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**BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING**  
August 20 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 – Reported that the Employee Appreciation Day went well. The Employee's were entertained for the second year by the Actone's who performed for the event.

Mr. Ledoux noted he and the Marianne Fleckner participated in a Webinar for succession planning. Mr. Ledoux attended a Regional Housing Meeting with Roland and heard what other towns housing issues are. Met with Miracle Field proponents, the materials will be brought before the Sept. 10 meeting. He has been meeting with AMRESCO, the low bidder for Solar Project. The RFP to analyze space needs has been sent out. Russell Robinson has formally given notice to the town that he is retiring after 42 years. The Board wishes him luck.

**PUBLIC HEARINGS & APPOINTMENTS**

**CLASS I NON-DISPLAY LICENSE, 99 GREAT ROAD, MILL DAM LEASING**

The petitioner of the proposed Non-Display Class I License spoke about the use this little building on his property to house his Non-display License for the leasing vehicles. He noted he has been doing this at the office space in Concord and may not have his lease renewed.

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

**AFFIRMATION OF APPOINTMENT OF STEPHEN BARRETT AS ACTING TREASURER AND COLLECTOR**

Ms. Harting-Barrat – Moved that the Board Vote that "Pursuant to the provisions of Chapter 41, Section 40 of the Massachusetts General Laws and the Town Charter and Bylaws, we hereby approve, confirm and ratify the appointment of Stephen Barrett to the positions of Acting Treasurer and Acting Collector of Taxes which appointment was made by the Town Manager and filed with the Town Clerk." Mr. Gowing - second UNANIMOUS VOTE

Final

### **ACCEPT BID LOAN DOCUMENTS PRESENTED BY THE ACTING TREASURER/COLLECTOR**

Steve Barrett updated the Board of the process of going out to bond market. They feel they received favorable rates.

Ms. Harting-Barrat – Moved that the Board of Selectmen hereby votes to accept the low bid of 1.59% from PNC Capital Markets and the Board further votes the Douglas School Roof project of \$267,606 with the remainder of the project being financed by the MSBA (Massachusetts School Building Authority). The Board further votes acceptance of the remaining vote conditions contained in the full vote document as provided by Bond Counsel. Mr. Gowing – second. UNANIMOUS VOTE

### **TRAFFIC RULES AND ORDERS, SPRUCE STREET**

Corey York, Town Engineer, was in to discuss the modifications to the original Amendment to the Traffic Rules and Orders and the revised plans, as well as information he has gathered.

Corey recapped the development on Arlington and Spruce, the petitioner has come back to the Town to see if we will allow 3 additional parking spaces. The petitioner presented to the Board a plan going forward on the Westerly side Arlington and Mass Ave. The No Parking will change to 2 hour parking. When he went out to observe the situation, Sweet Bite's clients are parking on the Side walk.

This amendment will formalize the parking. They want to put the 3 spaces by Tables to Tea Pots.

Mr. Sonner asked about the east side and narrowing.

Mr. Gowing asked about portion in front of Spruce Corner will it have signage here to corner. It will, according to Corey.

Mr. Gowing – Moved to ban parking on Arlington Street, South Side, from the intersection of Spruce Street heading easterly for a distance of Approximately 200 feet. Ms. Adachi – second. UNANIMOUS VOTE

Mr. Gowing – Moved to ban parking on Spruce Street, east side, from the intersection of Arlington Street heading southerly for a distance of approximately 80 feet. Ms. Adachi – second. UNANIMOUS VOTE

Mr. Gowing – Moved to allow the addition of 3 additional spaces on Spruce Street on west side and removing 3 spaces on the east side. Mr. Sonner – second. UNANIMOUS VOTE.

### **NATIONAL GRID INSTALLATION OF GAS MAIN, 314 ARLINGTON STREET TO SARAH LANE**

Mr. Clough discussed potential traffic jams with the school buses in that area. Mr. Regan said he will work on this with the Town and School. Mr. Gowing – Moved to approve the gas line from 314 Arlington Street to Sara Lane with a 2 inch gas feed and minimize traffic delays during school times. Mr. Sonner – second – UNANIMOUS VOTE

August 20, 2012

Board of Selectmen's Minutes

## **SELECTMEN'S BUSINESS**

### **FY13 TRANSFER STATION FEE SETTING**

Corey York discussed the procedure that is followed to set the rates. He is recommending a \$10.00 fee increase. They will be trying to put together a program for seniors for recycling and are looking at a \$20.00 sticker. It was questioned how many people would use the recycling sticker. Ms. Adachi asked about the proposed recycling-only permit for seniors and whether some people also might try to use the general trash area. Corey noted that they police the area to see what is going on and make sure that does not happen. On Saturday's they have an additional person working. Mr. Sonner asked about private service costs. Corey said generally ran \$8-10 dollars a week when he looked in to it, or \$36.00 for month.

