

SELECTMEN'S MINUTES

AUGUST 15, 2000

Present: F. Dore' Hunter, Peter Ashton, Herman Kabakoff, Pam Harting-Barrat, (late) Trey Shupert (late) and the Town Manager and Asst. Town Manager.
(The meeting was televised)

CITIZEN'S CONCERNS

None Expressed

APPOINTMENTS/HEARINGS

INTRODUCE NEW FINANCE DIRECTOR

Steve Barrett was introduced to the Board and he spoke about what motivated him apply for the position.

COMMITTEE INTERVIEW – JONATHAN WAGNER BOARD OF APPEALS

Mr. Wagner outlined his professional career as an attorney and his willingness to give back to the community now that he had the time. He looked at other committees before choosing to apply for this BOA appointment. He moved to Acton 6 years ago and was impressed with the Town's sophisticated operation.

HERMAN KABAKOFF – Moved to recommend Jon Wagner as a regular member to the Board of Appeals with a term to expire 6/30/2003. – **WILLIAM SHUPERT** – Second. Unanimous Vote.

MASS HIGHWAY CAC PRESENTATION

Stan Wood and Mr. Patel, representing Mass Highway, gave a presentation of all the possible scenarios that could be used for improving the concord rotary.

Mr. Wood said they are currently working on 3 projects, one of which is the Concord Rotary. They are starting a study of the Piper Road crossing.

They are here to build consensus. They presented 8 alternatives to solve the problem. They anticipate at least a 5-year wait if the monies are available to begin this project. Staff was asked to obtain a copy of the power point presentation in addition to the maps given Chairman Hunter.

RESIDENTIAL IMPACT STUDY DISCUSSION

Chris Tolley spoke about the charge to look at the articles not presented last year, which are to be resubmitted again to the Town Meeting. Herman outlined the process he went through to form the committee, the major problem was vacations and they agreed to meet after Labor Day to bring this up to speed. They will meet the Wednesday September

6th. They will be looking at John Mullin's model as well as any others they might want to review.

Dore' and Peter said that unless we can get a mode, and consensus that is reasonable it will continue to be debated. It needs to be decided if a consultant can reach a plan with consensus.

ROBBINS MILLS

Mr. Hunter read the two memos about the status of the Carlisle Road Land. The Manager reported that the owner is intending to submit a subdivision plan. He also notified Assessors that he would be taking the land out of it tax restrictions.

NEWTON ROAD SIDEWALK -

Mr. Smith and Ms. Owen, owners of the property would like a compromise and would like to put the hedge 4 or five feet back and would ask that the sidewalk put in at the street with no green belt. They explained that the property has little distance to the street and they had installed the hedge to protect their children when they played in the front yard

Herman felt they made a good case for relocating the hedge. He looked at the property and agrees that the moving of the hedge would be satisfactory.

HERMAN KABAKOFF - Moved that we accept offer of comprise to move their hedge back to allow the construction of a the full five foot sidewalk from the street. And that they take steps to ensure that the hedge does not impede with the sidewalk use.
DORE' HUNTER –Second. UNANIMOUS VOTE

SELECTMEN'S BUSINESS

SITE PLAN ASSIGNMENT - BROOKSIDE/DIDUCA – Trey will be assigned with Peter as second chair.

SEWER ITEMS FOR DISCUSSION- Dore' wanted to discuss several issues regarding the Board of Selectmen acting as Sewer Commissioners as well as other issues. Peter felt we should also look at combing water/sewer and public works departments. Dore' suggested we polish up the regulations for the next Annual Town Meeting. Dore' feels we should change the name of the SAC and seemed to be a politically good idea to reflect that they will be overseeing the Water Resources Management Study. He also wants to redefine their role. Don is to bring a report back to the Board about the wording of the contract.

RE-ENGINEERING DISCUSSION – The board discussed shared services – Trey noted that we have a shared service committee and we will get their ideas. Don noted that Danvers is a community, which has moved forward in this area quite successfully, and he feels that the Manager Wayne Marquis is an invaluable resource.

NEWSC – Things changed with regard to the program. Peter feels that we should revisit it in December.

Heath Insurance Trust. – Harvard has a 40% increase and BC/BS discounts negotiated and John is currently working with Bc/Bs on this matter.

