

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING

January 14, 2013

Francis Faulkner Hearing Room 7:00 p.m.

Present: Ms. Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough, Mr. Sonner and Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised

CITIZENS' CONCERNS

None

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat – There has been an upsurge in the use of controlled substances in town. The United Way sponsored a meeting with Chris Herron as the guest speaker. She noted the large attendance at the meeting.

Mr. Ledoux announced the Town Nursing Service will host a free flu clinic tomorrow in response to the serious outbreaks in the area. He will be making a presentation on the Code of Conduct Rules for visitors to town hall. ALG Meeting discussed use of reserves and the plan that they are reviewing and uses \$2 million of reserves; fin com feels \$1.50M is appropriate and will be meeting on 31st of January once the Governor's budget is received.

PUBLIC HEARINGS & APPOINTMENTS

ACTON BOXBOROUGH REGIONALIZATION COMMITTEE PRESENTATION

Peter Ashton spoke about the committee's work to regionalize at the elementary level. They are finalizing with Boxboro at this time on this very important issue.

Motivating factor is increase in Boxboro per-pupil costs. If all are regionalized it will provide improved educational opportunities and 7-12 has been very successful. The Committee has been addressing the major issues in phases. He received a draft of the Agreement tonight. He noted they have 30 to 35 outreach opportunities and are gathering input.

They plan to share the existing staff members. He discussed the organization structure. The basic educational philosophy and make as few changes as possible to the schools themselves. New region will require a Revision to the Regional Agreement and will need to pass in both towns. The key changes; buy or leasing the buildings. The region will pay debt service on existing debt in Boxboro. They want to keep one school in Boxboro, as a hometown guarantee. Mr. Ashton spoke to the assessment of transportation costs. Current proposal assessment based on a three year rolling enrollment. There has been a request from John Peterson to look at it differently. They discussed this and have formed a sub-group, Renovation Share of Benefits, and will depend on assessment that will be proposed and agreed upon. They will be on a sliding scale and the share of the \$920,000. Administration and transitional school committee for a year, going forward makeup would be 5 Acton and 3

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Boxboro's single vote weighting to 2.4 for Acton, and school committee members would be elected in the two towns. The educational Benefits were discussed and increase all day kindergarten and specialized special education programs. They discussed the first five year financial benefits. It would result in \$535,000 transportation reimbursement, small reduction in Chapter 70 aid.

There are questions of loss of control and loss of identity of individual schools, and reducing Acton representatives from 6 to 5.

Mr. Gowing asked about being bound to Proposition 2 ½. Peter noted again, that would be hard to do given what is in place such as ALG.

Three year rolling average favors higher level of students and may fall in the future. Mr. Ashton noted Acton's enrollment is slowing but Boxboro's enrollment is going down faster. Mr. Gowing noted Union, OPEB, Sped costs.

Ms. Adachi asked about benefits (slide 24) - why are the benefits decreasing to Acton and higher to Boxboro. Mr. Ashton responded the cost to Acton would be greater if we do not regionalize and they have a "look back" provision.

Mr. Sonner asked about fund raising issues and differences between the PTO's. Boxboro does not fund positions but funds programs.

Transportation reimbursement, are our costs going up and what is the cost on transportation issues. JD Head felt savings will be found by combining of the transportation and felt no increase other than gas.

Mr. Clough spoke about his attendance at several meetings. He was concerned with cost savings and efficiencies. He feels we are shifting to a problem that he did not know of. He noted the savings and the fairness doesn't happen with a 65/35% split. He felt we needed to address the seats on ALG to include Boxborough. He further discussed the OPEB factor and would like a say in this. He feels it is not passing the common sense test. Mr. Ashton asked what he felt would make it work. Most concerns the 65-35 split and does not pass the test and efficiency issues.

Steve Noon asked about the preliminary school budget is going up and assessment for Boxboro is staying the same.

Dana Farrell representing young people in Acton. Asked about choices in schools and that Boxboro does not currently offer a choice of schools.

2020 COMMITTEE/ UPDATE, KELLY'S CORNER DISCUSSION AND REGIONALIZATION OF SERVICES WITH OTHER COMMUNITIES

Mr. Sonner spoke about the presentation at the budget Saturday and felt we should revisit the overall objectives. Given all the other budget pressures do we feel we push for it and can we get enough support to get 2/3 majority and needs more work.

Margret Busse wanted to talk about Kelly's Corner. They are in Phase III of 2020 which was approved at town Meeting to implement action items. They have developed a plan to reach the low hanging fruit. They want to focus on Kelly's Corner Development as people want these changes. They want an attractive multi-use, transit-oriented town center. This capital request will help define a vision for Kelley's Corner. She discussed infrastructure changes that are badly needed and will encourage economic growth and safety.

final

She further discussed the capital request to begin the Kelley's Corner transformation for \$277,000. They learned of the availability of a Mass Works Grant monies and are addressing.

Mr. Clough attended a meeting recently that people were talking about Mass Works Grants and the award. Roland said we are asking for a reasonable amount and perhaps we would get a grant with this good of a project. It is not a guarantee and can they do it on 1 or 2 million? He noted they don't know the answers until they do the work for 25% design. He spoke about building in thoughts such as wants versus needs. Mass Works sometimes looks at projects on a multi-year process.

