

**R E C E I V E D**  
JUL 23 2013

TOWN CLERK, ACTON

**BOARD OF SELECTMEN MINUTES  
ANNUAL GOAL SETTING MEETING**

**JUNE 17, 2013**

**6:30 PM**

**CHIEF'S CONFERENCE ROOM**

**PUBLIC SAFETY FACILITY**

7/18/13

180

Present: Janet Adachi, Mike Gowing, Katie Green, David Clough, John Sonner and the Town Manager, Steven Ledoux, Lili Early

The Board of Selectmen met to set annual goals, utilizing the Nominal Group Technique on June 17, 2013.

Goals were divided into Short Term and Long Term. Short Term being defined as something that can be accomplished within the year and Long Term defined as taking more than one year to accomplish

**SHORT TERM GOALS**

1. Town Meeting Improvements, including: Fall Town Meeting for Zoning; Eliminate the Mailing of Town Meeting Warrants; Consider Other Ways to Improve Town Meeting such as Warrant Article Order, Voting Methods, Consideration of Representative Town Meeting (20 Points)
2. Implement Permitting Software and Shorten Permitting Application Processing. (10 Points)
3. (Tie) (6 Points)
  - OML Training and Updates, look at Ways to Effectively Communicate within OML
  - Implement Morrison Farm Plan
  - Finalize Space Needs Study; Commence Working on Senior Center; Vehicle Storage Plan
  - Develop Naming Convention for DocuShare, Develop Web Site Organization Convention, keep Digital Documents Digital and Review Data Storage Needs
4. Continue to Monitor School Regionalization and its impacts on the ALG Process (5 points)
5. Create Voice for Acton Businesses (4 points)

Others receiving points: Develop Zoning 101 for Citizens; Create Board of Selectmen Communication via Social Media; Resolve Polling Locations; Finalize Selectmen's Handbook; Strengthen Selectmen Relationship with Neighboring Towns; Continue to Develop Senior Tax Program; provide Debt Retirement Schedule; Make Decision on Nursing Service by September.

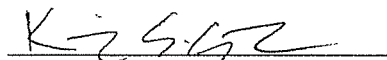
### LONG TERM GOALS

1. Build New Senior Center (17 points)
2. (Tie) (8 points)
  - Build North Acton Fire Station
  - General Zoning Overhaul
  - Develop Long Range Capital Plan
  - Improve Train Station Traffic Flow and Review Shuttle Operation
3. Identify Space Needs and Develop Plan (7 points)
4. (Tie) (6 points)
  - Become Self Sustaining with OPEB
  - Finalize Sewer District Policies
5. Sign Bylaw Review (3 points)

Others receiving points: Implement Kelly's Corner Plan; Reach Affordable Housing Goal; Establish Comparison Benchmarks with other Towns



Steven Ledoux  
Minute taker



Katie Green, Clerk

Date: 7/23/13