

**BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING**

**October 5, 2015**

**Francis Faulkner Room 204**

**Regular Meeting 7:00 PM**

Present: Katie Green, Peter Berry, Janet Adachi, Franny Osman, Town Manager Steven Ledoux, and Lisa Tomyl, Recording Secretary. Absent: Chingsung Chang.

Chairman Green opened the meeting at 7:00PM

**Citizens' Concerns**

None

**Chairman's Update and Operational Update:**

Ms. Green: Next Monday is Columbus Day so town offices will be closed.

Mr. Ledoux: Attended International City/County Management Association annual meeting in Seattle this past week. At the meeting, Acton and other communities received a community award for CrossTown Connect. Very well attended conference – about 5000.

**Public Hearings and Appointments**

7:10 PM Ed Bouquillon, Superintendent, Minuteman Regional Vocational High School Building Project:

Ed Bouquillon gave a slide presentation regarding the feasibility study for the proposed new school building. Also present were Assistant Superintendent Kevin Mahoney; Pam Nourse, Acton's representative on the School Committee; Building Committee Chairman Ford Spaulding. The proposed schematic design will go to 2 estimators and then finalized next month. The annual cost impact on the median Acton homeowner would be \$32.30. Minuteman considers the proposed increase in enrollment to 580, by 2018-2019, or an increase of 1/10 of 1% per year, to be realistic. As of 3/2015, Minuteman may require non-member communities to pay toward capital. In response to Ms. Adachi's questions, Mr. Bouquillon said details of the bonding proposal would be worked out, including the timing, and accounting for changes in District membership; current enrollment was down about 7%; the State's warning about the school's accreditation would be on hold during construction of the new school; the District owns the 66-acre parcel. .

Mr. Berry was impressed with the proposed program, , expressed concern about the enrollment numbers. In response to Mr. Berry's question about a marketing plan, Mr. Bouquillon said Minuteman had hired someone to put together the marketing plan, which would aim to increase parents' understanding of the potential opportunities for students, for example, the junior high "exploratory" days, and not simply about generating a fancy website or fancy brochure. Mr. Berry also asked about other ways to reduce costs to member towns, such as repurposing the existing campus. In response to Ms. Osman's questions about combining with other alternative school programs and building expansion

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options, Mr. Bouquillon said LABB (Lexington-Arlington-Bedford-Burlington) operates within Minuteman, and Minuteman in the Afternoon is available for 11<sup>th</sup> and 12<sup>th</sup> graders who have finished MCAS and attend Minuteman vocational-technical classes in the afternoon; the presence of wetlands limits lateral expansion and Lincoln's zoning bylaw limits upward expansion. In response to Ms. Green's question about the response of non-member communities, Mr. Bouquillon said he and the Assistant Superintendent were pursuing, noting that 2/3 of non-member students came from Waltham, Watertown, Medford and Boston, which lack their own vocational education programs. 40 communities east of Worcester have no vocational programs; Newton has 5 but would like more. Mr. Bouquillon noted that Burlington a few years ago considered forgoing accreditation due to the expense, but forgoing accreditation also would forfeit quality-assurance.

Board members expressed support for the building project, which to move forward would require the unanimous approval of all 16 member communities via town meetings or majority approval via District-wide ballot. Once the School Committee voted to recommend the proposal, District members would have 60 days to call special town meetings to oppose the proposal, if any member voted down the proposal, there would be a District-wide ballot. Mr. Berry said he would prefer to hold a Town Meeting to decide the building project.

Ms. Green would prefer not to have another Special Town Meeting . Move to support building project – Ms. Adachi moved, Mr. Berry seconded. All Ayes (4-0).

Move to support having the district wide vote –Mr. Berry moved, Ms. Adachi seconded. All Ayes (4-0).

