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BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING
June 20, 2011

TOWN CLERK, ACTON

Acton Town Hall
Francis Faulkner Hearing Room
Meeting begins at 7:00 P.M.

Present: Mr. Gowing, Ms. Harting-Barrat, Ms. Adachi, Mr. Clough, Mr. Sonner, Town Manager Steven Ledoux and Recording Secretary Lili Early.
The meeting was televised.

I. CITIZENS' CONCERNS

Mr. Gowing called the meeting to order and invited any of those in attendance to come forward and express their concerns.

Police Officer John Stackhouse asked if the Board had any questions regarding his 9/11 Memorial Fund Committee. Mr. Gowing asked if the construction would be completed by September 11. Mr. Stackhouse informed the Board that construction will start on July 11 and be finished by mid August. Mr. Stackhouse also wanted to know if the Town would make sure that he had water. Mr. Gowing promised that the Town will take care of the water supply, even if the Acton Water District declines. Mr. Stackhouse still needs to talk to Chris Allen at the Water District. Mr. Gowing asked Mr. Stackhouse to make sure that all those who have contributed to this project were recognized in the dedication booklet.

II. PUBLIC HEARINGS AND APPOINTMENTS

1. CHAIRMAN'S UPDATE

Mr. Gowing reported that this Thursday, June 23, Acton 2020 would be hosting an event in Room 204. He asked everyone to attend. The short movie "A Wonderful Life" will be shown.

On July 2 the Town will hold the 4th of July festivities at NARA Park. The Air Force Band of Liberty will play and there will be fireworks, which are generously donated by Gould's Clothing and Donelan's Market.

Mr. Gowing reminded all Town board members whose terms will be expiring on June 30, but who will be continuing on their respective boards, that they will need to be sworn in again.

2. OPERATIONAL MINUTE

The Town Manager reported that the real estate closing for the Old High School Commons was over and construction was expected to start there within the next month. Ms. Harding-Barrat asked about any possible issues with school buses in the area and Mr. Ledoux noted that he will coordinate this matter with the school officials as soon as the construction schedules become available.

3. MBTA WEST ACTON-MASS AVE. CROSSING PROPOSED CURB LINE CHANGES

The MBTA is undertaking a project to add a second track within their existing right-of-way, which crosses Massachusetts Avenue in West Acton and will require curb and parking space changes and improved warnings. The MBTA was represented by Paul Hadley, Project Manager MBTA, Phil Brake and Dana Burton. The presentation covered technical details of the proposed cantilever-type warning apparatus and the need for some adjustments in curbs and parking spaces. The warning device is fixed with an arm that rises and falls as trains approach. There is one structure to the device, mounted on one side of the road. The device is the recommendation of the MA Department of Public Utilities which has also oversight on this project. Selectmen raised issues about esthetics, the historical character of West Acton, the differences between this type of crossing equipment and the present equipment, the possibility of less clashing paint finishes, advance warning signs in lieu of the

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cantilever option, and the like. Acton's recourse is to petition the DPU, to change the design, but MBTA would not regard the chance of success as high.

Ann Forbes asked if the proposed crossing would continue to be compliant after the year 2013, when the whistle ban would be up for review. Mr. Brake explained that the MBTA does not deal with whistle-ban issues, whistle-ban standards are based on a ratio involving the number of crossings, which has been fine in Acton on the last few checks, and this project will not reduce the "quiet zone" status, based on present government regulations.

Clare Siska asked about other crossings. The equipment at the Arlington Street crossing, as well as other similar crossings in Acton will be replaced in kind. She was also wondering if they could have the warning lights at a higher position on the pole, thus eliminating the need for a fixed metal structure.

Dick Calandrella, speaking for the Acton Sidewalk Committee, said that the Committee wants to be kept advised of sidewalk impacts. Mr. Gowing advised him to contact Town Engineer Corey York for updates.

David Martin of Acton also was concerned about the color finish of the cantilever metal structure. In addition, he wanted to know if the two gates at Parker Street would be replaced. The answer was yes, with a gate of like kind. He asked if the side distance could be satisfied by placing tall lights on the side. The answer was that the DPU would not allow that option because of the on-street and multiple parking by trucks.

