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JUN 10 1999

TOWN CLERK
ACTON

**SELECTMEN'S MINUTES
April 27, 1999**

Present: Wayne L. Friedrichs, Herman Kabakoff, F. Dore' Hunter, Peter Ashton, William Shupert and the Town Manager. (The meeting was televised)

CITIZEN'S CONCERNS

Wayne noted that Nancy Tavernier is no longer with the Board and is missed. He introduced Trey Shupert as the new member on the Board.

Dore' reported on the progress of the task force created to review the Towne School (old high school) reuse. They have a meeting on May 12, at 7:30 in the Library of the Towne School. They will have a short tour and discussion.

PUBLIC HEARINGS AND APPOINTMENTS

PIZZA HUT CHANGE OF MANAGER

Peter Ashton asked about the liquor service policy. Ms. Bird said that the policy is corporate wide and that it is adhered to in all Pizza Hut locations. DORE' HUNTER - Moved to approve Samantha Bird and the New Manager. PETER ASHTON - Second. UNANIMOUS VOTE

CONCORD SUBARU CLASS I LICENSE

Ed Denehy, owner outlined his plans for the dealership on Powder Mill Road and the Board noted that the site plan that was approved this evening was the proposed location of this new dealership. WAYNE FRIEDRICHS - Moved to approve. - PETER ASHTON - Second. UNANIMOUS VOTE. The Board welcomed their business to town.

**PLANNING BOARD APPOINTMENT INTERVIEW
EDWARD PEARSON**

Mr. Pearson noted that he has been a resident for 20 years. His time schedule has now lessened and he felt he could serve the community at this time. He was asked if he was familiar with the Planning Boards activities. He noted that he was surprised that they do not control commercial permits. Dore' noted that in the early 80's it was decided to continue with the commercial decisions remaining in control of the Board of Selectmen. They agreed with Dore' and noted that the zoning is controlled by the Planning Board and they are involved in that area. Peter noted that the Board thanks him for volunteering. Peter asked if he had

read the bylaw and the Master Plan and asked about his feelings on the Town's position on residential growth. He has no NYMBI or hidden agenda and he is free from that at this time as he lives on Fort Pond Road. He felt that his background as a defense contractor and physicist will equip him to serve and he does not have any preconceived ideas. Dore' asked him his thoughts on sidewalks. He is in favor and felt Concord Road was long overdue and was glad to have it moving forward. He is in favor and has an idea where he feels that they should be placed and funded. Dore' noted that he has been urging funding participation by developers as they present their plans to the Planning Board to potential candidates for appointment to the Planning Board. A lot of Sidewalks that have been required as part of Planning Board decisions that are connecting and Dore' wanted to see this continued. DORE' HUNTER - Moved to Appoint Mr. Pearson as Associate Member for a term to expire 6/30/99 with hope of a continued appointment in June of 1999. WAYNE FRIEDRICHS - Second. UNANIMOUS VOTE

SELECTMEN'S BUSINESS

BOARD REORGANIZATION

WAYNE FRIEDRICHS – Moved to nominate Herman Kabakoff as Chairman. Second. PETER ASHTON. UNANIMOUS VOTE

HERMAN KABAKOFF - Moved to nominate Dore' Hunter as Vice Chairman. Second – PETER ASHTON – UNANIMOUS VOTE

DORE' HUNTER - Moved to nominate Peter Ashton as Clerk.- WAYNE FRIEDRICHS - Second. UNANIMOUS VOTE.

DISCOVERY MUSEUM- Herman said that while they are a worthwhile organization and we have the leeway to waive the 135.00 fees he was uncomfortable doing so. Wayne said that they are in line with the policy and has no problem with a one-time waiver. Dore' agreed but felt that St. Matthews fees were not waived and he noted that the Museum does collect admission fees. He did not feel he could waive the fee, although he feels we have the right to waive the fees. Trey felt that we should not approve this, as it would open up to other organizations. Peter felt that the fee was not very high in light of the collection of fees and they have raised \$30,000 for this project. He felt we could compromise to dismiss the allowed first \$50 fee but they should pay the balance to the Town. PETER ASHTON - Moved to Waive the \$50.00 fee allowed under the policy and to have the Town Manager investigate to see if they would be applying for any other waivers from the Town. WAYNE FRIEDRICHS – Second. 4-0 with Dore' Abstaining.