7:40 PM Use Special Permit #08/18/15 – 454, Increase Seating, Legend Café, 5A Spruce Street: Present were Ms. Jingbo Li and Mr. David Herbert, owners of Legend Café, and Town Planner Roland Bartl and Assistant Town Planner Kristen Guichard. Requesting approval for 36 seats in the café for 7 days, instead of the 3-5 days, with seating potentially increasing to 50; seating includes the 12 seats outside. Ms. Adachi moved to approve application for Use Special Permit with increased seating up to 50 as described in draft decision, Ms. Osman seconded. All Ayes (4-0)

7:50 PM Common Victualler, Legend Café, 5A Spruce Street: They have experience in catering. Eventually will redo the floors, and have new tables.

Ms. Adachi moved to approve the application to Legend Café for a CV license, Ms. Osman seconded. All Ayes (4-0)

8:00 PM Acton Nursing Services Task Force Report: Charlie Kadlec, Chair, and Task Force member Adrian Hancock gave a slide presentation about the activities and findings of the Acton Nursing Services Task Force. The Task Force has been working since 2/2015. There still is a lack of knowledge of the ANS, including in Acton. ANS provides not just home care but public health services; not all services receive reimbursement, for example, the wellness clinics. The marketing efforts seek to expand the target audience, of which ANS is capturing only a small segment, by introducing ANS to the health community and others, providing Q&A and other information on the Town website. Most ANS patients are elderly.

Of the 60+ population in Town, 1500 live alone. Use of home care services will increase. Revenues also lag services by sometimes long periods. Due to patient-privacy protections, the Task Force and even the Finance Department do not have access to certain details about ANS services; but new software should allow greater access while also abiding by the privacy requirements.

Ms. Osman suggested more educational outreach about ANS to explain what is available and noted that the Council on Aging mentioned ANS in their newsletter. Mr. Berry commended the efforts to dispel a lot of the misinformation and the new computer program.

Ms. Adachi asked whether the Steinberg-Lalli award money still were available. Mr. Kadlec explained that the award was for 120K at 40 K per year for residents that have a problem paying for the service. The ANS receives other donations for similar purposes. ANS Director Heather York said there was about 20K left and Steve Steinberg had indicated he would donate more.

Ms. Green thanked the Task Force and also Friends of Acton Nursing Service for all their work.

Jason Cole, Finance Committee member— Some questions, including about the amount of the ANS "subsidy" in the budget and the number of visits of patients.

8:30 PM WildAware! Presentation: Bettina Abe, Conservation Department and Paula Goodwin, Conservation Commission, gave a presentation about WildAware!, a new program to educate the general public about the wildlife that resides in the Acton area. The Board endorsed the program.

### **Selectmen's Business**

Special Town Meeting Warrant Discussion - Mr. Ledoux reviewed the matters to date that might warrant a fall Special Town Meeting, noting that the Board would have to call a STM tonight if there were to be one, : Stormwater bylaw; citizen petition with over 100 signatures regarding Common Core standards, Mark Donohoe property and a couple of other land acquisitions as well. Also a potential petition to the legislature for an increase for in alcohol licenses, which would help with Kelley's Corner development.

The Board voted to call a STM for 11/10, with the continuation on 11/12 if necessary.

**Selectmen's Reports:** The Selectmen Reports were included in the Selectmen packet and there were no questions.

### **Consent Agenda**

Item 9 held by KG

Respectfully Submitted,

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Lisa Tomy, Recording Secretary

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Janet K. Adachi, Clerk

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## BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING

November 16, 2015

Francis Faulkner Room 204

Regular Meeting 7:00 PM

Present: Katie Green, Peter J. Berry, Janet K. Adachi, Franny Osman, Town Manager Steven Ledoux

Absent: Chingsung Chang, Lisa Tomyl Recording Secretary

Chairman Green opened the meeting at 7:00PM

### Citizens' Concerns

Jim Yaron, 248 Central Street – long term member of the Transportation Advisory Committee. We have a TAC that doesn't have much effect or have its advice considered. The CrossTown Connect fixed routes were vetted and discussed at a meeting and there was a plan that then was changed more than once without any consultation of the committee. First, the route was extended ½-1 mile, which affected the time. Then the route was shortened by removed an essential portion. Mr. Yaron neither agreed nor disagreed but was concerned about the process. Ms. Osman noted that that the changes had been made quickly on the advice of the consultants.

