

4/7/03 (7)

**Selectmen's Minutes**  
**March 3, 2003**  
7:00 P.M.

Present: Trey Shupert, Walter Foster, F. Dore' Hunter, Peter Ashton, Pam Harting-Barrat, Town Manager and Assistant Town Manager. Meeting was televised.

**CITIZEN'S CONCERNS**

**SEWER COMMISSIONER'S REPORT**

**PUBLIC HEARINGS & APPOINTMENTS**

**TREE PLANTING GIFT** – Dean and Mr. Layton of Nstar were present to give a check to the Town for tree planting. Dean noted NStar's much improved people and operations. Mr. Layton commented that he has had much contact with our staff and was pleased. The Board thanked Nstar for the \$500.00 gift.

**STREET ACCEPTANCE – STACY'S WAY** – Trey read the Public Hearing notice. David Abbt outlined the process and urged the Board to sign the required paperwork.

**No comment from the audience**  
DORE' HUNTER – Moved to approve. WALTER FOSTER – Second. UNANIMOUS VOTE

**LIBRARY TRUSTEES-** Frank Joyner spoke on behalf of the Trustees. If the override passes, they will lose one full person and make Library materials cuts. They feel that closing early, cutting summer hours from 4 to 3 will be how they would like to handle the cuts. If B Budget is voted, they will lose 2 ¾ equivalent and \$12,000 in Library materials. They would open one hour later and closing for two weeks once late in June and late in August. They want to be sure that the Town doesn't lose certification.

Dore' said that is sounded reasonable to him, and cautioned them about what may happen at the State Level.

Peter asked about Minuteman Network. Marcia Rich said if we pay our fees we will continue to belong.

Walter commented on the many Library services. He noted that every one uses the Library at some point.

**CLASS I DEALER'S LICENSE – 184 GREAT ROAD – ACTON TOYOTA**  
DORE' HUNTER – Moved to approve. Contingent upon completed paperwork from the Board of Health with regard to Hazardous Materials storage Permits. PAM HARTING-BARRAT. Second. UNANIMOUS VOTE

## **CLASS I DEALER'S LICENSE – 448 GREAT ROAD – ACTON TOYOTA**

DORE' HUNTER- Moved to approve with the Building Commissioners request that the submitted plans become part of the approval. They also discussed the lighting. PETER ASHTON – Second. UNANIMOUS VOTE.

## **SELECTMEN'S BUSINESS**

**FY04 BUDGET DISCUSSION** - The Manager updated the Board on his meeting with his fellow managers regarding the fiscal situation that they all find themselves in. They commented on the Governor's final budget cuts that were up to 15% or higher. ALG made a decision to move forward.

**ANNUAL TOWN MEETING WARRANT** - Frank Joyner spoke about withdrawal of their warrant article. They want to reactivate the Committee; they want the Treasurer to provide quarterly reports and an annual report. The First of those reports after June 30, 2003 books close. They are getting the approval to withdraw the article from all those who signed the petition.

Don noted that he agrees with all that Frank said. Frank is hoping to get the signatures to pull it off the agenda. If we have to, we will have a take no action when we get to it.

DORE' HUNTER – Moved to pass over and put at the end of the warrant – WALTER FOSTER – Second. UNANIMOUS VOTE.

DORE' HUNTER - Moved to accept staff suggestions for consent article as shown on the chart presented tonight be adopted. PETER ASHTON – Second. UNANIMOUS VOTE.

DORE' HUNTER - Move to accept the staff order and listing of articles as developed by staff. PAM HARTING-BARRAT – Second. UNANIMOUS VOTE

DORE' HUNTER -Move to recommend Art 28 Home Rule Petition. PETER ASHTON-Second. UNANIMOUS VOTE.

PETER ASHTON - Move to defer Article 20. PAM HARTING-BARRAT -Second. UNANIMOUS VOTE.

PETER ASHTON - Moved to recommend Art. 22 NESWC. PAM HARDING-BARRAT UNANIMOUS VOTE.

