

**Palmer Town Council
Meeting Minutes
December 11, 2017**

1 **Call to Order**

2 The Palmer Town Council Meeting of Tuesday, December 11, 2017 was called to order at 6:30
3 pm by Town Council President Barbara Barry. Councilors Lorinda Baker, Michelle Sikes, Karl
4 Williams, Matthew Lemieux and Robert Lavoie were present. Vice President Mary Salzmann
5 was absent. Also present was Town Manager, Charles Blanchard and Executive Assistant, Nicole
6 Parker.

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8
9 **Meeting Minutes**

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11 October 16, 2017

12 Motion was made to approve minutes by L.Baker. Seconded by K.Williams (5:0:1) Lemieux

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14 November 14, 2017

15 Motion was made to approve minutes as amended by R.Lavoie. Seconded by M. Lemieux.

16 Motion passed (5:0:1) Barry

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18 **Old Business**

19 VOTE - Temporary Moratorium; Recreational Marijuana

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21 A motion was made to vote to approve moratorium by L.Baker. Seconded by M. Lemieux. Motion
22 passed (6:0:0)

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24 Verizon Cell Antennae: Palmer High School

25 It was noted that at the last meeting there was some confusion over the size of the antennae and the
26 cost associated with a lease. After more communication with the Schools, it was determined that the
27 antennae are very small in nature and are for Schools use only.

28 Motion was made to approve antennae to be erected on the building by M.Lemieux. Seconded by
29 R.Lavoie. Motion passed (6:0:0)

30 There was discussion regarding the lease payment and allowing the schools to keep the revenue instead
31 of going in to the general fund. The Council felt that it should go in to the General Fund based on the
32 fact that throughout the year the Town typically funds other requests and in the event they need any
33 maintenance above and beyond their resources, it can be requested to the Council.

34 Motion was made to deposit all lease payments into the General Fund by R.Lavoie. Seconded by L.Baker.
35 Motion passed (5:1:0) Sikes

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Security camera Proposal

An update was given. There was discussion over using dummy cameras, vandalism, and maintenance. No service contract is available for the cameras. . Any vandalism will need to be repaired on a case by case basis. It was stated that Three Rivers Chamber is committed to installing the cameras they are requesting.

The Council stated that they would like more information on data storage, with some cameras being directly fed to the police station. The Council requested the Police Chief attend the next meeting. C.Blanchard believes that the proposed cameras are consistent with data as what the Police Station area has. Any additional questions should be directed to C.Blanchard so he can get them to the Chief before the next meeting.

2032 Main Street Development Agreement and Deed Transfer and Authorization for Town Manager to execute

C. Blanchard stated that this is the development agreement from a proposal that the Council authorized over a year ago from South Middlesex Non Profit Housing Corporation. The Corporation has secured the grant for the work and plan to move forward for development of a retail first floor and single unit dwelling on the second floor as is encouraged by the Village Center District that the structure is located in. A motion is required to transfer the property , and to allow the Town Manager to sign the deed transfer. The Council inquired as to if the development is starting right away. C.Blanchard stated that the grant has been approved and the developer is just awaiting the execution of the transfer. The corporation plans to have the project complete by next fall.

L.Baker inquired as to what type of retail would be going in and whether a vape shop was allowed. C.Blanchard stated that there were a couple of proposals of café or art store. It was stated that retail use is ultimately what was proposed.

Motion was made to authorize the transfer of 2032 Main Street, Three Rivers, to the South Middlesex Non Profit Housing Corporation for the consideration of one dollar and to authorize the Town Manager to execute the development agreement for the property and the deed of sale on behalf of the Town by M. Lemieux. Seconded by R.Lavoie. Motion passed (6:0:0)

Discussion: Converse Middle School Reuse

RFP went out and is due back by December 14 at 2:00PM. The subcommittee will be reviewing all of the unpriced proposals and rate them all based on the RFP and negotiate with them. There were approximately 5-6 interested parties.

Town Hall Renovation

The renovations are almost complete. A final punch list was recently put together and moving forward with final work. C. Blanchard has been meeting with Bob Haveles of Architectural Insights to resolve any change orders.

1 An item that needs to be addressed is the hot water recirculation system and the line for the Fire
2 Department that comes in had been broken last year when the other lines were repaired. These items
3 are outside the realm of the remodel but still need to be addressed.

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6 Planning Board referral, Solar Zoning Amendment

7 The amendment is proposed to add language to the Large Scale Ground-Mounted Photovoltaic
8 Ordinance, to allow overhead canopy solar above parking garages, etc.

9 Motion was made to refer the amendment back to the Planning Board for their review by R.Lavoie.
10 Seconded by L.Baker. Motion passed (6:0:0)

11 Distribution of Town Manager Evaluation Form and Discussion

12 The evaluation will be sent out as a word document and must be sent back to B.Barry before December
13 27. The Council requested C. Blanchard performs a self-evaluation and an update of his goals by
14 December 20. B.Barry suggested the Councilors go to speak with Department Heads regarding
15 performance. There was discussion about giving Department Heads evaluation forms as well. This will be
16 discussed at a later date.

17 Eagle Scout Hunter Evan Cienciwa.

18 The Council signed the proclamation and a councilor will attend. K.Williams stated that he will be able to
19 attend.

20 Sub Committee Reports

21 R.Lavoie stated that the Ordinance Committee met a few weeks ago. Primarily discussed was curb side
22 free items and the necessity of removal after a short period of time or face fines. Parking in residential
23 and commercial parking was also discussed. More substantial discussion will be had in the near future.
24 They also plan to speak with Department Heads to help all departments regulate or emphasize the
25 ordinances that are already in place. The Council requested that C. Blanchard communicate with the
26 Department Heads to see if the Council can help them specifically in any way.

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28 Town Manager Report

29 1. The Town's cable license up for renewal in December 2019. After a meeting with Comcast, it was
30 decided that a survey will go out to residents to gauge their satisfaction with the current service and
31 level of programming to try and negotiate with Comcast on issues that are important to the residents.
32 There will be one or more public hearings for community input early next year. It was noted that this
33 contract is for cable only and not phone or internet. B.Barry suggested one of the questions be in
34 regards to travelling to actual brick and mortar stores and the possibility of having some hours set up
35 locally. It was stated by the Council that it is important to relay that Comcast is the only option available
36 for the Town.

1 2 A grant has been applied for an efficiency and regionalization grant for a feasibility study on the
2 regional animal control facility, and possible funding to assist in construction costs part of construction
3 costs as the grants are awarded up to \$200,000.00 through Community Compact. It will not be approved
4 until ultimately every community knows how much it will cost to make the facility a reality.

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6 CODE RED update

7 A new emergency and general notification system has been implemented. It is being changed over from
8 Connect CTY. All residents need to go to the website and sign up for code red notifications before
9 December 31, 2017 as Connect CTY will no longer be supported.

10 Councilor's Roundtable

11 R. Lavoie mentioned that Pathfinder is having a great holiday plant sale and the prices are very good,
12 and encouraged everyone to support the school. The hours are 8A-11A and 1P-3P.

13 B.Barry stated that at the next meeting will be an agenda item regarding the budget. B.Barry requested
14 that everyone come prepared for discussion and any requests they may have at that time.

15 Adjournment 8:30PM

16 Motion was made to adjourn at 8:30PM by R.Lavoie. Seconded by K. Williams. Motion passed (6:0:0)

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