Mr. Maddox said they have been working with those owners at Kelly's Corner. The area is difficult to develop as it is broken up and has back lands. They would like to see the zoning changed to buffer the neighborhoods and accommodate a structure and parking below, They are dealing with 16 acres of land and wetlands impact with 10 acres under developed and potentially available. In the future the properties may be interconnected.

Ms. Adachi asked Mr. Maddox if we had to break-up the needs, what they would be. He thinks if you bring everything to the table you won't have to wait. He spoke about the lights at the intersection. Ms. Adachi likes the plan to fix Kelley Corner and discussed the other studies that have been prepared in the past. The Committee has been looking at them and may not be relevant now, but there will be a lot of information about traffic and it will be used if possible.

Ms. Harting-Barrat asked about underground utilities. She also noted that fixing the traffic is an issue and personally avoids the area between 3 and 7pm.

Mr. Gowing noted we have tried to address this by zoning and was not successful. We need to talk to the developers about the bigger issues. He felt the Kmart and Verizon buildings were impediments.

Doctor's office representative of 411 Mass Ave business. Wants to have it look better and needs it to approve. The students complain about no place to go. She supports it very much and the sooner the better as they have waited for years.

Ryan Bettez Chairman of the Planning Board and knows that the Board has limited funds, but many people note that location is a mess and an embarrassment.

Dick Calendrella – spoke about service on the original 2020 Committee. He asked if they have spoken to the property owners to find out what they will be doing and do they share our vision. 2020 has been speaking with some of the owners of Kelly's corner and they are interested in this happening.

Debra Simes attended the business owners meeting and everyone was positive at the meeting with the business. She asked if we have a point person.

Mr. Sonner asked for a sense of the Board and should strongly support. Political reality of needing to make sure it will win at town meeting. The risk is not getting the grant and feels we increase the chance that we won't get it if we wait longer.

Roche Bros. shopping center owner supports the plan and Acton is a good place to do business due to the demographics and feels in the long term the changes would be positive and supports this project.

final

Mr. Clough wants to invest and get this going. We need to make an investment, the sooner the better.

2020 is looking for support for the project. They feel the town is ready for this and is past due. If the Board is not interested they don't want to move forward, and will shift their work to other projects.

Mr. Sonner - Moved to support the proposed plan and \$277,000 Mr. Clough- second. Mr. Sonner Withdrew motion and have the Board continue to discuss it further.

SITE PLAN SPECIAL PERMIT, #11/16/12-438, 255 MAIN STREET- SUNDBERG REALTY TRUST II FOR A 67 SEAT PRESENTATION

Mr. Sundberg made a presentation in regard to his Site Plan Special Permit. Mr. Sonner asked about the sidewalk construction. Mr. Sundberg noted he is addressing that currently. Mr. Gowing – Moved to approve. Mr. Sonner, second. UNANIMOUS VOTE

SELECTMEN'S BUSINESS

DISCUSSION OF FY14 BUDGET

Mr. Ledoux spoke about the upcoming budget Calendar. The budget was built though department head guidance. We are within ALG guidelines. Budget is level funded and has worked for months with key staff members and addresses OPEB and Selectmen's Goals. The proposed Town Manager's budget is \$30,172,180

Mr. Ledoux spoke of changes and drivers of the FY2014 Budget.

He wanted to get the sense of the board and questions they may have to make this process easier on them.

He felt on Budget Saturday the Board supported the additional police officers and improvements in traffic in front of town hall.

Ms. Adachi hopes the Fincom will compromise.

Mr. Clough asked about generators and the need for them. It was noted many of them are in excess of 50 years old.

Mr. Ledoux asked for board priorities and how to share cuts.

Mr. Clough noted a meeting he and Ms. Adachi attend where Rep Atkins said to plan for 5% decrease in Local Aid. Mr. Ledoux felt comfortable with the Governor's numbers.

Mr. Ledoux will prepare a priority list for the Board to review

final

SELECTMEN'S REPORTS

Mr. Sonner – He noted the discussion at Budget Saturday regarding dog kennel Licenses. He felt we should not give incentives to have such licenses, and would like to discuss at an upcoming meeting. Flu Clinic will only be for Acton citizens.

Mr. Clough – Merrimack Chamber meeting was informing. CPC took tour through Theater III, as well as West Acton Baptist Church steeple tour. Talked about OPEB change of eligibility at the State level.

Ms. Harting-Barrat spoke about Planning Board articles and 2020 issues. Reported on the schools and regionalization issue. BOH flu Clinic issues and visits are up in nursing.

Ms. Adachi – ACHC is concerned about the Governor's proposal to consolidate the housing authorities.

Commission on Disabilities is focusing on activities for this year and next.

Cathy Fochtman will be working on recreation accessibility and working on adaptive recreation.

WRAC not ready for this meeting and will aim for a time later in the year.

She attended Representative Atkins and Senator Eldridge. She attended the Ground Breaking at Train Station.

Mr. Gowing – COA discussed ethics training and annual goals
Acton TV named a new director. HDC met with counsel on the CPC loan program and whether it should go to CPC. Support for Robbins Monument at Morrison land. Caouette/Simeone Conservation Restriction and access to the ARRT is in process of preparing the CR for those properties.

Morrison Farm giving final application to CPC
MAGIC wants input from us on the TIP list and the Region if we have projects.

