

Selectmen's Meeting
January 22, 2007

A regular meeting of the Board of Selectmen was held on Monday, January 22, 2007, at 7:30 p.m. in Cary Auditorium. Chairman Krieger, Mr. Kelley, Mr. Pagett, Mr. Cohen; Mr. Manz; Mr. Valente, Town Manager; and Ms. Pease, Executive Clerk, were present.

Selectmen Concerns and Liaison Reports

Mr. Cohen commended Mr. Young for the excellent job he did speaking about the budget process used in Lexington at the Massachusetts Municipal Association Annual Conference.

Mr. Manz attended the Martin Luther King celebration, which was revived this year and made possible to have inside because of the new sound system in Cary Auditorium.

Town Manager Report

The Police Department received a \$15,000 grant from the Massachusetts Department of Public Health to expand the emergency medical dispatching capabilities. The grant will fund a computer server and software to assist the dispatchers in providing medical instructions to a caller with a medical emergency, prior to the arrival of the Rescue or Police unit. This is the 2nd year in a row the Police Department has received this grant.

Approve Sale of Bonds and Notes

Upon motion duly made and seconded, it was voted 5-0 that the sale of the \$7,203,000 Municipal Purpose Loan of 2007 Bonds of the Town dated February 1, 2007, to BB&T Capital Markets at the price of \$7,386,511.09 and accrued interest is hereby confirmed. The bonds shall be payable on January 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2008	\$1,188,000	4.00%	2013	\$380,000	5.00%
2009	1,185,000	4.00	2014	270,000	5.00
2010	1,185,000	4.00	2015	245,000	5.00
2011	1,185,000	4.00	2016	245,000	4.00
2012	1,075,000	5.00	2017	245,000	4.00

and to approve the sale of the \$3,715,000 4.00 percent Bond Anticipation Notes of the Town dated February 1, 2007 and payable July 27, 2007 to Eastern Bank at par and accrued interest plus a net premium of \$6,556.56.

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It was further voted that the consent dated January 9, 2007 to the financial advisor bidding for the bonds and notes, as executed prior to the bidding for the bonds and notes, is hereby confirmed.

Water and Sewer Commitments

Upon motion duly made and seconded, it was voted 5-0 to approve the following water and sewer Commitments:

Commitment of Water/Sewer Charges for December 2006 (Cycle 9)	\$113,726.84
Commitment of Water/Sewer Charges for 12/1/06 to 12/31/06 (Final Bills)	\$2,332.15

DPW Facility Plans

Mr. Himmel, Permanent Building Committee, updated the Selectmen on the proposed DPW Facility. Since the meeting on December 6 with the Selectmen, a DPW Advisory Group was created from members of the Department of Public Works, Permanent Building Committee, Energy Conservation Committee, Appropriation Committee, Capital Expenditures Committee, Design Advisory Committee, Selectmen and Town Management to review the project. This group is reviewing and analyzing program areas and adjacencies; conducting cost benefit analysis on heated vehicle storage; evaluating indoor vs. outdoor storage, size of administration area, viability of a pre-engineered garage structure; using energy modeling to explore reducing operating costs; and conducting design investigations and creating a DPW facility that reflects the comments and input received.

The DPW Advisory Group met and outlined goals, developed a strategy to assess Town needs, and is reviewing the program in detail and tightening up the overall plan. The Permanent Building Committee has received sign-off of the revised facility program and plan by DPW users and will present a more complete plan to the DPW Advisory Group on February 6th.

Changes to the plan include reduced number of vehicles garaged from 66 to 59, tighten up garage layout, reduce bay length in vehicle maintenance, simplify cold storage thereby reducing retaining walls, reconfigure central storage area, recommend that the Town Network remain at the Liberty Mutual Building and recommend reduction in size of conference/voting room. The changes mentioned above reduce the size of the facility from 100,883 gsf to 87,512 gsf.

At the February 12 Selectmen meeting the DPW Advisory Group will present the final facility layout and design, document community concerns and questions, present cost benefit analysis for vehicle operations center, have an energy model outlining operating costs; update the cost estimate and project budget, will have sign-off from the PBC, AC, CEC, DAC, and ECC and include the DPW interim operation description with costs.

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If the project is approved by the Selectmen on February 12, a project advocacy will begin and continue through Town Meeting, if Town Meeting appropriates funding, construction documents will be completed after Town Meeting approval, a town-wide debt exclusion vote will take place in June 2007, bid and award of the project will take place in July-August 2007, then construction begin in September 2007 and completion 18 months later.

