

Final

**BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING
November 19, 2012**

**Acton Town Hall
Francis Faulkner Hearing Room 7:00 p.m.**

RECEIVED
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TOWN CLERK, ACTON

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

Several Citizens were present to discuss the changes and relocation of the Offices to the front of the building.

Marion Maxwell – read a prepared statement about COA changes at the senior center. She discussed the alterations proposed will reduce the area for use at the center and exercise class. They asked that the construction be postponed until it can be further reviewed.

Joan Gardner spoke about citizens concerns and feels that it is important to have time to study the proposals.

Nancy, a resident spoke about aerobics she has attended class for 12 years and urged them not to make the changes

Ms. Harting-Barrat spoke about the plan, and it was well intended. She encouraged them to attend the coffee tomorrow.

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat noted that the Board appreciated the patient waiting during the recent storm

Mr. Ledoux announced that Doug Sturniolo has been promoted to Sgt. Robert Hart appointed as Deputy Fire Chief. He spoke about the space needs study and they have only to negotiate the contract. The timetable is tight and must have input by February. Mr. Ledoux spoke about our street lights and we have had a maintenance agreement with Littleton. Littleton has backed out and Dean Charter has been trying to get a vendor to take over what Littleton had been providing regarding street lights service.

PUBLIC HEARINGS & APPOINTMENTS

COMMON VICTULLER'S LICENSE, Johnny Rockets, 387 Mass Ave.

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

CPA – ASA PARLIN HOUSE

Bill Dickenson of the Historical Commission spoke about the stabilization of the house as the most cost effective plan to the town. Moving it was not practical. They are seeking \$238,000 in funds from CPA. He urged that the Selectmen to support this grant. Mr. Gowing asked

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about whether remediation of hazardous wastes may not fall under CPC funding. Mr. Clough said there were not many choices; either we do this or do nothing.

CPA – TREE PROJECTS

Dean Charter spoke about funding for the continuation of planting street trees in historical centers. Trees have been damaged over the years and we need to replace them and asked for \$10,000. Ms. Adachi asked about streets outside of historic districts, and could we expand to any street designated as a scenic road?

Mr. Clough asked about how many trees they can plant with the \$10,000? Dean said probably the same as the first round - 25.

CPA – RECREATIONAL PROJECTS

Cathy Fochtman spoke about four recreation projects.

Picnic Pavilion

NARA Park improvements

Goward Playground toddler equipment

Elm Street playground and resurfacing of the tennis courts.

Ms. Harting-Barrat asked about the Pavilion and vs. tents which had sides to protect guests.

Ms. Adachi asked about the sign and asked about the park sign and did not want to change it. Elm Street playground will not have a rubber surface, it will be engineered wood.

Mr. Clough asked about the life expectancy of the pavilion of 75 to 100 years, it is very good quality and construction. He asked about the concession stand and will it have a good longevity, it was noted it should last 75 years.

CPA – MORRISON FARM

Bill Mullin spoke about 18 meetings since they started this project. He presented a slide show to the Board. Recreation said they will support. Project cost slide was discussed. He presented various site plans of the site.

He spoke about Plan B for the Cemetery Commissioners. They voted no, but the committee will talk to them to hopefully change their minds and address their concerns of control of the property. He wants to have the Board support Plan B for CPC application. He noted that they are on time with their goals.

Mr. Sonner asked about plan A and plan B and will visitors notice the difference.

Mr. Clough asked about the Cemetery Land, and if the gravel road was under the control of the Cemetery, they will not be using it and they will not complete the gravel road.

Mr. Gowing noted the progress being made. He said that he feels we are too aggressive with parking. He felt we don't need this much parking and felt the building was not what he expected. Mr. Mullin said we need gathering space, bath room space and rooms for meetings and felt we need to have the building to accommodate potential uses.

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Mr. Sonner - Moved to support them, and asked that they continue to talk with the Cemetery Commissioners. Ms. Adachi – second. UNANIMOUS VOTE

CPA – LOW INTEREST LOAN PROGRAM

Kathy Acerbo-Bachman gave an overview of the revolving loan system. This will help home owners make changes and cap the funds at \$10,000 to rebuild a porch or do chimney restorations. They are working with the Enterprise Bank currently. Would be a first time appropriation of \$150,000 and the loan will be totally handled by Enterprise Bank. They actually do this for currently in Leominster and Lowell as well as Arlington.

Mr. Gowing said it was an overall good plan and asked if they would be setting and keeping the rate we are charging now. Ms. Acerbo-Bachman said she believed this to be true.

CPA – REBUILD WILD FLOWER BOARD WALK

Ms. Abe gave an overview of their request for CPC funds. The original board walk has been in place for 20 years. They have been fixing it for years with help from the Friends and Eagle Scouts.

It is dangerous and needs to have the stringers replaced. They feel this time it should be reconstructed by a professional. They are placing handrails to address the needs of the disabled. Their funding request is for \$24,000 from CPA. Funds Friends will give them \$5,000 as well as Natural Resources. Mr. Clough asked about the longevity of the projects with pressure treated wood.