CONSENT

Hold on #9 - Mr. Clough

Need to pull as there are no associates allowed by Town Charter for Historical Commission.

final

Mr. Gowing - Moved to approve the Consent Agenda with #9 Appointment removed. - Mr. Sonner - second. UNANIMOUS VOTE

The Board asked about having the Board amend the Charter to allow Associate Members.

Adjourned 10:45 p.m.

Christine Joyce
Recording Secty

Michael Gowing, Clerk

Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'

MEETING AGENDA

Francis Faulkner Hearing Room

January 14, 2013

7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 CHAIRMAN'S UPDATE/OPERATIONAL MINUTE

The Chair will briefly update the Board -The Town Manager will provide a brief report

2. 7:20 ACTON BOXBOROUGH REGIONALIZATION COMMITTEE PRESENTATION

Enclosed please find materials in the subject regard

3. 8:00 2020 COMMITTEE/TOWN UPDATE, KELLY'S CORNER DISCUSSION AND REGIONALIZATION OF SERVICES WITH OTHER COMMUNITIES

4. 8:20 SPECIAL USE PERMIT # 11/16/12-438, 255 MAIN STREET, SUNDBERG II REALITY TRUST, FOR A 67 SEAT RESTAURANT

Enclosed please find materials in the subject regard

5. 8:45 STORM WATER DRAFT BYLAW PRESENTATION (REMOVED BY COMMITTEE)

Enclosed please find materials in the subject regard

6. SELECTMEN'S BUSINESS

7. DISCUSSION OF FY 14 BUDGET

SELECTMEN'S REPORTS

IV CONSENT AGENDA

8. BOARD OF SELECTMEN MINUTES OF 11/5, 11/19, 12/3, 12/17 FOR APPROVAL

Enclosed please find materials in the subject regard

9. COMMITTEE APPOINTMENT, PAMELA LYNN, HISTORICAL COMMISSION

Enclosed please find materials in the subject regard

10. APPOINTMENT OF KAREN E. KUBIK, 535 OLD STONE BROOK, AS REGISTRAR OF VOTERS TO REPLACE REPUBLICAN MS. BRANDON WHO HAS MOVED FROM ACTON

Enclosed please find materials in the subject regard

11. TEMPORARY CONNECTION TO SEWER SYSTEM FOR TRAIN STATION CONSTRUCTION

Enclosed please find materials in the subject regard.

12. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$3,900.00 from the Cambridge Savings bank to the used to support the July 4th Celebration, Winter Carnival and Beach Party-Summer Concert series

13. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$4,000.00 from Roche Brothers to support the Summer Concert Series-Beach Party

14. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$50.00 from Acton Wine and Spirits to support the Summer Concert Series at NARA Park

15. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$417.59 from the Charlotte Sagoff Memorial Garden Committee to be used to support the Garden's future maintenance needs

16. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$996.91, from various supporters to be used for the Goward Field Playground Project

17. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$120.00 from various supporters to be used for the Goward Field Playground Project

18. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$825.00 from various supporters to be used for the Goward Field Playground Project

19. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$12,525.00 from various supporters to be used for the Goward Field Playground Project

20. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$600.00 from the A/B Cultural Council to support the 2013 Summer Concert Series performer "The Ivy Leaf" Irish Music Band

21. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$ 200.00 from Scheier, Katin & Epstein, P.C. to support the Jumpin' Juba Concert.

22. ACCEPT GIFT, PLANNING DEPARTMENT

Enclosed please find a gift of \$11,666.67 for the Monument Place Project off Harris Street and Quarry Road (North Acton)

23. DISPOSAL OF OBSOLETE MATERIALS – MEMORIAL LIBRARY

Enclosed please find materials in the subject regard

24. REQUEST TO APPROVE FUNDS FOR GEORGIA WHITNEY TO SUPPORT THE 13TH ANNUAL ROBERT CREELY AWARD

Enclosed please find materials in the subject regard

25. APPROVAL FOR FEE INCREASES FOR RECREATIONAL PROGRAM

Enclosed please find materials in the subject regard

V 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

JANUARY 28

FEBRUARY 11

FEBRUARY 25

OPEB Presentation
Traffic Rules & Orders Amendments
West Acton parking issues

PENDING MINUTES

PENDING COM. APPOINTMENTS

May 21
June 25
July 9, 23
Sept. 24

Michael Dube – Planning Board - sent to VCC 12/31

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Type	Title	Owner	Edited	Size	Actions
	010 Agenda, Board of Selectmen, January 14, 2013 Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	154 KB	    
	015 (2) Proposed School Regionalization Slides Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	372 KB	    
	018 (3) 2020 Update Slides Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	19 MB	    
	020 (3) 2020 Committee Update Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	48 KB	    
	030 (4) Sundberg II Reality Trust, Special Use Permit #11/16/12-438, 67 Seat Resturant, 255 Main Street Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	529 KB	    
	035 (4) Additional Information - Use Special Permit Application for 251 - 255 Main Street Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/11/13	353 KB	    
	037 (7) FY2014 Municipal Budget - Update January 14,2013 Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/11/13	32 MB	    
	040 (8) Minutes, Board of Selectmen Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	5 MB	    
	050 (9) Committee Appointment, Historical Commission, Pamela Lynn Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet	admin	01/10/13	120 KB	    
	060 (10) Appointment of Karen E.	admin	01/10/13	65	    

