

**BOARD OF SELECTMEN & SEWER COMMISSIONERS'**  
**SPECIAL MEETING AGENDA**

*Room 126*  
*March 13, 2008*  
*7:30 A.M.*

Present: Dore' Hunter, Lauren Rosenzweig, Andrew Magee, Paulina Knibbe, and Peter Berry. The Town Manager, Steven Ledoux was present. Recording Secretary; Christine Joyce. The meeting was not televised.

**CITIZENS' CONCERNS**

None

**OPERATIONAL MINUTE**

NONE

**PUBLIC HEARINGS AND APPOINTMENTS**

No Appointments

**SELECTMEN'S BUSINESS**

Dore' reported on the latest ALG meeting and that it was agreed to look at how we proceed going into next year's process. They discussed Peter Ashton's formula.

Steve had a series of sheets with lines drawn with what is taken off and what goes on.

Steve reviewed the ALG allocation and what is based on \$23,614,000 and they discussed the school budget of \$26,384,240. Steve made changes to the budget by adding in salary for the Veteran's Agent, this will be needed if we are forced in to having a full-time Veteran's Agent. Steve suggested we provide funding of \$30,000 for a full time Agent, and noted so far that we have not had to hire a full time Agent. Sunday Hours resumption at the library of \$5,000. That will give us Compensation Reserves for Fair labor Standard issues, overtime and to recruit some new department heads. Health Insurance was taken down and in essence it means we have \$1,054,538. Steve went through the capital by assigning a grade of ABC, A must have, B, can get by. Steve spoke about these recurring expenses such as COA Van and Arts Council contribution.

Senior Center Expansion Advisory Committee has taken off their request of \$100,000 from the Warrant Article. The Main Street\Hayward Road project will

be funded at \$50,000. Brook Street remains at \$60,000. NARA Changing Rooms and the Community Shuttle at \$20,000,. Compost Toilet at Camp Acton was taken off. The Master Plan brought down to \$90,000. They will not be replacing cars or funding the ESCO project, side walk plow and the Aerial ladder Truck.

Andy spoke about the Fire Overtime and reduced it \$21,000, to about a 7% increase versus 12.8%. Dore' suggests we have a trip wire in place to monitor the Overtime. Paulina said we could save a little money and agreed. Dore' did want the trip wire in place so we can act on it in a timely manner.

Manager Budget: Andy noted the legal Budget is \$577,000. We spent \$411,000 and we are level budgeting this year. He asked if we could take off \$27,000. It was agreed.

275th Anniversary budget to be deleted at Andy's suggestion. Dore' said we should keep some money. It was decided to keep some money and have a home grown celebration for the 275<sup>th</sup> Celebration, perhaps at NARA with Fire Works. It was decided to take \$10,000 out of it.

Paulina spoke about the Veteran's Agent position and felt we should not add funds. Lauren said we could wait until we are sued, but felt we needed to have this funded. Dore' reported on the State's reviewing of who has an agent or not. The Vet's Association wanted to have a well paid Agent. This is some thing the town pays. We may get back reimbursement after two years if the paper work is correct. Lauren said we needed to fund this. Paulina said this is not the time to put it in. We can address next year. If we need it we will fund it under bottom line budget.

Paulina wanted to restore the Sunday Library Hours. We need to keep in.

Paulina said we need to review the structure in the Compensation Reserve.

Andy spoke about the need for the three requested positions. We are supporting one Police Officer and a Deputy Police Chief. Paulina wanted to retain the Police Officer and would not support the Asst. Planner. Andy said we have requests to move forward with new projects that have been funded in past Town Meetings. We can't get projects done because of staffing issues. The Asst. Planner position needs to be funded. Lauren was comfortable with the items.

Peter said that his concerns were addressed and we are financially prepared to go forward with both Main Street/Hayward and Brook Street. Peter said if the Street lights would save money we need to fund it.

They agreed to hire the 3 employees and bond the fire equipment. Andy said we should buy the Ambulance outright and bond the Fire truck. Paulina said we could put \$300,000 down and bond \$500,000. Andy agreed as did Dore'.

ANDREW MAGEE – Moved to pay for the ambulance outright from the Ambulance revolving fund, and ladder truck \$300,000 and to bond the remaining \$500,000. LAUREN ROSENZWEIG –second. UNANIMOUS VOTE

Second page reoccurring expenses; take 27 K out of Legal. Second page balance carried forward 1,054,538. We have discussed and we will vote it later

Paulina spoke about the page with Non-reoccurring items and is comfortable with removing the Senior Center request at this time of \$100,000.

The Board spoke about the Brook Street shaving down and we would need to redo the Main street sidewalks if it was leveled after the installation of the Sidewalks. Dore' said that Brook Street is a hazard and we need to address it first on a safety basis.

