

# **BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING**

**August 10, 2009  
Acton Town Hall  
Francis Faulkner Hearing Room  
7:00 P.M.**

## **SPECIAL EXECUTIVE SESSION AT 6:00 P.M. TO 7:00 P.M.** **Room 121**

Present: Paulina Knibbe, Peter Berry, Lauren Rosenzweig, Terra Friedrichs and Mike Gowing, Asst. Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised.

### **CITIZENS' CONCERNS**

**None**

### **CHAIRPERSON'S UPDATE**

Paulina reported on the policy workshop on health insurance and what possible options we have moving forward.

Town Manager reported on the Street Light program that we have implemented and have saved \$1,500.00 per month, which adds up to approximately \$18,000 per year.

### **OPERATIONAL MINUTE**

Steve wanted to let the Board know we have been drafting the Shuttle Transportation materials regarding South Acton Station, Town Counsel is reviewing. He outlined the options.

## **PUBLIC HEARINGS & APPOINTMENTS**

### **APPLICATION FOR SPECIAL USE PERMIT, JULIE'S PLACE, 208A MAIN STREET**

Lauren said Julie's Place is an existing restaurant currently serving breakfast and lunch. There is a space next to Julie's that is now vacant and has relocated elsewhere in Acton. Julie Saganich hopes to expand her business in the vacant store. There are no changes on the facade and she needed to come before the Board because of her increase of seats. Lauren asked about the hours. They will be 10:00 a.m. to 11:00 P.M. the hours indicated with the Liquor License previously voted.

There were no comments/objections from the public.

LAUREN ROSENZWIEG - Moved to close the public hearing. TERRA FRIEDRICHS – second.  
UNANIMOUS VOTE.

Lauren noted the draft decision had been prepared and asked if the Board had had a chance to review the conditions. PAULINA KNIBBE – Moved to grant the Special Use Permit. MICHAEL GOWING – second. UNANIMOUS VOTE

## **DESIGN REVIEW BOARD OVERSIGHT MEETING**

The committee gave a slide presentation outlining their projects. Goals are to help Acton be the best it can be and work to take it to Phase II. They want to work with Planning about parking areas and reduction of pavement.

Representatives of TD BANK commented on their experience working with the Town and Design Review Board. This is an exciting project and will be presenting to the Town in the near future.

Peter asked about the costs to developers.

Terra noted that value was important. She would like to see a stronger Design Board with more teeth in it.

Paulina thanked them for the level of analysis. The DB will continue to move forward looking at commercial properties as they occur.

Lauren asked what their goals are for the coming year. Paulina said they need to continue to work on commercial buildings and thought parking would be under the Planning Board Lauren suggested that as part of the Comprehensive Community Plan, the community discuss the issue of the size, placement, type of pavement, and other design issues for parking lots.

## **ACHC OVERSIGHT MEETING**

Nancy spoke about the membership challenge. They were successful in getting new members. They were here to update the Board on what they have been doing during the past year. They facilitate homes to people of low to moderate incomes—those who fall at the %80 or less of median income. They oversee the first time buyers and moderate units. Bob Van Meter feels that it is important to recognize the concept of sustainability. They just wanted the Board to know some of the highlights of what they have been doing. They dealt with Lalli Terrace and Towne School. They had a ready buyer list and now it has expired and they are discussing using people that have not won a lottery to make up this list. They have had 2 LIPS in 2008, Lalli Terrace and Towne School.

Peter thanked them for the work they do in Town.

Terra objects to the increase of \$8,000 that we charged to the buyer. She was concerned about using tax money that are not adding to below grade units and deed restricting units. Landscaping was done at Willow/Central and she noted we had to pay for something the developer should have paid for. She asked about the Mass Ave. house.

Mike thanked them for their wonderful job. He asked about how developers come forward. Nancy said that the Planning Dept. forwards to the ACHC.

Lauren thanked them and noted we have tried to work with developers using 40 B permits, and as a result have saved historic homes to maintain the character of existing neighborhoods, as well as encouraging the preferred Designs for housing identified in the To Live in Acton report.

Paulina thanked them for doing the small scale projects. She said she feels the Buy downs should be pursued.

## **ALG MATERIALS**

Paulina spoke about the scenarios to look at the short falls for this year. They have three scenarios. State is giving us less in aid and our local revenues are lower than expected (Excise Tax) Scenario one is less risky, scenario 2 is considered risky funding FY10. Scenario three is most likely – it uses Cherry sheets and uses actual revenues and takes in to account the telecommunications overlay. The DOR requires a balanced budget-- in order to do that the DOR must see revenues and estimated spending as balanced. Tax title monies from Quail Ridge have been paid up and it shows in FY10, on July 2. We may need a special town meeting, but we will not know for sure until some of the other numbers come through.

Paulina asked about carrying of number three as the most likely scenario. Peter said that when the governor hit us with 9c he would like the schools to absorb their share. He also noted the Bldg. Dept fees, which would increase the Fees line item. He asked staff to give impact on services and how we will share the deficit.

