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Final

TOWN CLERK, ACTON

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING

July 9, 2012

Acton Town Hall

Francis Faulkner Hearing Room 7:00 p.m.

Pre-Meeting at the Morrison Farm Property, 6:15 p.m.

Present: Ms. Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough, Mr. Sonner absent, and Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised

CITIZENS' CONCERNS

None

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat spoke about the Fire Works and the traffic along Main Street. She also expressed her concern about those walking with small children. Mr. Ledoux announced that three new firefighters will be on board to fill the retirements. ALG meeting hammered out a schedule for the upcoming meetings and will put together a Sub-committee to discuss OPEB.

Governor's budget and CPA notice came in today.

PUBLIC HEARINGS & APPOINTMENTS

SETTING OF THE FY13 SEWER RATES

Mr. Barrett, our Finance Director was present to ask for a vote for sewage rates for FY13. He noted that this is the 10th year of us being in the sewer business. Costs are stable and under control. Woodard Curran is the vendor hired to run the plant. He noted that water use is flat. For the third year we recommend no rate change. He asked the Sewer Commissioner's to keep the fees at FY12 Level Mr. Gowing – Moved to accept the Finance Director's recommendation to maintain the rates at the FY12 level. Mr. Clough –second. UNANIMOUS VOTE

EXCHANGE HALL

Mr. Graham outlined the status of the project and the problem with the upper floors. Mr. Berger has bids for the work and expects to finish in 9 months or sooner.

Ms. Adachi noted the Lula meets the requirements and asked if it would satisfy our uses. Ms. Adachi asked if they are asking for a letter outlining everything like a "Punch List" and when the time comes we would release the CPC monies to them.

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Mr. Clough had wanted the stage available. But he feels it will meet what he expected.

Mr. Gowing asked if Mr. Berger was given 8 months to complete the accessibility project and asked if would take 8 months. They have a contractor who provides the elevator and will need to get his loan in place. Mr. Gowing asked about door handles and restrooms. Mr. Gowing also spoke about the punch list from AAB and the State MHC if he is meeting those requirements. Steve Graham said they have already gotten permission from MHC.

Mr. Gowing - Moved to have the town generate the letter in broad brush stroke detail of what needs to be done with/by the owner, and to work with Building Commissioner and Planning Director to craft a letter that notes the punch list to satisfy the Town. Mr. Clough – second UNANIMOUS VOTE

TRAFFIC RULES AND ORDERS AMENDMENT, SPRUCE STREET

The Chair read the Public Notice and outlined the purpose was to ease parking in the Spruce/Arlington Street area. Corey York, Town Engineer presented the amendments needed to allow these three parking spaces.

Mr. Gowing - Moved to amend the parking prohibition and increase the parking on the west side by Table and Tea Pots and to increase it to two hour parking. Motion and second withdrawn

Mr. Gowing asked why we would not modify the bylaw on the west side of Spruce Street to add 6 spaces. It was noted that the developer was paying for this construction.

Mr. Bettez asked about the indent at Table and Tea Pots. The sidewalk will stay and will they be moving the curbing. He asked if the school bus drivers and crossing guards had been asked about their experience with the corner.

Ryan Bettez expressed concerns about parking and narrowing of the street. He noted that it not considered a school zone. He wanted to board not to vote tonight and research it more.

Donna Miller a Windsor Ave. resident walks and drives through the area. She was concerned about snow and to define the parking by sweet Bites.

Mr. Gowing asked about changing the sidewalk side. He suggested the elimination of parking on the east side.

Ms. Adachi wanted clarification on several issues and asked that the Town Engineer prepare new drawings for the Board to review further.

Mr. Clough spoke about the issue and felt we need a comprehensive plan from Mass Ave. to Spruce Street to review.

Mr. Clough wants to consider it further. The Town Engineer was asked to review and present a revised plan to address the concerns that were expressed.

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SELECTMEN'S BUSINESS

MORRISON FARM DISCUSSION

The Board toured the Farm House this evening and felt it is livable and need a determination of how to use the property.

