

July 9, 2004

TO: Board of Selectmen, Sewer Commissioners

FROM: F. Dore' Hunter, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

July 12, 2004
**MEETING BEGINS AT 6:30 P.M. EXECUTIVE
SESSION**

I CITIZEN'S CONCERNS

II SPECIAL EXECUTIVE SESSION

1. 6:30 **THERE WILL BE A NEED FOR A SPECIAL EXECUTIVE SESSION --** Enclosed please find confidential materials in the subject regard.

III SEWER COMMISSIONERS' BUSINESS

IV PUBLIC HEARINGS & APPOINTMENTS

2. 7:10 **COMMISSION ON DISABILITY, TRANSPORTATION ISSUES –** Enclosed please find materials, for Board consideration.
3. 7:15 **SITE PLAN SPECIAL PERMIT, #03/09/04-396, MARGARET NAZZARO, 253 ARLINGTON STREET (Continued from previous meetings) –** Enclosed please find a request from the applicant to have the hearing continued to August 16 at 7:15, for Board consideration.
4. 7:30 **PLOWING OF PRIVATE WAYS –** Enclosed please find materials in the subject regard, for Board consideration.
5. 7:45 **MAKAHA LIQUOR LICENSE HEARING –** Enclosed please find materials in the subject regard, for Board consideration.
6. 8:00 **O'NATURALS EXPANSION OF HOURS –** Enclosed please find materials in the subject regard, for Board consideration.
7. 8:10 **O'NATURALS REQUEST FOR ENTERTAINMENT LICENSE -** Enclosed please find an application for an Entertainment license, along with staff comment, for Board consideration.
8. 8:15 **MORRISON PROPERTY PLANNING COMMITTEE –** Enclosed please find a memo from Selectman Shupert in the subject regard, for Board consideration.

9. 8:30 **COMMITTEE INTERVIEW, GARY R. SULLIVAN, ASSOCIATE MEMBER OF THE PLANNING BOARD** – Enclosed please find Mr. Sullivan's VCC Application, for Board consideration.
10. 8:45 **COMMITTEE INTERVIEW, JOANNE BISSETTA, FULL MEMBER, BOARD OF HEALTH** - Enclosed please find Ms. Bissetta's VCC Application and the request to elevate Ms. Bissetta from an Associate to Full Member, for Board consideration.
11. 9:00 **COMMITTEE INTERVIEW, EDMUND R. STARZEC, ASSOCIATE MEMBER OF THE PLANNING BOARD** - Enclosed please find Mr. Starzec's VCC Application and the recommendation from the VCC for his appointment as an Associate Member of the Planning Board, for Board consideration.
12. 9:20 **HEARING, BOARD OF ASSESSOR'S MEMBER, LESTER GOODRIDGE** – Enclosed please find confidential materials in the subject regard, for Board consideration.

V SELECTMEN'S BUSINESS

13. **TEMPORARY SIGN REQUEST** – Enclosed please find a request for temporary signs on the Common in conjunction with the Congregational Church's Annual Antiques Show for Board consideration.
14. **LOWELL REGIONAL TRANSPORTATION AUTHORITY REPRESENTATIVE (LRTA)** - Enclosed please find a request for reappointment for Mr. Herskovitz as Acton's Representative to the LRTA, for Board consideration.
15. **COMMITTEE REAPPOINTMENTS** – Enclosed please find a listing of Committee Reappointments for Board consideration.
16. **PROPOSED HISTORICAL MEMORIAL FOR FRANCIS FAULKNER** – Enclosed please find materials from Chairman Hunter in the subject regard.
17. **YIN PEET AGREEMENT** – Enclosed please find materials in the subject regard, for Board consideration.
18. **OTHER BUSINESS**

VI CONSENT AGENDA

19. **ACCEPT MINUTES** – Enclosed please find copies of the May 10, and May 24, 2004 Minutes for Board consideration.
20. **SPECIAL USE PERMIT #04/20/04-397, INDOOR SPORTS LLC., 30 GREAT ROAD** – Enclosed please find a draft decision, for Board consideration.
21. **SPECIAL USE PERMIT #04/07/03-391, STEVEN NUENIGHOFF, 2 CRAIG ROAD** – Enclosed please find a draft decision, for Board consideration.
22. **ACTON COMMUNITY HOUSING CORPORATION (ACHC) REQUEST FOR ENDORSEMENT** – Enclosed please find materials in the subject regard, for Board consideration.

23. ACTON COMMUNITY HOUSING COOPERATION (ACHC) REQUEST FOR FUNDS – Enclosed please find a request for Board Approval of expenditures from the “New View” Fund, for Board consideration.

24. COMMITTEE ELEVATION APPOINTMENT, WILLIAM KING – The Planning Board has asked that Mr. King be elevated from Associate Member to Full Member to fill Pat Halm’s expired term, for Board consideration.

25. ANNUAL ACTON CENTER CONGREGATIONAL CHURCH ANTIQUES SHOW – Enclosed please find an application from the Acton Congregational Church, along with staff comment for Board consideration.

26. NARA FEE WAIVER REQUEST – Enclosed please find a confidential request for a fee reduction for the NARA Youth Summer Program for Board consideration.

27. CHILDREN SIGN – Enclosed please find a request and recommendation from the Safety Officer regarding the installation of an advisory sign on Faulkner Hill Road, for Board consideration.

28. ONE DAY LIQUOR LICENSE – Enclosed please find a request for a One Day Liquor License in conjunction with an Engagement party at NARA PARK, for Board consideration.

29. ONE DAY LIQUOR LICENSE – Enclosed please find a request for a One Day Liquor License in conjunction with a wedding celebration at NARA Park, for Board consideration.

30. ACCEPT GIFT – Enclosed please find a request for Board acceptance of a donation from the Citizens Library Auxiliary for the Tot-Time Program, for Board consideration.

31. ACCEPT GIFT – Enclosed please find a request for the acceptance of Frasier Fur trees donated by Brewster Conant, for Board consideration.

32. ACCEPT GIFT – Enclosed please find a request from the Commission on Disability for acceptance of a plaque which is being donated by Standing Ovations, for Board consideration.

VII TOWN MANAGER’S REPORT

VIII EXECUTIVE SESSION

33. THERE WILL BE A NEED FOR AN EXECUTIVE SESSION – Enclosed please find confidential materials in the subject regard.

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

August 16 AHA appointment, ACHC appointment, Site Plan continuation 253 Arlington Street, Nazzaro, Rail Road Realty Trust, 19 Railroad Street Continuation
Sept. 13, 27

Oct. 18

GOALS 2004-2005

1. Establish Protocol for Manager and Supt. of Schools to confer weekly to improve liaison (Dore')
2. Produce Morrison Farm Development Master Plan (Bob/Walter)
3. Improving Intra Board Communication (Dore')

GOALS carried forward

4. Monitor Labor Negotiations (Peter/Trey)
5. Improve Communication with Town Boards (ALL)
6. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision, and to get a first rough cut of what happens next year before school is out for the summer (Trey/Peter)
7. ALG process be used for purpose of Budget Planning for FY05 (Dore'/Peter)
8. Process Planning for "Life after NESWC" (Bob)
9. Joint IT process-organizational change (Walter/Dore')
10. Middlesex Pension Alternatives (Walter/Trey)