Selectmen requested time to look at elevation drawings prior to the February 12th meeting. Mr. Himmel believes they will be available after the February 6th meeting when it is expected that there will be quorums of all the committees involved so that approvals are received.

Mrs. McKenna requested that access to the restrooms from the outside be considered. She also requested access be available from the outside to the 1st floor meeting room.

Mr. Himmel said there was lots of discussion on the bathrooms. The group felt it was most important that they are kept clean and safe. The meeting room can be made accessible from the outside.

Mr. Himmel is requesting that the Selectmen approve the plan now so that construction documents can be started. If we wait until February 12 to proceed with construction documents it would affect the construction document completion by 50 percent. There will be a better chance of getting the estimates in time for Town Meeting if the construction documents are started now.

Upon motion duly made and seconded, it was voted 4-1 (Pagett abstained) to approve the plans and recommend proceeding with construction documents as presented.

Mr. Pagett explained he supports the DPW project but is uncomfortable voting to approve a plan that was seen for the first time this evening.

Solid Waste and Recycling Update

Mr. Beaudoin, Superintendent of Environmental Services, presented tonnage updates for the first six months of FY2007 as compared with the same period in FY2006. There was a reduction of 325.88 tons in the trash tonnage and an increase of 100.68 tons of recycling. Mr. Beaudoin feels the news is encouraging and residents should continue to recycle more to help minimize trash disposal.

LexMedia Evaluation

Mrs. Krieger commented that the evaluation process has been characterized by a number of miscommunications and takes some responsibility because LexMedia was not notified about the December CAC presentation. There has also been some confusion about the availability of financial reports. LexMedia has been providing monthly statements and quarterly reports

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to the Town; in the future they will send the Communication Advisory Committee a copy directly.

Alan Lazarus, LexMedia Board of Directors, presented information to correct misunderstandings about LexMedia and to underscore the current LexMedia activities and status.

There are 3 local channels on both RCN and Comcast. One is for shows from the LexMedia Studio, the 2nd is the LIFT channel for religious programming and the 3rd originates at the Lexington High School and currently carries SCOLA. The LIFT and LHS channels are not controllable from the LexMedia Studio.

Financial reporting procedures include quarterly statements and monthly invoices. Quarterly reports include information from 3 months of invoices and spent capital against the \$150,000.

Contractual obligations for production of programs includes coverage and rebroadcast of Selectmen and School Committee meetings as well as Town Meetings and associated activities; religious programming through LIFT; educational programming, which includes SCOLA for foreign language programming and LHS sports coverage; and other governmental programming like Lexington Selects, TMMA information meetings, LWV Candidate's Night and "First Friday" meetings. LexMedia wants to expand on the education-based programming.

The Committee meetings posted on the Virtual Town Hall Calendar are updated on the LexMedia website 2 or 3 times a week. A "Bulletin Board" appears on the G Channel and a schedule is sent to the Lexington Minuteman, but it is required 10 days in advance, thus the website is updated to show the current schedule.

The Library receives copies of all the meetings of the Selectmen, School Committee and Town Meetings. There is a delay in getting the tapes that are at the Library to the Library shelves.

The inventory of equipment is now current for all equipment purchased since the beginning of the contract (October 1, 2005). New equipment has been tagged with barcodes. Older equipment is being stored in a locked room at Hancock Church and is being entered into the inventory as time allows.

Equipment records are being stored on "FACIL", which is a relational database in common use by local community access stations. It allows linking of members to equipment, etc. Broadcast logs are also being entered into FACIL.

Mr. Valente wants to have an agreement on capital items because some of them may not meet the criteria.

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LexMedia has set up several training opportunities. A sequence of producer training classes will start each quarter and lesson plans exist. Plans for additional recruitment activities include the COA, Minuteman Tech, LHS and the Adult Education program.

LexMedia cannot provide staff to produce all programs that are not Governmental in nature, thus they are training people to produce and edit their own programs. LexMedia offers equipment and training to individuals and representative groups from organizations. The training classes are intended to also build a core of producers available to help groups or individuals.

LexMedia has developed a prototype for "video-on-demand" of stored programs that can be accessed through a website. With the splitting of long meetings into agenda sized pieces, the resulting program is proving to be accessible and useful. Mr. Lazarus wants people to try the video-on-demand and send comments to LexMedia.

Mrs. Krieger thanked LexMedia for the presentation and hopes more work can be done between LexMedia and the Communications Advisory Committee to improve the service.