Next steps - MBTA will investigate color options. MBTA optimally would like a response from Acton within two weeks on the project.

III. SELECTMEN'S BUSINESS

4. COA – SENIOR CENTER EXPANSION COMMITTEE DISCUSSION

Mr. Gowing reported that the former committee has been dissolved because there were too many members and it therefore was too cumbersome, and the economic situation was too uncertain at the time to propose new construction. The new committee will be named COA Construction Committee, which will consist of 9 active members and 2 associate members, Barbara Wilson and Steve Baran. The COA now proposes to update this project with a new, smaller, more diversified committee, chaired by Peter Ashton, to take a new look at the other parameters of the project, in view of needs, costs, demographics, etc., since the project was essentially suspended for some 3 years.

Mr. Sonner asked Mr. Gowing if the 2 new members will be alternates. The answer is yes, but they cannot vote unless there is no quorum. He also wanted to know would there be a required composition when there is a resignation. Mr. Gowing responded that the committee would continue with the same composition of stakeholders.

Dick Calandrella was curious if any public citizen can become a member of the new committee. Mr. Gowing replied that you need to have specific skills or talents.

Mr. Gowing made a motion to proceed with the proposal by the COA, and the motion was seconded by Ms. Harting-Barrat. After discussion, a voice vote was taken and the motion passed UNANIMOUSLY.

5. REQUEST FOR USE OF FUNDS FROM OPEN SPACE ACQUISITION AND PRESERVATION FUND

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Mr. Gowing read Mr. Ashton's prepared statement on behalf of the Open Space Committee since Mr. Ashton was absent. The OSC was seeking the Board's approval of an appropriation of up to \$3,000 from the Open Space Acquisition and Preservation Fund for the purpose of funding the baseline documentation required for the Caouette-Simeone Conservation Restriction. This would be drawn from the \$25,000 fund created by appropriation at 2010 Town Meeting. Ms. Adachi clarified that the Acquisition and Preservation Fund originally was for the purpose of assisting the Town in acquiring open space, but that future open-space appropriation requests would include the cost of baseline documentation .

Mr. Gowing asked for a motion to approve this expenditure of funds. Ms. Adachi moved and Ms. Harting-Barrat seconded. Motion passed UNANIMOUSLY.

6. SELECTMEN TO CONSIDER JOINING THE CONSORTIUM FOR SUSTAINABLE COMMUNITIES

Mr. Gowing summarized the details and advantages of Acton joining the Consortium of Sustainable Communities and doesn't see any impediment of Acton joining. After the Town joins the Consortium we have the opportunity to apply for a portion of the \$4 million grant to use for a new project.

Mr. Gowing requested a motion to join the Consortium. Mr. Sonner moved and Ms. Harting-Barrat seconded.

Ms. Adachi wondered if there were any dues involved. Mr. Gowing replied that there are no dues and there is no down side. Just comply with the terms of the grant, if applied for.

The motion passed UNANIMOUSLY

7. SELECTMEN TO SIGN BOND ANTICIPATION NOTES, DOUGLAS SCHOOL ROOF

The Town Manager explained the request that the Board sign a one-year renewal of the bond anticipation note. The SBA reimbursement hasn't kicked in yet and we can roll over for one year at a very low interest rate This would roll over to June 2012 while we looked at permanent financing. \$332,000 also is a relatively small offering and if the senior center project or another project started we would be able to roll this into a bigger borrowing and have a more favorable mortgage rate, which is another reason to extend the anticipation note at 1.1%.

Mr. Gowing asked if this is like a line of credit. The Town Manager answered that we would roll it into permanent financing.

Mr. Calandrella asked if this comes out of the Schools or the Town budget. The Town Manager said that it is in the Town's debt and the Town Treasurer manages all the finances of bonding.

Mr. Gowing asked for a motion to approve the extension of the note. Ms. Adachi moved and Ms. Harting-Barrat seconded. The vote was UNANIMOUS.

7. SELECTMEN'S REPORTS

Mr. Sonner reported on the Green Advisory Committee, whose intern Robert Keene has been gathering Town energy usage data for inclusion in Portfolio Manager; there is a slightly different approach for the Schools at this moment. He advised that there would be a fundraiser for Acton's sister city on the coming Saturday night at a private residence here in Acton.

