DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST AND DETERMINATION BY APPOINTING AUTHORITY AS REQUIRED BY G. L. c. 268A, § 19

	MUNICIPAL EMPLOYEE INFORMATION
Name:	Jeff Clymer
Title or Position:	Chairman of the Town of Acton Planning Board
Municipal Agency:	Planning Board
Agency Address:	Town Hall 472 Main Street Acton MA 01720
Office Phone:	781-906-2242
Office E-mail:	jeff.clymer@aonhewitt.com
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	PARTICULAR MATTER
Particular matter E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	Please describe the particular matter. Sign Special Permit application
Your required participation in the particular matter: E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	Please describe the task you are required to perform with respect to the particular matter. Presiding upon and voting on a Sign Special Permit application made by a business at a location for which I am an abutter
	FINANCIAL INTEREST IN THE PARTICULAR MATTER
Write an X by all that apply.	_x__ I have a financial interest in the matter. ___ My immediate family member has a financial interest in the matter. ___ My business partner has a financial interest in the matter. ___ I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. ___ I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.
Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it.

	My financial interest is presumed since I am an abutter. However, the property that is seeking a sign special permit is on Great Road in an area around other businesses. My property is two residential streets away and the business is in no way visible to my house. The location of this business has in no way influenced by objectivity on this matter. I can preside and vote without any bias (positive or negative) on the sign special permit application. The dollar value is $0.
Employee signature:	
Date:	7/11/2016

DETERMINATION BY APPOINTING OFFICIAL

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
	DETERMINATION
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.