

# Selectmen's Minutes

## December 2, 2002

7:00 P.M.

Present: Trey Shupert, Walter Foster, F. Dore' Hunter, Peter Ashton, Pam Harting-Barrat, Town Manager and Assistant Town Manager. Meeting was televised.

### CITIZEN'S CONCERNS

Trey spoke about the input we have been receiving about the sidewalk on Esterbrook Road. They had put the sidewalk condition in the decision. He has now received emails that the residents don't want the sidewalks now and urged the board to consider that the sidewalk to no where will eventually become a side walk to somewhere. Don noted that he has had conversations with Garry Rhodes and Garry has been working with the developer who is interested in building the sidewalk. Garry could not ascertain what contribution the developer would be willing to offer. Peter suggested that we not build the sidewalk. He feels that it would make things easier with dealing with wet lands issues. He thinks it should go to a public hearing. Walter said we should have a process in place to address these issues as they come up. He is an advocate of sidewalks but we need to do this in a public session. It was noted that we should check with the attorneys. Pam felt that she would like to hear from those affected and more about the replication of the wet lands.

Graham Knowland – Said that Esterbrook is a scenic road and to put in a sidewalk would require many trees and stone walls being destroyed. He said he remembered that the abutters did not want them, but the Selectmen urged them. He started on about the curb cut on Esterbrook. Trey and Dore' asked him if he wanted the sidewalks. He said they want safety. He would not directly answer the question.

Don was asked to have Garry Rhodes speak with the developer to discuss this possible change.

Trey said that we need to schedule a public hearing.

Chris Schaffner – He spoke about the Public Safety Building and the program that will fund renewable energy systems, wind, solar, or fuel cells with funding which would total 105% of the debt. He offered his service if they wanted to pursue.

Alice Quirk of Bellows Farms – Representative of Farm Brook Trust. They need to obtain the as built plans of their septic plant from Northwest Structures. They are required to have those as built plans for DEP etc. They need to renew their permit for 2003 and they need to start this in January. They were asking the Town for help in obtaining these As Builts.

They would like us to send a reminder to Peabody to submit his As Built Plans as soon as possible. Dore' noted that they inform Mr. Peabody to submit this information. Don said that the BOH has sent letters and he will follow-up with a phone call and letter.

# **PUBLIC HEARINGS & APPOINTMENTS**

## **SEWER COMMISSIONER'S REPORT**

### **SEWER PLANT CONTAMINATION**

Peter spoke about the need for a fine structure should an incident like this occur again, and to act as a deterrent. PETER ASHTON – Moved that we accept the fine structure of \$5,000 per offense, per day. DORE' HUNTER – Second. UNANIMOUS VOTE

**MR. HONG AN** – PETER ASHTON - Moved to appoint Mr. An as an Alternate Member of the HDC for a term to expire June 30, 2005. WALTER FOSTER - Second. UNANIMOUS VOTE

**FRIENDS OF THE CPA** – Susan Mitchell-Hardt – The "Friends" presented a check for \$550.49, which is the balance in their account to offset the costs of setting up the program.

## **SELECTMEN'S BUSINESS**

**FY04 BUDGET DISCUSSION** – Trey spoke about the public meeting and he noted the following Items for consideration by the Board. Free Cash, and there was feedback about cutting personnel in the A and B budgets. He wants a working session on the 16th to give them a month to finalize budgets and bringing them back to the Board for action.

Dore' noted that we heard from Bill Mullin who said we should maintain credibility by having personnel cuts. Dore' does not agree and he thinks we need to talk about preserving services. He feels we need to draw the line and we need not cut personnel to make us credible. Dore' reiterated he will carry a NO to town meeting floor.

Peter said it is imperative that we continue to move forward for final decision about the B budget and amounts of Free Cash to be used in both A and B Budgets. He hopes ALG process will work through this. Peter's thoughts are that we need to reduce Overtime and that would reduce FTE's in the B Budget. He said we need to look at the library decreasing number of days being open, as well as reductions in public safety departments. It will be hard to find layoffs, as the budget is lean.

Walter feels that we have received feedback and that he has been looking at issues he wants to take a hard look at adjusting both A and B Budgets. He felt we should not make it a situation of laying off instead of reductions in services. He will be voting to shift some of the items that they feel are critical risks

Pam said that she is concerned with cutting back public safety.

Trey spoke about the cuts in both budgets. He has asked staff to look at putting capital items back into the budget. He also noted we need to look at the overtime use in Public Safety and other union issues in the organization.

Don noted that if we cut out overtime or call back in Highway it hardly would make a dent.

**FEES DISCUSSION** – Recreation Commission took a look at their fees and provided us with what other communities provide. They felt that it was not a comparison of towns like Acton. They said we could set the early Bird Beach fee at \$125 and the remaining at full price. He would like to see a significant fee difference between the Early Bird Beach fee and the regular beach fee. The Board discussed other Recreation fees such as the increase to \$175.00 per child per week to attend camp. It was decided to contact the Recreation Commission to get more information and input regarding the proposed fee increases.