The Brook/Main Street will be performed by outside contractor. Andy asked about the transfer station improvements grouped in paving and wood recycling. Andy was tempted to not fund the Main and Hayward Project and to defer to next year. Then we don't need the \$50,000. Paulina said her concern was to have to re-study it again. Paulina said we leave the \$60,000 Brook Street and to take out the Hayward/Main Street Project funding. Dore' suggested we pick a piece at Hayward/Main to do in-house. It could put the \$150,000 on and do it in-house. We could also leave in Brook Street.

Paulina spoke about her difficulty in funding NARA and not the Senior Center. Andy suggested we reduce the NARA funding. He feels the changing rooms could be funded at \$150,000. ANDREW MAGEE -Moved to approve the Changing Rooms at \$150,000, the Community Shuttle at \$20,000, and to cut NPDES Compliance as well as to cut Camp Acton composting toilet request. PAULINA KNIBBE - second. UNANIMOUS VOTE

PAULINA KNIBBE asked that we fund the Hayward Road/Main Street at \$150,000 and Main/Brook Street at \$60,000. ANDREW MAGEE – Second. UNANIMOUS VOTE.

Master Plan Discussion – Lauren discussed the cut of \$10,000 and they felt that we would rely on volunteers to do it and you would get a mixed result. We would get a better plan with professionals. Lauren said that it was consensus and common focus and felt that \$20,000 was too deep a cut. Leave at \$90,000

LAUREN ROSENZWEIG – Moved to cut \$10,000 from Comprehensive Plan. ANDREW MAGEE – second. UNANIMOUS VOTE

ANDREW MAGEE – Moved to fund \$385,000 recycling at the Transfer Station.  
PAULINA KNIBBE – second. UNANIMOUS VOTE

Paulina wanted to invest in the Street Light Project. The payback was formulated when oil was at 60 dollars a barrel, and now oil is up to 108 dollars a barrel. The savings will support the project and payback could be doubled. It was noted that OLAC was concerned about the Nstar grant. The paper work has been submitted and it is a cost savings project going forward. We will save more than originally thought.

Dore' suggested in regard to Street Light project to do as much as we can with end of year monies.

Andy suggested we do the changing rooms at NARA Park with year end funds instead of the street lights.

Lauren would rather hold the street lights. CPC wanted assurance that we would be spending municipal monies. Dore' said that we always have trouble at the end of the year; the FinCom wants to put the money in Free Cash. Dore' feels the street lights are an adjustable project. We can't cut paving costs at the Transfer Station in the middle of the project.

Andy noted that we don't have any environmental projects included in this project list. Andy said we need a fire under the Environment Climate Group. Andy would rather see the streets light project carried forward and hopefully have year end funds for NARA changes. Lauren said that there is a type of lights that OLAC Committee wants to have installed.

ANDREW MAGEE – Moved to fund street lights over NARA improvements, the Street lights will go back in the budget and NARA to use any end of year funds.  
PAULINA KNIBBE – second. 3-1 Lauren Rosenzweig No.

Lauren said she wants to again, go on record that if we don't move on this North Acton Fire station project, we are taking a huge risk. Andy agreed.

LAUREN ROSENZWEIG – Move to put the North Acton Fire station project on a temporary hold while the deeds are researched. PAULINA KNIBBE second.  
Dore' said we will seed the lot and take the orange fence down. UNANIMOUS VOTE

Andy spoke about the Sewer meeting details and where we need to review.

ANDREW MAGEE - Steve suggested that we take \$7,000 out of Compensation Reserve. PAULINA KNIBBE – second. UNANIMOUS VOTE.

Steve spoke about removing the articles we are not going to support. Article 22 and 23, do we pull these articles or leave. Andy suggested Dore's budget presentation should show how we are cutting. Lauren wanted to be sure we addressed the employee situation.

Article 19 – deferred to recommended ANDREW MAGEE – Moved to Recommend. LAUREN ROSENZWEIG – second. UNANIMOUS VOTE

Article 21 Capital Improvements we leave the senior center in and make a presentation as to why we are not funding at this time.

Recommended at -0- and strike NDES Compliance.

Article 22, C& D struck ANDREW MAGEE – Moved to take out Camp Acton Projects. PAULINA KNIBBE –second. UNANIMOUS VOTE

Article 23 remove. LAUREN ROSENZWEIG – Moved to remove Article 23. ANDREW MAGEE – second.

