

Route 20 Citizens Advisory Committee

October 27, 2011 Meeting Minutes

Attendees: B. Haarde, Eric Poch (Steering Committee), Craig Blake, Peter Abair, Kirsten Roopenian, John Baranowsky, Ellen S. Winer, Daniel Kenn, Johnathan Lapat, Martha Ragones, Dave Duane, Neil Minkoff.

Bob Haarde issued an opening statement welcoming and thanking participants in a very complicated and many faceted initiatives. He then reviewed necessary documents committee members must sign and return to the Town Clerk, as well as documents for committees information.

Eric Poch additionally added that being on this committee allows committee members to engage with the decision makers and have a direct impact on final outcome. The work of the CAC will be vital to the eventual success of any Sewer Initiative. Ms. Roopenian volunteered to take minutes of this initial meeting.

Introductions

Board members gave brief introductions of themselves, many have served on previous boards, and several were new to the process. J. Baranowsky questioned whether he belonged on this committee or the Steering Committee. Bob Haarde encouraged him to discuss that in the Open Discussion portion of the meeting.

Overview of Mission and Responsibilities

Bob Haarde began by reading the Mission Statement of the CAC: (See Handout), and a discussion began, led by a question by resident Richard Johnson, regarding conflicts of interest when decisions are made, relative to one member of the Board of Selectmen (BOS) recusing himself due to proximity to proposed project. Mr. Haarde and Mr. Poch both stated that this has not been a problem in the past, nor does the BOS have the final say in the project, it is the decision of Town Meeting (citizens).

Mr. Haarde and Mr. Poch continued to detail the mission of the CAC. Mr. Haarde added that he and Mr. Poch, being the co-chairs of the Steering Committee would try to attend the CAC meetings in order to provide guidance.

Marty Ragones questioned the two separate committees, why not merge to get more accomplished. She had concerns about communication issues. Mr. Haarde stated that this should not be an issue, as the Steering Committee would serve as a resource to the CAC.

Mr. Baranowsky questioned the rationale of having separate committees, stating his concern was that there were many technical issues that need to be addressed, so doing it twice seemed a waste of time. He questioned who would keep this committee on track? Mr. Poch answered that the Chair (to still be elected), would be responsible for that. Mr. Poch added that the two committees have distinct focuses, the Steering Committee would be outward focused, keeping the politics portion in mind, and the CAC's focus would be more inward, to details etc.

K. Roopenian questioned the possibility of a merge as the project got closer to clear vision. Mr. Haarde, said this definitely would be something he would ask the Steering Committee.

P. Abair asked about the TAC (Technical Advisory Committee), and Mr. Poch told him that the TAC's mission is solely to focus on the professional technical aspects of sewers. Most TAC members are professional engineers, or are involved in Wastewater Treatment in some way.

R. Johnson (Resident) asked if the Committee is here to progress the sewer? What are the benefits? Need data before we move forward on this project before we say it will happen.

Mr. Poch responded that yes, the Committees will need to provide concrete evidence and information in order to gain consensus by the citizens at Town Meeting, and going forward support the result.

C. Blake made the point that he believes the mission for all involved is to come up with the best sewer plan to present to the Town for Town Meeting vote.

K. Roopenian asked if there was a timeline imposed on the process, i.e. 2012 TM or 2013. Mr. Haarde and various members discussed timeline, and believe it is plausible to have a plan no sooner than 2013 Town Meeting.

Mr. Haarde, in response to a citizen question stated that these Committees need to ask, then answer the questions that didn't receive appropriate due diligence by TM last year, so that people have time to absorb a project of this scope.

A technical discussion ensued about MEPA regulations, and Mr. Poch said these were all issues that had to be examined either by this committee or the TAC or the Steering Committee.

Election of Chair/Clerk

K. Roopenian nominated C. Blake as the chair, as he has had much experience in the Water District, as a professional and other committees. Discussion about his candidacy ensued. Nobody else offered or was volunteered as chair. A motion to elect Mr. Blake was made, seconded, no further discussion. Vote: 9 Yes/1 Abstain.

Mr. Haarde congratulated Mr. Blake and told him to use the Director of Planning & Community Development, Jody Kablack as a valuable resource to all of the committees for information and assistance.

Mr. Poch also suggested the CAC get a 'Minutes Template' from the Planning Office, as to make the minutes uniform. It was decided to rotate the position of the Clerk, and a motion was made, seconded and voted. 9 Yes/1 Abstain.

Conflicts of interest relative to committee meetings were briefly discussed, with Mr. Haarde stating to contact the state house 'Counsel of the Day' with any legal questions about conflicts. Any Town Board or

Committee member may also contact Paul Kenny, Town Counsel, on these issues.

Develop Action Plan

It was determined after discussing the formation and action plan that the responsibilities of the committee would be broken in to four categories:

1. Defining Structure & Regulation
2. Cost Allocation/Financing
3. Ops & Management of Facility
4. Outreach/Public Education

Discussion about implementation began with C.Blake stating a goal of the identified scenarios would be to bring in experts, people who have done this in other towns. D. Duane from Chelmsford was present and stated they have just done this type of project in Chelmsford and he offered insight as to what kinds of information would prove helpful.

C. Blake stated that the best way to progress would be to educate ourselves to the best of our ability, and then move forward with some proposals for the Steering Committee.

Mr. Poch added to a question asked about the makeup of a Sewer District and how it would work, that three scenarios are envisioned at this point, one; it would be overseen by the Town (typically the DPW), two; creating a new Sewer District (similar in structure to the Sudbury Water District), and three; a QuasiDistrict, sort of combination of the previous two. Attention to Mandates would have to guide the eventual decision for a District.

It was agreed after discussion that meeting with other towns such as Chelmsford, and using the prior report from Weston and Sampson is a good start point. Again Mr. Poch encouraged the committee to use the Planning Office as a resource for information gathering.

N. Minkoff had developed a signup sheet with the four tasks separated for people to sign on to. Each member chose one or two subcommittees to serve on. M.Ragones stated that there should be more members in that many of the categories were going to be very challenging and heavy on workload. Mr. Haarde stated they (BOS) still were accepting members to the CAC.

J.Baranowsky began a discussion about the leaching field, concerning where the proposed wastewater recharge was located. Mr. Poch suggested that the issue be tabled until the committee has the chance to become familiar with the project as it stands today first.

Members on each Subcommittee:
See separate hand out

Future Meetings:

Discussion about future meeting days determined that Wednesdays had the least conflict with members of the CAC. Discussed weekly or Bi-weekly

meetings and determined that Bi-weekly committee meetings would be held initially. Due to Thanksgiving and a conflict with the School Committee meeting, the next meeting was scheduled for Wednesday, November 9 in the /Silva Conference Room in the Flynn Building for 7:30.

Motion by D. Duane to adjourn, second, meeting adjourned at 9:23.