

FYI

**BOARD OF SELECTMEN
APPROVED MINUTE DISTRIBUTION
LIST**

TOWN CLERK

MEMORIAL LIBRARY

BOARD OF HEALTH

HISTORIC DISTRICT

CULTURAL COUNCIL

SUPT. OF SCHOOLS

VCC

TAC

PLANNING BOARD

High-Way

SELECTMENS MINUTES

September 12, 2005

7:00 P.M.

Present: F. Dore' Hunter, Peter Ashton, Walter Foster, Lauren Rosenzweig and Asst. Town Manager. Meeting was televised.

CITIZENS' CONCERNS

Herman Kabakoff announced he is sponsoring a petition requesting a Special Town Election for filling the vacant seat on the Board created by Bob Johnson's resignation.

Debra Dormisor spoke about the possibility of having some town supported activities for disaster relief. She will be willing to volunteer to organize and getting other folks to help. Red Cross has asked that corporate effort such as a truck filled with one item is ideally what they want. She also said they are looking for money and that the need is not going away for years. We can have a drive to raise money. They need cell phones and Verizon is offering phones at a reduced rate. We can provide a month cell service for \$42.00. She asked that the Town step up and help. Peter noted that that a truck load of items were sent South over the weekend. He said there is a lot we could and should do to offer relief. Perhaps we can offer housing in the community and have the children go to school.

SEWER COMMISSIONERS' BUSINESS

PUBLIC HEARINGS & APPOINTMENTS

OPERATIONAL MINUTE –John outlined the situation and updated the Board on the activities within Town with regard to Katrina's devastation of the Gulf Coast.

ZONING BOARD OF APPEALS OVERSIGHT MEETING – John Wagner, Chairman, William Sawyer, Cara Voutselas He described the duties of the Board; they act on Variances, Special Permit and Review of Building Dept. decisions or appeals. Their major charge is 40B and their duties as outlined under this legislation. 40B's have occupied over 50% of their time during the past two years. Their roll is somewhat passive as they hear citizens' input and solicit views from other town Boards in weighing the impact on the Town of a proposed 40B project. He intends to have a workshop with Boards to talk about what is needed when an opinion is solicited by the Board of Appeals.

Dore' asked about how responsive Town Counsel has been. They could not say enough in support of Steve Anderson.

BOARD OF HEALTH OVERSIGHT MEETING – Bill McGuiness outlined the duties and responsibilities of the Board of Health and Nursing Service. They are down one member and VCC should be asked to look for someone with a medical background. Walter asked about Title 5 and ways to recoup our costs, and if we need to pass those costs on, the Board of Selectmen need to know for the upcoming budgeting cycle.

Peter asked about Triple E and if we have prepared. He also spoke about the Hazardous Bylaw and urged them to work in an open process and offered the Board of Selectmen's help. Gena Manalan – Spoke about the Nursing Service, she said that it could not be better and congratulated them. She further wanted to talk about the Hazardous Bylaw Petition with the understanding that they would get help from the Board of Health.

SELECTMEN'S BUSINESS

PROJECT SUPPORT – Peter supported the concept in honor of Micki William's service to the Town. Walter agreed with Peter and felt it would be a great memorial to Micki. Dore' agreed with the other Selectmen.

EDIC – Peter updated the Board on the need for one additional member. Peter asked if anyone on the Board had any ideas. Josh felt it should go through the more formal process through VCC. Herman asked that the EDC be asked to be involve the in the search. Peter said that they are already doing so.

AART - Peter outlined the Grand Opening of the 5 mile track. Lauren will be attending on behalf of the Board on the 24th of September. It is hosted by Mass Highway and others. There will be a formal ribbon cutting in Marlboro.

CROWN RESISTANCE DAY – Sept 25th 1-4 Dore' will attend on behalf of the Board. WALTER FOSTER - Moved to approve signs on public ways and Town Common. LAUREN ROSENZWEIG. Second. UNANIMOUS VOTE

OTHER BUSINESS

FAULKNER PLAQUE – Dore' presented the bill to John for payment from CPC Funds.

