

Selectmen's Minutes

November 17, 2003

Present: Walter Foster, Peter Ashton, William Shupert, Robert Johnson, F. Dore' Hunter, Town Manager's Assistant.

CITIZEN'S CONCERNS

Graham Knowland – 29 Esterbrook Road – Complained about the BFI noise and traffic on Esterbrook which is a small rural road. He further complained about the sign that has been missing on the service road. The Board assured Mr. Knowland that it would be reviewing staff reports and will it will be discussed at the December 15, 2003 Selectmen's Meeting at 7:05 P.M. The Building Commissioner is to be notified to prepare a report.

SEWER COMMISSIONERS

Consensus of the Sewer Commissioner's was to remove the "Bad Debt" Reserve for sewer betterments and operational costs from overlay to the Sewerage Enterprise account, noting that such a change in accounting practices would raise O&M charges.

Peter discussed the need for a separate account within the sewer project accounts. It needs to be kept separate and asked that staff comment and make recommendation.

PUBLIC HEARINGS & APPOINTMENTS

BRIAN BENDIG – HDC FULL MEMBER - PETER ASHTON – Move to appoint Brian Bendig to a three year term as a full member. DORE' HUNTER - Second.
UNANIMOUS VOTE.

214 NEWTOWN ROAD 61A – Attorney Graham said that when the original owner, Belle Choate tried to file the deed it could not be recorded as she did not file an avadavat as a notary.. DORE' HUNTER - Moved to not exercise the Towns Right of First Refusal and to reaffirm and confirm the original vote by the Board. PETER ASHTON – Second.
UNANIMOUS VOTE

SITE PLAN AMENDMENT, 01/06/99-368, OLD MILL DEV. TRUST -

Dore' noted that the address is 40 Sudbury Road not 65 Powder Mill Road. Randy Clemence outlined the plan and what they are planning to finish the site. Dore' noted his dissatisfaction with the plan as submitted. He outlined the several issues that he felt needed to be addressed. Randy answered the questions that Dore' mentioned. Dore' was concerned with the storm and erosion issues. He felt it is a marginal lot and there are many issues that concern the Board.

Peter wants to see more evidence of the storm captor working on this site. He is not comfortable approving tonight and would like to see calculations on FAR, he wanted to see the math. He endorsed the side walk.

Trey spoke about the FAR calculations and asked for some numbers.

Dore' agreed that he may have asked for the side walk back in the plan approved in 1999.

Bob Johnson spoke about the water break out on the Concord side. He also spoke about the location of the well and septic.

DORE' HUNTER - Moved to continue the site plan to Dec. 15 at 7:15 TREY SHUPERT - Second. UNIMOUSE VOTE.

BOARD OF HEALTH OVERVIEW MEETING – The Board discussed amending the bylaw to allow an increase in Associate Members. It is felt that this will allow them to sit and vote when full members have an attendance problem.

TAC OVERSIGHT MEETING – Ed Gardner gave a slide show about issues they are dealing with. They noted that they have a very good rapport' with staff and other committees. Peter spoke about TAC expertise and planning capabilities. He urged more planning on 2A in the future.

Dore' asked for help from them on the issue of the Concord Rotary. Ed said that they will look at the CAC Plan.

Trey spoke about the traffic light at Brookside request to the Lt. Governor and Highway District 3 to re-examine the light installation. He also spoke about the upcoming Maple Street site plan and to let us know if possible their remarks before the Site Plan Hearing is held.

Bob noted that he is impressed with the committees input to the EAVC and other issues regarding traffic and planning.

Walter Foster – asked if they needed any members. They are fine right now.

OUTDOOR LIGHTING COMMITTEE – Bernie Kosicki updated the Board on issues and asked for permission to send the draft bylaw round to staff. They would like to make April Town Meeting deadline for inclusion. He also spoke about street light issues; they propose that the town take a look at the street lights in general around town. He noted that the current lights cost could go down if lights were replaced.

They were looking into funding sources from NStar. They are asking \$20,000 for consulting expert and expense for installation of new lights around town and replacement of existing lights asked for a study. Trey commented on the improved report. He noted that we are paying more due to inaccurate inventory from NStar. He said we need to have the review done on each light and we do not have staff to do this. Costs savings could be around \$20,000 by moving over to a different type of light bulb.

