

June 19, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Walter Foster, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

June 23, 2003
MEETING BEGINS AT 7:00 P.M.

I. CITIZEN'S CONCERNS

II SEWER COMMISSIONER'S BUSINESS

1. **RATE SETTING FOR JUNE 2003** – Enclosed please find recommendations and staff comments for Board consideration.
2. **PUMP STATION COMMUNICATION EQUIPMENT** - Enclosed please find staff recommendation in the subject regard, for Board consideration.

III. PUBLIC HEARINGS & APPOINTMENTS

3. **7:15 SITE PLAN SPECIAL PERMIT #11/18/98-366 – ACTON ASSISTED LIVING PHASE II**, - Enclosed please find materials in the subject regard.
4. **7:30 SITE PLAN SPECIAL PERMIT 04/04/03-390 – 816 MAIN STREET – PHILLIP PITTERINO -CONTINUED FROM JUNE 2, 2003** -Enclosed please find materials in the subject regard.
5. **8:00 BETTINA NORTON** – Ms. Norton will be in to discuss her concerns/complaint with the parking on Quarry Road.

IV. SELECTMEN'S BUSINESS

6. **COMMITTEE REAPPOINTMENT LIST** – Enclosed please find a list of committee and board members that have indicated to VCC that they would like to be re-appointed.
7. **SIGN REQUEST** - Enclosed please find a request from O.A.R. to place a Sign on public property on Concord Road near Ice House Pond, along with staff comment, for Board consideration.
8. **ELLSWORTH VILLAGE 40B COMPREHENSIVE PERMIT PROPOSAL-**
Enclosed please find a request for comment from the Massachusetts Housing Finance Agency along with several staff comments for Board Consideration.
9. **MORTT'S SHOE** – Enclosed please find correspondence from the Chairman in the subject regard.
10. **PUBLIC SAFETY FACILITIES BUILDING** – Members of the Board have expressed an interest in discussing the status of this project.

11. **POLICE DEPARTMENT GRANT** – The Chairman wishes to discuss the COPS in Schools Grant further.
12. **PRIVATE WAY PLOWING** – Enclosed please find a staff recommendation for additional conditions for Private Way Plowing Petition, as requested by the Board last year, for Board consideration.
13. **OTHER BUSINESS**

V CONSENT AGENDA

14. **SITE PLAN SPECIAL PERMIT #02/19/03-388, AUTOPLEX, 60 POWDER MILL ROAD**, - Enclosed please find the Draft decision in the subject regard.
15. **SITE PLAN SPECIAL PERMIT #03/20/03-389, 25 POWDERMILL LLC, 25 POWDER MILL ROAD** - Enclosed please find the Draft decision in the subject regard.
16. **SITE PLAN SPECIAL PERMIT #04/07/03-391, PEAK PERFORMANCE PARTNERS Inc., 2 CRAIG ROAD** - Enclosed please find materials in the subject regard.
17. **COMMUTER LOT USE** – Enclosed please find a request and staff comment regarding the use of the Commuter Lot to offer fresh fruits on behalf of Roche Bros. on June 25th between 4-8:00 P.M.
18. **ACCEPT GIFT** – Enclosed please find a request for acceptance of a Cardio-Check Monitor from Friends of the Acton Nursing Service for Board consideration.
19. **NOTIFICATION OF CULTURAL COUNCIL'S PLANNED EVENING OF JAZZ ON OCTOBER 18TH AT THE BOXBORO TOWN HALL**- Enclosed please find materials submitted by the ABCC for Board consideration.
20. **COMMITTEE APPOINTMENT TO COUNCIL ON AGING** – Enclosed please find Mr. Paul A. Turners Volunteer application and VCC's recommendation for his appointment to the Council on Aging with a term to expire June 30, 2004, for Board consideration.

VI. TOWN MANAGER'S REPORT

21. **MIDDLESEX RETIREMENT SYSTEM** – The Town Manager will update the Board regarding the enclosed materials and the Special Hearing of the Public Employees Retirement Administration Commission (PERAC)
22. **NEW STREET LIGHT – COBURN DRIVE** – Enclosed please find staff comments in the subject regard for Board consideration.

VII EXECUTIVE SESSION

23. We will require an Executive Session – Please see the enclosed materials in the subject regard.

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.

July 14 – Bimini Blues Site Plan – 279 Main St. – Bickford's Request for Full Liquor License.

August 14

Sept. 8 & 22

October 6 and 20

Nov. 3 & 17

Dec. 1 & 15

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