

A Regular meeting of the Board of Selectmen was held on September 28, 2010 beginning at 7:30 p.m. in the Main Meeting Room of the Town Hall. Mr. Snuffer was absent. The following members were present.

Nancy Mackenzie, Chairman 7:40 p.m.
Eric Kraus, Vice Chairman
Michael Berry, Clerk
Christopher Timson

Goals and Objectives

Mr. Kraus called the meeting to order at 7:30 p.m.

The Board discussed how they wanted to approach the discussion on this subject. Mr. Kraus noted there were common themes. Mr. Timson recalls previously when the Board discussed these they started by reviewing the existing Goals and Objectives and making changes. Mr. Kraus felt they should make some measurement criteria instead of just goals. It is great to have them but getting them done is another story. Maybe in the Town Report stating the goals the board has set and what they have achieved.

It was suggested they start with adopt a field program as they are all unanimous with that, where is it now, what do we need to do to implement and how far away are we from implementing it. Putting in some action items and time lines, perhaps expanding on it and talk about what we have going on here for Stone Field.

Mr. Boynton has observed the Board coming up with good ideas and have taken operation direction and moving projects forward. If a public safety is a goal direct the PBC hash it out and come back to you with recommendations.

Communications

1. Continue to improve inter-board relationships of all Boards and utilize their expertise with specific tactics related to our Goals and Objectives.

Mrs. Mackenzie felt they should have two separate time frames one with all chairs from the different boards and present our goals. Have a meeting with Dept heads to do the same thing. Mr. Berry thinks it is a good idea. Go over our stuff and talk to us about what they are working on and what we can work on together.

Mrs. Mackenzie noted the Board has set up these goals and occasionally we meet with Boards and Committees and some where along the way the end of the day.

Mr. Timson suggested asking the Chairs of the Committees to tell us how you and your committee can contribute to achieving these goals and objectives. Tell us what you can do to assist us. Maybe that would be good team building.

Mr. Boynton reminded them they are the Board of Directors of the Town. The people you appoint follow under you. He felt there are too many items here. You should pick the big items you want done and tell the boards and staff what you want. I am not sure you need a lot of feedback on ultimate projects you want done.

Mrs. Mackenzie recalls when they were doing the whole zoning thing it was not productive. It should be a little different goals and objectives and then standards. That should not just be a goal. Communication should be a strategy that we always have.

Mr. Kraus spoke of having quarterly meetings with chairman of other committees. It should be standard operating procedure. It is a form of communication and sharing of knowledge and should be a standard.

Mr. Berry thinks they are getting confused between ways to improve operations of the Board and our main goal and objective, what we want to get done. Projects, positions, capital budget, I would like to see us separate the two.

Board of Selectmen

Minutes of September 28, 2010

Mr. Kraus thinks they should have no more than ten goals a year and then standard items. My review of this, is touching on everything, some things you are going to accomplish. The Kahana building, there is no way without cooperation of the owner you will be successful. It may not be obtainable.

Mr. Berry felt a lot of our priorities would center on Economic Development in the Downtown. What can we do to disperse growth? Have owners think outside the box. Toss out what is impossible and keep what is measurable. We want to revive the DT.

Mr. Boynton noted if you have a goal that you want accomplished in the worst economic time going you want to have that as a goal. We are going to have to deal with the major upheavals with the budget.

Mr. Timson spoke to what they going to do about the downtown and those are the things that can be obtainable. The Farmers market that is a downtown item, it set up and functioning, hope it continues. That is the type of thing we are talking about. Mrs. Mackenzie agrees it should be items we have control over. Mr. Timson suggested coming up with one year obtainable goals, things we can do under these categories.

Mr. Kraus noted when you look at Economic Development you have an overarching goal and strengthening relationship with us, the Finance Committee and Planning Board. We should be coming up with types of businesses we want in here. Once you accomplish that, give EDC clear direction as the Selectmen's arm. We do not have any history of what other town's are doing. We do not benchmark what other towns are doing. He feels strongly about pushing EDC benchmarking against other towns and brand Walpole. We really have to make economic development for the entire town and downtown a priority for this Board. He would like to see a Marketing campaign. Feels there is a real need to put it together for this town as businesses are not coming to the town.

Mrs. Mackenzie recommended charging them with what other towns are doing to attract business.

Have the EDC benchmark against other towns to see what they are doing so we can be comparable and come up with campaign. That should be a goal.

Economic Development Goals

1. Charge EDC officer with developing branding campaign and preparing incentive package
2. Charge the EDC to work on economic development Benchmarking and networking with other towns
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3. Have EDC and Health Director develop a plan for the Brownfields for the reuse and redevelopment.
4. Charge EDC with meeting with property owners in the area where an overlay district for economic development should be and move forward

Find out what can go there and target a zoning change in that location. Talk about 40R developers, you had to have the owner of the property interested.

5. Charge EDC with meeting with property owners of targeted development sites.

Mr. Timson would like to recognize businesses that have been in town for some time and done everything they were suppose to do and give them recognition for being in Walpole. Outreach to those businesses as well. Treating our commercial residents like residents.