Mr. Clough stated that the Design Review Board now has the task of looking at not only commercial space, but also certain residential structures with 4 or more residences, and will be revising their charter for presentation to and approval by the Selectmen. The Economic Development Committee is

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now being reformed due to changes in membership; Harry Mink and Jeff Hall are waiting to be interviewed by the VCC. The Finance Committee has been considering the Open Meeting Law and use of subcommittees to perform tasks. The Historical Commission needs help in scanning their present records. The Town Manager believes that appropriate help will become available in the coming fiscal year starting July 1, when more funding will be available.

Mr. Calandrella mentioned that 2 members of the EDC have not been informed as to their board/committee status after July 1. Mr. Gowing explained that the Board will be sending an e-mail to Town committee members whose terms will expire on June 30. He clarified that this is primarily a responsibility of each committee. Mr. Calandrella wants to be reappointed together with Ms. Ann Chang and he would appreciate it if that action could be taken tonight. Ms. Adachi said that the usual procedure is for the Town Manager's assistant to communicate with all Town boards/committees at the same time about membership status.

Ms. Harting-Barrat attended the Volunteer Coordinating Committee meeting. She spoke with Ms. Bonnie Geitner about her resignation as the chair of the VCC. Ms. Geitner suggested that the Board end the committee as it exists and that candidates contact the liaisons of the respective Town boards for the time being. After a certain period the VCC might be reconstituted under more optimal terms and conditions. Each board should be looking to obtain some young people. Mr. Gowing said that it would be a good idea to discuss this concept at the All Boards and Committees Chairs meeting on July 25. Bonnie Geitner can come as an observer and another member of the VCC will be present. Mr. Clough asked what mechanism do we have in place for people who are interested in serving on a board where they could be of most value. Ms. Harting-Barrat suggested that the best way to determine if a fit exists is to actually attend a meeting of the committee they are interested in serving on. Mr. Clough asked what is going to happen with the two candidates who are interested in serving on the EDC committee. Mr. Gowing replied that nothing has changed and that the VCC committee still exists.

Ms. Adachi attended the Acton Community Housing Corporation meeting and had a request from Chairman Nancy Tavernier for the Board's authorization to use funds to buy-down a condo unit that is for resale. She attended her very first meeting of the Acton/Boxborough Cultural Council. They reported on past year's activities and are also looking forward. They are losing some members. They have plans for recycled art workshops and an exhibit after the summer. There will be an effort to promote the recycling events in the next few weeks; the programs seem to be geared towards students. Commission on Disabilities – The Architectural Access Board hearing on the Exchange Hall request for a variance on the elevator and bathrooms installation is scheduled for the middle of next month. The annual Americans with Disabilities Act celebration will be in Gardner, at Dunn Pond. The Community Preservation Committee met on June 9th and took a tour before the meeting of the Asa Parlin house, which was kind of charming but needed more "TLC" earlier on. The last meeting of the CPC before the summer break will take place on June 23. On June 11 Mr. Clough, Ms. Harting-Barrat and Ms. Adachi went to the Mass. Selectmen's Association Leadership conference at Pleasant Valley in Sutton. Keynote speaker Prof. Susskind from MIT talked about dispute resolution and consensus building. On June 13, Ms. Adachi also went to the Regional Transportation meeting in Boxborough and the Caouette Conservation Restriction meeting.

Mr. Gowing went to the Council on Aging meeting today and it will be the last time they meet until September. There is a "cloud" meeting scheduled for June 30 at the COA regarding coordinating transportation with other towns. The Cable Advisory Committee met and they are working on their goals and also are following up on the Verizon installation schedule, which is supposed to be completed by November. The Historic District Commission received an update from the Rosenfelds on the historic properties improvements. They have been doing a very good job so far, such as field stone walkways and a very nice disability ramp. They are continuing working on Phase 2.

