

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

Regular Meeting MINUTES
December 16, 2019

Attending:

Kenneth Lefebvre, Chairman
Patricia Wojtas, Vice Chairman
Emily Antul, Clerk
George Dixon, Selectman
Virginia Crocker Timmins, Selectman

Paul Cohen, Town Manager
Michael McCall, Asst. Town Manager

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.

Chairman Lefebvre called the meeting to order at 7:00 PM.

PUBLIC SERVICE ANNOUNCEMENTS

Monday, January 6th by 4:00 PM: Deadline for Submission of Citizen Petition Warrant Articles for April 27, 2020 Spring Annual Town Meeting

Legal notice and process was read by Selectman Wojtas.

OPEN SESSION

Christine Bowman, Precinct 4 Town Meeting Representative, 3 Julio St., recalled that there was a Public Input Session to discuss traffic concerns throughout the Town. In September, Ms. Bowman sent a letter to Mr. McCall with a suggestion that the Town establish a Commercial Truck Route. Tonight, she was following up on that letter. She provided a second letter to the Board which cited the legislation which would give the Board the authority to establish this route. Ms. Bowman felt a Commercial Truck Route is needed as residential roads were never intended to handle this type of traffic.

COMMITTEE VACANCIES

Selectman Wojtas 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

Class II Auto Dealer License: MME Auto Group DBA A&E Auto Center, 124 Tyngsboro Road

Mohammad Umit, North Reading, MA, explained he would like to open a second location of his business. He currently has one in Abington, MA. This location in Chelmsford would be for 16 cars.

Selectman Timmins asked Mr. Umit to clarify several questions on his application, as it appeared these questions were answered incorrectly.

No comments were received from the public.

Motion: by Selectman Wojtas to close the Public hearing for MME Auto Group DBA A&E Auto Center. Seconded by Selectman Antul. **Motion carries, unanimous, 5-0.**

Motion: by Selectman Wojtas to approve a Class II Auto Dealer License for MME Auto Group, DBA A&E Auto Center, to be exercised on the premises at 124 Tyngsboro Rd. Seconded by Selectman Antul. **Motion carries, unanimous, 5-0.**

BOARD OF SELECTMEN VALUES AND VISION STATEMENT

The revised document was provided to the Board, which provides a timeline of actions to be done. A survey is proposed for the beginning of January, 2020. A Public Input Session will be held on January 29, 2020 at the Senior Center. Further revisions will be done, and there will be a second public input session on March 4, 2020 to review the revised draft document. The final document will be presented at the end of March, 2020.

The sub-committee will be comprised of three Board members, Mr. Cohen, Mr. McCall and two residents.

TOWN MANAGER BID AWARDS

DPW Annual Services and Materials

This is an annual request. Two items are under a bid protest and will not be included in this motion. Item 2, Catch Basin Cleaning, may be brought in-house due to significant increased costs. Items 3 and 4 also saw considerable cost increases. Item 5 is being held due to a bid protest filed by one of the vendors, which will be heard by the Attorney General's office. The remaining items were also summarized.

Motion: by Selectman Wojtas to approve the Town Manager's Bid Award for DPW Annual Services and Materials, with the exception of Item 5 for Paving Services. Seconded by Selectman Antul. **Motion carries, unanimous, 5-0.**

TOWN MANAGER REPORTS

Sewer Capacity Study

As previously announced, the Town has exceeded its sewer capacity at the Lowell treatment plant. A bid has been requested from Weston & Sampson to do a study to see what the needs in future are likely to be. A combination of approaches is being researched, and Town Counsel is reviewing the Town's bylaws and other related matters.

North Fire Station Renovation and Expansion

The Permanent Building Committee will be asked to begin their research and examination on this matter. This work can be used in determining needs on other stations. The Committee will be asked to look at high level cost considerations and scope of work.

The North Fire Station is the oldest station, and will be a permanent station regardless of what the Safety Committee concludes regarding the changing of station configuration.

Electric Vehicle Charging Stations Fee Schedule

Mr. McCall explained the current fees were implemented on December 1, 2017 at \$.18/kwh, free parking for 2 hours, with a \$1/hour charge for parking after that.