Gina Manalan, 7 Kelly Road – upset with the constant pounding of rock ledge behind the CVS site, lives 1/10 mile away. Has been going on for 4 weeks, 6 days a week, 9 hours a day. Understands need to finish work before winter but thinks there should be some consideration for residents. Ms. Green requested that Ms. Manalan send an email to the Town Manager and Board of Selectmen for a review of the Site Plan Special Permit conditions about work hours. Ms. Manalan stressed that as Kelley's Corner projects moved forward, the Town needed to be sure that residents still had some quality of life.

Jim Yaron, 248 Central Street – concerned with the lack of stop sign at the foot of Community Way across from CVS and had contacted the Police Department about it.

### Chairman's Update and Operational Update:

Ms. Green: Thanked everyone who attended Special Town Meeting, which seemed to be a very successful one. Upcoming events – CPR/AED training on Monday, November 30 at PSF from 9-4, ABRHS Chorus will be celebrating their 21<sup>st</sup> Cabaret Night November 20 and 21<sup>st</sup>, Green Acton will have a presentation on Acton's water November 18, next Board meeting is December 7<sup>th</sup> – presentation by United Way.

Mr. Ledoux: No update.

### Public Hearings and Appointments

7:10 PM National Grid Petition for Gas Main Installation, Hayward Road – Dennis Regan, Permit representative for National Grid. Jim Snyder Grant 18 Half Moon Hill submitted and read aloud his Board of Selectmen

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written statement on behalf of Green Acton, urging the Town not to expand new gas lines in Acton and suggesting that the Building and Planning Departments recommend alternative energy sources for Site Plan proposals. Debra Simes, 109 Concord Road - also spoke and submitted a written statement expressing concern that expanding local gas lines indirectly would encourage fracking, and perpetuate long-term dependence on natural gas and other fossil fuels. Debra Hessen, 100 Hayward Road – road was dug up 2 years ago and it took a year to be repaved again; asked about expected duration of disruption. Dennis Regan stated construction would not begin until the Spring. Crews can install 80-120 ft of gas line per day so installation would take about 4 weeks to complete including resurfacing. Board members discussed the issue of alternative energy sources, and the problem of gas leaks. Suggestions included modifying the charge for the Green Advisory Board to include alternative energy, and following up with the Town's state legislators about the status of pending legislation to address the gas-leaks problem.

Ms. Osman moved to approve gas main installation on Hayward Road which according to Engineering Department cannot begin until March 15, 2015, and to explore issues pertaining to alternative energy sources and gas leaks, Mr. Berry second. All Ayes (4-0) Prepared statements of Jim Snyder-Grant and Debra Simes are included and a part of the meeting record.

7:20 PM National Grid Gas Main Installation, Alexandra Road - Dennis Regan, Permit Representative for National Grid. Mr. Berry asked how National Grid was addressing gas leaks. Mr. Regan described how National Grid is running gas surveys and replacing large lines with PVC piping.

Jim Yarin, 248 Central – asked about the uneven road surface.

Pi Tao, 103 Hayward Road – asked who paid for the work and how often the gas lines were checked.

Mr. Regan stated the private residents pay to have the gas main to be installed and the Town does not pay for any of the work.

Subrat Pani, 6 Alexandra Way – development is 15 years old and did not have natural gas – all houses have oil. Worked together to get gas installed and has waited to get this project going, and looking for assistance from the BOS to get the installation started.

Mr. Berry moved to grant the permit for Alexandra Way on the condition they meet the requirements of the Engineering Department to not begin work before March 15, 2016 or on a date approved by the DPW Director or whichever is later. Ms. Adachi seconded. All Ayes (4-0)

7:30 PM Order to Show Cause, Alleged Over Service, Overtime Bar: Kris Wallis representing Overtime Bar. Ms. Adachi moved to continue to December 21, 2015, 8:15 PM, Ms. Osman seconded. All Ayes (4-0)