	Kubik, as Registrar of Voters to Fill Vacancy left by Margaret Brandon's Resignation				KB	
	Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet					
	070 (11) Temporary Connection to Sewer System	admin	01/10/13	77 KB	    	
	Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet					
	080 (12) Accept Gift, Recreation Department	admin	01/10/13	47 KB	    	
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	090 (13) Accept Gift, Recreation Department	admin	01/10/13	87 KB	    	
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	100 (14) Accept Gift, Recreation Department	admin	01/10/13	60 KB	    	
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	110 (15) Accept Gift, Recreation Department	admin	01/10/13	354 KB	    	
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	130 (17) Accept Gift, Recreation Department	admin	01/10/13	53 KB	    	
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	140 (18) Accept Gift, Recreation Department	admin	01/10/13	50 KB	    	
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	150 (19) Accept Gift, Recreation Department	admin	01/10/13	57 KB	    	
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	160 (20) Accept Gift, Recreation Department	admin	01/10/13	135 KB	    	
	Scanned with FlowPort '2013 Meeting Week Cover Sheet' Cover Sheet					
	170 (21) Accept Gift, Recreation Department	admin	01/10/13	58 KB	    	
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	180 (22) Accept Gift, Planning Department	admin	01/10/13	48 KB	    	
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	190 (23) Disposal of Obsolete	admin	01/10/13	46 KB	    	

Materials, AML

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**200 (24) Approve Funds for the
Georgia Whitney Fund for 13th
Annual Robert Creely Award**
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**210 (25) Fee Increase Request, for
Recreation Programs**
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1/28 (5)

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING
September 24, 2012

Acton Town Hall
Francis Faulkner Hearing Room 7:00 p.m.

Present: Ms. Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough, Mr. Sonner and Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised

CITIZENS' CONCERNS

None

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat – Announced that the ABCC fiscal grant cycle is approaching with the due date of October 15, 2012. League of Women Voters will be coming in at the first October meeting to discuss polling places with some thoughts and to discuss options. There will be a meeting on Sept. 27 with train station representatives who will be conducting this public input meeting. Ms. Harting-Barrat noted that the commuters are not satisfied with the reduction of the platform size, it is small and dangerous.

Mr. Ledoux – Reminded the Board that Russell Robinson will retire as of Friday, September 28th. However, we will be asking him to assist in recycling programs that he has been developing. Town Accountant Joe Tassone has resigned and we will be looking for new accountant. He has a meeting with The MBTA tomorrow to go over memo of understanding to enter into an agreement for use of town property as well as the elevator costs. He announced the development of a TV show and hopes to train staff in the use of the cameras and equipment. He will be out at ICMA in Arizona in October.

PUBLIC HEARINGS & APPOINTMENTS

**SITE PLAN SPECIAL PERMIT, #7/ 6/11-433 – 40 SUDBURY ROAD AKA 65
POWDER MILL ROAD**

At the petitioner's request, the hearing is to be heard on March 11, 2013 at 7:45
Mr. Sooner – Moved to approve. Mr. Gowing – second. UNANIMOUS VOTE

NURSING SERVICE UPDATE

Mr. Halley gave an overview of the Nursing Service. The cash receipts have been stable since last year. They are still worried about health care in the country and uncertain on health services in the home, they are seeing more citizens who are not insured. Heather Hurly commented on the consultant and volunteer Adrian Hancock for their work on marketing plan and are just putting in place now. They want to do a

Final

reach out to find the persons at risk and elders. They are continuing financial oversight and have been working at meetings with the finance staff. They have been working with school nurses and have done ImPACT Base Line Testing. There have been 80 concussions last year at school. Flu season is here and will hold a town wide clinic at the Senior Center for the elderly as well as a drive thru opportunity.

Heather discussed working with Parmenter on Hospice and are looking at other ways to partner.

Doug said they are still working weekly and will now be moving to a meeting monthly. They will be looking at trends and Profit and Loss Statement. Mr. Halley felt that they will be in good financial health and will look toward reducing the subsidy. They recognize they have to get a Business Plan in place. They will be monitoring the payor mix.

Mr. Sonner asked about the chart and asked where the Steinburg-Lalli monies fit in. Doug said it has not been factored in and won't be until it is in the till. On January 5th we will show it once it is received. Mr. Clough complemented them on the work. He asked about Parmenter and ability to raise money, Doug noted they are funded by donations for services. He thought it was significantly over a million dollars. Heather noted that there will be a demand for the TeleHealth patients to monitor patients at home with conditions such as Congestive Heart Failure.

Ms. Adachi talked about the 5.7 million dollar gift to Parmenter from a patient. She asked if we were working toward shared services. Heather said they are currently in negotiations. Ms. Adachi asked about the uncertainty with regard to Medicare costs. Ms. Harting-Barrat asked about referrals. Heather said they are seeing an increase especially through referrals from Concord Orthopedic Surgeon Dr. Driscoll.

Mr. Gowing thanked them for the presentation and the marketing materials are very attractive. The signs look encouraging. At Risk and COA and COD have been involved but have we reached out to the churches and temples? Heather said that they usually contact COA.

MORRISON FARM REUSE COMMITTEE UPDATE

Bill Mullin was here as the Chair of the MFRC. They are looking for help from the Board. A slide show prepared by the MFC was viewed. He discussed Distributed Leadership that is needed. They are 25% done, have made good process on board walk costs. They need to be done by mid January to qualify for the \$2-3 Millions and we need to have it 100% completed for CPC funds by January. They would like to have the Board vote for Committee Standing. And they said again, they want a usage swap not a land swap owned by the Town. They have been working with the Cemetery Commissioner's on the usage swap.

