week. The Town is seeking certification of its housing inventory which will provide future grant opportunities.

There has been no progress on litigation related to the Federal Stormwater Legislation, and so the effective date of July 1, 2018 is not likely to occur. NMCOG assessments for all participating communities did increase this year by 2.5%.

SIGN SPRING ANNUAL TOWN MEETING WARRANT

There will be 31 articles on the final Warrant. The citizen petition ballot question did not get enough signatures for the election ballot, but the citizen petition will remain on the warrant. The Community Preservation Committee requested an article for replenishing their Recreation Capital Improvement Account.

Motion: by Selectman Merrill to approve and sign the Spring 2018 Annual Town Meeting Warrant, as presented. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

SELECTMEN LIAISON REPORTS & REFERRALS

Selectman Lefebvre:

No reports this evening.

Selectman Merrill:

-The Roberts Field Public Input Session will be held on February 27, 2018 at the Senior Center starting at 6:00PM.

-The Chelmsford Women of Today are hosting their Annual Bowl-a-thon on April 22, 2018, and are looking for teams of six. Costs and times were listed. Sponsorships of \$300.00/team are requested.

Selectman Diggs:

-The School Committee is meeting on February 27, 2018 to discuss their budget. Town Meeting members were invited. Public input will be allowed.

-Selectman Diggs asked that a member of the Board of Health come to a future meeting to discuss the Life Guard Requirement for the Radisson Hotel.

Chairman Wojtas:

-Steven Conklin was welcomed home from deployment after a year in Egypt.

PRESS QUESTIONS

No one came forward at this time.

ADJOURN

Motion: by Selectman Merrill to adjourn this meeting at 8:28PM. Seconded by Selectman Lefebvre. **Motion carries, unanimous, 4-0.**

NEXT REGULAR MEETING DATE: March 12, 2018

Respectfully Submitted,

Vivian W. Merrill,

Recording Secretary

Supporting documents:

- Legal Notice for Joint Meeting
- Committee Vacancies
- Supporting documents for Conduit Petition
- Presentation for Town Affordable Housing Inventory
- Letter from Housing Advisory Board regarding affordable housing
- Proposal for Phase II Design Services for Chelmsford Center Village
- Supporting documents regarding the Site Readiness Program
- 101 Mill Rd Restrictive Covenant
- Spring 2018 Town Meeting Warrant