



Randolph Town Council

DRAFT Meeting Minutes

Meeting Date: Monday, December 5, 2022 at 6:00 p.m., Remote Meeting via Zoom

Call to Order: Council President W. Alexopoulos called the meeting to order.

Roll Call – Council Members Present: Christos Alexopoulos, William Alexopoulos, Richard Brewer, James Burgess, Natacha Clerger, Jesse Gordon, Katrina Huff-Larmond, Kevin O’Connell (Councillor Ryan Egan Absent)

Pledge of Allegiance: Pledge of Allegiance led by Chris Alexopoulos.

Moment of Silent Prayer: Moment of Silent Prayer held in remembrance of Claire Skiffington who worked in the Veterans office, and Jeanne Meara, a long time poll worker in Randolph.

Approval of Minutes:

1. Minutes of Town Council Meeting November 14, 2022

Motion to approve the Minutes of Town Council Meeting on November 14, 2022 made by Councillor Brewer, seconded by Councillor C. Alexopoulos.

Roll Call Vote: 7-0-1 (Abstention: Burgess, Absent: Egan)

Motion Passes.

Announcements from the President:

1. Announcement of appointment of second Resident Member to Plan Review Authority (PRA) for a Project at 16 Fencourt Ave.

Council President Alexopoulos appointed Ms. Lawan Wiggins-Neal of Truelson Drive to the Plan Review Authority.

2. Town Council Clerk announced the following events:
 - a. The RICC Center is hosting a Community Cooking Class featuring Sola Ajao from Destiny African Market on December 7, 2022 from 5PM-6PM.
 - b. Annual Winter Wonderland will be held at the RICC Center on Saturday December, 10 from 10AM-4PM. A holiday music performance will follow at 3:30 PM, along with the annual Tree Lighting at Town Hall at 4 PM.
 - c. The Randolph Celebration Choir will perform at First Congregational Church also on Saturday, December 10 at 7 PM.
 - d. On December 17, 2023 at 7 PM, the Randolph Community Band is going to perform their 2022 Holiday Concert at Stetson Hall.

- e. The TFL is hosting Pop Up Art School for a “Make a Clay Yeti” class on December 13, 2022 at 4:00 PM for children ages 8-12.
- f. The TFL is hosting a “Noon Year’s Eve” Celebration on Friday, December 30th, 2022 at 10:30 AM. There will be lots of songs, stories, crafts and games!
- g. Zapustas Ice Rink is hosting a New Year’s Eve Family Skate Party with free ice skating, fun crafts, music and more! Head over to Zapustas Ice Rink on Saturday, December 31, from 3-5 PM.

Council President announced the annual tree lighting ceremony in North Randolph on Sunday December 11, 2022 tentatively for 4:00 PM.

3. The Massachusetts Historical Commission sent out a brochure for the Massachusetts Preservation Projects Fund (MPPF) Round 29 workshop schedule. There are several dates for workshops for various cities and towns throughout Massachusetts.

Public Hearings:

1. 6:15 PM: Special Permit Application and Site Plan and Design Review for a Proposed Development located at 16 Fencourt Avenue

Council Clerk read correspondence from the applicant, requesting that the continued public hearing be further continued until the latest meeting in January 2023, or a date the Town Council sees fit.

Council President Alexopoulos stated the second Town Council meeting in January will be held on January 23, 2023.

Motion made by Councillor Brewer to continue the hearing to 6:15pm on January 23, 2022, seconded by Councillor C. Alexopoulos. Discussion was held.

Roll Call Vote: 8-0-0 (Absent: Egan)

Motion Passes.

2. 6:15 PM: Council Order 2022-050: Amendment of Section 147-9(D) of the General Ordinances of the Town of Randolph Concerning Violations, Penalties and Fines Relating to Trash and Refuse Disposal.

Council President Alexopoulos opened the public hearing on this matter. The Town Council Clerk read the legal notices that were published in the Patriot Ledger on November 29, 2022.