6. Business Recognition Program

Mr. Berry would like to develop a local ordinance dealing with blight on commercial properties, loosely craft a proposal, give us a tool to give some tough love to business owners, letting their property go, business have to adhere to, tools to say we want to see some positive movement.

7. Create a blight ordinance for Board's review

Board discussed the reverencing of the EDC study that they had priority development site and target the neighborhood in addition to the BOS having meetings. Conduct meetings with neighbors first before bringing to the developer and use the EDC as their go between.

8. Conducting neighborhood feedback sessions, getting input before we get too far down the line

Mr. Kraus would like to see them build on the success of the Farmers market and come up with some short term events to bring people back to the center. I think the Farmers market was a good idea. There should be other ideas out there, what other towns or states doing to generate that type of excitement.

Mr. Boynton suggested it be a joint effort with the Chamber of Commerce.\

9. Create short term programs for DT business growth similar to farmers market and events that can attract residents to the downtown with the joint effort of Chamber of Commerce.

Mr. Berry would like the Board to decide what they want to commit to with regards to the projects out there. Looking for what appetite to make that a capital budget priority. What brings more pedestrians to the downtown. MPIC is working with Stephanie to fund as much of that thru grants. We are not going to be able to pay for all of that. Pop Warner has made an investment.

10. Capital Budget priority with regards to the revitalization of the Spring Brook

Mrs. Mackenzie suggests we give the working on the zoning book back to the Planning Board to get it to the town meeting floor. She would also like to continue to look at biotech ratings.

11. Support Planning Board with rewrite of zoning bylaws
12. Continue to pursue biotech rating

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Mr. Boynton suggested the next topic be Facilities, you must put some type of goal in place. Develop 5/10 /15 year plan now. Assuming we are not grid lock. We have immediate needs and you have site locations that need to be finalized.

1. Mrs. Mackenzie would like to charge the MPIC to update the municipal building plan, take a look at it and make recommendations to us. Report back to the Board in six months.

Mr. Berry had spoken to Mr. Forsberg of the MPIC and he felt we needed to be more specific. That could be too big a goal for them. Look at potential sites for a senior center, that is something they can look at. I brought that up and we would like to utilize them whenever we talk about Municipal bldg plan. He suggested the Board tell them what the priorities are and look at the feasibility of it.

Mr. Timson noted the town has attempted to pass an override for the police station and each time there were specific reasons for failure, charge some group, get some type of architectural plan places combined police and fire downtown and integrating old town hall and see if that is possible and the cost of it. I think we have to do that, if we show that it is that is the way to go and if it is not then so be it

Mrs. Mackenzie suggested putting together a group to evaluate space we have, what our building needs are in ten years. What needs to be done now? People wanted a library but did not think it would be first. There is scuttlebutt about school needs. If they can all get together and inventory what we have and what are needs will be. Then figure out

how we prioritize them and planning an attack. It can not come from one person. The MPIC has representatives from various Boards and Committees on it.

Mr. Kraus felt Safety building is going to come back as the number one need. Where do we go from here for a public safety structure as there is a need for that?

Mr. Boynton felt one group is left out of the mix, it is the PBC. Going back to police/fire there are three choices, one if South St ever becomes available, existing sites where building is, or acquire private property. Everyone is saying deal with it now, I would suggest charging one committee with a six month turn around time of combined facility, final location for senior center and School buildings.

Mr. Berry knows the schools are already taking on a feasibility study. Can we get an idea of what they are doing, and how will that fit in to what we are doing now. When is the information coming back? I think we know what are needs are, everyone would probably say public safety, location, location We are going to MPIC about public safety facility.

Mr. Timson suggested tasking the PBC who have the professionals, to come up with design for a downtown combined in one location.

2. Charge the MPIC with site location for public safety building and input from PBC to be brought back to Selectmen for consideration in the spring. Look at existing police and fire station to be included in footprint for a downtown site.

Mr. Kraus raised the issue of the senior center. Should we have a goal for the senior center and try to finalize that this year. Mrs. Mackenzie would like to find a site for the project, is it being done private or public. She does not see public funding available. If it is going to be done as a private project, have a commitment working with the seniors for a center work with friends.

Mr. Berry asked if we could solve the problem of seniors with the current police or fire facility. What can we do to think outside the box? If we create space by a new facility can we then meet the needs of seniors with the existing facilities?

In rough numbers you are taking about 20 million for combined facility, senior center 2-4 million, one time cost for this building once senior center is gone. You are talking about a school they start at 50 million. Should involve school in long term planning.

3. Final site location for a Senior Center working with the Friends.

Mr. Timson feels they have to look at the downtown site. Look specifically at the one spot downtown. Suggested taking Stone Field off the table as possible facility site. Do not want to leave that open.

Mr. Boynton would like to keep capital budget program for continued upkeep of facilities.

4. Capital budget program for existing facility upkeep.

Mr. Berry noted we are spending \$400,000 to fix Bird middle roof. How much are we going to spend to maintain what we have? There continues to be a lot of needs.

