

**Advisory Committee  
Meeting Minutes  
3/10/2016**

In attendance: Committee Members Anderson, Baltera, Belyea, Coughlin, Hancock, Haskell, Kelley, Kutsch, MacKay, Pyles, Reale, Sharkansky, and Taylor and Town Accountant Nickerson.

Chairman Pyles called the meeting to order at 7:30 PM.

*Questions from the Public on Items Not on the Agenda:* None

*Approval of Minutes:*

The minutes of the regular meeting on March 1, 2016 were approved as amended by a vote of 10-0-0. Chris Reale and Jim Taylor were not present for this vote.

**Warrant Articles**

Note: Guests who attended for the vote on the Zoning Articles included Mary Savage-Dunham, Director of Community Planning, Sarah Corey, Chairman of the Planning Board, and Jennifer Gay Smith, member of the Planning Board.

*Article MM – Amend Zoning By-Law re: Media Broadcasting or Production*

Victor Baltera moved approval of Article MM. AdCom members approved this Article by a vote of 11-0. Jim Taylor was not present for this vote.

*Article NN – Amend Zoning By-Law re: Floodplain Protection Overlay District*

Victor Baltera moved approval of Article NN. AdCom members approved this Article by a vote of 12-0.

*Article OO – Amend Zoning By-Law re: Common Driveways*

Victor Baltera moved approval of Article OO. AdCom members approved this Article by a vote of 12-0.

*Article PP – Amend Zoning By-Law re: Bed and Breakfast Establishment*

Victor Baltera moved approval of Article PP. AdCom members approved this Article by a vote of 12-0.

*Article QQ – Amend Zoning By-Law re: Section II and III*

Linda Kutsch moved approval of Article QQ. AdCom members approved this Article by a vote of 12-0.

*Article SS – Amend Zoning By-Law re: Lot Shape Requirements*

Linda Kutsch moved approval of Article SS. AdCom members approved this Article by a vote of 11-0. Craig MacKay was not present for this vote.

*Article TT – Amend Zoning By-Law re: Changes to Nonconforming Accessory Structures*

Linda Kutsch moved approval of Article TT, including paragraph B2, as proposed by the Zoning Board of Appeals. Victor Baltera moved an amendment to delete paragraph B2, as recommended by the Planning Board. AdCom members approved the amendment to this Article by a vote of 10-1. Linda voted against the amendment. Craig MacKay was not present for this vote.

*Article UU – Amend Zoning By-Law re: Uniformity Amendments*

Linda Kutsch announced that the Zoning Board of Appeals voted to withdraw this Article.

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While waiting for the Board of Selectmen to vote on several Articles, AdCom members discussed some miscellaneous items. Sue Nickerson handed out a document listing the “money” Articles and the total

funds to be expended from Unassigned Fund Balance to date. This total was \$1,700,000 without the amount to be transferred to the Reserve Fund, which is TBD. Jim Taylor noted that Unassigned Fund Balance as of 6/30/2015 was \$21,194,532. The projected FY 2016 budget surplus plus the FEMA reimbursement will be added to FB, but these funds will be applied to the FY 2017 budget. AdCom members expressed concern that the Fund Balance Ratio will drop below 20%, as expenses continue to increase and Unassigned FB decreases. Tom Pyles stated that he is comfortable that we will not fall below the 20% level.

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*Article LL – Solar Panels at the Landfill*

Paul Heanue, General Manager of the Light Plant, and Dierdre Lawrence, Attorney, attended the meeting to answer questions about the project. Craig MacKay handed out a flowchart showing the proposed solar project payment process and reviewed the details. AdCom members asked about the PILOT payments to the Town. Craig moved approval of Article LL. AdCom members approved this Article by a vote of 12-0.

*Article VV – Lehner Property*

Dan Coughlin handed out the most recent version of Article VV. Guests who attended for the vote on the Zoning Articles included Bob Curley, Chairman of the CPC, Carol Pyles, Vice-Chairman of the CPC, and Bill Friend, interested neighbor. Dan made a very thorough presentation about the Lehner Property and then moved approval of Article VV. AdCom members approved this Article by a vote of 12-0.