Town Manager Howard gave a brief explanation of the purpose of the proposed amendment.

Council President Alexopoulos opened the public comments portion of the public hearing. There were no public comments. Council President Alexopoulos closed the public comments portion of the public hearing.

General discussion was held amongst the Councillors regarding the substance of the ordinance and the differences between Sections 147-9A, 147-9B, and 147-9C.

Councillor Burgess requested an update on the changes to the Fees and Fines schedule.

Councillor Gordon requested an update on the Health Code violations. Town Attorney Griffin explained that there are a few different approaches the Town can take regarding violations to the State Sanitary Code. There are other fines that can be levied by the Board of Health under the health statutes and additional research will be done to see what changes can be made in this regard. Town Manager Howard

will connect with Health Commissioner Gerry Cody and find out how this can be applied to Health codes.

Motion made by Councillor O'Connell to approve the Council Order 2022-050, seconded by Councillor Brewer.

Roll Call Vote: 8-0-0 (Absent: Egan)

Motion Passes.

Public Comments:

1. Kathleen Crogan-Camara, of 52 West Street, raised concerns regarding holiday lights in the center of town. Last year she requested, through Councillor Gordon, for a lot more lights to be put in the center of town. Were there more lights purchased, and if so, have they just not gotten around to putting them all up? Going forward, can we have a regular day that the lights are put up? Thank you and have a great Holiday.

Councillor Burgess requested that North Randolph be included in that request for more lights. Town Manager Howard stated that a significant amount of additional lights were purchased last year, and some were also purchased this year. They're still in the process of putting up the lights.

2. Sandy Cohen, of Bittersweet Lane, raised comments regarding the HarborOne Drive-Through and the exit lanes and the traffic flow. Secondly, is the town putting up any other kind of holiday decor such as Kwanzaa and Hanukkah? Town Manager Howard: The Town will continue with the tradition of putting up a Kwanzaa display and Menorahs. Councillor Huff-Larmond: There will be a Kwanzaa Celebration by Randolph DEI Coalition and a conversation was held to try to put together a plan to purchase a huge Menorah. Councillor O'Connell recommended putting together a "Holiday Decoration Committee" similar to what has been done in the past for the Fourth of July celebrations.

New Business:

1. Community Development Block Grant (CDBG) Presentation

Planning Director, Michelle Tyler gave a presentation to update everyone on the CDBG, to date, especially as we prepare for another application. A brief background was provided and a timeline: The intent to apply was first approved by the Town Council in July 2021 specifically to use the funds for Housing Rehab, and Childcare Assistance. Part of the requirement of being a CDBG recipient is to establish a community advisory group made up of a variety of residents, staff and specialists who look into the progress and what are the needs of the community. Recipients of the grant are often asked to provide feedback on their experiences with the CDBG. The next application is due March 3, 2023 and we are eligible to receive up to 1,350,000.00. A public hearing with the Town Council for a vote to submit the application is required by January, 2023.

Council President Alexopoulos: The public hearing is scheduled for January 9, 2022 at 6:15pm for a vote of the Town Council.

Councillor Gordon: Discussion was held regarding the process for applying for grants and the need for a Town Grant Administrator for things like this, who would make sure that we do all the follow-up necessary for grants like this and others.

Councillor Huff-Larmond: Thank you for the work you are doing. What was the deadline for the first grant? Planning Director Tyler: Our next application is due March, 2023. Councillor Huff-Larmond: We've been getting lots of calls from residents regarding housing rehabilitation and now with this work

you are doing and this grant we will be able to help our residents' needs. How's the response from residents? Planning Director Tyler: The response is significant and we'll likely hit the cap very easily, however the number of financial documents and paperwork required to establish eligibility is significant. But there is definitely significant interest. We will have a specialist who will be employed here, and will have language assistance through the school and through other employees.