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IV. CONSENT AGENDA

- 9. CONFIDENTIAL FEE WAIVER REQUESTS FOR NARA PARK BEACH MEMBERSHIPS**
- 10. ONE DAY LIQUOR LICENSE APPLICATION AT NARA PARK**
- 11. SATSAC CHARGE MEMBERSHIP**
- 12. SELECTMEN TO CONSIDER CONSENT FOR WAIVER OF CONFLICT OF INTEREST FOR TOWN COUNSEL RE: AMERESCO**
- 13. APPROVAL OF APPRECIATION CERTIFICATE FOR FRIENDS OF ACTON NURSING**

Mr. Gowing made a motion to accept the Consent Agenda. The motion was seconded by Ms. Harting-Barrat. The motion was carried by a unanimous vote.

V. EXECUTIVE SESSION

N/A

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.

| <u>July 11</u> | <u>August 8</u> | <u>September 12</u> | <u>September 26</u> |
|---|-------------------|---------------------|---------------------|
| National Grid Gas Line Installation Request | Nothing Scheduled | Nothing Scheduled | Nothing Scheduled |
| Boxborough School Committee | | | |

MINUTES PENDING VOTES

Budget Saturday, May 23, June 6

PENDING COMMITTEE APPOINTMENT

Harry Minks – sent to VCC 6/2/11 - EDC interest
Geoffrey Hall – sent to VCC 6/15/2011 – EDC or TIAC interest

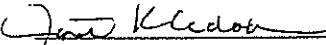
Mr. Gowing asked for a motion to adjourn the meeting. Ms. Adachi moved and Ms. Harting-Barrat seconded. The motion carried by a unanimous vote.

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The meeting adjourned at 8:45PM



Lili Early, Recording Secretary



Janet K. Adachi, Clerk

8 August 2011
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room
June 20, 2011
7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 **CHAIRMAN'S UPDATE**
The Chair will briefly update the Board
2. 7:10 **OPERATIONAL MINUTE**
The Town Manager will provide a brief report
3. 7:15 **MBTA WEST ACTON-MASS AVE. CROSSING PROPOSED CURB LINE CHANGES**
Enclosed please find materials in the subject regard

III. SELECTMEN'S BUSINESS

4. **COA – SENIOR CENTER EXPANSION COMMITTEE DISCUSSION**
Enclosed please find materials in the subject regard
5. **REQUEST FOR USE OF FUNDS FROM OPEN SPACE ACQUISITION AND PRESERVATION FUND**
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8. **SELECTMEN'S REPORTS**

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| National Grid Gas Line | Nothing | Nothing | Nothing |
| Installation Request | Scheduled | Scheduled | Scheduled |
| Boxborough School Committee | | | |

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


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
















































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| <input type="checkbox"/> |  | 020 West Acton - Mass Ave Crossing - Proposed Curblin Change | admin | 06/17/11 | 2 MB |     ▼ |
| <input type="checkbox"/> |  | 030 COA - Senior Center Expansion | admin | 06/17/11 | 43 KB |     ▼ |
| <input type="checkbox"/> |  | 040 Request for Use of Funds from Open Space Acquisition and Preservation Fund | admin | 06/17/11 | 40 KB |     ▼ |
| <input type="checkbox"/> |  | 050 Consortium for Sustainable Communities - Guidelines for Consortium Membership and Agreement | admin | 06/17/11 | 1 MB |     ▼ |
| <input type="checkbox"/> |  | 060 Bond Anticipation Notes, Douglas School Roof | admin | 06/17/11 | 129 KB |     ▼ |
| <input type="checkbox"/> |  | 070 SATSAC Charge Membership | admin | 06/17/11 | 44 KB |     ▼ |
| <input type="checkbox"/> |  | 080 Consent for Waiver of Conflict of Interest for Town Counsel - Ameresco | admin | 06/17/11 | 183 KB |     ▼ |
| <input type="checkbox"/> |  | 090 Appreciation Certificate for Friends of Acton Nursing | admin | 06/17/11 | 129 KB |     ▼ |
| <input type="checkbox"/> |  | 110 Policy for Open Space Acquisition and Preservation Fund Scanned with FlowPort '2011 Meeting Week Cover Sheet' Cover Sheet | admin | 06/20/11 | 124 KB |     ▼ |
| <input type="checkbox"/> |  | 120 2010 Town Meeting Warrant, Page 47 - Land Acquisition and Disposition - Simeone-Caouette Property Scanned with FlowPort '2011 Meeting Week Cover Sheet' Cover Sheet | admin | 06/20/11 | 89 KB |     ▼ |

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