A regular Meeting of the Board of Selectmen was held on Thursday December 15, 2016, at 7pm in the Francis O’Brien Meeting Room, 26 Bryant Street, Dedham, Massachusetts. Present were:

Dennis J. Guilfoyle

Dennis J. Teehan

James A. MacDonald

Michael L. Butler

Brendan G. Keogh

Mr. Guilfoyle called the Meeting to order at 7pm.

**PLEDGE OF ALLEGIANCE**

Led by Mr. Guilfoyle.

**DISCUSSION & VOTE WITH DVAC DIRECTOR DONNA GREER RE: ED CHANNEL BUDGET**

Dona Greer, Mrs. Kehoe and Brian Sinskie were present before the Board. Ms. Greer stated that the Ed. Channel budget is coming in a little lower than last year as they have dispensed with one freelance worker and Dennis Sullivan is a full time employee now. Ms. Greer went on to discuss the following budget figures:





Mr. Keogh asked Ms. Greer if it was possible to put names on the screen so the audience can know who is speaking.

Ms. Greer answered, with the new equipment in the new building that will be possible.

Mrs. Kehoe stated that Ms. Greer is working very hard with the appropriate personnel to make certain that everything is correct when we go into the new building.

Ms. Greer stated that they will not be using an analog signal any more, they will be using an SDI signal.

Mr. MacDonald moved approval of the DVAC Ed Channel request for $35,735; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**DISCUSSION AND VOTE RE: REQUEST FROM THE DEDHAM COMMUNITY THEATRE FOR NEW YEAR’S EVE COMEDY NIGHT**

Ms. Baker informed the Board that they have in front of them a request from the Dedham Community Theatre for their annual New Year's Eve comedy spectacular, scheduled for Saturday, December 31, with two shows, one at 7:15 PM and 9:30 PM.

Mr. MacDonald moved approval of the request; seconded by Dr. Teehan. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**ACTION BY THE BOARD**

**REQUEST FROM DEDHAM YOUTH SOCCER TO PLACE A FRAME SIGNS ADVERTISING SPRING REGISTRATION AT EAST & WHITING, THE ENDICOTT ROTARY AND THE INTERSECTION NEAR PAM’S MARKET IN RIVERDALE**

Mr. Guilfoyle asked Ms. Baker if the Board has approved this in the past.

Ms. Baker answered yes.

Dr. Teehan moved approval of the request; seconded by Mr. Butler. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

Ms. Baker and the Board thanked William Eddy for his work regarding the renewal of the Town’s licenses.

**TOWN MANAGER’S REPORT**

Mr. Kern informed the Board that the OPM and Architect are ready to go regarding the new Public Safety Building and they have begun the process of defining the requirements. Mr. Kern added that the Architects have begun surveying the Chiefs and will review with the BPCC soon.  Mr. Kern continued, saying that he believes this process will move quickly so he will try to keep the Board apprised of the project.

Mr. Butler stated that the Architect is Dore and Whittier and asked who the OPM was.

Mr. Kern answered Atlantic Construction, which is the same OPM that is on the working the Ames building. Mr. Kern informed the Board that the Town went back out for bids, regarding the OPM for the combined safety building and the Building Committee chose the most recent OPM, the one already working on the Ames building.

Mr. Kern stated that the public Meeting to discuss the East Dedham Design Guidelines was held on 11/30 at the MBACC.  Mr. Kern informed all that through some discussion the concept of design guidelines was communicated.  Mr. Kern added that there is a lot to do in that neighborhood, but a lot of possibilities too, if we can work together.

Mr. Guilfoyle informed all that the East Dedham Revitalization Group has met since that public Meeting.