2. Town of Randolph Complete Streets Policy

Planning Director, Michelle Tyler, DPW Superintendent, Chris Pellitteri, and BETA Engineering representative, Jeff Maxtutis. Mr. Pellitteri introduced Jeff Maxtutis.

Jeff Maxtutis: I am a transportation planner from the BETA Group. BETA is an engineering planning group. We do a lot of these projects, this is a MASSDot program to help communities develop policies, plans and then help with the implementation of complete streets elements. There is a three tier process that Towns have to go through. It's been a successful program throughout the Commonwealth- there have been approximately 20 of these that have been done with various cities and towns.

Planning Director, Michelle Tyler: A presentation was made describing what entails the Complete Streets Policy. Complete Streets is an overarching approach to planning, design, construction, and maintenance to provide safe and accessible options for all travel modes- walking, biking, transit and vehicles. There are three tiers involved in the Complete Streets Program. Tier 1: Training and Policy Development, Tier 2: Prioritization Plan Development, and Tier 3: Project Approval and Construction. The Complete Streets Policy is a municipal document that directs all town departments to consider Complete Streets design elements in all projects and phases. Its content is evaluated and scored by MassDOT based on specific metrics. The rubric and scoring sheet was displayed which shows how the town's policy will be rated by MassDOT. Strengths and opportunities of complete streets based on MassDOT's criteria were discussed. Next steps include adopting the Complete Streets Policy, submitting to MassDOT, responding to comments by MassDOT (if applicable), and developing the Prioritization plan.

Mr. Maxtutis: The town is making a commitment to consider complete streets elements on any public project going forward. It doesn't mean every road in town needs to have a bike lane so it's context sensitive. These elements should be considered on every project. It's not to improve vehicle flow and reduce vehicle traffic delay. It's to improve accessibility for pedestrians, bicycles, and public transit ways.

Ms. Tyler: The funds cannot be used on state regulated roads.

Councillor Burgess: I appreciate this. Ultimately the design that gets approved is approved by the DPW Director? With the previous Town Manager, and BETA, we broke the town in four sections (we've only done three). The Town Councillors previously took votes on those three sections of Town on what we believed to be improvements that would significantly impact pedestrian safety. How does that get implemented into this plan? Mr. Pellitteri: No, we can put together a few people to put together a list to see what could be improved. Ms. Tyler: The plans could be incorporated into the prioritization plan. They would need to be scored by MassDOT. Just because we (collectively) like it, does not necessarily mean that MassDOT will score it high.

Council President Alexopoulos: We have these plans that we laid out several years ago, can you guide me through the process in how those get approved? What happens from here?

Mr. Pellitteri: We would take those projects and you might list it in order of what you want the most and then MassDOT will take that and might decide "project number three should actually be project number

one.” So you should try to submit all projects as being equally important. There’s a lot of flexibility in the planning process.

Councillor Huff-Larmond: Is there an opportunity for us to come together, collaborate and revisit our list of priorities? We may also have different priorities that we may disagree with some of the consultants on.

Mr. Maxtutis: The town is responsible to submit a prioritization plan and you can prioritize the projects in any order you’d like with a minimum of 15 projects. DOT will review that plan and may make comments on some projects or determine some projects are not eligible. Then you’ll address those comments and finalize a plan and enter tier three to apply for infrastructure funding for the infrastructure of the projects on the plan.

Councillor Burgess: I don’t want the hard work of more than three years that the Council has taken votes on and see streets end up on the plan and jump over three years of work because internally there has to be an administrative decision somewhere in house that determines what is in the plan. Are you going to bring this back to the Town Council for their vote? Town Manager: There is no question that the previous votes taken by the Council should be included in the list and be scored. The input of the Council is important.

