

**Select Board
Hearing Room
Stoneham Town Hall
35 Central Street
Tuesday, May 21, 2019
7:00 p.m.**

Open Session (Hearing Room)

Members Present: Chairwoman Shelly MacNeill, Vice Chairwoman Raymie Parker, Clerk George Seibold, Select Board Member Caroline Colarusso, Select Board Member Heidi Bilbo

Also Present: Town Administrator Dennis Sheehan

Call to Order: Chairwoman MacNeill called the meeting to order at 7:05 p.m. (To view this meeting in its entirety go to Stoneham TV on Demand available from the Town's homepage at www.stoneham-ma.gov)

Agenda Item 1: Pledge of Allegiance

Agenda Item 2: Update on Public Works Director Sheehan introduced Brett Gonsalves, the new Director of DPW to the Board. Gonsalves will be starting in June and is currently the Town Engineer in Woburn. Gonsalves gave the Board an overview of his experience and stated that he is looking forward to working in Stoneham.

Agenda Item 3: Public Comment There was no public comment.

Agenda Item 4: Public Hearing – Site Plan Review – 471 Main Street MacNeill read the notice of public hearing. Charles Houghton appeared for the developer and described the project planned for 471 Main Street. Houghton stated that Linden Street had been rezoned to commercial for this project a year ago at Town Meeting. The proposed building would have 2 commercial units on the first floor for office or retail use and three floors/10 residential apartments with one affordable unit. Colarusso asked if all of the units contained the same number of bedrooms. Houghton replied that all of the units will have two bedrooms and two bathrooms. Parker asked if there will be any access from Main Street. Houghton replied that there is a small driveway with two tandem parking spots, but there is no access for anyone, except for the builder, from Main Street.

MacNeill opened the hearing up to the public. Joan Lemire stated that we should be encouraging commercial retail use of buildings on Main Street and this building does not contain retail space. Houghton stated that the bylaw allows for office or retail space and that the offices on the first floor of the building could be used for retail. Lemire stated that the offices could be on the second floor with retail on the first floor. Houghton stated that the parking that is not

suitable for retail use and that this building will generate \$50,000 in taxes a year. MacNeill stated that the opportunity is there for the ground units to be retail. Marcia Wengen stated that she wanted to thank the developer for including an affordable unit, creating an historic plaque for the site, and building in a location with high walkability.

Colarusso moved to approve the Site Plan for 471 Main Street with all of the requirements listed in the Department Review. Seibold seconded that vote. Voted unanimously.

Agenda Item 5: Heritage Award Wengen, Co-Chair of the Stoneham Historical Commission, presented Christopher Burns with the Heritage Award for his exceptional contribution to historical preservation. Burns raised the money, purchased the materials, and constructed a handicapped ramp into the Stoneham Historic Museum. The Board thanked Burns for his contribution.

Agenda Item 6: Update on MWRA Project Bob Radigan, Water/Sewer Engineer for DPW, described the events surrounding the water main in Winchester in the first week in May. He stated that the break was due to an error in drilling near Forrest Road in Winchester. He described the repairs that were required and the time line. Sheehan stated that the MWRA send a letter thanking the Town and DPW for its excellent work and cooperation. Seibold stated that Radigan's knowledge is well respected and appreciated.

Agenda Item 7: Entertainment License – Burger King 627 Seibold moved to approve the entertainment license for Burger King. Parker seconded the motion. Voted unanimously.

Seibold moved to enter into the Liquor Licensing Authority to return to the Select Board. Colarusso seconded the motion. A roll call vote was taken

Voting in favor: Shelly MacNeill
Raymie Parker
George Seibold
Heidi Bilbo
Caroline Colarusso

Motion carries (5-0).

Agenda Item 8: Greater Boston Stage Company – Change of Corporate Name/Change of Manager Seibold moved to approve the liquor license for the Greater Boston Stage Company with the change of corporate name and change of manager. Bilbo seconded the motion. A roll call vote was taken

Voting in favor: Shelly MacNeill
Raymie Parker
George Seibold
Heidi Bilbo
Caroline Colarusso

Motion carries (5-0).

Agenda Item 9: Aaronap Cellars – Farmer Winery License Colarusso stated that he Farmer Winery License covers sampling and sales. Parker moved to approve the Farmer Winery License for Aaronap Cellars. Seibold seconded the motion. A roll call vote was taken

Voting in favor: Shelly MacNeill
Raymie Parker
George Seibold
Heidi Bilbo
Caroline Colarusso

Motion carries (5-0).

Seibold moved to exit Liquor Licensing Authority and return to the Select Board. Parker seconded the motion. A roll call vote was taken.

Voting in favor: Shelly MacNeill
Raymie Parker
George Seibold
Heidi Bilbo
Caroline Colarusso

Motion carries (5-0).

Agenda Item 10: Chamber of Commerce – Update Megan Day appeared for the Chamber of Commerce. She thanked Sheehan and the DPW for the line striping and Central Street paving and striping and stated that the businesses have mentioned the tremendous improvement in parking. She stated that the summer concert series kicks off on 6/20/19 and that the Chamber is working with the Farmers Market to keep vendors open later on concert nights. Day stated that the Chamber is sponsoring an ice cream night. Day discussed working with the students from the Middlesex Vocational High School to redesign and replace the downtown banners. She stated that the Chamber is working with several board in Town to prevent businesses with illicit practices from coming into Town.