Mr. Gowing noted in the mid-2000's Mrs. Morrison passed away and a use plan was formulated for the farm. Mr. Mullin said there were recommendations regarding parking, the house, Ice House Pond area and he is looking to move this forward. The committee needs to implement what was discussed. VCC will be asked to look for a member to fill Dia Chiga's resignation. Mr. Mullin said he would like to form a friends group much like NARA and the Lower Fields. The property needs to be mowed and the clearing of the vistas needed to be done. He noted that with 30 people working together on this it would be completed. He will report back to the Board in January.

Mr. Mullin said we need to get this going. Mr. Mullin wants to serve as the chairman of the committee. He felt that 15 years is way to long to wait. He said his vision is in 2025, the 250 Anniversary of the Battle in Concord and looking over the sites historical significance would be a tribute to the Town. The organic farm is doing wonderful. They can put in toilets, he felt we needed to have working groups and each person takes a piece of the project and will come back to you with the vision.

Mr. Gowing explained the Board's model. Mr. Mullin wants broader authority and he would like a blessing and yes, to expand the working group and bring in more people.

Mr. Clough noted he thinks something needs to get done. The committee needs to be activated and hoped for open participation.

Ms. Adachi felt that he was energized and would get people involved. She agreed with Mr. Clough and was concerned about getting the Committee going. Ms. Adachi hopes to get all kinds of input and wants to come up with a plan and to have sub-committee formed and move forward.

Ms. Harting-Barrat felt the whole idea of a walk through time was great, and felt the other committee members would elect him Chairman

RATIFICATION OF JUNE 25TH GOAL SETTING MEETING

Ms. Harting-Barrat read the list of goals discussed at the June 25th Goal Setting Special Meeting. Ms. Adachi- Moved to Ratify the Goal List as presented this evening. Mr. Gowing – second UNANIMOUS VOTE

REGULATION OF DONATION BINS

Ms. Harting-Barrat outlined the Donation Bin situation. Mr. Ledoux noted that Counsel looked in to the situation and his research is in your packet. He discussed the various options before the Board in this regard as outlined in Counsel's memorandum.

Mr. Ledoux wanted the Board's in-pu to have Town Counsel and Manager draft a solution.

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Nancy Lenicheck read a recent ruling and wanted to see if the bin owners are registered as a non-profit and registered as a co-venture

Ms. Adachi felt that we need to have regulations aiming at the owners of the bins.

Mr. Ledoux noted the bins are in violation of zoning and sign regulations.

He discussed the third approach which will require simple disclosure, simple rules and licensing Fee. We need to let people know what the options are.

Mr. Gowing felt it is a sign bylaw issue, and we want to control how our town looks. He thinks we say a property can put anything on if it is not for profit. He thinks we should look at the overall bin replacement and who gets the responsibility for the placement. He feels we should get the property owners involved.

Mr. Ledoux also noted the bins that overflow and collection schedules create a mess at the sites.

Carol Drombroski from the Friends Group said she was in favor of solution 4.

Mr. Gowing noted we need a comprehensive solution to address it.

Mr. Clough asked what the next step would be. Ms. Harding-Barrat felt we need to ask Roland to look into the requirements that Quincy employs regarding regulation of Donation Bins.

Mr. Gowing outlined several options under a separate bylaw.

Mr. Clough asked when we want to have this addressed.

BOY SCOUT COURT OF HONOR --BRANDON C. SIDES

Ms. Harting-Barrat will take the Court of Honor with Mr. Gowing as backup.

EXTENSION OF THE TOWN MANAGER'S CONTRACT

Ms. Adachi - Moved to extend the Town Manager's Contract two years. Mr. Clough – second UNANIMOUS VOTE

CHANGE OF LOCATION FOR ELECTIONS

The Town Clerk outlined the problems at Nagog Club House during elections. The Field House should provide room for growth and timing is important as the school is preparing their calendar. Mr. Ledoux noted that he had discussed this with Dr. Mill's and agreed once Eva followed up.

Mr. Gowing said it is tough to get in and out of Nagog. He was concerned about traffic and those with a walking handicap. Eva said they would have a row of handicapped parking and the ramp is close for easy access which makes the entrance handicapped.

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Ms. Adachi asked what Professional Day was. It meant that the teachers and students would not be there.