CPC – Walter updated the Board on the recent meeting and the feed back on the TJ. O'Grady Skate Park and Leary Field.

Lauren spoke about the South Acton Rail Meeting and the MAGIC Meeting she attended in Bedford. They discussed the surplus land and that Mass Development getting right of first refusal. They want it to remain in the Town and they will advocate for the Town's having the right of first refusal. Hansom is trying to add more flights for private pilots and will be looking toward other towns to support a reduction in flights. They are doing a survey on population and Planning Director will be working on providing the information in a quick turnaround. They also discussed the need for emergency coordination if something happens in this region and Town. They also discussed 40B's and decisions made by Towns.

Peter discussed the recent survey and noted the methodology was not clear to him. They use it to look at transportation issues and noted that he had submitted numbers three years ago. The numbers seem to be on the low side. Several groups that do projections on households and residents, and they seem higher than the one they produced. He also said that the school enrollment seemed inconsistent with his numbers. Peter offered to sit down with them and go through the numbers with Roland.

Peter noted the impressive submittal to Grace.

He also noted the request for the award for Fort Pond Brook,

Dore' said that he will be chairing the Public Safety Committee final meeting. They will be planning the Open House for October. They may discuss "Lesson's Learned" at a later time as the project went very smoothly with Staff and all those involved.

CONSENT AGENDA

WALTER FOSTER - Moved to approve with the additional extra information. DORE' HUNTER -second. UNANIMOUS VOTE.

TOWN MANAGER'S REPORT

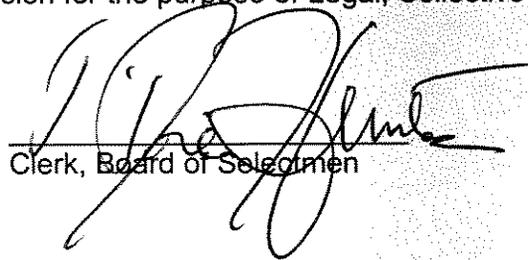
John asked that Walter speak at Acton Day.

Brookside Plaza has qualified for 3 warrants for the traffic light. John asked if the Board wanted to submit to Mass Highway. Peter asked that we find out if they are willing to have a traffic light anywhere and if the developer would entertain funding the project even if it is located at Concord Road.

EXECUTIVE SESSION

DORE' HUNTER – Moved to go into Executive Session for the purpose of Legal, Collective Bargaining. Roll Call taken, All Ayes.


Christine Joyce, Clerk


Clerk, Board of Selectmen

Date: 26 September 2005

September 9, 2005

TO: Board of Selectmen, Sewer Commissioners

FROM: Peter Ashton, Chairman

SUBJECT: Selectmen and Sewer Commissioners' Report

September 12, 2005

7:00 P.M.

I CITIZENS' CONCERNS

II SEWER COMMISSIONERS' BUSINESS

III PUBLIC HEARINGS & APPOINTMENTS

1. **7:01 OPERATIONAL MINUTE** – The Assistant Town Manager will give the Board a brief update on Hurricane Katrina related topics.
2. **7:10 ZONING BOARD OF APPEALS OVERSIGHT MEETING** - Members of the Board of Appeals will be in for their annual oversight meeting with the Board.
3. **7:45 BOARD OF HEALTH** - Members of the Board of Health will be in for their annual oversight meeting with the Board.

IV SELECTMEN'S BUSINESS

4. **PROJECT SUPPORT** – Enclosed please find a request from members of the former East Acton Village Planning Committee for the Board's support in a proposed project to install a Granite Bench to honor Micki Williams on the East Acton Village Green, for Board consideration.
5. **EDIC** – Enclosed please find correspondence regarding a vacancy from the Chairman, for Board consideration.
6. **AART** – Enclosed please find an invitation to the Grand Opening celebration of the first 5 mile section of the Assabet River Rail Trail
7. **CROWN RESISTANCE DAY** – Enclosed please find an invitation from the Acton Minutemen and Acton Historical Society, to celebrate Crown Resistance Day on September 25, from 1:00 P.M. to 4:00 P.M. at the Hosmer House. Also enclosed please find a copy of a proclamation which the Board may wish to issue.
8. **OTHER BUSINESS**

