

**MINUTES**  
**TOWN OF CONCORD**  
**CITIZENS TRANSPORTATION COMMITTEE**  
**Tuesday, May 15, 2012**  
**9:00am – 10:45am**  
**Conference Room, First Floor**  
**141 Keyes Road**

**Present:** Lisa Bergen, presiding  
Ray Bruttomesso  
Abraham Fisher  
Louise Halderman  
Mark Hansson

**Also present at the table:** Eric Van Loon, Concord Town Moderator  
Anita Tekle, Concord Town Clerk  
Maureen Spada, Chair, Concord Public Schools Committee

**Citizens present:** David Allen, Ray Hanselman, Phil Benincasa

1. Call to Order

The meeting was called to order at 9:10 by Chair pro-tem, Lisa Bergen. After welcoming the committee the meeting was turned over to Town Clerk, Anita Tekle who swore in the committee members.

2. Review of Open Meeting Law and Conflict of Interest Law (Anita Tekle, Town Clerk)

Anita Tekle reviewed the provisions of the Open Meeting Law and the Conflict of Interest Law. The Conflict of Interest Law covers many possibilities, most of which are not likely to be faced by an advisory committee. However she stressed that any member who felt that she or he faced a possible conflict of interest should leave the room during the relevant discussion and not merely remain silent.

In reference to the Open Meeting law, she reminded the committee of the need to post agendas within the prescribed time of 48 hours excluding weekend and legal holidays. The notices must be placed on the official Town site but may also be placed on other locations within the town. The official notices should include as detailed an agenda as possible and attachments. Approved minutes must also be made available. Draft (unapproved) minutes may be requested by a member of the public and they must be furnished within ten days of the request but such minutes are not official until approved. She noted the advisability of posting site visits so that the committee's ability to discuss the site during the visit would not be impeded. It would be possible however to delegate a minority of the committee to make a visit to a site at their own convenience and then report back at a posted meeting.

As many questions will come to the committee members and there are also often questions and comments on the various discussion lists, it will important that the comments of individual members not be seen as representing the view of the committee. This is particularly important when it comes to the various web discussion lists which circulate. It was decide that Abe Fisher would be the official "poster" on behalf of the committee.

Ms Tekle also cautioned about the use of email, which should be used only for sharing information and requests for input about scheduling etc. but not for committee discussions. Members wishing to share information such as a reference to an article in a newspaper or a link

to an informative website etc may and probably should send it to the committee but the members should only read and not comment.

Ms Tekle concluded her presentation by asking that all the committee members familiarize themselves with the laws, excerpts and/or copies of which were furnished to the members.

3. Organization of Committee

Upon motions duly made and seconded, Lisa Bergen was elected chair of the committee and Louise Haldeman Clerk. The votes were unanimous.

4. Discuss Committee Charge

Moderator Eric Van Loon discussed the charge to the committee which is based on the petition article voted at the Concord Special Town Meeting of April 24. (See Attachment B on the May 15th Agenda.)

The duties of the committee are to include a consideration of bus safety issues, an analysis of the comparable costs of maintaining an in-house bus system compared to an outsourced one, and a discussion of the “intangible” considerations such as confidence in the system. The committee will also identify potential sites suitable for the buses on Town, School or other property where the buses could be located. The committee is also expected to hold at least one public hearing as well as make recommendations to the School Committees.

It was quickly realized that the time frame given in the article would not be adequate for the committee to complete its task nor would the original deadline of July 31 be at all compatible with the school committee’s summer schedule. Mr Van Loon stated that committee could extend the timeline as it wished. Ms Spada discussed the School Committee’s probable summer schedule and agreed that a late August time would be better for a report. No date yet set.

The Town meeting article had specified that the moderator would appoint four members and the school committee three, two of whom would be from Carlisle, reflecting the composition of the regional school committee. At the time of this meeting, the school committee had appointed one member, Mr Brutomesso, a Concord resident but there are no Carlisle members. Complicating matters for the Regional School Committee has been the receipt of a letter from the Carlisle Selectmen and Finance Committee which states that they feel that this is purely a Concord manner and declined to participate. This occasioned considerable discussion as the CTC feels that it will need a full complement of seven members in order to fulfill its task. At the same time it understood that the Regional School Committee needed to handle this issue with great sensitivity.

It was suggested that perhaps an effort should be made by the CTC to reach out to Carlisle citizens feeling that since the outcome of the bus decisions will affect them in the future they might wish to have some input. Mr. Van Loon suggested that if the school committee could not find volunteers from Carlisle it would be within the spirit and intent of the article for them to appoint additional Concord citizens instead.

Upon a motion duly made and seconded it was voted that the CTC write to the School Committees asking that they seek Carlisle members if possible but that if such volunteers are not found or if to do so seems inadvisable, that they appoint additional Concord residents so that the CTC committee would be at full strength by the time of the joint school committee meeting of June 5.

In addition the CTC chair will contact the Carlisle Mosquito asking that interested people forward their names to the Regional School Committee. Working with the chair, Abe Fisher will post a message on the Concord yahoo group, a similar message having been previously posted on the Carlisle yahoo group.

5. Meeting schedule and timetable

Having already agreed earlier in the meeting that the timetable can be revised, it was decided to meet at two week intervals on Thursday evenings and to defer scheduling a hearing until there is more information to present.

6. Reports & Issues for Discussion

A brief review of the site plan (attachment C) was made. Since the meeting room was needed by another committee, discussion on the Mathis Report (Attachment D) was deferred to the next meeting.

There were some questions from the committee about having access to information from the School Administration. Ms Spada cautioned that different people would be likely to give different answers to the same questions. The committee agreed that while it is interested in hearing opinions it also needs solid information. The hope was expressed that the School Administration would direct the school employees to respond to requests for information from the CTC .

Ms Spada, Mr Van Loon, and Ms Tekle left the meeting with the thanks of the committee for all their help. The hope was expressed that Ms Spada or another member of the school committee would attend future meeting as part of the audience whenever possible.

7. Citizen's Comments

Mr Hanselman suggested that as the committee gets down to more specific issues it would find it beneficial to allow citizens comments during the discussion of action items rather than waiting until the end. The committee agreed with the provision that the comments would be to the issue and the difference between a meeting and a hearing be clearly understood. Other members of the audience were heard to wish the CTC committee good luck.

8. Adjourn

As the next scheduled occupants were beginning to enter the meeting room, the committee adjourned until its next meeting which will be at 7PM May 24 at a location still to be determined.

Respectfully submitted  
Louise S. Haldeman Clerk