

May 30, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Walter Foster, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

June 2, 2003
MEETING BEGINS AT 7:00 P.M.

I. CITIZEN'S CONCERNS

Please note that a group organizing a Fund raiser on June 11th for the Pires family will be in to discuss a variance from our Temporary Sign Regulations.

II. PUBLIC HEARINGS & APPOINTMENTS

1. **7:10 KAREN MCDONALD – COMMITTEE APPOINTMENT TO VCC** – Enclosed please find Ms. McDonald' Citizen Application and comment from VCC recommending that she be appointed Regular Member with a term to expire June 30, 2006. Please note that the application has requested a continuance.
2. **7:15 SITE PLAN SPECIAL PERMIT 04/04/03-390 – 816 MAIN STREET – PHILLIP PITTERINO #03/20/03-389.** Enclosed please find materials in the subject regard.
3. **7:30 SITE PLAN SPECIAL PERMIT 04/07-03-391 2 CRAIG ROAD – STEVEN NEUENIGHOFF.** Enclosed please find materials in the subject regard.
4. **7:45 POLICE STATION ARCHITECT PRESENTATION TO THE BOARD** – The Board will receive a short presentation, and will be asked for Board comment upon the "Final Draft Design".
5. **8:00 ATLANTIC SEA GRILL LIQUOR LICENSE VIOLATION HEARING -.** Enclosed please find materials in the subject regard for Board consideration.
6. **8:15 ASSABET RIVER RAIL TRAIL (ARRT) -** The Board will discuss regional issues concerning ARRT.

III. SELECTMEN'S BUSINESS

7. **FEE REDUCTION – NARA BEACH AND DAY CAMP**– Enclosed please find a request and recommendation from the Recreation Director for the reduction of fees for Board consideration.
8. **REQUEST FROM ACTON HOUSING AUTHORITY STATE APPOINTEE** – Enclosed please find a request and backup materials regarding the nomination of Robert Whittlesey as the State Appointee for Board consideration.
9. **OTHER BUSINESS**

IV CONSENT AGENDA

10. **ACCEPT MINUTES OF APRIL 28 AND MAY 5, 2003** – Enclosed please find minutes for Board approval.
11. **ACCEPT GIFT** – Enclosed please find a request from the Council on Aging for acceptance of 8 Chairs for the Senior Center, for Board consideration.
12. **ACCEPT GIFT** – Enclosed please find a request from the Citizens' Library for acceptance of a gift of \$130.30 from the A/B Jr. Women's club, for Board consideration.

V. TOWN MANAGER'S REPORT

13. **STATUS REPORT REGARDING SEWER CONSTRUCTION ISSUES.**
14. **ANNOUNCEMENT OF GRANT FOR ACTON POLICE DEPARTMENT (COPS) IN SCHOOLS.** Enclosed please find the announcement of Acton's receipt of the Grant.
15. **SENIOR TAX PROGRAM** – Enclosed please find a request to continue the Senior Work Program for FY'04.
16. **POST NESWC TRASH DISPOSAL PROCESS PROPOSAL** – Enclosed please see the enclosed "Staff process Proposal"

VI EXECUTIVE SESSION

17. There will be a need for Executive session to review litigation matters.

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.

June 23 Acton Assisted Living LLC – Site Plan second phase
July 14
August 14
Sept. 8 & 22
October 6

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**