EAGLE SCOUT COURT OF HONOR - Trey will represent the Board on May 8th.

ACTON LIONS CLUB FAIR – The Board reviewed the license application.
PETER ASHTON – Moved to Approve. TREY SHUPERT – Second.
UNANIMOUS VOTE.

ELM STREET BALL FIELD DEDICATION– Herman noted that we do not have a policy in writing and has reviewed the schools policy. Peter felt we should develop a policy to have it in writing. Herman felt that the Schools policy when reviewed against the letter of requesting did not meet the requirement. He has a problem with naming things after individuals, the principals are the same as waiving the fees for the Museum and felt that there are a lot of people in town that have contributed greatly, and felt we would be opening up to all sorts of requests. He notes that Ted is worthy but was concerned about naming it after him. Wayne felt that since he does not know Ted that perhaps the Recreation Commission could review this and how it compares to naming it after other individuals. Wayne wanted to wait until a policy was prepared before making a decision either way. Dore' wanted to have the policy drafted by the Town Manager. It was noted that the State named the S. Acton Bridge after Norm Lake, not the Selectmen. He felt it would not hurt to have a policy in place. Herman asked the Boards pleasure and Dore felt we should ask the Recreation Department assist and also have the Town Manager develop the draft Policy. Trey felt that Nancy and Dean should be involved and working on it too.

ACTON CUB SCOUT PACK 70 - WAYNE FRIEDRICHS - Moved to approve -
TREY SHUPERT- Second. UNANIMOUS VOTE.

SIGN REQUEST, 245-247 HIGH STREET- Dore' after reviewing the request and staff comments asked that we not approve this request and does not want to encourage the placement of signs in the Town's right of way. It was agreed that we not approve this variance/permit for a sign in the Town's Right of Way. PETER ASHTON - Moved to Deny this request. - WAYNE FRIEDRICHS – Second.
UNANIMOUS VOTE.

OTHER BUSINESS

Goals and Objectives - Peter noted that he was just offering his opinions to stimulate this conversation tonight incase he missed the meeting of the 11th.

Dore' wanted to see the return the zoning Articles to a Fall town meeting. He felt that we currently take up at the end of the Annual and felt that it was not a good time as people were tired and was in favor of discussing this with the Planning Board to see how they felt about the return to the Fall town meeting.

Peter has spoken to the Board and they are giving it some consideration as

they come out of the Master Plan update. Peter also felt we should have a joint meeting to discuss this and the goals and objectives of the Master Plan and to determine who is responsible for what, and what we as a Board can do to get it done.

Wayne wanted to meet with the Planning Board to discuss the Master Plan Meetings and felt the public hearings were not well attended and the choices were less than free flowing when he attended them. He felt that it was more of a leading from the consultant more than a feedback from the residents. He noted that the EDC had the same problem with getting attendance. He felt that the last 2020 discussed visioning and maybe that is in line or wasn't with the Master Plan and felt we should try to get a larger group to review it. Dore' was inclined to have questions brought before Town Meeting as the legislative body. He felt that the Fall meeting would allow more time for review of the Master Plan and other zoning articles. He felt that was a way to get a more representative group of the Town. Trey liked Wayne's ideas but felt they tried their best to get attendance. He felt that they had an average of 30 people in attendance for the meetings. Planning followed up with town departments to verify what was brought up at the meetings. His problem with tweaking it was that they were just approved at Town Meeting. The Memo from the Planning Board was designed to assign the follow-up.

Wayne noted that the way it is organized it would be easy to update and felt that many people are familiar with the revisions. Dore' disagreed that the first Master Plan was set aside. He would like to see a mechanism to look at small incremental changes. He felt we need to involve the largest number of people. He said that Town Meeting should be involved in this at a Fall meeting.

Communications between the Boards. Dore'; noted that ALG only works with regular attendance and thought that the meetings needed to be scheduled in the morning or needs to have a consistent date and time. Herman agreed that it was needed and the frequency in which we talked lead to delays. He agreed a time specific be reestablished. Wayne noted that the attendance and organization and what kind of a forum it should be has strayed from how they currently operate. He offered the first meeting handout with objectives and rules that Nancy had given him. In that meeting every one agreed upon it when it was established.