Agenda Item 11: Survey of Government MacNeill stated that back in October the Division of Local Services came before the Board to discuss different forms of government. The Board created a survey to assess the interest of the community because it is a huge commitment and undertaking. She stated that the members of the Board submitted questions and that they were compiled into a survey. MacNeill stated that she would like to make sure that the surveys have wide distribution and are available in many formats. Colarusso stated that the survey questions are great and asked about the format. Sheehan stated that we would create hard copies and use survey monkey. MacNeill stated that the survey would need to be ADA compliant. Bilbo stated that “other” should be available as a survey answer and that some of the terms needed to be defined with hyperlinks. Sheehan stated that there needs to be an introductory paragraph that

explains the purpose of the survey and defines some terms. Parker stated that she had done some of the research required.

Ellen McBride stated that people don't know much about Town Meeting. Town Moderator Jeanne Craigie stated that she is going to have an information session about Town Meeting and forms of government on 6/30/18.

Agenda Item 12: Craft Fair – Waiver of Select Board Regulation MacNeill stated that an application was submitted to hold a craft fair on the common and that the Sheehan approved the application. She stated that Sheehan's application does not coincide with the Board's regulations. She stated that in this case there will be solicitation of goods and that is violative of a Board regulation. MacNeill stated that to be compliant, the Board may use its discretion to waive the regulation, but that this will need to be fully addressed at a future meeting. Parker stated that the use is appropriate and that the common has been the host to a truck festival and other similar events. Seibold stated that there are other items that need updating. Colarusso stated that the common is a public space and its use should not be restricted.

Sheehan stated that there are gray areas when it comes to the use of the common and he is looking for some clarity of expectations to prevent over use of the space. MacNeill stated that the Town should be looking to using other recreational spaces for uses such as this and it is a discussion that the Board should have with OSRC. Colarusso moved to approve the waiver for the craft fair. Parker seconded the motion. Voted unanimously.

Agenda Item 13: Committee Appointments MacNeill stated that the Board needs to appoint a member to be on the Capital Committee. Parker nominated Bilbo stating that she has the requisite experience. Seibold seconded the motion. Voted unanimously.

Parker moved to reappoint Kathleen Bardell to the Disability Commission. Bilbo seconded the motion. Voted unanimously.

Sheehan stated that the Tree Committee appointments will remain open until the committee is filled.

Agenda Item 15: Approve Minutes (NB: Item 14 was not listed on the agenda) Parker stated that the 4/23 minutes had an error (his/her) on the last page. Colarusso moved to approve the minutes of 4/9/19, 4/23/19, and 5/6/19 as corrected. The motion was seconded by Seibold. Voted unanimously.

Agenda Item 16: Approve Meeting Dates Parker suggested moving the 11/5 meeting to 11/12. Parker moved to approve the Board's meeting dates as corrected. Colarusso seconded the motion. Voted unanimously.

Agenda Item 17: BYOB – Discussion MacNeill stated that she is waiting to hear from Town Counsel on this matter and the Board will have a full discussion at that time.

Agenda Item 18: Commercial Gifting of Cannabis MacNeill stated that there have been incidents in nearby communities where vape pens have been sold for \$90 accompanied by a “gift” of cannabis and that there is a loophole in the law. She has asked Town Counsel to create a regulation that will close the loophole and bring it back before the Board.

Agenda Item 19: Reinstatement of Infrastructure Subcommittee Colarusso stated that the Town is looking better and that we are getting a new facilities department. She continued that the cost of road repairs is increasing and we are going to build a new High School. Colarusso stated that it is a good time to reestablish the Infrastructure Subcommittee with an objective of improving public capital and focusing on public/private partnerships. She stated that she would be willing to draft the guidelines.

MacNeill stated that it felt like the previous subcommittee has a micromanaging aspect. She stated that moving forward the Board members will need to serve as a liaison to the new facilities department, but does not believe we need a subcommittee. Parker stated that she was not a fan of the previous subcommittee and that she would like to wait for the new DPW director to come on board and see what changes he can bring to alleviate some of the infrastructure issues in Town. Colarusso stated that she is happy to draft something for the Board to review at a future date.

MacNeill stated that Colarusso asked to discuss the whistleblower policy that she presented several meetings ago. MacNeill stated that Colarusso did not submit a redraft so the matter was not placed on the agenda.

MacNeill stated that it is imperative that the Board follow its own policies and that Kilbride distributed another set for the Board to review and revise for a future meeting. She also stated that the Board will be goal setting in July.

Agenda Item 20: Town Administrator’s Report Sheehan stated as follows: 1. The department heads are working on the website and that he will announce a launch date shortly; 2. The Town submitted comments on the Vale project along with Winchester and the MAPC; 3. The Greenway ribbon cutting is scheduled for 6/15/19. Sheehan discussed current projects and street closings.

Agenda Item 21: Non-Deliberative Announcements and Scheduling MacNeill congratulated the Class of 2019 and announced the following events: The Memorial Day Parade is scheduled for 10:00 a.m. on 5/27; The promenade is scheduled for 6/3; Graduation is scheduled for 6/7.

Parker moved to adjourn the meeting. Seibold seconded the motion. Voted unanimously.

Respectfully submitted,

Dava Kilbride – Secretary to the Select Board