Mr. Calendrella, Notre' Dame Road he said he heard that the schools had a \$900,000 surplus.

Mr. Ingram, Quabog Road – Can they have a date put on the ALG documents?

It is consensus that we will move forward with Scenario three.

## **BUILDING DEPARTMENT REQUEST TO RAISE FEES**

Paulina spoke about the fee increase brought forward by Building Dept.

Paul Gaboury, 12 Assabet Crossing – spoke about the fee increases which will be a 600% increase in the last year and one half. He felt we should investigate the way the fee was established.

Peter noted Frank's memo to value the costs of conservation and all the departments and Town Counsel reviews.

Terra thinks it great to move to full costing fees. Mike and Terra agreed that it should cover costs and if we agree to the suggested increase immediately or in steps or after a yearly review of the fees.

Lauren said we have been undercharging and this proposed increase brings it current and in line with the other towns.

Paulina said we need to review and thinks we need to cover our costs in every department and feels we could go to \$12.00 for this and then up to the \$14.25 next year.

PAULINA KNIBBE – Moved to increase fee increase at \$12.00 effective Sept. 1<sup>st</sup>, LAUREN ROSENZWEIG – second. Herman gave them an up date of what the Fin Com feels. Fin Com wondered why this the first time in memory that we did full absorption costing. They wanted the fee reserves to be reviewed each year.

Lauren made a friendly amendment that the fees be reviewed annually. Peter said that we adopt the more current building evaluation guide lines used as a base for costing new construction and minimum fees be raised to \$55.00 for one inspection and \$75.00. 3-2 Vote, Mike and Terra, Nay MOTION CARRIES

### **TRANSFER STATION REQUEST TO RAISE FEES**

Steve outlined the need for a \$10.00 fee increase, but then noted that we earned \$58,000 in interest and we do not need to increase the fee this year. PAULINA KNIBBE – Moved to continue fees at current rate. MICHAEL GOWING – second. UNANIMOUS VOTE

### **SELECTMEN'S BUSINESS**

Pauline spoke about the Board of Selectmen Committee Handbook. The Board was pleased with the Handbook and felt it will be very helpful.

Terra asked about fast tracking Application, Paulina noted it was in there. Peter will e-mail the comments to Paulina and it is a good and helpful document for those who serve on Boards.

### **GREEN COMMUNITIES GRANT PROGRAM**

Paulina updated the Board on the Grant. They will have a series of funds available over the next few years for Green Communities. To qualify for the assistance the town needs to have a commitment for 5 items. We will not be able to have the training if we don't meet the criteria. EDC felt we should hold off until we have all the information. Paulina feels that there are two key services they would offer such as technical review of the town building's carbon foot print. The second is information and possible presentations that the State might come out to give a presentation.

Terra noted that we have a review on things like this before we move forward. She wanted to know if we can write a letter with an out included.

**LAUREN ROSENZWEIG** – Moved that we submit the information and that we indicate in our letter that for each criteria we are anxious for technical assistance from them to help us make a decision on moving forward. MICHAEL GOWING –second UNANIMOUS VOTE

### **SELECTMEN'S REPORTS**

Special Use Permit, Joseph Motzi, 59 Great Road request to remove condition. PAULINA KNIBBE – Moved to remove the condition relating to the chain link fence as it is owned by the State from his Special Use Permit decision. PETER BERRY – second. UNANIMOUS VOTE

Terra reported the meeting with Planning. She noted that people did not want another land group.

Mike spoke about Cable and noted they have incorporated and they are now ACAT, and they pulled together capital and operating budget and will be sitting down with Comcast.

Lauren spoke about SAC and has invited people from Spencer/Tuttle; they will be discussing the draft charge to the Board. She wants a committee to come up with affordable alternatives.

Lauren spoke about her attendance at MAGIC. Our rail trails have made it to the State list. With regard to Concord Rotary and Crosby Corner, they will address the Rotary project once Crosby Corner is finished.

Comprehensive Community Plan is forming again and will meet to narrow the scope.

Peter noted the Train Station plan and that the State has identified their TIP and Stimulus money is available for double tracking from Ayer. They will be meeting with Paul Hadley.

Peter noted CPC and the process of coming before the town with regard to CPC project and would like to have the process begin earlier so that it is not rushed.

## **OTHER BUSINESS**

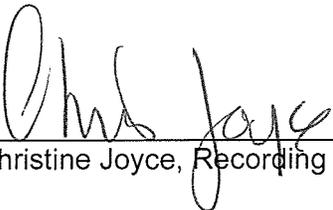
**None**

## **CONSENT**

**Hold #26 until our next meeting**

LAUREN ROSENZWEIG – Moved to approve the Consent Agenda. MICHAEL GOWING – second UNANIMOUS VOTE

## **EXECUTIVE SESSION**

  
\_\_\_\_\_  
Christine Joyce, Recording Secty

  
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Clerk  
Date: October 19, 2009