### **Selectmen's Business**

Transportation Benchmarks Discussion Doug Halley presented slides about the transportation system and proposed transportation metrics. Currently 5 different transportation options in town: Council on Aging van, Roadrunner, Dial-A-Ride, Rail Shuttle, and Cross-Acton Transit, the new fixed-route service

running 10 hours, Monday through Friday. The focus has been on serving groups of people who need service, though conflicting individual needs can make the formation of groups challenging. The fixed-route stops had to be modified in the past week to keep transit time within 1 hour. Graphs show growing confidence in the system, with fewer problems with overbooking and therefore fewer cancellations. 46% of funding from general municipal fund. Centralization has improved dispatch; calls have increased so further investment in dispatch might be necessary at some point. Program trips have increased, especially involving Roadrunner, for example, for grocery-shopping on Wednesday for Chinese residents. Parking spaces for the rail shuttle are limited so there will be a need to expand shuttle-user parking spaces. Current overall transportation budget is \$509,000. Mr. Halley said the Board needed to consider "unduplicated census," with the aim being to increase the numbers from 151 to 180. Acton's service compares favorably with other towns, but need to continue improving.

Ms. Adachi noted that the quality of the service was important, but the Town also needed to keep an eye on the cost to the Town; asked if the 100K LRTA contribution would continue (yes); asked about increasing and/or varying fees, and not simply aiming to increase rides, to account for time of day, length of trip, number of passengers, etc.; asked if shuttle service could be maximized without creating more parking spaces, for example, via fixed stops in town other than commuter parking areas (possible opportunity to lease additional space in connection with services to West Acton Village Works employees); asked whether arrival of Uber might be helpful (no, due to need for accessible vehicles and concern about lack of regulation/standards to assure passenger safety). Mr. Berry noted comments of Mr. Yarin of TAC, and potential process issues; Mr. Halley affirmed that he does consult with TAC but needed to act quickly in modifying the fixed route. Ms. Osman said transportation needed to go where the big numbers were; people's awareness of the services would grow as they saw the services at the train station, at the high school, etc.; she would like to serve commuters without cars. Ms. Green noted that the increased visibility was why people knew about the service. Ms. Osman would like the Board to request: effective communication with the Council on Aging; and streamlining of the various service names, which can be challenging to keep straight.

Debra Simes, Concord Road, suggested that any further expansion of the fixed-route include Nagog Woods and the Colonial Liquors parking lot. Jim Yarin, Central Street, said he would talk with Mr. Halley; recommended that once a route was fixed, it remain so unless it was intended to be temporary; transportation very important as are regular updates to the Board; perhaps consider 2 crisscrossing fixed routes that serve the 3 locations with senior populations; get seniors to travel together, perhaps on a fixed route involving the COA van; fact that fixed-route does not cover lower Great Road is a disservice, and is why public input is important in establishing a fixed route.

Minuteman Regional: Discussion of Boxborough Proposed Amendment: Ms. Adachi reported on the discussion among member-community representatives at this morning's breakfast meeting at the school about the new-building project. The current plan is for the Superintendent's financing proposal to go the School Committee and then to District members, which may schedule special town meetings no

later than February; if any member dissents, the financing proposal will go to District-wide ballot on or before 4/2. Member-representatives at the breakfast meeting had differing opinions about the prospect of a District-wide ballot vote that would supersede a dissenting STM vote; and about the need to address differences among members in an amended regional agreement as part of the effort to move the financing proposal forward. Representatives of 6 member-towns, presumably those that had not approved the 2014 amended agreement, met recently to discuss the various issues. Mr. Berry expressed concern about the District-wide vote and thought that scheduling a STM to vote on the financing was important. Ms. Green noted that a ballot-vote still would provide for voter participation; the Boxborough proposal to amend the regional agreement was interesting but the building project needed to move forward, separate from any proposed amendment. Ms. Adachi noted there would be lots of public outreach before any member-community vote.

Special Tax Assessment Agreement, Associated Environmental Services: Board members discussed the draft agreement.

- Section I(4) provision for an annual payment of 10K toward Cross-Acton Transit: Concerns about this provision, recommendation that the provision be more flexible, with reduced years, a more general transportation service reference, etc.