Mr. Kern stated that DPW Director, Joe Flanagan, Director of Engineering Jason Mammone and he attended a review of the conceptual plan for the Transfer Station Facility at the district office of the DEP last week.  Mr. Kern added that it was a very good Meeting with a very good outcome. Mr. Kern informed the Board that our proposal looks to fit within a "minor modification" of the site assignment from the Board of Health.  Mr. Kern stated that will make the rest of the process more straightforward.  Mr. Kern continued, saying that we may be looking to move forward with an RFP in time for the May Town Meeting.

Mr. Kern stated that he met with the Capital Expenditure Committee last week to revise/identify their participation in the process going forward.  Mr. Kern added that how capital review works is a point of interest/debate in many communities as the process evolves.

Mr. Kern informed all that the budget process has begun and we will be using MUNIS to enter the majority of it. We are planning to go live with the payroll module of MUNIS on 1/1/17.  Mr. Kern added that ultimately this should provide significant improvements in a number of areas of record keeping and processing.

**DISCUSSION & VOTE RE: REQUEST FOR EXTENSION OF RETAIL SALE HOURS BY TOYS R US**

Donna Dietzel, representing Toys R Us, was present before the Board. Ms. Dietzel stated that Toys R Us is looking to have extended hours for the following dates and times:

* December 16, 7am-2am
* December 17-23, 6am-2am
* December 23, open at 6am, close December 24 at 9pm

Mr. MacDonald moved approval of the request; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

**DISCUSSION & VOTE RE: REQUEST FOR MENORAH IN DEDHAM SQUARE**

Mr. MacDonald moved approval of the request for placement of a Menorah in Dedham Square; seconded by Dr. Teehan. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

Mr. MacDonald informed all that the official lighting of the Menorah will be on Thursday, December 29, 2016, at 6 PM.

**DISCUSSION RE: GONZALEZ FIELD**

Dan Hart, Commissioner Parks & Rec., John Maida, Chair, Parks & Rec. Commission and Deb Anderson, Asst. Dir. Parks & Rec. Department, were present before the Board.

Mr. Hart stated that they have a draft estimate **(attached)** regarding Gonzalez field. Mr. Hart added that they have a $2.4 million budget as voted on by Town Meeting. Mr. Hart referred to the draft, stating that the number was slightly larger, which he will explain a little later. Mr. Hart informed the Board that they do have a $2.4 million or slightly under, proposal to put a lit, turf field on Gonzalez field. Mr. Hart stated that over the summer they had a Community Meeting as well as a few Parks and Rec Meetings and gathered input from the community and what came out of that was the idea to create a facility that was not just an athletic field but more of a park like complex. Mr. Hart continued, saying that they also wanted to try and address some of the accessibility issues. Mr. Hart informed the Board that currently they have two parking spots just off of the Staple’s side of the field for handicapped accessible parking with little to no access to the field. Mr. Hart stated that they'd like to try to address that situation, possibly from the High Street side of the field. Mr. Hart added that they have asked that the design include some walking paths or some type of fitness path around the field, which would also allow access for emergency vehicles and maintenance equipment. Mr. Hart explained that the main reason they were before the Board was to discuss parking. Mr. Hart stated that they do have proposals to try to reconfigure the parking and this triggers a number of things, one of which being the possible requirement of additional funding. Mr. Hart went on to discuss two parking schematics **(attached)**.

Mr. Hart described the current design for the $2.4 million budget. Mr. Hart pointed out that they have added the path that goes around the complete field itself and does not touch the lower parking lot at all but they added and reconfigured the steps up to the field. This schematic shows that the parking lot has been restriped but has not really changed at all. Mr. Hart added that they have included accessible pathway coming up the side of the hill and have added some plantings. Mr. Hart informed the Board that the only soil they will be looking to disturb is the footings for the light poles and none of that soil will be leaving the property. Mr. Hart continued, saying that we are not looking to dig down but to raise the surface that is currently there and cap what is underneath it. Mr. Hart informed all that the lower parking lot has 44 spaces currently. Mr. Hart added that they are looking to add about 30 spots to the upper parking lot, which will allow for easier parking access for visiting teams and some Dedham residents, especially seniors or handicapped people.

