

# **Selectmen's Minutes**

## **January 6, 2003**

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**

Nancy Tavernier – Thanked the Board for the tax bill she received with the CPA surcharge and wanted to thank the staff for their hard work

Jon Chinitz also sent a letter commenting on the informative enclosure in the Tax Bill.

Pam announced that she would make public her plans at the next meeting with regard to her running for a second term.

Dore' asked about the snow budget situation. Dore' noted that we are allowed to roll over the costs to next year. By doing this we would have to fund the deficit. He thinks we should not be plowing to the extent we are now. Peter agreed with Dore' and noted that we need to be a little careful with regard to safety. He noted that maybe we can wait a bit longer before going out to plow. While Walter also agreed with the comments and did not want to jeopardize safety.

Pam asked about the application of sand and plowing. Don Johnson noted that we need to salt before it is plowed so that the packed snow can be removed.

Trey spoke about his street and how well it was plowed. He does not want to carry the deficit over to next year. He asked that Don and Dave Brown develop a plan on how and what would be plowed first and how much money can be saved with their plan with conditions similar to the last storm.

## **PUBLIC HEARINGS & APPOINTMENTS**

### **SEWER COMMISSIONER'S REPORT**

### **SELECTMEN'S BUSINESS**

#### **ALG MULTI-YEAR BUDGET PLAN**

Trey opened the meeting discussing the Budget plan that could be approved by both the BOS and School Committee. They want to get through fiscal years 04 and 05 and address 06 later. He has asked Peter look at a variety of scenarios to discuss tonight. The Regional School Committee has said they recognize the need to cut from the current budget and have offered cuts of \$ 800,00 from their A level Budgets and have asked that we take steps for further reductions on the Town Side. Trey also said we would need to establish the split between the Schools and Town.

Peter gave an overview of his work preparing the Budget Issues presentation document. He has looked at six options. They include overrides in 04 and 05. Scenario A is painful but preferred. Scenario B has the least budget cuts. Scenario C was not well received by the Town Manager. Scenario D will require \$400,000 in budget cuts. Scenario E and F are considered non-starters. He is presenting E and F but he doesn't think they would be politically viable. F uses all the free cash does not include an override this year but we would need a really large override to solve all the problems in later years. This requires 10 million in budget cuts. He noted that we will have to address these budget cuts in each scenario and they will require personnel and service cuts. He also said that we needed to have an understanding for sharing of the revenues, however meager that they might be.

Peter urges that we show 05 can be handled and not to worry about 06 at this time as he feels we will be in better shape when we reach 06.

Trey said that he made an assumption on revenue splits and budget cuts. He intends to go forward at ALG with maintaining the revenue split in 04 and 05, that being 72/28. He will propose a split of 80/20 on any increase in revenue above what our plan calls for.

Dore' felt we need to start discussing our budgets in a different light. He noted that we needed to reorganize the presentation of the capital items. Dore' said we need to package these items much like the school does.

Pam asked about how they got to the 72/28 split. She asked about the cruiser replacement cut in the B budget. She thinks the replacements will have to take place at some point in time. She supports Scenario A.

Dore' noted we needed to try to recover the Health Trust holiday, perhaps by Free Cash. He agrees with Peter.

Walter thanked Peter for his helpful presentation. He agrees with Peter's opinion that scenarios E and F are nonstarters. He felt that Scenario A is the preferred option, but is looking at C. He noted that we need to look at cuts and to have tight control of the 05 budget, and where it is going.

Peter likes A and D and it is an issue for negotiation at ALG.

Trey said he liked A and C. He said the Board is agreement with A. He asked that we get in touch with the Health Trust to talk to them about revoking the holidays.

Dick O'Brien said he was speaking personally as a citizen. And that those who have talked and those who have listened will try to give back comment. He said that we should look at the A budgets. He feels we need to look at how we can become more creative. He said that Unions need to understand that they are part of the structure. He suggested on the school side to have the Supt. meet publicly and to explain to them the issues. He feels that the Town side needs to do the same with our unions. He also agreed with the Board's stand on the retirement issue.

Trey wanted to hold off on A and B budget decisions tonight and bring it forward at the next meeting. Trey wanted a recommendation for Option A and revenue split.

Peter questioned the 72/28 percent that we have been using. It reflects reality if you look at Minuteman, it comes out of school but it is an assessment. He noted that with it taken out it is more like 70/30 split. He is proposing an 80/20 split.

Dore' would have to be convinced to approve the 80/20 split as presented.

Nancy Tavernier spoke about the split and how it has developed and evolved to the current split. She does not want to see it erode below the 28 split.

PETER ASHTON - Moved that it is the sense of the Board to go forward with Option A and future revenue sharing be split 72/28 for at least a two year time period. DORE' HUNTER – Second. UNANIMOUS VOTE.

### **ELECTRONIC MAIL PACKETS**

Trey spoke about the Email packets and wants to go live and suspend the hard copy information being sent. Dore' said we don't want to make it a burden on the members but suggests that the numbered mail packet will be sent electronically and a hard copy of the Numbered Mail be available on the table. Peter said that he likes the new packet. He felt we needed to find other formats besides PDF and file an electronic version for citizen use. Mark Hald said that it was possible.

### **OTHER BUSINESS**

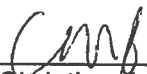
## **CONSENT AGENDA**

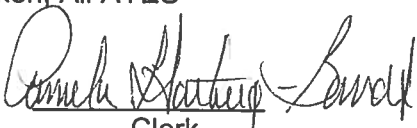
F. DORE HUNTER – Moved to approve. PETER ASHTON – Second. UNANIMOUS VOTE.

## **TOWN MANAGER'S REPORT**

### **EXECUTIVE SESSION**

PAM HARTING-BARRAT – Moved to go into Executive Session for the purpose of discussing potential litigation. Roll Call taken, All AYES

  
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Christine Joyce  
Recording Clerk

  
\_\_\_\_\_  
Clerk  
7/10/02  
\_\_\_\_\_  
Date

January 6, 2003

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

**FROM:** Trey Shupert, Chairman

**SUBJECT:** Selectmen and Sewer Commissioners Report

**JANUARY 6, 2003**  
**MEETING BEGINS AT 7:00 P.M.**

**I. CITIZEN'S CONCERNS**

**II SEWER COMMISSIONER'S BUSINESS**

**III. PUBLIC HEARINGS & APPOINTMENTS**

**IV. SELECTMEN'S BUSINESS**

**1. ALG MULTI-YEAR BUDGET PLAN** – The ALG has proposed a multi-year budget plan for consideration by the Selectmen, School Committees and Finance Committee. The Chairman has called this Special Meeting for the purpose of considering the ALG proposal. Enclosed please find materials to assist the Board in this discussion.

**2. ELECTRONIC MAIL PACKETS** – The Chairman is seeking input or comment from the Board regarding the experimental electronic mail packets you have received.

**3. OTHER BUSINESS**

**V CONSENT AGENDA**

**VI. TOWN MANAGER'S REPORT**

**VII 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.

Jan 13 Wine And Malt 50 Powder Mill Road, Special Permit Acton Assisted living, EDIC, AT&T Performance hearing continuance.

Jan. 27 – Bond Sale

### 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