Councillor Gordon: The vote tonight is just to put us into the framework and what Councillor Burgess is bringing up is which things go onto the list and what the prioritization is. I’m concerned about how the public might add their own items to the prioritization list. There’s going to be a vote before the Council on a petition for a shuttle van service so that’s not eligible for this program. There are a lot of things that the public should be able to provide their input on that are eligible through the Complete Streets Program including but not limited to this list of items mentioned by Councillor Burgess.

Councillor Huff-Larmond: Does this also include shelter at Bus Stops, can the money be used for something like that? Mr. Maxtutis: Bus stops are eligible.

Councillor O’Connell: Chris, what do you picture being the first project you would like to see happen, and if this does happen, how long does it take for the project to kick in? Mr. Pellitteri: I don’t have an answer for that right now because an evaluation has not been done yet to see what improvements would be helpful. We could look at previous plans to see what can and cannot be done and use that information. How long until something gets approved and then shovels hit the ground?

Mr. Maxtutis: The policy is an open schedule- no deadline. For prioritization there is a deadline every six months. It will take for the end of that selection period for the reward to be made to the town and then you’re looking at 6-12 months. Once the prioritization plan is approved by MassDOT, it allows you to apply for infrastructure funding which will take until the end of that selection period for MassDOT to make that award.

Motion made by Councillor Burgess to approve the Complete Streets Policy as presented by Town Planner Tyler with the amendment “under implementation after the last paragraph after the word means, change the period to a comma and add “and the Town Manager shall bring to the town council for a Vote of Priorities”.

Council President Alexopoulos: I will not accept the motion with an amendment to the policy which came from Complete Streets and risk not being approved for the funding.

Councillor Burgess: I “Rule 21” this vote.

Councillor Gordon: Can I suggest that we make a separate order to handle the things that Councillor Burgess was talking about so that we can vote on this as is this evening?

Councillor Huff-Larmond: Could someone explain to me and the public, if we'll have an opportunity to move forward with this after today? What options do we have?

Town Manager Howard: I recommend voting on this policy today, and then bringing a secondary vote with a motion forward that says that the Town Manager will bring any changes before the Council.

Councillor Burgess: I'll accept the motion to require the Town Manager to do it, and then I'll remove Rule 21.

Councillor Huff-Larmond: Christine, do you mind telling us what these two motions will sound like?

Town Attorney Griffin: Through the Council President - If the matter is "Rule 21'd" then you can't act on it until a new meeting with the Town Council. Councillor Huff-Larmond, If the matter is not "Rule 21'd" then it sounds like you're considering one motion to vote on the Complete Streets Policy as presented, and then a second motion which would be to direct or instruct the Town Manager to bring any proposed priority lists for the Complete Streets projects before the Council before it's submitted to the State.

Councillor Burgess: What is the deadline to submit the Complete Streets Policy? Mr. Maxtutis: There's no deadline, it's just the first approval you need to move on to the other tiers of the program. The next deadline for prioritization is April 31st. There was an original deadline of December 30th, and you'll have to request an extension because you'll never make it.

Council President Alexopoulos: Thank you Jeff, Michelle, and Chris for being here today. We appreciate your time.

3. Council Order 2022-056: Request for the Town Council to Initiate an Amendment to Randolph Zoning Ordinance - Chapter 200 of the General Code of the Town of Randolph - Concerning Front Yard Setbacks As They Relate to Adjacent Historic Structures Pursuant to M.G.L. ch. 40A, sec. 5

Council President introduced Council Order 2022-056 to the Council. This is not being voted on tonight, a public hearing will be scheduled in January.

Planning Director, Michelle Tyler: As outlined in the narrative report, the request for this came through the Master Plan that was last issued in 2017 with a recommendation following the Master Plan Implementation Committee's support for reviewing all the initiatives. The Historic Commission and the Planning Board met jointly to discuss this particular goal and had a lengthy discussion to come up with the language that is presented here today. There is also a general ordinance associated with this that will also be coming before the Council separately.

Motion to refer this Council Order to the Planning Board, and the Ordinance Subcommittee made by Councillor O'Connell, seconded by Councillor Brewer.