The Board discussed the question of sending out the redraft. Dore' felt it was good to send it out to staff for comment and see what comes from the review and talk about the issues. Peter was very happy with the revised bylaw. He said there needs to be a financial analysis. He also asked to have Legal look at it and to make sure that the Chamber of Commerce as well as EDC got a look at it.

Bob noted that there has been items in the press and felt that this would have brought out complaints and questions. Trey noted this is a bylaw through zoning and Trey will work with them and Planning. John was asked to look at what we could do in house.

SELECTMEN'S BUSINESS

COMMUTER LOT – Walter discussed the plans that were drawn up several weeks ago. We have metered spots and resident parking at that lot. Within the lot 14 spaces could be converted to resident. We need expanded capacity. Walter noted we could get a shuttle bus service much like Maynard and it is sub sized by MBTA. Peter spoke about spaces and reallocation. Peter and Dore' suggested we go the 14 new spaces. He felt we should change at the end of the year. It was noted that the Web Page could ask that car pooling be supported and to put people together to car pool. Walter asked that we contact the shuttle in Maynard to see if they could handle an extra stop.

Mr. Fuller spoke about the situation at the lot and noted that some are dropping people off for the train.

POLICY DISCUSSION, TRANSFER STATION CAMPAIGNING - Dore' noted that it can be disruptive and needs to be regulated where it will have less impact. Dore' noted that the road to recycling would be ok as they have to stop anyway. He did not feel that they should be where citizens are throwing their trash.

Peter agreed with Dore' but he asked a brief explanation be given to those taking out papers so everyone is clear. John was asked to prepare a draft. **DORE' HUNTER** – Moved to this activity in an established area, with would allow soliciting in an election year outside the Hut or stretch of road way between recycles and large paved area under the recycling sign. **TREY SHUPERT** – Second. **UNANIMOUS VOTE.**

DISCLOSURE FORMS ABCC – **TREY SHUPERT** Moved to accept Rose Latto's Disclosure form. **ROBERT JOHNSON** – Second. **UNANIMOUS VOTE**

EAGLE SCOUT COURT OF HONOR – Denis Nothern - Dore' Hunter will attend.'

EAGLE SCOUT COURT OF HONOR – Christopher Burroughs – Dore' Hunter will attend

ALG UPDATE – Walter discussed the last meeting and the ALG Plan numbers. John noted that FY05 figure was not noted properly in the spread sheet. It was noted that we are getting information from the State that we are not going to be receiving level funding and perhaps a 10% cut.

Peter spoke about revenues for FY05 budget is in constant change. They agreed, and the ALG Plan reflects a 5% cut in State revenue. That has a significant impact.

Walter noted that Middlesex Retirement, the Health Trust, and Minuteman School were real issues.

JTAC consultant RFP- Walter spoke about the Munis implementation. There had been a \$25,000 consultant discussed to see where efficiencies could be gained. It will be held until they make a final division. It was also noted that \$25,000 would not be enough. Dore' and Peter said that we should not spend the money. Walter too agreed to hold off.

PUBIC SAFETY FACILITY WATER HOOK-UP FEE – John noted we waive fees for Water District if it is not out of pocket expense. Peter said that we should ask for a waiver of the Fee. PETER ASHTON - Moved to request the waiver. DORE' HUNTER – Second. UNANIMOUS VOTE.

OTHER BUSINESS

Dore' noted the problem with his mother's issue about phones. John was asked to follow-up.

Middlesex Retirement Board was discussed by Walter. Walter said we should include the Finance Committee and School Committee. It was noted that a draft letter for written comment at the hearing would be helpful.

Trash was reported on by Bob Johnson. He will try to schedule a meeting during the week of December 15th.

Walter Foster spoke about the CPA submittals.

PLEDGE OF LIQUOR LICENSE – Leo Piro asked that his liquor license at the Chalet be pledged to the Enterprise Bank. PETER ASHTON – Moved to approve of the Pledge and TREY SHUPERT – Second. UNANIMOUS VOTE.

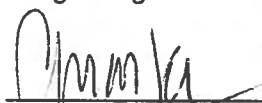
CONSENT AGENDA

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

TOWN MANAGER'S REPORT

EXECUTIVE SESSION

DORE' HUNTER - Moved to move into executive session to discuss Collective Bargaining. PETER ASHTON -Second. UNANIMOUS VOTE



Christine Joyce
Recording Clerk


Clerk

12-15-03
Date

November 14, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Walter Foster, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

November 17, 2003
MEETING BEGINS AT 7:00 P.M.