DORE' HUNTER - Move to recommend Articles 8,9, 10 11 and 12. PETER ASHTON – Second. UNANIMOUS VOTE.

DORE' HUNTER – Moved to Recommend article AE (37). PAM HARTING-BARRAT – Second. UNANIMOUS VOTE.

DORE' HUNTER - Moved to Defer Article 41. WALTER FOSTER – Second. UNANIMOUS VOTE

DORE' HUNTER – Moved to Defer ARTICLE 42. WALTER FOSTER – Second. UNANIMOUS VOTE.

DORE' HUNTER - Moved to defer on Article 48 - Main Street and to remove from consent. WALTER FOSTER – Second. UNANIMOUS VOTE.

PETER ASHTON – Moved to relocate the Skate Park article to new location in the Warrant. PAM HARTING-BARRAT - Second. UNANIMOUS VOTE

DORE' HUNTER - Move that we add an Article to Warrant to the effect of seeking an appropriate dollar amount to be determined by the Town Manager to make repairs to the DPW with funds from the stabilization Fund. PETER ASHTON- Second. UNANIMOUS VOTE.

**SWEENEY TRUST - 61 Use-** The CPA has not taken a formal vote. They want to be notified as land notices are received. DORE' HUNTER - Moved we do not exercise the option. WALTER FOSTER – Second. UNANIMOUS VOTE. Peter asked that Conservation and Open Space committees be advised in the future as we receive these notices.

**CONSENT ORDER AND NOTICE OF NON-COMPLIANCE** – The Board will discuss later.

**BEACH FEES:** NARA beach fees were discussed, Recreation wants to begin selling Early Bird Beach Passes on March 15, 2003. Trey said the Family early Bird at \$200 was too much of a jump. Trey recommends \$150.00 Early bird, full fee family \$200. Individual Early Bird \$75.00 and \$100, seniors at \$25. No changes on daily fees.

Walter suggested Early Bird at \$150 and \$175 family and individual \$65 and \$90. Senior at \$20. Walter said he was comfortable with the rates being lower.

Peter spoke about State MDC Fee increases. He asked how this factors into the Recreation Budget this year. It is uncertain how many people will sign up.

WALTER FOSTER - Moved to set the Nara family Early Bird at \$125, Family full \$175, Early Bird single \$65 full \$90 Senior at \$20 no changes on the daily family and individual daily DORE' HUNTER – Second. UNANIMOUS VOTE

**BRUCE FREEMAN RAIL TRAIL** – Dore' discussed the correspondence relative to the Bruce Freeman Trail. He noted that they will be holding a MEPA in Concord. DORE' HUNTER – Moved to authorize him to communicate with appropriate highway and environmental people and that the BOS supports the Trail. PAM HARTING-BARRAT – Second. UNANIMOUS VOTE.

## **OTHER BUSINESS**

Trey announced the snow budget status report \$209,000 in the red and an additional \$40,000.

Trey spoke about the letter from the Lt. Governor about opportunity to ask questions about local aid numbers. Peter, Walter were supportive. Don was asked to make the arrangements for the conference call. John asked that we get the expanded cherry sheet.

Trey offered a letter to the Beacon regarding the Moody's Issue. Letter drafted by Trey to Beacon. He asked if we wanted to respond. Peter said he would have a few changes.

Walter thanked Trey for taking the time to write the letter. He did not think people should be speaking with Moody's representatives, and staff should handle the process.

Peter spoke about the recent Eagle Scout ceremony for Ward Benson. Peter will get a copy of his project to put it in the Library.

CPC Walter the attended a seminar over the weekend. It was noted it was very helpful. Peter Barry was elected Chair and Cathy Coleman vice president.

Pam mentioned the doubled up traffic at the Commuter Lot. Staff will send police to remedy.

## **CONSENT AGENDA**

DORE' HUNTER - Moved to approve – PETER ASHTON. Second. UNANIMOUS VOTE.