Article 24 remove - LAUREN ROSENZWEIG – Moved to remove Article 24. PAULINA KNIBBE – second. UNANIMOUS VOTE

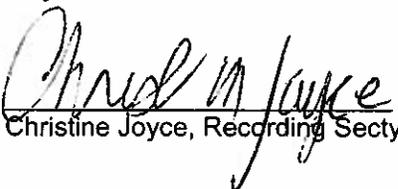
Article 25 ANDREW MAGEE – Moved to Approve. PAULINA KNIBBE, second, UNANIMOUS VOTE

Article 28, Motion to handle the proceeds and where the money comes from. Recommend that the Fire Aerial Ladder funded out of ambulance revolving fund, \$300,000 and to bond \$500,000. C&D say Ambulance will be cash out of ambulance revolving fund. Ladder Truck will be authorized for the bonding and a payment of \$300,000 and \$500,000 be bonded ANDREW MAGEE – Move to fund as noted above. LAUREN ROSENZWEIG – UNANIMOUS VOTE

The Board will Defer Social Worker Recommendation at this time.

Consent item retirement party for Dave Brown to comply with State Ethics we develop a gift account to handle the ticket payments. LAUREN ROSENZWEIG – Moved to create a Gift Account for Dave Brown's Retirement Party. ANDREW MAGEE- second. UNANIMOUS VOTE

Adjourned 10:00 a.m.

  
Christine Joyce, Recording Secty

  
Clerk, Board of Selectmen  
Date 12 17 2008





<b>Non-Recurring Expenses from the New Programs, New Personnel and Capital Section of the Managers Budget Recommendation</b>				
			<b>Revised Amount</b>	
<b>Community Infrastructure Improvements</b>				
<b>Recycling and Transfer Station Equipment and Improvements</b>	\$ 385,000		\$ 475,038	Beginning in FY '09 Town will compost fields in lieu of fertilizer and insecticide. DEP is evaluating replacing hay bales with compost as erosion control. Will generate income from both equipment rental and compost sales
<del>Design Services, Senior Center Expansion</del>	<del>400,000</del>		\$ 475,038	Committee will utilize currently appropriated funds to further its study.
<b>Hayward Road and Main Street Intersection</b>	\$ 150,000		\$ 325,038	Intersection safety improvement
<b>Main St. and Brook St Intersection</b>	\$ 60,000		\$ 265,038	Intersection safety improvement
<b>NARA Improvements</b> (Bathrooms, shade structures, snack bar, amphitheatre changing rooms and landscaping)	<del>257,000</del>		\$ 265,038	To be funded in FY 08 if money is available.
<b>Community Shuttle</b>	\$ 20,000		\$ 245,038	On-going initiative.
<b>NPDES Compliance</b>	<del>55,000</del>		\$ 245,038	Compliance with Federal and State Regulations. To be done in-house
<b>Composting Toilet</b>	<del>30,000</del>		\$ 245,038	Address demand by under-represented constituency.
<b>Transforming the Master Plan into a Comprehensive Community Plan</b>	<del>400,000</del>	\$ 90,000	\$ 155,038	On-going initiative.



Revolving And Enterprise Self-funding Projects (In alphabetical order)					
Project	Cost	Funding Source			
Bridge Repair	\$ 400,000	Chap. 90 Health Revolving & Enterprise Funds			Necessary infrastructure safety improvements.
Car # 3	\$ 25,000	Building revolving			Necessary equipment replacement.
Replace Building Inspection Vehicle	\$ 25,000				Necessary equipment replacement.

Recycling and Transfer Station Enterprise Fund	
Certified Balance July 1, 2007	\$ 4,886,417
Transfer To Schools in FY '09	\$ (250,000)
Transfer to The Municipal Sector	\$ (500,000)
Transferred to ALG Plan in lieu of free cash	\$ -
Remaining Balance	\$ 4,136,417
Ambulance fund	
Balance July 1, 2007	\$ 475,000
FY '08 Expected Income	\$ 350,000
FY '08 Expenses	\$ (50,000)
Expected Balance July 1, 2008	\$ 775,000
Expected Expenses FY '09	\$ (610,000)
Expected Income FY '09	\$ 350,000
Expected Balance July 1, 2009	\$ 515,000
FY '09 Draw	\$ 560,000
Expected Balance July 1, 2008	

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**I. CITIZENS' CONCERNS**

**II. PUBLIC HEARINGS AND APPOINTMENTS**

No Appointments

**III. SELECTMEN'S BUSINESS**

**1. ALG DISCUSSION AND WARRANT DISCUSSION**

Enclosed please find materials in the subject regard, for Board consideration.

**2. OTHER BUSINESS**

**IV. CONSENT AGENDA**

**4. CONFIDENTIAL REQUEST**

No material enclosed.

**V. TOWN MANAGER'S REPORT**

**VI. EXECUTIVE SESSION**

None required

**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.

MARCH 17, 2008

APRIL 7, PRE-TOWN MEETING

APRIL 28, 2008