

Approved 4/21/2020

Filed with Town Clerk:

RECEIVED

2020-04-22

2:29 PM

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
January 6, 2020

Attending:

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

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

Not Present:

Emily Antul, Clerk

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

Town Clerk Tricia Dzuris: Nomination Papers for Annual Town Election

Ms. Dzuris explained residents can pick up nomination papers from her office. Available openings were listed, and the requirements to complete the papers were summarized. Nomination papers will be available until February 13, 2020, and must be returned by February 18, 2020. This year's Town Election will be held on April 7, 2020. Residents must register to vote by March 18, 2020. The National Presidential Primary Election will be held on March 3, 2020.

Board of Selectmen: Values and Vision Statement - Survey, Committee Applications and Public Input Session

Selectman Timmins announced that a survey will be available on the Town website on January 7, 2020. A sub-committee will work with this data and information gathered at two Public Input sessions. Committee applications are due by January 22, 2020. The Public Input sessions will be held on January 29, 2020 and March 4, 2020, and both will be held at the Chelmsford Senior Center.

OPEN SESSION

Approved 4/21/2020

Gerry Hall, 34 Lovett Lane, asked the Board whether there were any studies on air quality on both asphalt plants. The Board of Health has told him that there were no such studies, just resident complaints. Mr. Hall requested that these studies be posted on the Town website.

Mr. McCall agreed to reach out to his contact at the EPA regarding such reports.

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.

LICENSES

One Day Liquor License - Chelmsford Public Library, 25 Boston Road, 01/11/20

No one was present from the library. This is a new event, but not a new request. The Board had no issues or concerns with the request.

Motion: by Selectman Wojtas to approve a One Day Beer & Wine License to the Chelmsford Public Library for January 11, 2020, for the Chelmsford Art Society Reception to be held from 2:00PM to 4:00PM. Seconded by Selectman Dixon. **Motion carries, unanimous, 4-0.**

REPORTS AND PRESENTATIONS

Steve Cerven - Municipal Safety Specialist

Mr. Cerven described his work history and his process in developing safety plans for other entities.

Last summer, he reviewed conditions at the public schools with Brian Curley. He described tasks he has completed. He attends weekly DPW meetings, and cooperates with the Town's insurance people. He is currently monitoring the roof project at the Town offices. He has assessed conditions at multiple town buildings, properties, and recreation facilities and parks.

AED's are now all in working order. Additional AED/CPR training will be done.

Mr. Cerven's work includes observing work in progress, installations, safety crossings, and other activities. He has investigated accidents in an effort to eliminate a recurrence. There have been 9 accidents since July, 2019.

Written programs for OSHA compliance are being worked on. There will be about 35 documents when they are complete.

Employee training is being completed. Mr. Cerven described record keeping, training and testing records and documentation that is being accumulated.

Mr. Cerven believes that workplace safety is not a lack of accidents, but minimizing risks that can be controlled.

Jen Melanson - Community Services Coordinator

Ms. Melanson described her outreach efforts with Town employees, and residents throughout the greater Lowell area. She hosts public meetings at the library on Saturdays.

She has met with multiple departments and organizations. She has attended Table of Plenty events, and has reached out to Senior living centers, faith based clergy groups, CTI, and other organizations. She has

joined several local task forces, attended conferences and symposiums, and meets people at their homes if needed.

Areas of services were described and listed, and include alcohol and substance abuse, mental health services, transportation, housing, homelessness, fuel assistance, utilities, Food Stamp programs, filling out disability applications, locating financial/legal services, addressing domestic violence, grief support, and reallocation of household goods.

Ms. Melanson receives referrals from the police & fire departments, the water department, the library, the Veterans services agent, the Town Manager's office, public schools, the Senior Center, from social media, the St. Vincent de Paul society and similar organizations.

A recent survey indicated that mental health issues and access to healthy food were listed as priorities.

Upcoming projects include creating a blog, and continued efforts to connect providers with people that need help.

Ms. Melanson appreciates the support she has gotten, and things she's learned. Her contact information was provided.

Chairman Lefebvre suggested a program to coordinate pickup of donations to make it easy for people getting rid of things.

TRANSFER OF REAL PROPERTY

Acton Road Parcel 102-357-17 to the Conservation Commission

This parcel was a tax foreclosure. It is approximately 5569SF, and has a minimal assessed value as it is vacant land. The parcel abuts a conservation area located behind it. The Conservation Commission is willing to accept management of the parcel.