Mr. Hart described option two **(attached).** Mr. Hart informed the Board that option 2 changes the configuration of the lower lot. Mr. Hart added that the lower lot is really more of a shape and not a parking lot. Mr. Hart informed the Board that the reconfiguration allows access to Dedham Square via foot and also makes for much more handi-cap parking and field accessibility. Mr. Hart described how this will give it much more of a park feel. Mr. Hart informed all that there will be some construction at some point in the lower lot, although not significant. Mr. Hart stated that they believe option 2 is not only an improvement to the park itself but to the parking and that entire area of the intersection. Mr. Hart added that from a construction standpoint, the intention is that all construction for the field itself will be staged here, on and off Route 1, not through the neighborhood.

Mr. Guilfoyle asked Mr. Hart, how many spots that were in the lower parking lot on option 2.

Mr. Hart answered 34. They went from 44 to 34.

Mr. Guilfoyle asked Mr. Hart, how many spots where they gaining on the upper lot.

Mr. Hart answered 30.

Mr. Guilfoyle stated that they're gaining spots and more importantly, more green space.

Dr. Teehan asked Mr. Hart how many spots he thinks he needs for the field.

Mr. Hart answered that they came up with somewhere in the mid-40s.

Dr. Teehan stated that there is a lot of parking lots in that area, the lower lot, which is a property lot for the field, the Keystone parking lot and other places nearby. Dr. Teehan added that he hates to lose a potential area of green space, but adding a second parking lot may be essential.

Mr. Butler asked if the existing parking lot that will be redesigned is under the jurisdiction of the Planning Board.

Mr. Hart answered that as far as jurisdiction is concerned, there was a vote in 1972 for a portion of that parcel that is under the Board of Selectmen. This is for off-street parking and road repairs, etc.

Mr. Kern informed all that as Mr. Hart stated, at the point where it is decided to reconfigure the low-end parking lot, it does trip the threshold of a full site review, which I think was the essence of Mr. Butler's question.

Mr. Butler informed all that when Dedham Square was renovated, the streetscape was under the purview of the Engineering Department, the Board of Selectmen and the Town Manager. Mr. Butler continued, saying that the Keystone parking lot had to meet the design requirements of the Planning Board. Mr. Butler informed all that any redesign of the parking lot, would have to go through the Planning Board. Mr. Butler added that a few years ago, the Board did receive comments from the businesses across the street from Gonzalez field, saying that Saturday's their customers have no place to park. So he would lobby to not reduce spaces from the current amount because the parking lot will be full on Saturdays, even with those additional spaces up top and this means less spaces for the businesses across the street. Mr. Butler stated that it's kind of a conundrum, as you need more green space downtown but just need more parking spaces downtown. Mr. Butler continued, saying that based on what they heard from businesses a few years ago, he'd be reluctant to reduce from 44 to 34. Mr. Butler added that he can go through Dedham Square on a Thursday and all the parking spaces are taken. Mr. Butler stated that he really likes the proposal he believes it will bring the whole area to life. Right now there's no real character to it. Mr. Butler thanked. Mr. Hart and Activitas for their hard work.

Mr. MacDonald stated that he agrees with Mr. Butler on keeping the 44 spaces, however, he would change his mind if the parking underneath the bridge was opened up. Mr. MacDonald added that he believes that would be enough spaces there to help the business community down there. Mr. MacDonald continued, saying that losing space is always a huge challenge, so he would be in favor of keeping the 44 spaces and that the 30 spaces up top is a great idea.

Mr. Keogh stated that he is also a big fan of green space but having three young kids traveling to many soccer fields, parking is very important. Mr. Keogh added that he has seen the parking spaces fill up quite fast near the business section. Mr. Keogh continued, saying that he has seen some facilities under construction and parking is so far away from the venue that it's an issue. Mr. Keogh stated he is in favor of the 30 spots in the upper lot. Mr. Keogh added that he is a big fan of green space, but he knows the parking is needed.