The board discussed pay as you go bags at the transfer station.

Mr. Gowing - Move to approve recommended fees for transfer station and recycling fee. Mr. Sonner – second. UNANIMOUS VOTE

### **MORRISON FARM COMMITTEE REQUEST TO INCREASE MEMBERSHIP**

The Board discussed the letter from Bill Mullin requesting additional increase of full members from 7 to 11 and 2 to 4 associate memberships. Mr. Gowing said that Bill is trying to assign aspects of Morrison and he feels he needs more people to move forward with these tasks. Mr. Sonner asked if we want associates not alternates. It was noted that Associates are appropriate for this committee. Mr. Mullin wants to move Kitty Cunkleman from Associate to full membership. He is looking at additional people for the committee. Mr. Gowing – Moved to increase the committee members from 7 to 11 and Associates from 2 to 4. Mr. Sonner – second. UNANIMOUS VOTE

### **REMOTE PARTICIPATION**

Mr. Sonner has called in for two meetings and he feels from a policy standpoint it is fine. We have not received questions, and feels we should **keep this policy as is. (revised 9/10/12)** Mr. Sonner - Moved to take no action as it has been vetted previously. Mr. Gowing – second UNANIMOUS VOTE

### **SELECTMEN'S REPORTS**

Mr. Sonner – reported that WACL reported their book donations have gone up and feels it may be from the discussion at the Board's meeting. 2020 is recruiting for members.

Mr. Clough – EDC is waiting for the two new members to be vetted with the Chair of EDC, and he as the Liaison. They went to the HDC and it went well. Fin com has not met. CPC, there is a lot is going on because the law has changed.

Ms. Adachi – ACHC met had an update on 6 Post Office Square proposed development. Newest COD member already has gotten involved, completed an analysis of 2010 survey data

Final

preparedness for persons with disabilities will take place on September 24 at 4:00 p.m. Open to the public, no cost

Mr. Gowing – RTAC nominated him as Vice Chair. HDC has met twice and both times the WAVE project has been reviewed as it continues to develop. The results are turning out very well and they have improved the designs. He met with HDC/EDC regarding zoning changes and signs. Miracle Field is continuing to be built; they may apply for CPC Funds. ACTONTV's Colin is being replaced by Brian Phalen. ACAT will be hosting a debate with Dean Cavaretta and James Eldridge. He attended the Caouette CR Committee and access for ARRT. Attended Green Community presentation hosted by the Governor in Boston at the Hall of Flags celebrating the 100<sup>th</sup> green community. Our Town Clerk, Eva came in on the weekend to get a marriage license prepared as the Bride and Groom had forgotten to pick it up.

Ms. Harting-Barrat – Health Nursing service is going great - the marketing person is also making headway and we are in the black. The School Regionalization committee is discussing weighted votes. There are many issues and some of them are emotional for Boxborough. She will report back to the Board.

## **CONSENT**

Hold - Mr. Clough – Minutes – Abstain, as he was not in attendance at the meeting.

Hold - Ms. Adachi – Appt. Peter Darlow to DRB. She and the Chairman are reviewing the design-review process, meeting with the Planning and others, and the role of the DRB is likely to change. She thinks the Board should hold off on the appointment. Mr. Clough said they have gone through the process and noted the committee is under a new Chairman. He said it has a Charge and has attended the meetings. He asked for approval. Mr. Sonner is unbiased and he thinks Mr. Darlow is aware it could change and feels we should appoint him. We need to take anyone if they are interested in serving.

Mr. Gowing feels under the circumstances we need to deal with it as it stands today and we need to move it forward.

Hold - Mr. Gowing - Monument Place Gift- #19 recuse Mr. Gowing

Hold - Mr. Clough Fee Waiving for Walk to End Alzheimer's. Mr. Clough wanted to know the amount of the waiver. It is \$150.00 and most of the work at the park is done on a daily basis by the staff who maintain the facility.

Mr. Sonner – Moved to approve the Consent calendar with Mr. Gowing's Recusal on Monument Place #19 and Mr. Clough's Abstaining from Minutes Approval as well as Fee Waiver and Appointment of Mr. Darlow to the Design Review Board. Ms. Adachi – second.

**UNANIMOUS VOTE**

Final

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

Adjourned 8:30 p.m.

  
Christine Joyce  
Recording Secty

 AS MODIFIED  
Michael Gowing, Clerk  
9/10/12  
Date