*Article O – Community Preservation*

Lucy Hancock explained the removal of the Lehner Property project from Article O and then moved approval of the revised Article O. AdCom members approved this Article by a vote of 12-0.

*Article D – Report of the Personnel Board*

Eryn Kelley presented this perennial Article. Sue Nickerson explained how the dollar amount is calculated. Eryn moved approval of Article D. AdCom members approved this Article by a vote of 12-0.

*Article E – Salaries of Town Officers*

Eryn Kelley presented this perennial Article and moved approval. AdCom members approved this Article by a vote of 12-0.

*Article II – Safety Improvements at North Street at Main Street Intersection*

Craig MacKay presented this Article and provided the background for it. He explained that the conclusion of the recently completed Engineering Study was that there is no need for a four-way stop at this intersection. Craig also noted that Debbie and Phil Edmundson emailed a letter to AdCom members concerning traffic mitigation at Fearing, North, and Main. Craig recommended No Action on Article II. AdCom members voted 12-0 for No Action on this Article. The proponents can study the intersection further, explore other options for remediation, and possibly submit this Article for consideration next year.

*Housekeeping Items*

Tom Pyles urged AdCom members to send final versions of Articles to Lucy Hancock as soon as possible.

Lucy Hancock announced that the official cost estimate for the Library roof / HVAC project is significantly higher than anticipated and that several funding options are on the table. This may require an AdCom meeting within two weeks.

Tom Pyles explained that the AdCom will meet 7-10 days prior to Town Meeting in order to prepare, e.g., to identify speakers for and against various Articles. The Moderator will schedule a meeting a day or two

before TM for final preparation. The AdCom may need to meet and vote on Article M (Transfer Funds to the Reserve Fund) on the night of TM.

The Harbor Development Committee may schedule an AdCom presentation regarding the Town wharves in the near future.

Linda Kutsch has graciously volunteered her home as the venue for the annual AdCom party, once again. Per usual, the “freshman” members of the Committee will plan this event (with assistance from last year’s organizers). The date is TBD.

*Matters Not Anticipated within 48 Hours: None*

*Adjournment*

The meeting was adjourned at 9:35 PM by a vote of 12-0.

Respectfully Submitted,

Lucy N. Hancock  
Secretary

List of Documents Distributed at this Meeting:

Agenda for AdCom Meeting of 3/10/2016

Draft Minutes from 3/1/2016 AdCom Meeting

Warrant Article Status Summary dated 3/9/2016

Article D – Report of the Personnel Board

Article E – Salaries of Town Officers

Article KK (revised) – Disposition of Property: Selectmen’s Parcel

Article LL – Solar Panels at the Landfill

Article O (revised Comment and Recommended Motion) – Community Preservation

Article II – Safety Improvements at North Street at Main Street Intersection

Article MM – Amend Zoning By-Law re: Media Broadcasting or Production Studio

Article NN – Amend Zoning By-Law re: Floodplain Protection Overlay District

Article OO – Amend Zoning By-Law re: Common Driveways

Article PP – Amend Zoning By-Law re: Bed and Breakfast Establishment

Article QQ – Amend Zoning By-Law re: Section II and III

Article SS – Amend Zoning By-Law re: Lot Shape Requirements

Article TT – Amend Zoning By-Law re: Changes to Nonconforming Accessory

Article VV (revised and in folder) – Lehner Property

Article VV (revised again and handed out by Dan Coughlin) – Lehner Property

Handout from Sue Nickerson / Tom Pyles re Money Articles and Unassigned Fund Balance

Handout from Craig MacKay re Solar Project Agreement / Payments Flowchart

Note: A communication regarding Article II from Debbie and Phil Edmundson was emailed to AdCom members but arrived too late to be placed in the folders.