V CONSENT AGENDA

9. **ONE DAY LIQUOR LICENSE – AUTO CELL LABS** – Enclosed please find a request and staff comments relative to a One Day Liquor License request at NARA Park on October 6, 2005, 10:30–5:00, for Board consideration.
10. **BONFIRE REQUEST-** Enclosed please find a memo from the Fire Chief requesting authorization to issue a permit for the Thanksgiving Day Rally Bonfire, for Board consideration.
11. **ACCEPT GIFT** – Enclosed please find a gift of \$1,000.00 from Bank of America to the Town of Acton, for Board consideration.
12. **ACCEPT GIFT** – Enclosed please find a request from the Director of Public Works for acceptance of 125 Hay bales valued at \$560.00 from the Northeast Correctional Facility, for Board consideration.
13. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of \$2,500, from Roche Brothers, to be used at Acton Day
14. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of 4 tickets to Brooks and Dunn Performing at the Tweeter Center, 2 Tickets to U2 at the Fleet Center donated by KISS 108, estimated value of \$150 each as prizes on Acton Day.
15. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of four \$25.00 gift cards donated by Idylwilde Farms for use at Acton Day.
16. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of a donation of a Moon Bounce inflatable and generator for use at Acton day donated by John Ladd, estimated value \$425.00.
17. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of a donation of two tickets as gifts at Acton day donated by The Orchestra of Indian Hill, tickets valued at \$82.00.
18. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of a donation of four ski lift tickets for use at Acton Day donated by Nashoba Valley Ski Area, valued at \$148.00.
19. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of a donation of a non-perishable food basket for use at Acton Day donated by Trader Joe's, valued at \$50.00.
20. **ACCEPT GIFT** – Enclosed please find a request from the Recreation Dept. for Board acceptance of a donation of coffee and a platter of pastries/donuts for morning activities at Acton Day, donated by Ichobod's Coffee House and Eatery, estimated value \$75-\$100.00.

VI TOWN MANAGER'S REPORT

VII EXECUTIVE SESSION

21. Enclosed please find materials for the 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.

September 26	January. 7 (Budget Workshop)
October 17	January 16 & 30
November 1, 14 & 28	February 13 & 27
December 12 & 19	March 13 & 27

GOALS 2004-2005

1. Produce Morrison Farm Development Master Plan (Walter)
2. NARA PARK
3. Pursue Commercial Tax Base
4. Master Plan review meeting once per year

GOALS carried forward

5. Monitor Labor Negotiations (Peter)
6. Improve Communication with Town Boards (ALL), Improving Inter Board Communication (Dore')
7. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision, and to get a first rough cut of what happens next year before school is out for the summer (Peter)
8. ALG process be used for purpose of Budget Planning for FY05 (Dore'/Peter)
9. Process Planning for "Life after NESWC"
10. Middlesex Pension Alternatives (Walter)

SELECTMEN'S MINUTES

June 6, 2005

Present, Peter Ashton, Walter Foster, Dore' Hunter, Bob Johnson Lauren Rosenzweig, Town Manager and Asst. Town Manager were for the meeting
(The meeting was televised)

CITIZEN'S CONCERNS

NONE

SEWER DISTRICT REINSTATEMENT REQUEST, NICHOLAS ZAVOLAS – Peter noted that both sides had incurred legal costs, however, he did not think Mr. Zavolas should be reimbursed, and he should be charged the full betterment, **DORE' HUNTER-** Moved to reinstate 45 Martin Street in to the District, and charge the full betterment. **WALTER FOSTER,** second. **UNINAMOUS VOTE.**

FINAL SEWER BETTERMENTS - PETER ASHTON – Moved to act pursuant to Mass General Law, Chapter 80, Section 4, Chapter 83, sections 14 and 15, Chapter 340 of the Acts of 2000 as noted in the attached materials for Recorded Land. **WALTER FOSTER** – Second, **UNANIMOUS VOTE**

PETER ASHTON – Moved to act pursuant to Mass General Law, Chapter 80, Section 4, Chapter 83, sections 14 and 15, Chapter 340 of the Acts of 2000 as noted in the attached materials for Registered Land. **WALTER FOSTER** – Second, **UNANIMOUS VOTE**

Walter felt we should put this in the Municipal Quarterly.