Mr. Ledoux spoke about the Open Space place holding submission.

The Board discussed how they would recommend the projects to CPC.

There are 12 projects. The Board discussed which they could support to the CPC. After the ranking by the board they choose the ranking below:

- 17 Picnic Pavilion
- 19 Open Space
- Tie 26 Elm Street and Board walk
- Tie 30 Street Trees and Loan Program
- Tie 33 Comfort station/Snack Bar and Morrison
- 36 Goward Field
- 41 Shed at NARA
- 49 Sign NARA
- 52 Asa Parlin House

SELECTMEN'S BUSINESS

UP DATE ON ANNUAL GOALS

Mr. Ledoux spoke about the goals for the Board and Staff goals.

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REQUEST FOR REFUNDING BUILDING DEPARTMENT FEES

The contractor had applied for the permit in Acton, however, it was discovered that the property was in Concord. Mr. Sonner – Moved to refund request minus the administrative fees, conditional that permits were pulled and approved in Concord – Ms. Adachi – second
UNANIMOUS VOTE

KMART REQUEST TO OPEN ON BLACK FRIDAY

Mr. Sonner – Moved to approve with a \$100.00 Permit Fee. Mr. Clough – second.
UNANIMOUS VOTE

BOY SCOUT OF HONOR

Ms. Adachi will represent the Board

2013 ANNUAL BOARD OF SELECTMEN LICENSE APPROVALS

Ms. Harting – Barrat – Moved to approve the licenses as submitted for the calendar year 2013.
Mr. Clough – second. UNANIMOUS VOTE

ALG UPDATE

Mr. Ledoux spoke about the meeting and consensus of the board and the split and voted to keep the same split for town side of: 35.7 / 64.3 for school side.

They did not reach consensus on revenues and will continue to talk about how much reserve use will be needed to balance the budget. Fincom wants no more than \$1.5MM.

SELECTMEN'S REPORTS

Mr. Sonner discussed 2020 and they are looking into plan design and trying to get more funding from the State. They are looking for volunteers to serve on the committee. Library meeting had a good crowd and many questions about technology issues. They are discussing a coffee shop at the Library.

Mr. Clough spoke about EDC discussing Kelley's corner and suggested that they attend a meeting of 2020. They will have a joint meeting and it will be posted. DRB reviewed the CVS site and CVS will be coming back to the Town to discuss further.
EDC has developed an electronic directory of businesses in town and Open Space Committees request for CPC monies. They will support Morrison and discussed transportation

Ms. Harting-Barrat spoke about regionalization and the posted forums and urged the Board to attend one. BOH and the Nursing service meeting with Parmenter Health Care and some very positive outcomes to share services.

Ms. Adachi - ACHC moving forward with record keeping and financial requirements. They are making sure owners keep up with deed restrictions. COD – spent time on LWV to discuss the

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parking issues and getting in to the building to vote. Making sure that equipment is available for the vision impaired to vote. Saturday Jazz concert was enjoyable.

Mr. Gowing - COA exercise program attendees are concerned about proposed changes to the building. They will attend the coffee tomorrow to discuss this further.
Cable Advisory talking to Verizon making digital transmission the standard and will take a year or so on their end. RTAC – Officers changed the process for voting. Acton TV has a position opening on the board and asked if we know of anyone that might be interested.

CONSENT

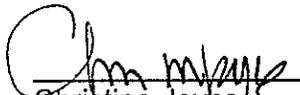
Held Items: Janet held housing Support - resolved

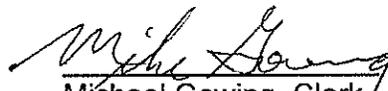
Mr. Gowing moved to approve the Consent Agenda. - Mr. Clough - second. UNANIMOUS VOTE

EXECUTIVE SESSION

Mr. Gowing – Moved to enter into Executive Session for the purpose of discussing Collective Bargaining Strategies, and at the conclusion of the Executive Session to adjourn into Regular Session only to adjourn. Ms. Adachi – second. Roll Call taken, All Ayes.

Adjourned 10:45 p.m.