Mr. Berry asked Barbara Coughlin, is it in the purview of the Council on Aging to look at locations to meet the needs of the seniors. Barbara stated they have not taken an official position on the location of the senior center. I can not speak for them; I know they are interested in a different facility. Mr. Berry asked her to let them know that the COA is going to be part of it.

Affordable Housing

Board of Selectmen

Minutes of September 28, 2010

Mr. Timson wants to make sure when they do that study obtain a base line of traffic going in and out of the old library.

Mr. Berry asked if they can get a deadline as to when that might be finished up.

Mrs. Mackenzie wants to revamp the housing partnership. Look at its charter and membership. Recommendations from them finalizing feasibility study, and look at the recommendations they made.

1. Charge Housing Partnership with providing an update regarding planned production plan.
2. Review of current library study and after meeting with neighbors develop an action plan.

Mrs. Mackenzie felt Inclusive zoning is very important and is very important to keep us safe from unfriendly 40B. Mr. Timson noted that on that issue, many towns that have that it does not work; most of them are not generating anything. The incentive is not enough to get developers to utilize that tool. If 40B is gone, maybe that changes. If we want to tackle that task need to involve some group who knows what it is going to take to have inclusionary zoning that can be used. Suggested the Planning Board be involved.

3. Seek Planning Board assistance to create an inclusionary bylaw for town meeting.

Green communities, Ponds and enhance Fields

Mrs. Mackenzie would like to move to obtain that goal and start educating people about Green Communities.

Task Stephanie to put together information to educate the public on green communities. What are the issues lets find out? Put together a small steering committee.

1. Citizen outreach and education on green communities program.

Task Planning board as of right zoning regulation that meets the green communities act.

2. Task Planning Board to include green communities zoning regulation.
3. Implement Adopt a Field and Island Program

Be as supportive as we can to the Ponds committee and budget relief. Encourage long term planning.

4. Ponds management programs and encourages development of long term planning

Single stream recycling, get this done, I know there is a contract issue it is better for environment. Mrs. Mackenzie would like to consider the ballot to see how people want to go.

5. Look at single stream recycling and other solid waste options.
6. Create a field surface enhancement plan

Mr. Boynton noted the Board has Four Goals.

Administration and municipal operations

Mr. Kraus would like the Board to use the ballot process for input from the voters. Use Non binding questions, good tool for us.

Take a look a look at permitting process across board, hardship applications for ambulance runs.

Board of Selectmen

Minutes of September 28, 2010

Mrs. Mackenzie would like review of policy procedures and license updates. Mr. Kraus wants to find what loopholes exist in them. It seems to be a recurring issue every meeting.

Mrs. Mackenzie wishes to see continued Website refurbish and our links on line. She would like to see for January 2011 a partnership with chamber to do some info centers on roles of town government. Hold town operation seminars.

1. Use of non binding questions on town ballots.
2. Review application for permits, licenses before Selectmen to prevent inefficiencies and omissions.
3. Review policies and procedures
4. Continue website update and include email links for Board members
5. Partner with Chamber to conduct town operations seminars to inform citizens about town government.

Financials

Mr. Timson would like to set a goal of certain percent of budget ½ of 1% may be a goal for a Rainy day fund. Mr. Boynton suggested their number one is not going to be stabilization. OPEB fund is the one you need to work on. Mark Good is coming in to talk about this.

Mrs. Mackenzie feels they need to determine what they are going to do for article 12. If November 2 passes and the tax is rolled back and end up with no budget, we may be faced with how we are going to keep this town running.

Need to know ultimate priorities for the Board. It will be a moving target. Maybe by December 31 we should have more thought on this and if we can put money in stabilization, go from there.

Mr. Timson would like to keep the pavement management program, keep that a priority and have us consider having some type of review done, if there are need for additional signalization, guardrails, signage etc. There are areas that need to have signals and signs. We need to decide as a board if we want to implement or not.

Under Administration Goal add.

6. Continue with roadway and sidewalk program.

Mr. Berry suggested under financing, going thru each department and looking at the salaries. He feels it is a big issue and they should set time for it. The Board should conduct hearings on the budget.

1. Budget priorities with Administrator before December 31
2. Look at available funding options for stabilization fund and OPEB trust fund
3. Prepare budget for possible passage of tax roll back
4. Hold hearings on proposed FY12 budget

Mrs. Mackenzie suggested we should task Boards and department heads to creatively open their budgets and how they should be run. They have to still get done what they need to get done. What they expect for that without anymore money. Maybe you should present to us what is a priority and what is not.

Mr. Timson felt that on a day to day basis with regards to staff in town no one knows better than where money should go.

Mr. Berry is looking to get an idea on the budgets. Are there opportunities to create efficiencies in there. It might involve an employee or two getting lopped off.

5. Recommend budget oversight review with Chairs, department heads etc.

Board of Selectmen

Minutes of September 28, 2010

Mr. Boynton will review the recommendations and put it together for the Board's review.

MOTION moved by Mrs. Mackenzie to adjourn at 9:45 p.m. seconded by Mr. Kraus,
VOTED 4-0-0

Respectfully submitted,

Michael Berry, Clerk

Prepared by Cindy Berube, Administrative Secretary