Mr. Hart asked the Board if they had a preference on the approach that Parks and Rec, as far as leaving the lower parking lot alone and pursuing the upper parking lot. Mr. Hart added that they do not currently have the funding for the upper parking lot, and were just wondering if he could get the Board's thoughts and suggestions regarding that. Mr. Hart continued, saying they do have the funding for the field and need guidance on how to proceed with the parking lot.

Mr. MacDonald stated that he believes in doing things right the first time and is personally in favor of doing both. The money for the top lot could possibly come from capital funds. Mr. MacDonald added that he knows time is short, so if, possible, it should be presented before the annual Town Meeting to get funds appropriated for it. If there is not enough time, there should be a special Meeting before the annual Meeting regarding capital funds this fiscal year, so that I can be appropriated if everyone agrees.

Mr. Butler stated he is thinking of comparable circumstances from the past and the one he thinks about is at the middle school. Mr. Butler added that the middle school project originally was, the property and the building, but then as we got further into the process, people said we really should finish it off with a new concrete sidewalk and granite curbs along Mount Vernon and Whiting. Mr. Butler stated if he is correct that was an additional appropriation at Town Meeting.

Ms. Baker informed all that that was $300,000 from the capital fund.

Mr. Butler stated that that is the only precedent he can think of, where people were far enough into the design process when they finally saw to finish off the one portion they hadn't thought of in the original scope.

Mr. Guilfoyle stated to Mr. Hart that he would like to leave in the hands of the professionals in regards to what the best avenue is with this and will bring him in to a future Meeting to answer his questions.

Mr. Butler stated that right now there are 2 options and asked Mr. Hart if they have voted on the one you are going to move forward with.

Mr. Hart answered, not as of yet as the vote depends a lot on the discussions we are having.

Mr. Butler asked Mr. Hart if they are required to hold a public hearing or is it something that you think would make sense to do before the final call is made.

Mr. Hart informed the Board that they have voted on the field design and we did present options to change the parking but not to this extent. It was more along the line of what else would people like to see the feedback we heard was can you stop the parking overflow. Mr. Hart added that the designer suggested a redesign of the upper parking lot. Mr. Hart continued, saying that this would trigger a full review and this would not be covered under the current budget for the field.

Mr. Butler stated that in the end if you decide to go to Town Meeting, what has to happen before that, in terms of votes, hearings, etc.

Mr. Hart informed the Board that Activitas was lining up scoping sessions with both the Conservation Commission and the Planning Board. Mr. Hart added that he's not sure that if they are going to do scoping session with DRAB.

**DISCUEEION RE: PROPERTY TAXES & TAX LEVY**

Mr. Butler stated that periodically it is worthwhile to summarize for our benefit and for the benefit of residents, some of the things that are happening but property taxes how we use the money. Taxes is the number one topic that the Selectmen get asked about. Mr. Butler added that he did put together a few slides for the discussion. Mr. Butler informed all that the community has had quite a good run for the last 15 to 20 years and in particular the last few years, where the financial discipline that was put in place started to pay off. Mr. Butler presented the following slides for the discussion.



Mr. Butler stated that one of the things the Board tries to figure out every year is if the economic growth is going to continue. Year to year you don't know how much the Excise Tax on building permits is going to continue to come in at a level more than budgeted. Mr. Butler added that inflation is below average, which means that we've been able to keep most of our expenses rising slowly. Mr. Butler informed all that the Town is continue to invest in its infrastructure and with Town Meeting support the Town has taken a number of steps to improve the credit rating and as a result the residential tax bills have increased moderately.