**LICENSE RENEWALS** – WALTER FOSTER – Moved to approve Liquor Licenses, contingent on outstanding taxes being paid. PETER ASHTON – Second. UNANIMOUS VOTE

WALTER FOSTER – Moved approve the retail package store licenses Contingent upon outstanding taxes being paid. DORE' HUNTER – Second. UNANIMOUS VOTE.  
WALTER FOSTER – Moved to approve the Wine and Malt contingent on outstanding taxes being paid. PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Common VICTUALER Beer and Wine Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Class II Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Class I Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Entertainment Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Bowling Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Billiard Table Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Amusement Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Taxi Car and Drivers Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve the License to Tell Fortunes Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve The Boarding House License contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

WALTER FOSTER - Move to approve all Common VICTUALER Licenses contingent upon outstanding taxes being paid. . PAM HARTING BARRAT – Second. UNANIMOUS VOTE.

**CLOSE 2003 ANNUAL TOWN MEETING WARRANT – PETER ASHTON – Moved to set the 2003 Warrant at the close of business on December 16, 2002. DORE' HUNTER – Second. UNANIMOUS VOTE**

### **OTHER BUSINESS**

Debt Exclusion Issue resolved? Submitted to DOR  
Exchange Hall – Parking and Counsel opinion and go through the memo with all items addressed

Bruce Freeman – agree with Tom's opinion.  
EDIC – Next steps on calendar for Jan 13 at 7:45.'

Starbucks – issues raised

2020 meeting on Dec. 11<sup>th</sup> at 6:15 at the Senior Citizen.

Pam spoke about Ms. Jacoby's complaint about the paving in front of her home.

## **CONSENT AGENDA**

F. DORE HUNTER – Moved to approve. PETER ASHTON – Second. UNANIMOUS VOTE.

## **TOWN MANAGER'S REPORT**

Don noted that he and staff were going out with the architect in Connecticut tomorrow to see some of the public safety buildings they have been involved in.

## **EXECUTIVE SESSION**

PAM HARTING-BARRAT – Moved to go into Executive Session for the purpose of discussing litigation and Collective Bargaining. Roll taken All Yeas. PETER ASHTON – Second. UNANIMOUS VOTE.

Christine Joyce  
Christine Joyce  
Recording Clerk

Parla Marie Borra  
Clerk  
11/3/02  
Date

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

### **FUTURE AGENDAS**

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

December 16 – Sewer Commissioners, vote 2003 licenses – Starbucks Coffee Common Victualer and Special permit  
Jan 13 & 27

### **GOALS 2002-2003**

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)  
Implement Chairman Round Table - (Trey) *(for Dec/Jan)*  
Revisit 2020 Planning Process for direction to make this process more beneficial towards  
Implementation of long-term vision (Trey).
3. Towne Building Reuse (Walter/Dore'/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) *(PCRC EDC – Continuing to meet)*
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) *(Peter still working on getting comments from Water District.)*
8. Decision on Pentamation Accounting System (Dore'/Peter) *(Proposals are being looked at by staff)*
9. Process Planning for "Life after NESWC" (Pam/Peter) *(John Murray is looking at this)*
10. Joint IT process-organizational change (Walter/Dore') (
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter) *(ALG put plan in place A/B)*
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) *(Need to look at budget)*  
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter) *(Need to look at budget override for Operating budget)*
13. Broader community interface with Emerson Hosp.- Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

### **GOALS carried forward**

16. Public Safety Facility (Dore'/Trey)
17. Determine future of Vaillancourt House - 17 Woodbury Lane. (Pam) *(No dialogue thus far as budgets have had the bottom fallout, Historical Commission issue and seek suggestions)*

**Goals 2003-Selectmen folder**

November 29, 2002

**TO:** Board of Selectmen, Sewer Commissioners

**FROM:** Trey Shupert, Chairman

**SUBJECT:** Selectmen and Sewer Commissioners Report

**DECEMBER 2, 2002**  
**MEETING BEGINS AT 7:00 P.M.**

**I. CITIZEN'S CONCERNS**

**II SEWER COMMISSIONER'S REPORT**

**III. PUBLIC HEARINGS & APPOINTMENTS**

1. 7:10 **MR. HONG AN - COMMITTEE INTERVIEW** – Enclosed please find Mr. AN's Volunteer Application and VCC's recommendation that he be appointed as an Alternate Member of the HDC with a term to expire June 30, 2005.
2. 7:15 **"FRIENDS OF THE CPA", FORMERLY CACP** - The Friends would like to donate the excess funds from their campaign to the Board of Selectmen to help offset the cost of Administering the new CPA surcharge.

**IV. SELECTMEN'S BUSINESS**

3. **FY04 BUDGET DISCUSSION** – Enclosed please find materials in the subject regard.
4. **FEES DISCUSSION** – Enclosed please find material sin the subject regard.
5. **LICENSE RENEWALS** – Enclosed please find the 2003 Licenses for renewal at the December 16<sup>th</sup> Meeting for Board review.
6. **CLOSE 2003 ANNUAL TOWN MEETING WARRANT** – The Board will need to vote a closing date for the 2003 Annual Town Meeting Warrant.
7. **OTHER BUSINESS**

**V CONSENT AGENDA**

8. **ACCEPT GIFT** – Enclosed please find a request from Recreation for acceptance of items to be used at the Winterfest Silent Auction for Board consideration.

**VI. TOWN MANAGER'S REPORT**

**VII EXECUTIVE SESSION**

**ADDITIONAL INFORMATION**