JTAC has been formed will meet again to discuss and develop plans to do joint training.

Hours of Operation- No action taken

Internet – Moving forward, limited by strike

Book Club – Already a Library Program

Street Lights – Implemented

Community/Recreation – Put on table and on back burner

Outsourcing – Water District participation would require Legislation.

Full Cost Accounting – All revolving and enterprise funds in FY 2002 with exception of Recreation will begin.

John outlined quick hits.

Dore' asked Don and John to distil the list and forward to Fin Com, Water District.

HOUSING AUTHORITY FEE WAIVER- This is a revolving account – PETER ASTON _
Moved to grant the Waiver. TREY SHUPERT – Second. UNANIMOUS VOTE

MIDDLESEX COUNTY SELECTMEN'S ASSOCIATION - HERMAN KABAKOFF –
Moved to disband. PETER ASHTON – Second. UNANIMOUS VOTE.

BOARD OF HEALTH NURSING FEES - PAM HARTING-BARRAT – Moved to approve
the increases and changes. TREY SHUPERT – Second. 4-1 Herman No.
If excess usage problems are seen we will revisit the schedule.

TOWN MANAGER'S ANNUAL REVIEW- Herman prepared the job performance for Don.
The grades range from one being poor and 5 exceeds. There are seven categories. Total
is 34 points out of 35. PETER MOVED TO ACCEPT THIS REVIEW with the contract
being extended another year. TREY SHUPERT – Second. UNANIMOUS VOTE.
HERMAN Kabakoff – Moved we increment a 5% increase for the Manager that would set
his salary at \$120,750. TREY SHUPERT - Second. UNANIMOUS VOTE.

BENNETT- REPORT – Police Chief Response. Dore' wanted to commend Chief
Widmayer for his good work on the Bennett Report response, this confirmed why we hired
him as the permanent chief.

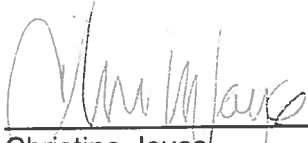
MOSQUITO CONTROL – Peter asked if we wanted to put an article on for outside
spraying. It was noted that it is now too late for this year.

CONSENT

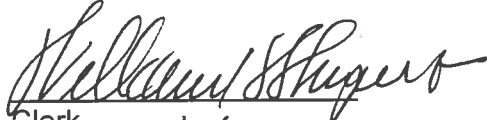
TREY SHUPERT - Moved to approve – PETER ASHTON - Second. UNANIMOUS VOTE. Hold minutes

TOWN MANAGER'S REPORT

Banner Request- Don felt we need to get the word out about Special Town Meeting and the Special Election. PAM HARTING-BARRAT Moved to Bump the previously approved banners for placement of the Town's Banners. PETER ASHTON – Second. UNANIMOUS VOTE.



Christine Joyce


Clerk
Date 9/2/00

August 11, 2000

TO: Board of Selectmen

FROM: F. Dore' Hunter, Chairman

SUBJECT: Selectmen's Report

AGENDA
August 15, 2000
7:30 P.M. in Room 204

I. CITIZEN'S CONCERNS

II. PUBLIC HEARINGS & APPOINTMENTS

1. 7:31 INTRODUCE NEW FINANCE DIRECTOR, STEVE BARRETT
2. 7:33 COMMITTEE INTERVIEW – JONATHAN WAGNER – BOARD OF APPEALS
Enclosed please find Mr. Wagner's Citizens Resource Sheet with VCC comment for Board action.
3. 7:35 MASS HIGHWAY CAC PRESENTATION – Mr. Stanley Wood of Mass Highway will be presenting the latest CAC plans to the Board.
4. 8:00 RESIDENTIAL IMPACT STUDY DISCUSSION – Planning Board Representatives will be present to discuss this study.
5. 8:15 ROBBINS MILL DISCUSSION - Enclosed please find a memo from the Town Manager for Board consideration.
6. 8:45 NEWTOWN ROAD SIDEWALK – Enclosed please find material in the subject regard.