Mr. Butler said he would like to take a moment to remind people what the tax bills have done the past few years. What the rates look like and what the assessed value has been for the average residential home. Mr. Butler pointed out that since fiscal year 2011 the average assessed value of the home has trended upward. It was pretty flat for about four years but then in 2015, 2016 and 2017. It is really jumped up about 15 to 20%. Mr. Butler added that the tax rate was going up for a while but now it's going back down.



Mr. Butler stated that this slide shows the increase in the residential tax bill versus the prior year. Mr. Butler informed all that this is something that the Town Manager and the Board spend a lot of time on trying to understand how we can influence the resident’s tax bills. Mr. Butler informed all that the average commercial property tax bill actually went down by about $300.



Mr. Butler informed all that the tax Levy is the amount of money that the Town raises from property taxes. Mr. Butler added that every spring Town Meeting votes on the annual budget and the money to support the budget comes from a variety of sources, with the number one source being property taxes.



Mr. Butler stated that the next slide tries to communicate to people that there has been a pretty significant change in the way the Town finances the budget. Mr. Butler informed all that the blue line represents the maximum allowed levy limit and the red line represents what we actually raise. Mr. Butler added that from 1990 to 2012 we raised, as a community, the maximum allowed under the law. Starting in 2014 we raised below what state law allowed. Mr. Butler then pointed out the unused levy capacity amounts for the years 2014 through 2017. Mr. Butler stated that if we were taxing at the maximum we would be raising a tax levy of $89 million, which would be an extra $549 on the average tax bill.



Mr. Butler stated that it's one thing to say that your taxes are low, that the tax Levy has increased moderately, it is another thing to say that we've done that and have continued to invest in infrastructure as laid out in the slide above. Mr. Butler informed all that if we did not have the $1.9 million from Robin Reyes fund and instead paying from the property tax levy, the average property tax bill would be $153 higher.



Mr. Butler stated that the Board works very hard to gain and keep the public's trust in our ability to run government and the best way to show that the money is being managed appropriately. Mr. Butler added that if people don't believe you're managing money wisely and effectively, after not seeing results from the money they are paying on property tax bills, they will not be satisfied. Mr. Butler continued, saying that we as a Board believe, that with Town Meeting’s support, we've used the Town's money wisely and that discipline pays off.



Mr. Butler stated that this next slide lists the major elements of running the Town that we think about. Mr. Butler pointed out that he edited this slide slightly because when he presented it a few years ago, the red box in the middle stated an urgent need for sustainable and resilient government. Mr. Butler added that for this Meeting he took out the word urgent because he believes that need has been successfully tackled. Mr. Butler continued, saying that the Town is in really good shape. But this demands constant attention.

**DISCUSSION & VOTE RE: CONSTITUENT E-MAIL POLICY**

Mr. Guilfoyle stated that the Board has had a chance to look at this policy and asked if there's any discussion.

Mr. MacDonald moved to adopt the e-mail policy is drafted and reviewed by Town counsel; seconded by Mr. Keogh. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes.

Mr. MacDonald stated that Mr. Butler put a lot of hard work into his presentation. Mr. MacDonald added that the hard work has been the discipline that the Town has shown financially over the last period of years. Mr. MacDonald continued, saying that Mr. Butler's leadership has been key to keeping things on track in regards to meetings and discussions. Mr. MacDonald stated that this Board has tried to give the taxpayers some relief in the form of lowering increases we've seen in the past. Mr. MacDonald added that this is an exercise that we should do every year to continue the information flow to the residents. Mr. MacDonald continued, saying well done to the finance team. Mr. MacDonald added that this is a continuing process and a challenge.

**OLD/NEW BUSINESS**

Mr. Keogh spoke about the “Girls on the Run” event that took place recently with fourth through eighth graders up at the Middle School. Mr. Keogh added that several of the neighborhood schools participated in it, as well as some schools around the state. Mr. Keogh continued, saying that it was quite turn out and he hopes to see this great event continue. Mr. Keogh thanked his daughter Maeve for the Christmas tie he was wearing at the Meeting.