- Section I(5) right of first refusal of leased space at \$10 per square foot for a term of 5 years: Mr. Ledoux said it could be an option for Recreation or Engineering, still located at the Nagog space.

Ms. Adachi requested clarification of the employment numbers constituting a material default in Section I(13). Ms. Osman asked about AES's obligation to hire individuals with disabilities; Mr. Ledoux said that AES was a federal contractor so would be obligated to consider the disabled or lose its contractor status.

Jim Snyder-Grant, Half Moon Hill, recommended taking the proposed school bus-parking possibility off the table, given the location of the parking area in Groundwater Zone 2.

Ms. Adachi moved pursuant to Article 6 of November 10, 2015 Special Town Meeting to approve Special Tax Assessment Agreement between Town and AES substantially in form presented to Board tonight, with final changes that Town Manager may approve in consultation with Town Counsel, Ms. Osman seconded. All Ayes (4-0).

**Selectmen's Reports:** The Selectmen Reports were included in the Selectmen packet and there were no questions.

### **Consent Agenda**

Ms. Green held Item 7, 2016 Permits, Licenses, recommending approval contingent on licensees' being paid up. Mr. Berry moved to approve Consent Item 7 with that condition, Ms. Adachi seconded. All Ayes (4-0). Ms. Adachi moved to approve Consent items 8-15, Mr. Berry seconded. All Ayes (4-0).

Ms. Adachi moved to adjourn, Ms. Osman seconded. All Ayes (4-0). Meeting adjourned at 10:00.

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Respectfully Submitted,

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Janet K. Adachi, Clerk

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## BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING

December 7, 2015

Francis Faulkner Room 204

Regular Meeting 7:00 PM

Present: Katie Green, Peter J. Berry, Janet K. Adachi, Franny Osman, Chingsung Chang, Town Manager Steven Ledoux, Town Counsel Nina Pickering-Cook, and Lisa Tomy, Recording Secretary

Mr. Berry arrived at 7:07 PM

Chairman Green opened the meeting at 7:00 PM

### Citizens' Concerns

None

### Chairman's Update and Operational Update:

Ms. Green: Hoped everyone had a Happy Thanksgiving and wished those celebrating tonight a Happy Hannukah. Holiday light contest on December 17<sup>th</sup>. Santa Ride and Food Drive on December 12<sup>th</sup> in a vintage fire truck led and sponsored by the Acton Fire Department. Families can request a visit from Mrs. Claus if they are not able to greet Santa during his ride.

Mr. Ledoux: Announced Mathew Selby of Upton had been offered and accepted the Land Use Economic Development Director position. "Selby" begins January 4, 2016. Special Selectmen meeting was held on November 19<sup>th</sup> to approve application for Associated Environmental Systems for a tax break at the state level. Next Board meeting is December 21, when he will be presenting the FY17 municipal budget.

### Public Hearings and Appointments

Acton Boxborough United Way Community Needs Assessment: Presentation by Patty Higgins, ABUW Chairman, of summary of the Community Needs Assessment results. Full report is available at [www.ABUW.org](http://www.ABUW.org). 25% of population earns under 50K. Top issues are stress across population; isolation; lack of information or knowledge of how to find. In elementary schools, more kids qualify for free lunch; at high school, growing mental health and substance abuse issues; insufficient programs/services post-emergency-room. Young adults don't receive much attention; opiates a problem. Stress in families due to the cost of higher education, even in affluent homes; and due to food needs for challenged families. Mr. Berry asked if circumstances were improving: yes, but some issues remain; the study is a good tool for the Town and ABUW to help each other. Ms. Osman asked if there were a way to determine whether any of the 25% with income under 50K overlapped with the 23% of apartment-rentals. Ms. Green, who was involved in the study, said it was a good experience, generated good information.