Final

Mr. Sonner was concerned about the land swap and where the Commissioner's are on this subject. Mr. Mullin said he will continue to work with them.

Mr. Clough asked about the trail wedge and asked if it was wooded. He wants a tree buffer from the playing fields to cemetery.

Ms. Adachi echoed Mr. Sonner and Mr. Clough and wanted to continue the discussion with the Cemetery Commissioners.

The capped well was discussed and they are working on putting another well in the same spot and would make sense to irrigate the Organic farming area.

Brewster Conant Member of Cemetery Commissioners, speaking on behalf of himself asked why is this being done and why do you need to do this. Bill said they want to create a living history at that site. It is living history and will be a powerful lesson for citizens.

Peter Grover spoke about the area and that no one knows it is there and the proposal will allow people to experience it from the park with very little development.

Mr. Gowing – Moved to give the Morrison Farm Committee “Standing” Dave Clough second. UNANIMOUS VOTE.

Mr. Sonner wants to begin the discussion with Cemetery Commissioner's and work out the details of the land out back.

Ms. Adachi – Moved to endorse the monument and cellar hole projects, and support a “usage swap” to protect and enhance the Robbins Memorial Site, while enlarging the cemetery use in the proposed swap Mr. Gowing – second. UNANIMOUS VOTE

6 POST OFFICE SQUARE, FRIENDLY 40B PRESENTATION

Attorney Louis Levine was present as Mr. Luster and Mr. Singleton's Attorney. They have a property at Post Office Square under agreement. They have been working through the process and plans. Changes have been redesigned and have developed plans for ACHC they will be a Leed certified project and are working with DRB regarding DRB suggestions. They are hoping to sell for over \$500,000 and affordable units will be around \$180,000.

Mr. Clough noted the meeting before the DRB and its success.

Ms. Adachi asked about the parcel that people park on to nap, read etc. Roland said it is privately held. She spoke about location and there is a small walk without sidewalks. She also spoke about wet lands. They are seeking our approval to go before DHCD.

Mr. Gowing asked about the parking and to buffer them from industrial property.

Final

Ms. Adachi - Moved to authorize the letter of support to DHCD with the Chair to sign.
Mr. Clough – second. UNANIMOUS VOTE

Mr. Conant expressed concern with the remote location and crossings over his private land.

COMMON VICTUALLER'S LICENSE, SPRUCE STREET CAFÉ, #5A SPRUCE STREET, SHARON PECORARO OWNER

They are planning to move to Acton to join family. Her husband works in the food and beverages industries. He has a lot of experience. They have leased the space beginning October 1st and have worked with HDC to install an exhaust system which meets regulations. They have obtained the sign permits applications and Board of Health reviews. Mr. Clough – Moved to approve. Ms. Adachi – second. UNANIMOUS VOTE

SELECTMEN'S BUSINESS

RESIDENCE AT QUAIL RIDGE REGULATORY AGREEMENT FOR AFFORDABLE SENIOR UNITS

The Town Manager explained the issues from the last meeting. Roland said that under Planning Bylaw, senior residences require a minimum of 5%. Mr. Sonner - Moved to approve. Ms. Adachi – second UNANIMOUS VOTE

CENTRAL MIDDLESEX EMERGENCY RESPONSE ASSOCIATION (CMERA) ADVANCED LIFE SUPPORT AMENDMENT

Mr. Ledoux explained the use of advanced life support when Emerson stopped providing ALS Services. The vendor, Pro-EMS has been providing dispatch for several communities. This is to allow going back to amend the inter-local agreement to allow it.

Mr. Sonner – Moved to approve. Mr. Gowing – second UNANIMOUS VOTE

NORTH ACTON FIRE STATION

Mr. Gowing - Wants permission to talk to the new Chief, he had asked that it not be on the Agenda, all he wanted is permission to talk to the new Chief. He wants to discuss coverage with new eyes toward the issue. He wants to get the new Chief's opinion.

SELECTMEN'S REPORTS

Mr. Sonner – 2020 working and Long range plan. Sidewalks - Highway has begun at Martin Street. Playground contributions are approaching \$30,000.

Final

Mr. Clough – OPEB working group October 3 at 7:00. Open Space Committee many parcels coming up to be reviews and are talking to owners. EDC has not met and now we have a full list of members with the two appointed at this meeting. Fin Com wants reserve positions and update on nursing service and the chairs of BOS and School Committee to look at revenue projections and long range planning. Brandy Brandon is resigning and moving out of state and Mr. Major has been appointed by the Moderator to fill this position. The 2013 plan is approved. CPC Trails through Time presentation hopes to pick up next year.

Ms. Adachi – ABCC met and have given a statue from recycle Art Project to the Boxborough Library. She noted the COD presentation from Jeff Dugan from the State about the role and authority of the COD.

She attended the seminar in Cambridge and felt it was very informative. They will be asking to discuss with Doug Halley for Emergency Planning. Miracle Field opened and the young boy, Justin, had a voice of an Angel. The players had a good time. She will be meeting with DRB and feels it is working better and there will be a place for DRB to comment and participate.