PUBLIC HEARINGS AND APPOINTMENTS

OPERATIONAL MINUTE – Don reported on the apartment fire at Briar Brook, 2 alarm fire. He also informed the Board of Maynard's Administrator Mike Ginotias's passing.

CROSSROAD'S CAFÉ' - ALCOHOL SERVING NOTICE - Mr. Manning was present to discuss this allegation. Peter noted it happened after a business party. At the January 9 Christmas party she had two beers and left at 10:30 and was fine when she left and was arrested at 12:00 midnight. He has his employees tips trained. Lauren suggested that before any parties warn and notify the attendees of the seriousness of too much alcohol consumption. Peter declared the matter closed but echoed the other member's suggestions and recommendations.

QUAIL RIDGE COUNTRY CLUB, FAMILY CENTER LICENSE AS A COMMON VICTUALLER
- Lauren rescued herself as she is a member. It is noted that the Family Center is complete, but the clubhouse is not.

WALTER FOSTER - Moved to vote approval contingent upon paper work submitted to the Board of Health. **DORE' HUNTER** – Second. 4-0, 1 abstention.

QUAIL RIDGE COUNTRY CLUB, CLUBHOUSE, LICENSE AS A COMMON VICTUALLER

Atty. Jay Peabody proposed a Comm. Victualler and liquor License for clubhouse which will be open in 18 months. Peter asked about what will happen at the Family Center after the clubhouse opens. Jay said that they will still want food and liquor for the pool area. The food will be prepared at the Clubhouse to be served at the Family Center once the Clubhouse is built and occupied.

WALTER FOSTER - Moved to vote approval contingent upon paper work submitted to the Board of Health. **DORE' HUNTER** – Second. 4-0, 1 abstention

QUAIL RIDGE COUNTRY CLUB, FAMILY CENTER – FULL LIQUOR LICENSE

Walter asked Mr. Donohue about service of liquor and noted his 26 years in the business. He has been working in the country club setting for a long time. A private club is different than ones open to the public. They have policies and members can be removed from the Club for cause. **WALTER FOSTER** – Moved to approve the Family Center Full Liquor License contingent upon all paperwork that is required be submitted. **DORE' HUNTER** – Second. 4-0, 1 abstention.

QUAIL RIDGE COUNTRY CLUB, CLUBHOUSE – FULL LIQUOR LICENSE –WALTER

FOSTER - Moved to approve and to further be required to submit any paperwork that may be required once the Clubhouse is built to the Board of Selectmen and Board of Health. 4-0, 1 abstention.

HISTORIC NEW ENGLAND, JOSEPH CORNISH – **DORE' HUNTER** - Moved to grant the necessary municipal approval. **BOB JOHNSON** – second. **UNANIMOUS VOTE**. The Board asked that this be forwarded to the Historical Commission.

SELECTMEN'S BUSINESS

SPECIAL TOWN MEETING WARRANT

VOTES FOR ARTICLES:

ARTICLE ONE – **DORE' HUNTER** - **MOVED TO RECOMMEND BOB JOHNSON**, second. **UNANIMOUS VOTE**

ARTICLE TWO – **DORE' HUNTER** - **MOVED TO RECOMMEND. WALTER FOSTER**, second. **UNANIMOUS VOTE**.

ARTICLE THREE- **DORE' HUNTER** - **MOVED TO RECOMMEND - WALTER FOSTER** – second. **UNANIMOUS VOTE**

ARTICLE FOUR – **DORE' MOVED TO RECOMMEND**. Peter seconded for the purpose of discussion. He is concerned about taking a position on this as it invades in the powers of the selectmen. Walter said he could not recommend and asked to defer. Ann Chang asked that they not recommend this Article. Mr. Sweeney spoke about the time that was taken to look at some thing that was outside of the regulations. Two abstention 3-0, 2 abstention.