## **TOWN MANAGER'S REPORT**

None

## **EXECUTIVE SESSION**

EXECUTIVE SESSION – Moved to enter into Executive Session for the purpose of discussing litigation, to enter back into open session at the conclusion. PAM HARTING-BARRAT – took roll Call, All Ayes

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Christine Joyce  
Recording Clerk

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Clerk

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Date

February 28, 2003

**TO:** Board of Selectmen, Sewer Commissioners

**FROM:** Trey Shupert, Chairman

**SUBJECT:** Selectmen and Sewer Commissioners Report

**March 3, 2003**  
**MEETING BEGINS AT 7:00 P.M.**

**I. CITIZEN'S CONCERNS**

**II SEWER COMMISSIONER'S BUSINESS**

**III. PUBLIC HEARINGS & APPOINTMENTS**

1. 7:05 **TREE PLANTING GIFT** – Dean Charter and representatives of NStar wish to donate \$500 to be used for tree planting.
2. 7:15 **STREET ACCEPTANCE HEARING**– Enclosed please find the Street Acceptance materials prepared by Staff for Stacy's Way for Board consideration.
3. 7:30 **LIBRARY TRUSTEES** – The Library Trustees will be in to discuss budget cuts.
4. 7:45 **CLASS 1 DEALERS LICENSE – RRM Ltd d/b/a Acton Toyota -184 GREAT ROAD** – Enclosed please find application and staff comment for Board consideration.
5. 7:50 **CLASS 1 DEALERS LICENSE – RRM Ltd d/b/a Acton Toyota - 448 GREAT ROAD** – Enclosed please find application and staff comment for Board consideration.

**IV. SELECTMEN'S BUSINESS**

6. **BUDGET DISCUSSION** – Ongoing general discussion.
7. **ANNUAL TOWN MEETING DRAFT WARRANT** – Enclosed please find a current draft warrant for Board consideration.
8. **SWEENEY TRUST 61, 108 WILLOW STREET**- Enclosed please find comments from the Community Preservation Committee.
9. **CONSENT ORDER AND NOTICE OF NONCOMPLIANCE** – Enclosed please find correspondence from DEP regarding Industrial Wastewater Regulations at the DPW building.
10. **OTHER BUSINESS**

**V CONSENT AGENDA**

11. **ACCEPT MINUTES** – Enclosed please find minutes of February 10, 2003 for Board acceptance.

12. **ACCEPT GIFT** - Enclosed please find a request from the Board of Health for acceptance of a gift from W. R. Grace to study irrigation wells within 500' of the W. R. Grace Groundwater Contamination Plume for Board acceptance.

## **VI. TOWN MANAGER'S REPORT**

## **VII 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.

**March 10 – Mock Town Meeting**

**March 24 – Concord Connection continuance, Traffic Rules and Orders, Asst., Living Continuation**

**April 7, Town Meeting Begins**

### **GOALS 2002-2003**

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)  
Implement Chairman Round Table - (Trey) *(for Dec/Jan)*  
Revisit 2020 Planning Process for direction to make this process more beneficial towards  
Implementation of long-term vision (Trey).
3. Towne Building Reuse (Walter/Dore/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) *(PCRC EDC – Continuing to meet)*
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) *(Peter still working on getting comments from Water District.)*
8. Decision on Pentamation Accounting System (Dore/Peter) *(Proposals are being looked at by staff)*
9. Process Planning for "Life after NESWC" (Pam/Peter) *(John Murray is looking at this)*
10. Joint IT process-organizational change (Walter/Dore) (
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter) *(ALG put plan in place A/B)*
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) *(Need to look at budget)*  
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter) *(Need to look at budget override for Operating budget)*
13. Broader community interface with Emerson Hosp.- Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

### **GOALS carried forward**

16. Public Safety Facility (Dore/Trey)
17. Determine future of Vaillancourt House - 17 Woodbury Lane. (Pam) *(No dialogue thus far as budgets have had the bottom fallout, Historical Commission issue and seek suggestions)*

**Goals 2003-Selectmen folder**