Christine Joyce
Recording Secty


Michael Gowing, Clerk
1/14/13
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room
November 19, 2012
7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 **CHAIRMAN'S UPDATE/OPERATIONAL MINUTE**
The Chair will briefly update the Board -The Town Manager will provide a brief report
2. 7:10 **COMMON VICTUALLER LICENSE, JOHNNY ROCKETS, 387 MASS AVE.**
Enclosed please find materials in the subject regard
3. 7:15 **COMMUNITY PRESERVATION ACT (CPA) PRESENTATION- ASA PARLIN HOUSE – DEAN CHARTER**
Enclosed please find materials in the subject regard
4. 7:25 **CPA PRESENTATION - DEAN CHARTER - TREE PROJECTS**
Enclosed please find materials in the subject regard
5. 7:40 **CPA PRESENTATION – CATHY FOCHTMAN - VARIOUS RECREATION PROJECTS**
Enclosed please find materials in the subject regard
6. 7:55 **CPA PRESENTATION – WILLIAM MULLIN, MORRISON FARM REUSE PROJECTS**
Enclosed please find materials in the subject regard
7. 8:05 **CPA PRESENTATION – HISTORIC DISTRICT COMMISSION LOW INTEREST LOAN PROGRAM**
Enclosed please find materials in the subject regard
8. 8:15 **CPA PRESENTATION – BETINA ABE, REBUILD THE WILD FLOWER BOARDWALK AT THE ARBORETUM**
Enclosed please find materials in the subject regard
9. **SELECTMEN'S BUSINESS**
10. **UPDATE ON ANNUAL GOALS**

11. **REQUEST AND RECOMMENDATION FOR REFUNDING OF FEES, BUILDING DEPARTMENT**
Enclosed please find materials in the subject regard
12. **REQUEST FROM KMART TO BE OPEN AT MIDNIGHT ON THANKSGIVING (11/23) FOR BLACK FRIDAY EVENT- SETTING OF FEE IF APPROVED**
Enclosed please find materials in the subject
13. **BOY SCOUT COURT OF HONOR, JOHN ALLRED, JOHN BELLOTTI AND MICHAEL KILPATRICK, DECEMBER 9, @ 3:00 NEEDS SELECTMAN ASSIGNMENT**
Enclosed please find materials in the subject regard
14. **2013 ANNUAL BOARD OF SELECTMEN LICENSE APPROVALS**
Enclosed please find materials in the subject regard
15. **ALG UPDATE**
16. **SELECTMEN'S REPORTS**

IV CONSENT AGENDA

17. **REGIONAL HOUSING SERVICES LETTER OF SUPPORT**
Enclosed please find a memorandum of support of Statutory Affordable housing covenants
18. **SUPPORT LETTER FOR COMMUNITY INNOVATION CHALLENGE (CID) GRANT PROGRAM**
Enclosed please find materials in the subject regard
19. **ACCEPT GIFT, RECREATION DEPARTMENT**
Enclosed please find a gift of \$350.00 from various donors to be used for the Goward Field Playground project
20. **ACCEPT GIFT, RECREATION DEPARTMENT**
Enclosed please find a gift of \$2,500.00 from Mr. & Mrs. Casavant to be used for the Goward Field Playground Project
21. **ACCEPT GIFT, NATURAL RESOURCES DEPARTMENT**
Enclosed please for a gift of \$263.35 from Tom Russell, Eagle Scout Candidate to be used by Natural Resources Department

22. DISPOSAL OF OBSOLETE MATERIALS, MEMORIAL LIBRARY

Enclosed please find materials in the subject regard

V EXECUTIVE SESSION

There will be a need for an Executive Session to discuss strategy with respect to Collective Bargaining

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.

DECEMBER 3

Tree Removal Hearing
Willow @ MacLeod Lane

DECEMBER 17

Tax Classification Hearing
Town Manager's Budget
Presentation

JANUARY 14

PENDING MINUTES

May 21
June 25
July 9, 23, 25
Sept 24
November 5

PENDING COM. APPOINTMENTS

Connie Ingram – COA – sent to vcc
Linda McElroy – Morrison Farm – sent to vcc

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Type	Title	Owner	Edited	Size	Actions
	<u>010 Agenda, Board of Selectmen, November 19, 2012</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	112 KB	
	<u>020 (2) Johnny Rockets, Common Victualler, 387 Mass Ave</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	209 KB	
	<u>030 (4) CPA Presentation, Dean Charter, Tree Projects</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	887 KB	
	<u>040 (5) CPA Presentation, Recreation Projects</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	5 MB	
	<u>050 (7) CPA Presentation, Historic District Committee, Low Interest Loan Program</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	495 KB	
	<u>055 (8) CPA Presentation, Wildflower Board Walk at the Arboretum</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	338 KB	
	<u>060 (10) Update of Annual Goals</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	448 KB	
	<u>070 (10) Departmental Goals</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	2 MB	
	<u>080 (11) Request for Refunding Fees, Building Dept.</u> Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	71 KB	
	<u>090 (12) KMart's Request To Be Open on 11/23 for Black Friday and Setting of Fee if Approved</u>	admin	11/16/12	127 KB	

Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet						
	110 (13) Eagle Scout Courts of Honor Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	107 KB		
	120 (14) 2013 License Renewal Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	540 KB		
	130 (15) Regional Housing Services Letter of Support Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	219 KB		
	140 (18) Support Letter for Community Innovation Challenge (CIC) Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	336 KB		
	150 (19) Accept Gift, Recreation Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	35 KB		
	160 (20) Accept Gift, Recreation Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	50 KB		
	170 (21) Accept Gift, Natural Resources Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	25 KB		
	180 (22) Disposal of Obsolete Materials, Memorial Library Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/16/12	40 KB		

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