Mr. Gowing – MAGIC /MAPC neighbors are working toward issues. Boxborough has a new Trash crusher and Steel Farm approval and an alternative to Green Community. Bruce Freeman project is moving slowly. Littleton Village Green 215 development. Bolton plans to allow housing in barns. Bedford updating Comp plan. Sudbury will be having a pesticide discussion. He is looking for a software provider to support LRTA dispatch for Roadrunner and Minutevan. HDC is working on Wave Project. LWV is working toward Voter registration.

Ms. Harting-Barrat – Spoke about Regionalization and weighted votes major issues.

CONSENT

Mr. Clough – Moved to approve the Consent Agenda Mr. Sonner – second. UNANIMOUS VOTE

Mr. Gowing – Moved to go into Executive Session and at the conclusion adjourn in to public session to adjourn the meeting, and to allow Mr. Tindal for a portion of the session. Ms. Adachi – second. The Clerk took Roll call, All Ayes.

Adjourned 11:10 p.m.

Christine Joyce
Recording Secty

Michael Gowing, Clerk

Date

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING

July 23, 2012

Acton Town Hall

Francis Faulkner Hearing Room 7:00 p.m.

Present: Ms. Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough, Mr. Sonner and Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised

CITIZENS' CONCERNS

None

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat spoke about the change of venue for voting. This is on the agenda tonight for rescinding the vote made at the prior meeting. The Movie being filmed in Acton had area residents concerned about traffic and closing of the street, Ms. Harting-Barrat noted they will end filming shortly.

Mr. Ledoux noted that the health department has placed a receptacle for used sharps in the town hall lobby and at the transfer station.

Mr. Ledoux announced that there is RFP for analysis of space needs and future uses to determine how we can best accommodate our needs.

Mr. Ledoux will begin working with the Sudbury Valley Trustee's regarding the Groener property.

Mr. Ledoux noted that Bargaining with unions has begun and they have had preliminary ground rules meetings.

PUBLIC HEARINGS & APPOINTMENTS

USE SPECIAL PERMIT #06/05/12-437, DOG DAYCARE AND BOARDING, 77 POWDER MILL ROAD UNIT #5.

The owners of the proposed facility spoke about the selection of Acton for their new facility. They have the river behind them and the Powder Mill Road shopping center across 62. They will be using Unit 5 at the rear of the building.

Mr. Sonner asked about handling of dog wastes. The land owner has two industrial dumpster and they will use vacuum sealed containers before placing in the Dumpsters. It was noted that they have industrial filters which take out smells from the dogs coat and mouth drool.

Ms. Adachi asked about dogs being upset by horns and traffic noise. They do use music in their business for different types of situations such as playing and resting.

Final

Mr. Gowing talked about river bank and they not being able to go into the river. They walk the dogs in two's and are under control at all times. They have never lost a dog. Mr. Gowing asked about the dogs charging canoes. They do not let the dogs run free, ever.

Mr. Sonner – Moved to approve. Mr. Clough – second. UNANIMOUS VOTE

BEER AND WINE AS PACKAGE STORE, IDLYWILDE FARMS, 366 CENTRAL STREET

Nick Ammendolia, proposed manager, outlined the process and how they decided to file an application for beer and wine sales to complement the cheese section. Customers have been asking for this paring of wines and Cheese.

Mr. Gowing asked about training. He asked about policy and procedure and how to card individuals. Mr. Ammendolia worked as a beer and wine wholesaler and under stands TIPS training. They will card if you appear under 45. They will have ID devices to see if the identification is real and the purchaser's age is correct. They will only allow employees over 18 to touch and ring in the wine purchases. They have students at the store who are not 18 and will direct customers to those check outs with employees who are over 18.

Mr. Gowing asked about the square feet of the facility. They will expand the wine section inside the store as they go along. They will be open when the store is open.

Ms. Adachi spoke about underage cashiers and that they cannot touch the bottles. She spoke about how Donelan's handles the sale of alcohol. Mr. Clough asked about liquor delivery. It was noted that they deliver during the day.

Conner Nagle spoke about trip noise and trucks that are existing already on the site. They awoke him at 4:30am from the back up alarms and trash and idling concern him.

Ryan Shoemaker spoke about noise and he feels that with each expansion of the building it comes with more trash and idling trucks.

Mr. Clough asked about the burden to be a good neighbor that goes along with their success. Mr. Sonner - Moved to approve the License contingent upon receiving written policy on sales of beer and wine. Mr. Clough – second. UNANIMOUS VOTE

SELECTMEN'S BUSINESS

RESCIND THE VOTE TO CONSOLIDATE ALL POLLING PLACES TO THE FIELD HOUSE

It was noted the School calendar had already been set and their schedule could not offer the Field House this year. They have come up with an alternative for voters of Precinct 1 at the Conant school. They can accommodate the voters at the school and the buses will be moved for more parking.

Final

Charlie Kadlec felt it was a great idea to use the Field House, and it would be simpler and cheaper. He noted that it points out that the BOS what facilities we get to use at the schools. He asked them to think about the regionalization and what will happen then. He noted that this year we have an important election. Putting off the use of the Field House to another time when we need to have had accommodation to the facility. It creates confusion when we move the precincts.

Mr. Clough - Move to rescind the vote to consolidate polling places at the Field House. Ms. Adachi - second. 4-1 Motion Passes UNANIMOUS VOTE Mr. Sonner Abstain

Mr. Clough – Moved to relocate precinct 1 to the Conant School. Mr. Sonner – second. UNANIMOUS VOTE

Mr. Gowing said we should attempt to enter into the queue and should not have a problem using the Field House for consolidation of voting. Town Clerk said that after the March elections they will move to the Field House and she will be working with Dr. Mills to accommodate the use.