Ms. Harting-Barrat asked about the swim team and their schedule. The Town Clerk noted that they will work out schedules with the School. Mr. Gowing wanted to see what happens this first year and review it before continuing. Mr. Gowing was concerned about the inadequate handicap parking when they tried to move it to the Jr. High.

Mr. Gowing – Moved that polling/elections be moved to the Upper Gym, Field House for the purpose of holding State, Federal and Local Elections this year, and to review it next year. Mr. Clough – second UNANIMOUS VOTE

SELECTMEN'S REPORTS

Mr. Clough – Finance Committee take away was that they wanted to figure out a comprehensive plan with the bigger financial overview.

Ms. Adachi – Housing Authority document signing and notarizing and nothing much happened at the meeting except for the administrative business. She reported that the Acton Water District moving forward for new well.

Met with Roland about Bruce Freeman Rail Trail and to keep the design on track. They will have updates, perhaps quarterly, to the Board on the process. Working with Jim Snyder-Grant and the Land Stewardship bylaws.

Went to the Opening of the Old High School. Fourth of July fireworks were good and crowded.

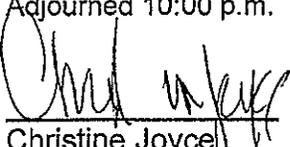
Mr. Gowing - Cable met and issued a complaint against Verizon. It was resolved. The Health Insurance Committee has approved Cook and Company for the third year. We have several large claims and will start out in the hole. Mr. Gowing noted that he will have to take the Conflict of Interest course again for RTAC.

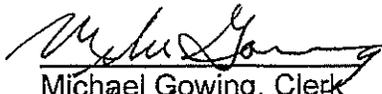
Ms. Harting-Barrat – Regional Study Committee has major problems with the make-up and vote weighing.

CONSENT

Mr. Gowing – Moved to approve the Consent calendar. Mr. Clough – second. UNANIMOUS VOTE

Adjourned 10:00 p.m.


Christine Joyce
Recording Secty


Michael Gowing, Clerk
2/28/13
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'

MEETING AGENDA

Tour of Morrison Farm House

Concord Road

6:15 P.M.

Francis Faulkner Meeting Room

Town Hall

July 9, 2012

7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 **CHAIRMEN'S UPDATE AND OPERATIONAL MINUTE**
The Chair and Town Manager will briefly update the Board
2. 7:10 **THE FINANCE DIRECTOR WILL OUTLINE THE SETTING OF THE SEWER RATES FOR FY 2013**
Enclosed please find materials in the subject regard
3. 7:20 **EXCHANGE HALL CONTINUED DISCUSSION**
Enclosed please find materials and Links to additional information
4. 7:50 **TRAFFIC RULES AND ORDERS AMENDMENT, PROPOSED SPACES ON SPRUCE STREET**
Enclosed please find materials in the subject regard

III. SELECTMEN'S BUSINESS

5. **MORRISON FARM DISCUSSION**
Enclosed please find materials in the subject regard, for Board consideration.
6. **RATIFICATION OF JUNE 25TH GOAL SETTING MEETING, LONG AND SHORT TERM**
Enclosed please find materials in the subject regard
7. **REGULATION OF DONATION BINS**
Enclosed please find materials in the subject regard
8. **ELECTION LOCATION CHANGE TO RELOCATE TO THE FIELD HOUSE AT THE SCHOOL FACILITY**
Enclosed please find materials in the subject regard

9. **BOY SCOUT COURT OF HONOR, WALTER MALCHODI**
A Selectman to be assigned
10. **BOY SCOUT COURT OF HONOR, BRANDON C. SIDES**
Enclosed please find materials in the subject regard
11. **SELECTMEN TO DISCUSS THE EXTENSION OF TOWN MANAGER'S CONTRACT**
12. **SELECTMEN'S REPORTS**