The KW/hour fee has increased to \$.19/kwh now; parking fees are the same.

Data on user sessions and usage was shown since January 1, 2012. The program generates about \$2,000/year in revenue, which covers expenses. Many users stopped using the program when fees were instituted.

Most users are done charging their vehicles in 2 hours, some are done in 3 hours.

Mr. McCall suggested moving the free parking fee time allotment to 3 hours, and to continue to charge the hourly fee for long term parkers.

Chairman Lefebvre suggested lowering the kw/hour rate to \$.12/kwh, and he agreed with increasing the free parking time to 3 hours.

Mr. McCall described how these changes could be implemented. He will return with more information on what other communities are charging for kw/hour fees, as Chairman Lefebvre has been told Chelmsford's fees are very high.

DHCD Affordable Housing Inventory

The updated report was received on December 4, 2019. The Town is at 9.74% of Affordable Housing in its inventory. The state mandates 10% Affordable Housing. Projects under way will bring this back to over 10%. The Town is still meeting the requirement under Chapter 40B, and is still under "Safe Harbor".

Business Development Grant Funding

Community Business Development Director Lisa Marrone had previously described a grant program to develop amenities in the Rt. 129 area. Additional Grant funding of \$100,000.00 was awarded in the state budget. The funding needs to be allocated by June 30, 2020. Ms. Marrone will return in January to discuss further developments.

TOWN MANAGER APPOINTMENTS

Holiday Decorating Committee Reappointments: 1-year terms exp. 12/31/2020

Motion: by Selectman Wojtas to approve the Town Manager's reappointments to the Holiday Decorating Committee for terms to expire on December 31, 2020, as presented. Seconded by Selectman Antul. **Motion carries, unanimous, 5-0.**

MEETING MINUTES

BOS Minutes 09-23-19

Motion: by Selectman Wojtas to approve the Regular Session Meeting Minutes of September 23, 2019, as presented. Seconded by Selectman Antul. **Motion carries, unanimous, 5-0.**

BOS Executive Session Minutes 12-02-19

Motion: by Selectman Wojtas to approve but not release the Executive Session Meeting Minutes of December 2,, 2019, as presented. Seconded by Selectman Timmins. **Motion carries, unanimous, 5-0.**

SELECTMEN LIAISON REPORTS & REFERRALS

Selectman Timmins:
No reports this evening.

Selectman Dixon:
No reports this evening.

Selectman Antul:
No reports this evening.

Selectman Wojtas:
-Joshua Esperanza was congratulated for achieving his Eagle Scout status.

Chairman Lefebvre:
-The Master Plan Update Committee will be meeting this Thursday, December 19, 2019. Anyone is welcome to attend these meetings.

PRESS QUESTIONS

No one came forward at this time.

EXECUTIVE SESSION

**Strategy with Respect to Litigation – Markham v. Town of Chelmsford
Strategy with Respect to Collective Bargaining with the Firefighters Union
Consider the Acquisition of Real Property**

Motion: by Selectman Wojtas to enter into Executive Session at 7:52PM, not to return to Regular Session to discuss Strategy with Respect to Litigation – Markham v. Town of Chelmsford, Strategy with Respect to Collective Bargaining with the Firefighters Union, and to Consider the Acquisition of Real Property. Seconded by Selectman Antul.

Roll Call Vote:

Selectman Crocker Timmins: Aye

Selectman Wojtas: Aye

Selectman Dixon: Aye

Selectman Antul: Aye

Chairman Lefebvre: Aye

Motion Carries, 5-0.

NEXT REGULAR MEETING DATE: January 6, 2020

Respectfully Submitted,

Vivian W. Merrill
Recording Secretary

Supporting documents:

-Legal Notice for Spring Town Meeting Citizen Petition Articles

-Letter from Christine Bowman to the Board

-List of Committee Vacancies

-Supporting documents for MME Auto Group

-BOS Values & Vision Statement

- Supporting documents for DPW Annual Services & Materials
- EV Charging Station fees
- Subsidized Housing Inventory
- Committee Reappointment List
- Meeting Minutes