Mr. Gowing – Moved that after rescinding the vote of last meeting that we reenact the vote for polling consolidation for Fiscal 2014 and to move back to the Field House for elections in the fall of 2014. Mr. Sonner - second. UNANIMOUS VOTE

DESIGN REVIEW BOARD

Ms. Adachi discussed the process and felt that expanding to allow residential projects we were not thinking about the issue, and what allows the DRB to get involved. She feels it is confusing and we need to provide better guidance to the DRB. She thinks we need to decide on expanding residential and multi Family and feel we need to revisit this. We will talk later and involve planning and how it should work. This needs to work with the streamlining permit process. We need to determine how best to include the function.

Ms. Harting-Barrat suggested that Planning and the DRB as well as members of this board discuss the inclusion of residential development.

Mr. Clough asked about friendly 40B's and their involvement. Ms. Adachi noted that the developer attended ZBA and said that they were willing to make changes with regard to Acton Meadows.

Mr. Clough felt we need a debriefing of this issue with DRB so it does not happen again.

DRB Survey of other communities prepared by the Planning Assistant gave Mr. Gowing a good cross sampling. He noted that these were commercial or mixed use with the exception of Boxboro. He felt that it should not include residential development.

It was noted that we invite them in or have them meet with planning to make a decision if we want it to be just commercial.

Final

Conner Nagle, Associate member of the DRB felt the intent was to protect the texture of the Town. He noted large 40B's tend to have a very canned design. He felt Planning should review with the proponent and DRB before a lot of money is spent by the proponent.

Mr. Sonner asked for clarification from Mr. Gowing about oversight over developments and noted that we are building a neighborhood and feels they don't need extra review because where applicable, the HDC reviews also.

Mr. Sonner asked about a change of title to advisory design review and Conner said it might cause disrespect when developers say "no, you are just advisory."

Ms. Adachi offered to meet with Roland to discuss this further.

Mr. Gowing noted that HDC has 60 days by law, and perhaps we say "DRB this is your opportunity to review" and it has an end date.

DISCUSSION OF SUN SETTING OF BOARD'S & COMMITTEE'S MEMBERS

Ms. Harting-Barrat noted the two term condition to get fresh people on these committees.

Mr. Gowing said you may lose the experience and those long serving members have become the oral history of where the Board has been. It is hard to give that up for people with new ideas. Mr. Gowing said that the whole Cemetery Commission would be lost as they have all had over two terms.

Charlie Kadlec spoke about the issue and both associate and alternate members and Alternates vote when a committee member is not available while associates do not.

Mr. Sonner suggested formal or informal and he liked the idea of treating individuals and that others are waiting on a case by case basis. Mr. Sonner talked about getting fresh perspective regardless of the age.

Ms. Harting-Barrat encouraged any one interested to attend meetings and we have many openings to fill.

SELECTMEN'S REPORTS

Mr. Sonner – No reports

Mr. Clough – Discussion about DRB and had a meeting last week items were not received and urged the DRB folks to attend other Board and Committee meetings. EDC met and had Stow at the meeting to see how Acton handles EDC issues. It was a very good meeting and gave them insight. Fin Com will meet tomorrow and OPEB later this week.

Ms. Adachi – Attended the ACHC and AHA meetings, they expect to close on McCarthy Village and start in August. Attended the Acton Water District Meeting. It was quick and then they had an executive session. COD quorum problem and they had a good discussion. Con Com approved a new license with Hybrid Farm and will address overgrazed land. The question of memorial benches for conservation lands and will be designed

Final

Mr. Gowing – Filming at COA. HDC discussed coverage over the summer. LRTA CIC Team met with LRTA to discuss the turnover of the Roadrunner over to the town. They targeted October 1st for the takeover. Morrison Farm tomorrow night at 6:00. Cemetery met and had a complaint about drought resistant bushes and deer damage. They will speak with Dean Charter for recommendations.

Ms. Harting-Barrat – Planning Board was cancelled, Regionalization Committee still reviewing. Nursing is holding its own.

CONSENT

Mr. Gowing – Moved to approve the Consent calendar. Mr. Sonner – second. UNANIMOUS VOTE

Extra Consent not anticipated at the time of the Posting of the Agenda. Memo from Town Manager regarding the selection of Mark Hald as the Acting Town Manager in the Manager's absence. Mr. Stephen Barrett has been named Acting Treasurer/Collector. Mr. Gowing – Moved to approve. Mr. Sonner – second. UNANIMOUS VOTE.

Mr. Gowing – Moved to go into Executive Session only to adjourn. Ms. Adachi – second. The Clerk took Roll call, All Ayes.

Adjourned 10:00 p.m.