ARTICLE FIVE – Already voted

ARTICLE SIX – Peter said that he didn't feel this would go forward. Walter felt we should go forward with this to preserve the opportunity to bring to the Town to see if they want it.

BOY SCOUT OF HONOR ASSIGNMENT – Bob will attend.

HEALTH INSURANCE ISSUES - Peter discussed the memo sent from the school committee. The School is willing to have a forum, and he felt a 2020 meeting would be a great way to discuss this. Peter asked we go forward planning it with him taking the lead with Marie Alteri and the committee for the middle of September.

PLANNING BOARD APPOINTMENTS – WALTER FOSTER - Moved to recommend Mr. Densen and Mr.Reichlen. Dore' Hunter- Second. Bob Johnson abstained 4-1

OTHER BUSINESS

Walter discussed the CPC progress – T. J OGrady and Leary field. Jones Tavern lower fee to do the chimney

Lauren reported on the formation of the South Acton Task Force and urged residents of South Acton to apply.

CONSENT AGENDA

DORE HUNTER – Moved to Approve Holding 19 Rail Road Street Decision for discussion.

DORE' HUNTER - Moved to approve. LAUREN ROSENZWEIG – second.
UNANIMOUS VOTE

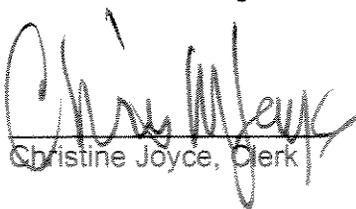
19 RAILROAD STREET - Lauren wanted to have explanation of what they will include on the front elevation with regard to windows. Walter said he spoke with Garry and the front elevation will be addressed.

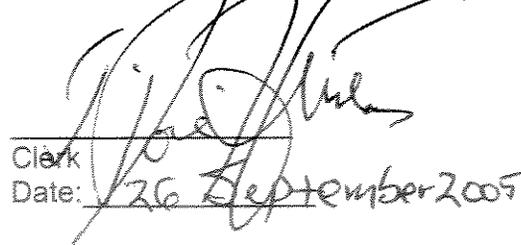
LAUREN ROSENZWEIG – Moved to accept the Decision as written. WALTER FOSTER – second. UNANIMOUS VOTE

TOWN MANAGER'S REPORT

EXECUTIVE SESSION

Walter moved to go into Executive Session discuss Personnel Issues, Roll Call Taken, all Ayes.


Christine Joyce, Clerk


Clerk
Date: 26 September 2005

June 3, 2005

TO: Board of Selectmen, Sewer Commissioners

FROM: Peter Ashton, Chairman

SUBJECT: Selectmen and Sewer Commissioners' Report

June 6, 2005
7:00 P.M.

I CITIZENS' CONCERNS

II SEWER COMMISSIONERS' BUSINESS

1. **SEWER DISTRICT REINSTATEMENT REQUEST, NICHOLAS ZAVOLAS** – Enclosed please find materials in the subject regard, for Board consideration.
2. **FINAL SEWER BETTERMENTS** – Enclosed please find materials in the subject regard. Staff will provide final documentation at Monday night's meeting, for Board votes and signature.