Dore; felt they needed to make decisions in a consensus and if a consensus was reached, they would go back to their boards and put it as a proposal of the Board and if they did not agree, they came back to address it and proposals floated back and forth. He felt that operating rules have not been followed. He urged return to rules as originally developed.

Peter noted Item #3, Forming of a Taskforce to achieve greater coordination and efficiency of resources between the Town and School should be acted on while the iron is hot to see if a group be set up to examine ways to get

greater efficiency and such. Dore' felt that the issue should be discussed as the three major heads get together before an ALG meeting.

Herman felt that the Task force would work if all cooperated.

Herman wanted the resolution of the Audubon Hill situation on the Goals list. He wanted to isolate the data processing under item 3 noted above. And felt it was time to take advantage of the expertise in Town to come up with a guidance process to develop a review with this and wanted to put on agenda for EDP advisory committee to look at out data processing to bring to town meeting. Dore'; did not fully agree. He said if you want to do it the time is probably right but you have to be careful and be sure it is heavily weighted to town staff, as they have to use it. He did not think we needed a group to come in and throw out what we have and start over. Herman felt that he understands when he made the presentation at Town Meeting he did not articulate it well enough to make it understood. He agreed that Staff should be involved in the process. Dore' suggested that we selectively ask those in the community that might be qualified.

Herman thanked Peter for bring forward his goals and that he hope that the board can discuss the goals and review them at the next meeting.

Number 2 – Viable Sewer Issue – Dore' noted that he hoped it would be worked out this year. He feels that when we go back to Town Meeting we will find that the numbers will not work for the people in the district. If Betterment's can't be charged then the project will not be able to go forward. He thinks we are getting into things that bother him to continue along with it as it looks now.

The Board reviewed the letter commending the Police Department personnel and publicly recognized the very fine Police staff we have.

Revenues – Herman asked about Tess's memo about the excise taxes and the shortage of funds collected in this area. The Town Manager noted that the money could come in the next month or so. Herman asked for an updated memo in the next month or so.


CONSENT AGENDA

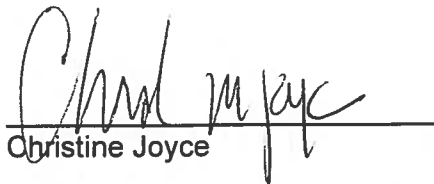
WAYNE FRIEDRICHS - Moved to approve. – PETER ASHTON. Second - UNANIMOUS VOTE.

TOWN MANAGER'S REPORT

Don noted that Cathy Belbin had been out due to illness. Don noted the

School/Pentimation issue continues. They have said they cannot provide the level of training that they want at the School. Bill Ryan has approached us to have help outside of hours to help them train. Don feels that we need a policy issue, and to have the accounting up and running July 1. He said it won't happen, they do not have means to go out there and get it done. He and John felt that they should move accounts payable up and running to July 1 and get Pentamation back in the Fall to have payroll done and on line by January 1st. He noted that they are planning on running parallel systems and he feels they don't need to do that. He wanted to ask the Board to support them coming on line with payroll latter and the Accounts Payable July 1. Dore' had a great deal of problem with what has gone on, they got the initial training and noted we did not have this much problem bringing up the system. Herman noted the \$50,000 figure and how much time and effort are they providing to get on line and are we going to be incurring the amount of money in the \$50,000 area. Don said he did not think so. He said what is missing is the gross numbers that are being input. Herman asked if we should go to the School to ask for compensation or help and Don noted neither of us is budgeted for this. He noted that the School has not even been approached with this new schedule. Herman was also concerned with the delays and our objective was to have it up Jan 1st 98. And now it is 2000. Dore' wanted an article at the next meeting to make the money available to get this done. He said that maybe we take over the local school accounting. They wanted to know if they were committed. He felt that we have been waiting every year. And he was concerned that we not wait until December and try to address this sooner so that it does not continue. He urged discussion with the School Committee and Board of Selectmen to get this up and running with an action plan. Herman wanted an update, as it is going forward and prediction with regard of probability of success at each meeting. They wanted to see an action plan April to July and August to September.


Clerk
June 8, 1999
Date


Christine Joyce