Christine Joyce
Recording Secty

Michael Gowing, Clerk

Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room
July 23, 2012
7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. **7:05 CHAIRMAN'S UPDATE/OPERATIONAL MINUTE**
The Chair will briefly update the Board -The Town Manager will provide a brief report
2. **7:10 SPECIAL USE PERMIT, 77 POWDER MILL ROAD, UNIT #5, DOG DAY CARE**
Enclosed please find materials in the subject regard
3. **7:25 REQUEST FOR A BEER AND WINE AS A PACKAGE STORE LICENSE, IDLYWILDE FARM INC. - 366 CENTRAL STREET**
Enclosed please find materials in the subject regard

III. SELECTMEN'S BUSINESS

4. **RESCINDING OF VOTE TO CONSOLIDATE THE POLLING PLACES TO THE HIGH SCHOOL FIELD HOUSE**
Enclosed please find materials in the subject regard
5. **DISCUSSION OF THE DESIGN REVIEW BOARD'S CHARGE**
Enclosed please find materials in the subject regard
6. **DISCUSSION OF SUN-SETTING OF COMMITTEE/BOARD MEMBERS**
7. **SELECTMEN'S REPORTS**

IV. CONSENT AGENDA

8. **APPOINT AMY GREEN AS THE CONSERVATION COMMISSION'S REPRESENTATIVE TO FILL THE UNEXPIRED TERM OF ANDREW MAGEE ON THE COMMUNITY PRESERVATION COMMITTEE, 6/30/14**
Enclosed please find materials in the subject regard

9. APPOINTMENT ELEVATION OF PAMELA LYNN TO BE APPOINTED AS A REGULAR MEMBER OF THE HISTORIC DISTRICT COMMISSION 6/30/15

Enclosed please find materials in the subject regard.

10. APPOINT CHARLES ORCUTT TO THE MORRISON FARM COMMITTEE TO FILL THE RESIGNATION OF DIA CHIGAS

Enclosed please find materials in the subject regard

11. APPOINT DEANNE BONNAR TO THE COMMISSION ON DISABILITIES, REGULAR MEMBER 6/30/15

Enclosed please find materials in the subject regard

12. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$408.89 from various donors to be used by the Goward Field Playground Project.

13. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$550.00 from various donors to be used by the Goward Field Playground project

14. DISPOSAL OF OBSOLETE MATERIALS, MEMORIAL LIBRARY

Enclosed please find materials in the subject regard

15. DISPOSAL OF OBSOLETE MATERIALS, LECTERN AND TWO SIDED CARREL

Enclosed please find materials in the subject regard

16. ONE DAY LIQUOR LICENSE, NARA PARK, BOSTON EVENT SPECIALIST, AUGUST 11, 2012

Enclosed please find materials in the subject regard

17. ONE DAY LIQUOR LICENSE, NARA PARK, ACTON LIONS CLUB MEMBERS CLAM BAKE

Enclosed please find materials in the subject regard

V. EXECUTIVE SESSION

There will be a need for Executive Session for the discussion of the Purchase, exchange, lease of value or real property

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.

<u>AUGUST 20</u>	<u>SEPTEMBER 10</u>	<u>SEPTEMBER 24</u>
Class 1 Non-display Car Dealer's License 99 Great Road Milldam Leasing		Site Plan Continuation Lot One Sudbury Road Mr. Bertolami
FY13 Transfer Station Rate Setting		

PENDING MINUTES

March 12 -JA

April 23 -

May 7 – 21, June 4, 18 and 25 – July 7

PENDING COMMITTEE APPOINTMENTS

Lawrence Kenah – Transportation, Design Review Board, Cable, Conservation or Recreation Commission

– Sent To VCC Mr. Allan Gulliver – EDC- Sent To VCC

– Joe Will – Conservation or Rec, sent to VCC

Peter Darlow, Design Review Board – sent to VCC 6/25

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<input type="checkbox"/>	Type	Title	Owner	Edited	Size	Actions
<input type="checkbox"/>		010 Agenda, Board of Selectmen, July 23, 2012 Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	110 KB	    
<input type="checkbox"/>		020 (2) Use Special Permit, #6/5/12-437, Dog Daycare and Boarding Kennel, 77 Unit #5, Powder Mill Road Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	781 KB	    
<input type="checkbox"/>		030 (3) Idylwilde Farm Request for a Beer and Wine as a Package Store at 366 Central Street Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	893 KB	    
<input type="checkbox"/>		040 (4) Recinding Vote re: Polling Location and suggested alterative to the Field House Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	85 KB	    
<input type="checkbox"/>		050 (5) Design Review Board Charge Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	146 KB	    
<input type="checkbox"/>		060 (5) Design Review Committee Survey Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	348 KB	    
<input type="checkbox"/>		070 (8) Committee Representative, Amy Green to CPC Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	87 KB	    
<input type="checkbox"/>		080 (9) Committee Appointment, Pamela Lynn, HDC Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	07/20/12	208 KB	    
<input type="checkbox"/>		090 (10) Committee Appointment, Charles Orcutt, Morrison Farm Committee Scanned with FlowPort '2012 Meeting	admin	07/20/12	164 KB	    

Week Cover Sheet' Cover Sheet								
	110 (11) Committee Appointment, Deanne Bonnar, Council on Disability	admin	07/20/12	126 KB				
	Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet							
	120 (12) Accept Gift, Goward Playground Project	admin	07/20/12	55 KB				
	Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet							
	130 (13) Accept Gift, Goward Playground Project	admin	07/20/12	35 KB				
	Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet							
	140 (14) Disposal of Obsolete Materials, Memorial Library	admin	07/20/12	38 KB				
	Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet							
	150 (15) Disposal of Obsolete Materials, Memorial Library Carrell and Lectern	admin	07/20/12	30 KB				
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	160 (16) One Day Liquor License, Concert at NARA Park	admin	07/20/12	89 KB				
	Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet							
	170 (17) One Day Liquor License, NARA Park, Acton Lion's Club	admin	07/20/12	80 KB				
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