Motion: by Selectman Wojtas to accept the transfer of land known as Parcel 102-357-17, formerly owned by the Chelmsford Children's School, to the Conservation Commission for Conservation purposes. Seconded by Selectman Dixon. **Motion carries, unanimous, 4-0.**

MASSACHUSETTS MUNICIPAL ASSOCIATION (MMA) RESOLUTIONS

This is an annual request in preparation of the Annual MMA Conference. This year's resolutions center on creating a partnership between the state and cities and towns to address Transportation System Needs and Challenges.

Motion: by Selectman Dixon to nominate and appoint Selectman Wojtas as Chelmsford's voting representative at the Massachusetts Municipal Association Annual Conference. Seconded by Selectman Timmins. **Motion carries, unanimous, 4-0.**

TOWN MANAGER REPORTS

Ledge Road update

Mr. McCall reported that traffic monitoring has been done every 6 months, looking for patterns. Substantial increase in truck traffic was confirmed. Resident Christine Bowman submitted another letter last week, which will be discussed by the Traffic Committee.

Approved 4/21/2020

Requirements to create a truck exclusion were summarized. There is still no viable alternate route, and two proposed routes were declined by Mass DOT.

Costs to locate and install sidewalks were summarized, and attempts to reconfigure the roads and costs were described. Enforcement issues were investigated, and summarized; there have not been a lot of violations.

Town Counsel will attend the Board's meeting on January 27, 2020 to discuss potential Spring Town Meeting Warrant Articles for easements to create a bus turnaround area at the end of Ledge Rd.

Mr. McCall outlined reasons why Chelmsford cannot create a preferred truck route as was done in Cambridge. Mr. McCall noted that some truck traffic cannot be avoided, such as those for deliveries.

The two spillage incidents in the last 6 months were cleaned up by the DPW. Letters were sent to the commercial gravel entities in the area.

Mr. McCall agreed to provide a written list of all the options that have been identified and discussed.

A resident requested permission to speak before the board at this time.

Derek Perry, 45 Ledge Rd., explained that sweepers have been run up and down the road multiple times a week. They are trying to be good neighbors, but it shouldn't be happening. Child safety is a concern.

MEETING MINUTES

BOS Minutes 10-07-19

Motion: by Selectman Wojtas to approve the Regular Meeting Minutes of October 7, 2019, as presented. Seconded by Selectman Timmins. **Motion carries, unanimous, 4-0.**

BOS Minutes 11-04-19

Motion: by Selectman Wojtas to approve the Regular Meeting Minutes of November 4, 2019, as presented. Seconded by Selectman Dixon. **Motion carries, unanimous, 4-0.**

BOS Executive Session Minutes 12-16-19

Motion: by Selectman Wojtas to approve but not release the three segments of the Executive Session Meeting Minutes of December 16, 2019, as presented. Seconded by Selectman Dixon. **Motion carries, unanimous, 4-0.**

SELECTMEN LIAISON REPORTS & REFERRALS

Selectman Timmins:

No reports or referrals this evening.

Selectman Dixon:

-Mr. Cohen was asked to look into the locks on the Richardson Rd. DPW yard gates, as it appears the gates are open all the time. People are loitering, which is creating concerns.

Selectman Wojtas:

Approved 4/21/2020

- Condolences were given to the family of Robert Doak, a former Chelmsford Water District Commissioner, who passed away recently.
- Residents were advised that traffic lights were recently installed at the intersection of North Rd. and Rt. 495. These lights will be flashing for 30 days.
- Mr. Cohen announced that the area of Worthen and North Rd. will be reconfigured to a T- intersection. Police and the Town Engineers are monitoring. Lights are being adjusted on Academy Rd. as well.

Chairman Lefebvre:
No reports or referrals this evening.

PRESS QUESTIONS

No one came forward at this time.

Adjourn

Motion: by Selectman Wojtas to adjourn at 8:05PM. Seconded by Selectman Dixon. **Motion carries, unanimous, 4-0.**

NEXT REGULAR MEETING DATE: January 27, 2020

Respectfully Submitted,

Vivian W. Merrill
Recording Secretary

Supporting documents:

- List of Committee Vacancies
- Supporting documents for One Day Beer & Wine License Application
- Supporting documents for the Acceptance of Land on Acton Rd.
- Proposed MMA Resolutions
- Meeting Minutes