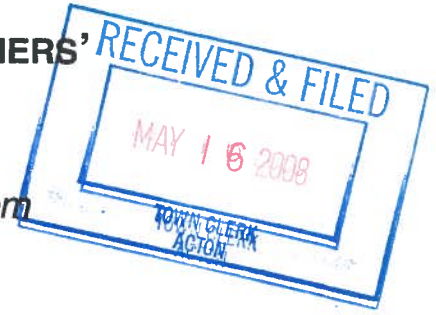


**BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING MINUTES**



Public Safety Building: Chief's Conference Room

May 05, 2008

6:00 PM

Present at the meeting were Selectmen Rosenzweig, Magee, Knibbe, Berry and Friedrichs, Town Manager Steve Ledoux and Recording Secretary Maryjane Kenney

CITIZENS' CONCERNS

None

PUBLIC HEARINGS AND APPOINTMENTS

6:00 BOARD REORGANIZATION

Selectmen Rosenzweig will formally announce the Board Reorganization at the May 12, 2008 Board Meeting.

6:05 BOARD LIAISON ASSIGNMENTS

The Board is continuing work on their Liaison assignments.

**6:20 PROPOSED BOARD OF SELECTMEN CALENDER FOR MEETINGS MAY 2008-
APRIL 2009**

The May 2008-2009 Board of Selectmen calendar has been accepted.

6:25 BOARD OF SELECTMEN GOAL SETTING WORKSHOP

From: Steven L. Ledoux, Town Manager

CC: Manager Office, Department Heads, Boards and Commissions

Date: May 8, 2008

Re: Results of Selectmen's Annual Goal Setting.

Below, please find the results of the Annual Goal Setting exercise held on May 5, 2008, in the Police Chief's Conference Room at the Acton Public Safety Facility. The Goal Setting process utilized was the Group Nominal Technique. 31 potential goals were identified. Members of the Board were asked to pick their top five goals in rank order. Points were assigned to goals as follows:

1 priority = 5 points

2 priority = 4 points

3 priority + 3 points

#4priority=2points

#5 priority = 1 point

Goal Setting Results

1. Focus on Greening Acton, including reviewing bylaws and regulations (17 points)
2. Develop more open and understandable budget process. (15 points)
3. Develop 3 – 5 year financial plan for both capital and operational budgets with buy-in from all parties and utilize such to set fiscal policy. (13 points)
4. Acquisition of open space (7 points)
5. (tie) (4 points)
 - Reinstigate Joint Board meetings with FinCom and Schools
 - Limit residential growth
 - Expand Senior Relief Program

Other items receiving consideration: Improve Town Meeting (3 points); Resolve traffic problems (2 points); Address commuter parking (2 points); BoS focus on policy (2 points); Expedite rehabilitation of historic properties (1 point); Retain small town feel (1 point)

SELECTMEN'S BUSINESS

MEMORIAL DAY OBSERVANCE AND CEREMONIES

Ceremonies discussed and accepted. Announcement will be put on the web and sent to the Beacon for publication.

CONSENT AGENDA

All items on the consent agenda were approved.

6. Committee appointment, Historical commission, Mr. Bradford Maxwell, one year term, Associate appointment.
7. Committee appointment, Comprehensive Community Plan Outreach Committee Member, Ms. Rajani Lakhani, the term ends at completion of task.
8. The Board approved obsolete materials disposal, Acton Memorial Library, request from 3/26/09 and 4/24/08.
9. The Board approved obsolete materials disposal, computer monitors of a request from Acton Memorial Library.
10. The Board approved obsolete materials disposal, request from West Acton Citizens' Library.
11. The Board approved continuation of Commuter Parking Program at Jones Field for an indefinite period of time until the Board decides to revisit the Program.

12. The Board accepted a gift from the Board of Health, donations of food to the Wellness University Program from Donelan's Supermarket, \$50.00, TD's Deli, \$250.00, Dunkin Donuts, \$50.00, FANS, \$50.00 and Very Fine, \$50.00.
13. The Board accepted a gift from the Gallant family offering to donate a Millstone originally located on Isaac Davis Way, and now at 199 Great Road, for placement on Acton Common, Town Property.
14. The Board accepted a gift for the Recreation Department in the amount of \$25.00 from the Capelli Salon to help fund the Spring Family Campout at NARA PARK.
15. The Board accepted a gift for the Recreation Department, a free concert from the US Air Force Band of Liberty to be held on the 4th of July at NARA Park.
16. The Board accepted a gift for the Recreation Department of \$250 from Graham & Harsip, P.C. Attorneys at Law to be used to fund Summer Concerts at NARA Park.
17. The Board accepted a gift for the Recreation Department of \$50 from Acton Medical Associates, to be used to fund Summer Concerts at NARA Park.
18. The Board accepted a gift from the Recreation Department, a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples at the July 31st Family Fun Night Concert valued at \$2,500 and \$500 to be used to fund the Summer Concert Series.
19. The Board accepted a gift from the Recreation Department of a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples for Acton Day at NARA valued at \$2,500 and \$500 to be used to fund Acton Day, 2008.
20. The Board accepted a gift from the Recreation Department of a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples valued at \$2,500 and \$500 to be used to fund July 4th at NARA PARK.
21. The Board approved a confidential request of a fee waiver for a Nara Park Beach pass.
22. The Board approved a confidential donation of the Annual Selectmen's Concert to be held at NARA.