Roll Call Vote: 8-0-0 (Absent: Egan)

Motion Passes.

4. Council Order 2022-057: Amendment of Section 9-4 of the General Ordinances of the Town of Randolph Concerning the Community Preservation Committee

Council President introduced Council Order 2022-057 to the Council. This is not being voted on tonight, a public hearing will be scheduled in January.

Councillor Gordon: I think the public hears me talking about grants a lot and these are grants the public can actually participate in. I have done so myself for projects I'd like to do around Town and I'm very happy to have a couple of those grants approved by the CPC this year. In doing so, I asked around Town Hall about how one goes about implementing that grant, and I'm comfortable walking around Town Hall to ask, which evidently a lot of people are not as comfortable with, so I'd like to help them out. I'd like to see a document from the CPC on how to go about the implementation process, what the grants are that have been granted so that people can look them up, and then what to do if your grant is turned down.

Committee Reports:

1. Councillor Huff-Larmond inquired about the School Committee. Council President Alexopoulos: The schools are doing well. I'll report at the beginning of the year.

Council Comments:

1. Councillor Burgess: 1. Can I ask Natalie to go through our Special Permit list and pull the decisions, specifically the Special Permit language? 2. There have been concerns concerning the Congregational Church Sign/lights that when turned to green, sometimes get confused for the street lights. 3. Has there been a planting plan for Warren and Highland Ave? It got submitted to the Planning Board. Ms. Tyler: The plan that was submitted was not accepted and sent back to the property owner for modifications. We don't have them yet, they may be available at the next meeting and once they're ready we will provide them to you. 4. Town's Veterans' Council- I believe it was set up by a Town vote. I'm hearing that the Veterans' Council is no longer active and there has been some moves by individuals to make that a functioning committee or council to be a nonfunctioning committee or council. I would like the Town Manager to look at this and find out what we need to do to get back on track.
2. Councillor O'Connell: Regarding the Toy Drive at the Police Department. I had a great visit at the Police Dept., and special Elf Natacha came. Special thank you to Sgt. Ryan, Sgt. Boudreau and all the residents who came with toys and Bank of America who came unannounced with lots of toys. You can still donate until December 17, 2023 at the Police Station.
3. Councillor Clerger - I had the opportunity to be an Elf at the toy drive at the Police Dept. We started with a small box and ended the day almost buried under toys so thank you to the Residents, we had lots of fun with the kids.
4. Councillor Brewer: Thank you DPW for all the help they've given the schools- repairing the flag pole, repairing the Lyons school playground. It helps when we all work on the same team to get things done.
5. Councillor Huff-Larmond: Randolph Youth Council is having a baby item drive for families from Venezuela and families that were misplaced. Needs are baby wipes, diapers, formula, clothing should be new, not used. There will be a box at Town Hall and there are also two boxes at RICC. 2. Marriage Equality Policy went through this week, read the fine print. There is still so much work to be done for marriage equality. 3. Kwanzaa and Hanukkah Celebration is on 12/20 at RICC at 6:30. It is a potluck and all are welcome to bring their favorite dish.
6. Councillor Gordon: I have posted on my website, JesseGordon.com, a photo gallery of the recent properties we've been discussing. 2. I'll be posting the activities that I'll be doing with the community preservation committee grant. 2. Charter section 2.6, sec. C-2: whereas Councillors have the right to call for a special meeting - and I will be doing so immediately after the close of this meeting for next Monday at 6:00 PM to vote on the complete streets policy and the town manager policy to bring the project prioritization list before the Council.
7. Council President: Happy Holiday Season, and have a Happy and Safe New Year!

Adjournment:

Motion to adjourn made by Councillor Clerger, seconded by Councillor Huff-Larmond.

Roll Call Vote: 8-0-0 (Councillor Egan Absent)
Meeting adjourned at 8:29 PM.