III PUBLIC HEARINGS & APPOINTMENTS

3. 7:01 **OPERATIONAL MINUTE** – The Town Manager will give the Board a brief update on various topics.
4. 7:30 **CROSSROADS CAFÉ - DISTRICT ATTORNEY'S ALCOHOLIC BEVERAGES SERVICE NOTIFICATION** – Enclosed please find materials in the subject regard, for Board consideration.
5. 7:45 **COMMON VICTUALLER'S LICENSE QUAIL RIDGE COUNTRY CLUB, FAMILY CENTER, SKYLINE DRIVE** – Enclosed please find materials in the subject regard, for Board consideration.
6. 7:50 **COMMON VICTUALLER'S LICENSE QUAIL RIDGE COUNTRY CLUB, CLUBHOUSE, SKYLINE DRIVE,** – Enclosed please find materials in the subject regard, for Board consideration.
7. 8:00 **FULL LIQUOR LICENSE AS A COMMON VICTUALLER QUAIL RIDGE COUNTRY CLUB, FAMILY CENTER, SKYLINE DRIVE** – Enclosed please find materials in the subject regard, for Board consideration.
8. 8:15 **FULL LIQUOR LICENSE AS A COMMON VICTUALLER QUAIL RIDGE COUNTRY CLUB, CLUBHOUSE, SKYLINE DRIVE** - Enclosed please find materials in the subject regard, for Board consideration
9. 8:30 **HISTORIC NEW ENGLAND, JOSEPH CORNISH** – Mr. Cornish will be in to seek approval for a Preservation Restriction Agreement from the Board regarding the Lottery House at 144 Great Road (Former residence of Mr. and Mrs. Donald Nylander).

IV SELECTMEN'S BUSINESS

10. **TOWN MEETING DISCUSSION** - Enclosed please find materials that Chairman Ashton will discuss regarding the Transfer Station.

11. **BOY SCOUT COURT OF HONOR, TIMOTHY GLICK** – Enclosed please find an invitation to attend Mr. Glick's Court of Honor, for Board assignment.

12. **HEALTH INSURANCE ISSUES** - The Chair will address the enclosed list of Health Insurance Issues from the School Committee.

13. **PLANNING BOARD APPOINTMENTS** – Enclosed please find résumés of the three candidates the Board has previously interviewed, for Board consideration.

14. **OTHER BUSINESS**

V CONSENT AGENDA

15. **ACCEPT MINUTES** – Enclosed please find Board of Selectmen's May 23, 2005 Minutes for Board approval.

16. **ONE DAY LIQUOR LICENSE, NARA PARK** – Enclosed please find an application for a One-Day Liquor License from Melissa Grigsby on behalf of the End of School Year Picnic, for Board consideration.

17. **ANNUAL ANTIQUES SHOW AND SALE, ACTON CONGREGATIONAL CHURCH** – Enclosed please find materials in the subject regard, for Board consideration.

18. **USE OF TOWN PROPERTY** – Enclosed please find a request for use of the Library Lawn near the Play structures for a Girl Scout fund raiser, along with a recommendation from staff, for Board consideration.

19. **FEE WAIVER REQUEST, FAMILY BEACH FEE** – Enclosed please find a Confidential request for a waiver of the Family Beach Fee at NARA Park, for Board consideration.

20. **FEE WAIVER REQUEST, CAMP FEE** – Enclosed please find a Confidential request for a waiver of camp fees at NARA Park, for Board consideration.

21. **ACCEPT DONATION** – Enclosed please find a request from the Director of Municipal Properties for acceptance of office furniture from Winstanley Property Management Co., approximate value \$25,000 – \$30,000, for Board consideration.

22. **ACCEPT DONATION** – Enclosed please find a request from the Recreation Department for acceptance of a donation of 25 cases of assorted beverages and a banner, from Polar Beverage Company of Worcester, for Board consideration.

23. **ACCEPT DONATION** – Enclosed please find a request from the Recreation Department for acceptance of a donation from Northern Bank and Trust, in the amount of \$1,400 to support the Fourth of July Celebration, for Board consideration.

24. **ACCEPT DONATION** – Enclosed please find a request from the Recreation Department for acceptance of a donation in the amount of \$12,000 to sponsor the NE Patriots Cheerleaders at Acton Day from Comcast Cable Communications Group, for Board consideration.

VI TOWN MANAGER'S REPORT

VII EXECUTIVE SESSION

ADDITIONAL INFORMATION

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FUTURE AGENDAS

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1. Produce Morrison Farm Development Master Plan (Bob/Walter)
2. NARA PARK
3. Pursue Commercial Tax Base
4. Master Plan review meeting once per year

GOALS carried forward

5. Monitor Labor Negotiations (Peter)
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7. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision, and to get a first rough cut of what happens next year before school is out for the summer (Trey/Peter)
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