Dr. Teehan stated that when they come back after the New Year he's really going to start to engage Dedham voters regarding the Community Preservation Act. Dr. Teehan added that there a lot of reasons as to why we think this is the right move for Dedham. Dr. Teehan continued, saying that he spoke to both Dedham's Representative and Senator regarding the marijuana bill. Dr. Teehan stated that since the bill has passed, he believes it is critical that it is done right and it is essential for the future of our State that it is done right. Dr. Teehan has asked to include in the bill some local control as the current provisions are inadequate.

Mr. MacDonald stated that he did speak via e-mail with Chief Spillane regarding the Spectra gas line. Mr. MacDonald added that during a previous Meeting we talked about a tabletop exercise and according to the chief he's been in touch with not only Spectra, but also MEMA and his hope is to have that exercise done at some point in early 2017. Mr. MacDonald continued, saying that as part of the municipal modernization act a speed limit of 25 mph was established and he has asked Town Engineer, Jason Mammone, to make a recommendation for places that have limits above 30 mph, where it is in the best interest of the residents and their safety to lower that to 25 mph. Mr. MacDonald stated that today it became legal to possess a certain amount of marijuana as well as the homegrown component. Mr. MacDonald added that the Dedham Police put out a great press release today dealing with what you can do in your home or your rental unit. Mr. MacDonald encouraged everyone to look at the Dedham Police press release which has a lot of useful information. Mr. MacDonald added that Dr. Teehan mentioned the part about local control and he thinks that the best way for legislature to achieve that is to remove the petition part and to create an opt in as opposed to an opt out. Mr. MacDonald continued, saying that there's a lot of misinformation out there, but also a lot of good information. Mr. MacDonald stated that as the legislature moves in some direction we will get the opportunity in the New Year, to talk about the Board taking official stances and relay that information to our Representative and our Senator. This will be front and center for the next few months. Mr. MacDonald believes the Legislature will act quickly as the time is short and we have to be ready for their decision. Mr. MacDonald mentioned that, as everyone knows, we will be moving next door and asked Mr. Kern when that would be.

Mr. Kern responded midsummer.

Mr. MacDonald stated that that's sooner than some people thought. Mr. MacDonald added that as plans are being made for the move into the new Selectmen's chambers, that the proper nameplates as well as whatever the signage will be in there and it will still be the Francis O'Brien Meeting room.

Mr. Butler thanked the Oakdale Square Alliance for the event they put on Saturday night at the Church of the Good Shepherd. Mr. Butler added that they spent time decorating trees in Oakdale and also had Santa Claus come by. Mr. Butler continued, saying they like to thank that group for the work that they do in the summer as well.

Mr. Guilfoyle stated that his grandmother is hosting her 79th consecutive Christmas Eve. Mr. Guilfoyle added that she is 101 years old and will be 102 years old in June. Mr. Guilfoyle continued, saying that the Board of Selectmen, the Town Managers office and the Dedham Housing Authority will be holding their Toys for Town event on Sunday, December 18 at 7 PM. Mr. Guilfoyle added that all the toys go to kids in Town that are less fortunate. Mr. Guilfoyle continued, saying, if you can make it, please bring an unwrapped toy. Mr. Guilfoyle informed all that last year was a gigantic success and people are very happy that this event is happening again

Mr. Keogh moved to adjourn the Meeting; seconded by Dr. Teehan. **On the Vote:** Mr. Keogh, yes; Dr. Teehan, yes; Mr. Butler, yes; Mr. Guilfoyle, yes; Mr. MacDonald, yes.

The Meeting was adjourned at 8:31 pm.

The next Meeting is scheduled for Thursday, January 5, 2017 at 7p.m. This is to certify that the above is a true and accurate record of the Minutes of the Board of Selectmen’s Meeting held on December 15, 2016, which minutes were approved on February 2, 2017.

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Dennis Guilfoyle – Chairman