Site Plan Special Permit #09/11/2015 – 457, Ryan Development: Kevin Erikson, representative from Ryan Development, LLC, Katie Enright, Howard Stein Hudson Architects, and Mark Johnson, attorney; Kristen Guichard, Assistant Town Planner. Hearing continued from 11/2. Ms. Green read the public hearing Board of Selectmen

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notice. Since the last meeting, when the Board received the applicant's updated materials very late just prior to the meeting, the applicant has received, reviewed and addressed departmental comments, including Planning and Engineering Department comments. Mr. Erikson went through the applicant's responses:

#### 1) Planning Department

- Sidewalk: Applicant compliant with zoning bylaw
- Hardscape plaza: Zoning bylaw doesn't say it can't be by the driveway. For the Panera Bread application, the Planning Department said that due to the percentage of structure, there was no need for a pedestrian plaza.
- Landscaping: Applicant added.
- Firepit with 30-foot setback: Doesn't qualify as "structure" under bylaw.
- Bike racks: Placed in front of building in revised plan.
- Parking space: Removed.
- 2 accesses: Project won't touch drives at all.
- Landscape buffer: Applicant created 20-foot-deep buffer.

#### 2) Engineering

- Sewer privilege fee: Applicant will agree to; proposed grease traps okay.
- Drainage: Provided required conversation factor.

#### 3) Design Review Board

- Building not parallel to street: Applicant has explained that that placement is not possible. Proposed canopy will be parallel.
- Hardscape plaza: DRB doesn't like and applicant doesn't, either.

#### 4) Acton Water District: Applicant has no issue with AWD comments.

Ms. Green noted that the Board was likely to request another continuance. Ms. Adachi requested clarification from the Planning Department of the zoning provisions requiring the hardscape, and from the applicant of its lease area, which precluded the applicant's shifting the building position, and alteration/elimination of the current curb cuts; the lease area encompasses only the proposed building, barely extending beyond the south end and excluding the parking and accesses, which are shared. Ms. Adachi asked if the bollards were the only barriers for the outside patio: yes, with chains. Mr. Berry questioned the applicant's claim that traffic would decline relative to the former use as a McDonald's restaurant, and reiterated the request to the Planning Department for clarification of the hardscape requirement. Ms. Osman expressed a wish that the applicant and Planning Department work together in anticipation of the proposed zoning bylaw amendments that would go before 2016 Town Meeting; the applicant confirmed that it already was leasing, was going through due diligence and thereafter would start construction. Mr. Chang asked when the applicant expected to open: as soon as possible;

Mr. Chang said he would have preferred to address the site in its entirety rather than just the one corner that a larger-scale project in the future would not be able to touch.

Ms. Guichard provided some history for the project. The Planning Department typically suggests that developers have a pre-application meeting with Planning, and made that suggestion to the applicant, but the applicant did not pursue the meeting. Planning then discovered that the former Zoning Enforcement Officer had erred in concluding that no hardscape was necessary for the Panera project. The zoning bylaw states that the hardscape must be on the side of the building; the applicant's proposal to extend the colonnade within the 40 feet setback would not have qualified as an extension of the building itself, with walls on all sides. Ms. Guichard noted that the Board did not issue a decision on the Panera project. Mr. Berry clarified that the purpose of the hardscape plaza was to help the applicant meet the 60% frontage requirement that the proposed building would not satisfy. Ms. Adachi asked if there were any alternative for meeting the frontage requirement, other than a pedestrian plaza or an expanded building: no. Mr. Chang criticized the zoning bylaw for burdening lessees.

Mr. Erikson noted that the applicant had removed the one proposed parking space because it opened up the applicant to the perception that it was seeking to modify the access.

Jim Snyder-Grant, Half Moon Hill: suggests changing the name to 111 Grill since it is already located right at Route 111. Kelley's Corner is a bike-parking wasteland. The intent of the bike-parking bylaw is to change the current situation. The plan states one bicycle spot per 20 parking spaces, or 15 bike spaces for the entire parcel of 286 parking spaces. But perhaps the Board's approval of the project will require a variance to allow a smaller number of bike-parking spaces. In the alternative, a calculation based on proposed seating, 63 or 80, yields 4 bike spaces. The plan currently shows 3 spaces. Ms. Green asked why the calculation of bike spaces involved looking at the application rather than the entire lot; Ms. Guichard said that the limits of the project, in this case, the seating, determined the required number of bike spaces.