EXECUTIVE SESSION

None

MINUTES PENDING VOTES

March 3


March 31

April 22, Regular and Executive Session, 2008

PENDING COMMITTEE APPOINTMENTS

Antoinette Hershey, Conservation Commission, Associate Member

Recording Secretary


Andrew D. Magee, Clerk

12 May 2008
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Public Safety Building: Chief's Conference Room

May 05, 2008

6:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. **6:00 BOARD REORGANIZATION**
Announce Board Officers
2. **6:05 BOARD LIAISON ASSIGNMENTS**
Enclosed please find materials in the subject regard, for Board consideration.
3. **6:20 PROPOSED BOARD OF SELECTMEN CALENDER FOR MEETINGS MAY 2008-APRIL 2009**
4. **6:25 BOARD OF SELECTMEN GOAL SETTING WORKSHOP**
Enclosed please find materials in the subject regard, for Board consideration.

III. SELECTMEN'S BUSINESS

5. **MEMORIAL DAY OBSERVANCE AND CEREMONIES**
Enclosed please find materials in the subject regard, for Board consideration.

IV. CONSENT AGENDA

6. **COMMITTEE APPOINTMENT, HISTORICAL COMMISSION, MR. BRADFORD MAXWELL, ONE YEAR TERM, ASSOCIATE APPOINTMENT**
Enclosed please find materials in the subject regard, for Board consideration.
7. **COMMITTEE APPOINTMENT, COMPREHENSIVE COMMUNITY PLAN OUTREACH COMMITTEE MEMBER, MS. RAJANI LAKHANI, TERM COMPLETION OF TASK**
Enclosed please find materials in the subject regard, for Board consideration.
8. **OBSOLETE MATERIALS DISPOSAL, ACTON MEMORIAL LIBRARY, REQUEST FROM 3/26/09 AND 4/24/08**
Enclosed please find materials in the subject regard, for Board consideration.
9. **OBSOLETE MATERIALS DISPOSAL, COMPUTER MONITORS, ACTON MEMORIAL LIBRARY**
Enclosed please find materials in the subject regard, for Board consideration.

10. OBSOLETE MATERIALS DISPOSAL, WEST ACTON CITIZENS' LIBRARY

Enclosed please find materials in the subject regard, for Board consideration.

11. CONTINUATION OF COMMUTER PARKING PROGRAM AT JONES FIELD FOR AN INDEFINATE PERIOD OF TIME

Enclosed please find materials in the subject regard, for Board consideration.

12. ACCEPT GIFT, BOARD OF HEALTH

Enclosed please find donations of food to the Wellness University Program from Donelan's Supermarket, \$50.00, TD's Deli, \$250.00, Dunkin Donuts, \$50.00, FANS, \$50.00 and Very Fine, \$50.00, for Board consideration.

13. ACCEPT GIFT, FROM THE GALLANT FAMILY

Enclosed please find a letter from the Gallant Family offering to donate a Millstone originally located on Isaac Davis Way, and now at 199 Great Road, for placement on Acton Common, Town Property, for Board consideration.

14. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift in the amount of \$25.00 from the Capelli Salon to help fund the Spring Family Campout at NARA PARK, for Board consideration.

15. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift a free concert from the US Air Force Band of Liberty to be held on the 4th of July at NARA Park, for Board consideration.

16. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$250 from Graham & Harsip, P.C. Attorneys at Law to be used to fund Summer Concerts at NARA Park, for Board consideration.

17. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$50 from Acton Medical Associates, to be used to fund Summer Concerts at NARA Park.

18. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples at the July 31st Family Fun Night Concert valued at \$2,500 and \$500 to be used to fund the Summer Concert Series, for Board consideration.

19. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples for Acton Day at NARA valued at \$2,500 and \$500 to be used to fund Acton Day, 2008, for Board consideration.

20. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a pledge from Big Fish Promotions (Marketing Company for Dunkin Donuts) of free beverage samples valued at \$2,500 and \$500 to be used to fund July 4th at NARA PARK, for Board consideration.

21. CONFIDENTIAL REQUEST, FEE WAIVER, NARA PARK BEACH PASS

Enclosed please find confidential materials in the subject for Board consideration.

22. ACCEPT GIFT – DONATION OF ANNUAL SELECTMEN'S CONCERT AT NARA (CONFIDENTIAL DONOR)

Enclosed please find a gift of the Selectmen's Concert for Board consideration.

V. EXECUTIVE SESSION

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

MINUTES PENDING VOTES

March 17, March 31

April 22, Regular and Executive Session, 2008

PENDING COMMITTEE APPOINTMENTS

Antoinette Hershey, Conservation Commission, Assoc. Member
Bradford Maxwell, Historical Commission, Associate Member