I. CITIZEN'S CONCERNS

II SEWER COMMISSIONERS' BUSINESS

III. PUBLIC HEARINGS & APPOINTMENTS

1. 7:02 **BRIAN BENDIG, INTERVIEW FOR HISTORIC DISTRICT COMMISSION –**
Enclosed please find the recommendation of the VCC for elevation of Mr. Bendig to Full Member of the Historic District Commission, for Board consideration
2. 7:05 **214 NEWTOWN ROAD, CHAPTER 61A-** Enclosed please find correspondence in the subject regard, for Board consideration.
3. 7:10 **SITE PLAN AMENDMENT, 01/06/99-368, OLD MILL DEVELOPMENT TRUST, 65 POWDER MILL ROAD –** Enclosed please find correspondence in the subject regard, for Board consideration.
4. 7:30 **BOARD OF HEALTH OVERSIGHT MEETING.**
5. 8:00 **TRANSPORTATION ADVISORY COMMITTEE OVERSIGHT MEETING.**
- 6A 8:30 **OUTDOOR LIGHTING COMMITTEE –** Enclosed please find materials in the subject regard.

IV. SELECTMEN'S BUSINESS

6. **COMMUTER LOT PARKING OPTIONS –** Enclosed please find materials in the subject regard, for Board consideration.
7. **POLICY DISCUSSION, TRANSFER STATION CAMPAIGNING –** Enclosed please find materials in the subject regard, for Board consideration.
8. **DISCLOSURE FORMS –** Enclosed please find three Disclosure forms submitted by the Cultural Council, for Board consideration.
9. **EAGLE SCOUT COURT OF HONOR, DENIS NOTHERN –** Enclosed please find notice of Court of Honor for Denis Nothern, for Board assignment.
10. **EAGLE SCOUT COURT OF HONOR, CHRISTOPHER S. BURROUGHS –** Enclosed please find notice of Court of Honor for Christopher Burroughs, for Board assignment.

11. **TOWN MANAGER'S ANNUAL REVIEW** – Selectman Shupert will present the Town Manager's FY03 review for Board consideration.
12. **ALG UPDATE** – The Chairman will update the Board on the latest ALG Meeting.
13. **JTAC CONSULTANT RFP**- The Chairman will update the Board on the status of the RFP for a JTAC Consultant and seek Board direction in this regard.
14. **PUBLIC SAFETY FACILITY WATER HOOK-UP FEE** – Enclosed please find materials the subject regard, for Board consideration.
15. **OTHER BUSINESS**

V CONSENT AGENDA

16. **ACCEPT GIFT** – Enclosed please find a request from the Elizabeth White Fund asking the Board to accept additional gifts of money to the White Fund, received in memory of Patty Sanford.
17. **APPOINTMENTS TO THE COUNCIL ON AGING** – Enclosed please find recommendations from the VCC for appointment of Stephen Baran and Gena Manalan to the Council on Aging, with terms to expire 6/30/04.
18. **SITE PLAN SPECIAL PERMIT #06/02/87-284 AMENDMENT, 976 MAIN STREET** – Enclosed please find a request for approval of a proposed amendment to the subject Site Plan, along with staff comments, for Board consideration.

VI. TOWN MANAGER'S REPORT

VII EXECUTIVE SESSION

19. There will be a need for Executive Session – Enclosed please find materials in the subject regard.

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.

Dec. 1, Site Plan 1 & 19 Maple Street Mantuori Realty Trust
Dec. 15

GOALS 2003-2004

1. Labor Negotiations (Peter/Trey)
2. Improve Communication with Town Boards (Walter/Peter)
3. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision (Trey/Peter)
4. Towne Building Reuse (Bob)
5. ALG process be used for purpose of Budget Planning for FY04 Walter/Trey)
6. Process Planning for "Life after NESWC" (Peter) Implement Chairman Round Table – (Peter)

7. Joint IT process-organizational change (Walter/Dore/)
8. Middlesex Pension Alternatives (Walter) **GOALS carried forward**
9. Public Safety Facility (Dore/Trey)