Mark Johnson, Ryan Development LLC – distributed to the Board copies of the zoning bylaw provision, Section 5.6.3.2, regarding Kelley's Corner pedestrian plazas. Mr. Johnson reviewed the bylaw description of pedestrian plazas, noting that the bylaw did not say that the plaza had to be adjacent to or touching the building, but only at the side of the building, which the applicant's proposed hardscape would be. Mr. Johnson also focused on the bylaw definition of "lot," stating that the former ZEO's interpretation had been correct in determining the 60% frontage requirement based on the lease area rather than entire lot; Mr. Johnson also cited some MA court decisions that supported his conclusion. Ms. Green requested a continuance, Mr. Berry requested that Town Counsel follow up with the cited court decisions. Ms. Adachi move to approve a continuance to January 25, 2016, with staff comments to be available by January 4, 2016, and with no extension of the 90-day decision deadline, Mr. Berry seconded, 4 Ayes, 1 Nay (Mr. Chang)

Board of Assessors Tax Classification Hearing: Brian McMullen, Chief Assessor, presented the recommendation of the Board of Assessors Tax Classification recommendation.

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Ms. Adachi move to adopt a residential factor of 1.0 resulting in a Uniform Tax Rate of \$19.23, Ms. Osman seconded. All Ayes (5-0)

Ms. Adachi moved to not grant an Open Space Discount, Ms. Osman seconded. All Ayes (5-0)

Ms. Adachi moved to not adopt a Residential Exemption, Ms. Osman seconded. All Ayes (5-0)

Ms. Adachi moved to not adopt a Small Commercial Exemption, Ms. Osman seconded. All Ayes (5-0)

Transfer of Stock, Indoor Sports Management: Tom Moore, owner, representing Indoor Sports Management, Inc. Ms. Adachi move to approve the transfer of stock, Mr. Chang second. All ayes (4-0)

### **Selectmen's Business**

Approve Land Stewardship Committee Mission Statement: Ms. Adachi presented a history of the Land Stewardship Committee which long had been operating as essentially a subcommittee of the Conservation Commission without formal authorization by the Board. Board approval required the creation of a mission statement, an endeavor that started in 2009 and after years of debate, editing, Town Counsel review and further debate, has received the approval of the LSC and the Conservation Commission and now is ready for the Board's approval. Ms. Osman asked if LSC members are considered land stewards; Mr. Snyder-Grant refers to the committee members as land stewards. Ms. Adachi move to approve the Land Stewardship Committee mission statement, Ms. Osman second, All Ayes (5-0)

Discussion of Proposed Acton-Boxborough Regional District Capital Planning Committee: Ms. Green explained that Superintendent Glenn Brand had asked the Selectmen to nominate 2 people for the AB Capital Planning Committee,. Boxborough designated 2 Finance Committee members as their representatives. Mr. Ledoux commented that he has not seen a charge for this committee and that there will be further discussion at the Acton Leadership Group on Thursday.

Update on Minuteman Regional Technical High School: Ms. Adachi gave an update and sought feedback about the latest proposed additions to the MRVTHS amended regional agreement and the possibility of a special town meeting in February to approve the regional agreement. The latest proposed amendments result from the 12/2 meeting of the member-community Selectmen-representatives (for further detail, see Ms. Adachi's Selectman's Report for 12/7). Mr. Ledoux said that the Town Moderator will be out of town until mid-March so a substitute moderator would be necessary, and the Town would need the draft language for the article. The Board was not prepared to call a Special Town Meeting just yet; and Ms. Green did not care for the proposed host-community payment to Lincoln.

### **Selectmen's Reports:**

Selectmen Reports are included in the agenda packet on docushare. There were no questions.

### **Consent Agenda**

Ms. Osman held item 9.

Mr. Chang move to approve consent items 8, 10 – 17, Mr. Berry seconded., seconded. All Ayes (5-0)

Mr. Chang moved to approve item 9, Mr. Berry seconded. All Ayes (5-0)

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Ms. Adachi announced she will be seeking re-election in 2016.

Respectfully Submitted,

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Lisa Tomy, Recording Secretary

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Janet K. Adachi, Clerk

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