IV. CONSENT AGENDA

13. **PROPOSED NAME FOR A PROPOSED COMMON DRIVE AT 495 GREAT ROAD**
Enclosed please find materials in the subject regard
14. **COMMITTEE APPOINTMENT, MARION MAXWELL, COUNCIL ON AGING**
Enclosed please find materials in the subject regard
15. **FARMER'S MARKET WINE PERMIT TO SELL AT THE ACTON BOXBOROUGH FARMER'S MARKET**
Enclosed please find materials in the subject regard
16. **ACCEPT GIFT, RECREATION DEPARTMENT**
Enclosed please find a gift of \$200.00 from an Anonymous Donor to be used to fund the classical concert performance
17. **ACCEPT GIFT, RECREATION DEPARTMENT**
Enclosed please find a gift of \$600.00 from various contributors to be used for the Goward Field Play Area Project
18. **ACCEPT GIFT, NURSING SERVICE**
Enclosed please find a gift of \$11,525.00 from the Friends of the Acton Nursing Service to be used to develop a "Tele Health" Program to be used by Acton residents serviced by the Nursing Service and Treated for Congestive Heart Failure
19. **ACCEPT GIFT, NURSING SERVICE**
Enclosed please find a gift of \$11,525.00 from the Friends of the Acton Nursing Service to finalize the development of the "Tele Health" Program for Congestive Heart Failure.

IV. EXECUTIVE SESSION

ADDITIONAL INFORMATION

ENCLOSED PLEASE FIND ADDITIONAL CORRESPONDENCE THAT IS STRICTLY INFORMATIONAL

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This is not a complete agenda.

<u>JULY 23</u>	<u>AUGUST 20</u>	<u>SEPTEMBER 10</u>
Site Plan, 77 Powder Mill Dog Day Care		
Idylwilde Farm Beer and Wine Package Store		

PENDING MINUTES

March 12 -JA

April 23 -

May 7 – 21, June 4, 18 and 25

PENDING COMMITTEE APPOINTMENTS

Lawrence Kenah – Transportation, Design Review Board, Cable, Conservation or Recreation Commission
– Sent To VCC Deanne Bonnar, Cod – Sent To VCC Mr. Allan Gulliver – EDC- Sent To VCC – Joe
Will – Conservation or Rec, sent to VCC

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<input type="checkbox"/>	Type	Title	Owner	Edited	Size	Actions
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<input type="checkbox"/>		020 (2) Sewer Rate Setting For FY13	admin	07/06/12	55 KB	
<input type="checkbox"/>		030 (3) Exchange Hall Materials	admin	07/06/12	70 KB	
<input type="checkbox"/>		040 (4) Traffic Rules and Orders Amendment, Spruce Street	admin	07/06/12	610 KB	
<input type="checkbox"/>		050 (5) Morrison Farm Materials	admin	07/06/12	232 KB	
<input type="checkbox"/>		060 (6) Ratification of Board of Selectmen's Goals	admin	07/06/12	53 KB	
<input type="checkbox"/>		070 (7) Regulation of Donation Bins	admin	07/06/12	352 KB	
<input type="checkbox"/>		080 (8) Proposed Relocation of Election to the Field House	admin	07/06/12	68 KB	
<input type="checkbox"/>		085 (8) Slide Show for the Combining of Election Locations	admin	07/06/12	1 MB	
<input type="checkbox"/>		090 (9) Boy Scout Court of Honor, Walter Malchodi	admin	07/06/12	51 KB	
<input type="checkbox"/>		110 (10) Boy Scout Court of Honor, Brandon C. Sides	admin	07/06/12	64 KB	
<input type="checkbox"/>		120 (13) Proposed Name for a Common Drive at 495 Great Road	admin	07/06/12	269 KB	
<input type="checkbox"/>		130 (14) Committee Appointment, COA, Marion Maxwell	admin	07/06/12	114 KB	
<input type="checkbox"/>		140 (15) Farmer's Market Permit to Sell Wine	admin	07/06/12	410 KB	
<input type="checkbox"/>		150 (16) Accept Gift, Recreation Department	admin	07/06/12	35 KB	
<input type="checkbox"/>		160 (17) Accept Gift, Recreation Department	admin	07/06/12	42 KB	
<input type="checkbox"/>		170 (18) Accept Gift, Nursing Service	admin	07/06/12	56 KB	

  180 (19) Accept Gift, Nursing Service admin 07/06/12 79 KB     

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