III. SELECTMEN'S BUSINESS

7. SITE PLAN ASSIGNMENT BROOKSIDE/DIDUCA- Enclosed please find materials in this regard.
8. SEWER ITEMS FOR DISCUSSION – Enclosed please find a memo from the Town Manager in this regard.
9. RE-ENGINEERING DISCUSSION – Enclosed please find a memo from the Town Manager in this regard.
10. REQUEST FROM THE HOUSING AUTHORITY FOR FEE WAIVER – Enclosed please find a request and staff comment for Board discussion.

- 11. **MIDDLESEX COUNTY SELECTMEN'S ASSOCIATION** – Enclosed please find correspondence regarding the future of MCSA for Board action.
- 12. **BOARD OF HEALTH NURSING FEES** – Enclosed please find a request from the Health Director for modification of current fees for Board discussion.
- 13. **TOWN MANAGER'S ANNUAL REVIEW** – Selectman Kabakoff will report in this regard.
- 14. **OTHER BUSINESS**

IV CONSENT AGENDA

- 15. **ACCEPT MINUTES** – Enclosed please find minutes of June 6 and 20 for Board acceptance.
- 16. **ACCEPT GIFT** – Enclosed please find a request for acceptance of plants and trees to be placed at NARA from Eagle Scout Daniel Kinicki for Board action.
- 17. **ACTON COMMUNITY HOUSING** – Enclosed please find a letter to the State regarding the status of the affordable units that are currently occupied for Board Action.
- 18. **COMMITTEE APPOINTMENT** – Enclosed please find a request from the VCC for appointment of Mr. Alan W. Hart to the Council on Aging as a full member with a term to expire June 30, 2001 for Board action.
- 19. **COMMITTEE APPOINTMENT** – Enclosed please find a request to elevate Mary Cash to Full member of the COA with a term to expire June 30, 2001 for Board action.
- 20. **COMMITTEE APPOINTMENT** – Enclosed please find a request from the Town Planner to appoint Ken Sghia-Huges as an Alternate Planning Board Representative of the EDC.
- 21. **RESERVE PARKING CONSTRUCTION – 35 & 40-42 NAGOG PARK** – Enclosed please find correspondence from the Building Commissioner for Board action.
- 22. **NOTICE OF TAKING** – Enclosed please find the Notice of Taking for streets accepted at the 2000 ATM for Board action.
- 23. **CABLEVISION** – Enclosed please find a check in the amount of \$87,016 (the required 3% of the companies gross revenues) as required in the Renewal license to support access technology for Board acceptance.

V. TOWN MANAGER'S REPORT

- 24. **BANNER REQUEST** – Enclosed please find a request for determination of banner placement for Board discussion.

VI. EXECUTIVE SESSION

ADDITIONAL INFORMATION

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.

Sept 12 – HDC /HC – Possible Merger – DiDucca Site Plan – Interview William Sawyer for BOA Position

Sept 26 – Recreation Sponsorship Policy Review

October 10 – Planning Oversight - Private Way snow plowing vote

GOALS 2000-2001

1. HDC Bylaw review. (Dore'/Herman)
2. To obtain facilities plan and bring to Fall Town Meeting. (Dore')
3. Develop a policy regarding appointments. Get the non-groups organized and regularization of non-charter committees. (Dore').
4. Determine future of Vaillancourt House - 17 Woodbury Lane. (Herman)
5. Expect Board to follow school construction. Dore' will continue the oversight of the building (Dore')
6. Robbins Mills - Contingent on override is affirmation that the Manager will have review. (Trey)
7. Implementation of the Bennett report, that it should be reviewed and implemented. (Dore')
8. Revisit the 2020 process and review make-up and consider expand or reduce the membership. (Peter)
9. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter)
10. Review Board of Health duties to expand its role so it becomes a more visible department. (Pam)
11. Formulate charge and suggested membership list for a "Long Range Planning Committee" (Ashton):

FY 2000 GOALS carried forward

12. Resolve the Audubon Hill problem/issues (Trey)
13. Establish or reconstitute a Computer Advisory Committee for Municipal issues (Dore')
14. Develop a comprehensive Beaver Nuisance policy (Pam)
15. Continue the forum, review, and implement greater coordination, efficiency and utilization of resources between the schools and the town (Peter)
16. Continue the work of the Senior Tax Relief task force and also investigate ways of assisting others that may need tax relief (Peter/Dore')
17. Work with the Planning Board to implement the goals, objectives and strategies of the Master Plan update (Peter/Trey)