Bill Rogers, resident for 18 years and involved with media for the Hayden Recreational Skating Teams, thanked LexMedia for covering for the first time last year the skating teams and providing the necessary media credentials to attend World Cup. He also offered to help in any way he could.

Budget Discussion

Mr. Valente wanted to follow-up on the information provided at the Summit on January 18, 2007. The municipal shortfall is \$625,000. He hopes to close the gap by the end of February and asked the Board what their preferences might be. The staff is looking for different ways that the gap could be closed. Possible areas to help close the gap include: Lexpress bid price is slightly less than anticipated; solid waste collection and recycling bids may save some money. After a review by the staff, the Town Manager will come back to the Selectmen with a combination of options and recommendations. The staff will look at fees, deferrals, service reductions.

There was a discussion regarding the increased cost of health care. The Selectmen requested that the Town Manager provide a clear explanation regarding what the cost of health insurance is for employees and to send to the Lexington Minuteman and to the TMMA list.

Mr. Cohen discussed the proposed warrant article for setting up a Liberty Ride enterprise fund. Need to have further discussions about the best way for surplus funds to remain with the Liberty Ride to augment shortfalls or additions and to allow the Tourism Committee to run the Liberty Ride over the whole year.

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Appointments/Resignations – Sidewalk Committee

Upon motion duly made and seconded, it was voted 5-0 to accept the resignations of Ankur Gupta, Frank Cavatora and Sue Solomon from the Sidewalk Committee, effective immediately.

Upon motion duly made and seconded, it was voted 5-0 to accept the resignations of Tracey Herbert and Victoria Buckley from the Sidewalk Committee, effective immediately.

Upon motion duly made and seconded, it was voted to appoint Sarah Chamberlain to the Sidewalk Committee to fill the unexpired term of Tracey Herbert to expire September 30, 2008.

Upon motion duly made and seconded, it was voted to appoint Francine Stigleitz to the Sidewalk Committee, representing the Commission on Disability, to fill the unexpired term of Victoria Buckley to expire September 30, 2008.

Annual Little League Parade

Upon motion duly made and seconded, it was voted 5-0 to approve the request of the Recreation Department and the Lexington Little League to conduct the Annual Little League Parade on Saturday, April 28, 2007, beginning at 9:00 a.m. at Muzzey Field.

Consent Agenda

Use of the Battle Green – Lexington Minute Men

Upon motion duly made and seconded, it was voted 5-0 to approve the request of the Lexington Minute Men to use the Battle Green on the following dates in preparation for Patriot's Day activities: Sunday, April 1, 2007, from 2:00 to 4:00 p.m. for dress rehearsal (rain date is Saturday, April 7); Sunday, April 15, 2007, from approximately 11:45 p.m. to 12:30 a.m. for the ending of the Paul Revere Ride Reenactment; and Monday, April 16, 2007, for the annual reenactment of the Battle at approximately 6:00 a.m.

One-Day Liquor License – Armenian Sisters' Academy

Upon motion duly made and seconded, it was voted 5-0 to approve the request for a one-day liquor license from the Armenian Sisters' Academy on Saturday, February 10, 2007, from 8:00 p.m. to 12:00 midnight for a Valentine Dance fundraiser.

Street Betterment Assessments – Laconia Street

Upon motion duly made and seconded, it was voted 5-0 to certify the list of Street Betterment Assessments for Laconia Street.

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Ratify Poll Vote – Letter to Department of Telecommunication sand Energy

Upon motion duly made and seconded, it was voted 5-0 to send a letter to the Chairman of the Department of Telecommunications and Energy regarding removing double poles.

Minutes

Upon motion duly made and seconded, it was voted 4-1 (Cohen abstained) to approve the minutes of January 8, 2007.

Executive Session Minutes

Upon motion duly made and seconded, it was voted 4-1 (Cohen abstained) to approve the executive session minutes of January 8, 2007.

Ratify Poll Vote – Letter of Support for Tree Inventory

Upon motion duly made and seconded, it was voted 5-0 to send a letter of support for the Tree Committee's efforts to complete their tree inventory this summer.

Ratify Poll Vote – Response Letter regarding Storage of Vehicles

Upon motion duly made and seconded, it was voted 5-0 to send a response letter to a request from Bill Dailey on behalf of Mal's to store vehicles at the site of the former landfill on Hartwell Avenue.

Executive Session

Upon motion duly made and seconded, it was voted 5-0 to go into executive session for the purpose of collective bargaining with no intent to return to open session.

Upon motion duly made and seconded, it was voted to adjourn at 9:55 p.m.

A true record; Attest:

Lynne A. Pease
Executive Clerk