

SELECTMEN'S MINUTES

JANUARY 2, 1996



Present: William C. Mullin, Nancy C. Tavernier, F. Dore' Hunter, Wayne L. Friedrichs, Herman Kabakoff, Town Manager Don Johnson and Assistant Mgr. Murray. (The meeting was not televised)

CITIZEN'S CONCERNS

NONE EXPRESSED

PUBLIC HEARINGS AND APPOINTMENTS

BOSTON EDISON - GREAT ROAD

DORE' HUNTER - Moved to approve with staff Comment. NANCY TAVERNIER - Second. UNANIMOUS VOTE.

FEE WAIVER POLICY

The Board began review of the proposed policy. Mr. Mullin wanted to continue to charge if only for cost accounting purposes. He further felt that it should be an Annual Review of fees vs. 3 year review. Doug Halley, reviewed how he developed his policy with the Board. Doug felt annual review would be too much work. Mr. Mullin further noted that he wanted to see the one-time Fee defined. He questioned Charitable vs. Non-profit. Mr. Hunter also questioned that. Mr. Kabakoff questioned why religious was not included. Mrs. Tavernier felt that charitable would cover religious groups.

Mr. Hunter felt that Class III was troublesome. He suggested the wording if engaged in a charitable, educational activity. Mrs. Tavernier felt that classes needed to be further defined. Mr. Kabakoff felt the format used by the School District was what he would like to see. He suggested the document be consolidated by dept. with logical grouping of fees. He wanted to see a happy medium stuck with a Class and fee schedule.

Mr. Mullin felt that it was a good document. The way it is worded anything over \$50.00 had to come before the Board of Selectmen. Mr. Kabakoff felt a matrix would be helpful. The Board discussed and decided that the Water District and School's should be separated into a different class. Class III would include Charitable wording, and it should go to yearly review with a 10% change as the trigger.

It was also noted that the Housing Authority should be included as a Class III. The Board asked Doug to include their changes into his document for further review.

MENTAL HEALTH ASSOCIATION- MR. FREEDMAN-GURSPAN

Mr. Freedman-Gurspan introduced those people in the audience that were before the Board to discuss funding from the Big Sister/Big Brother organization. The organization provided a positive mentoring program, Acton has the need but due to the lack of funding have not provided the service to Acton families. They recruit and train the volunteers and this would require funding for a half time employee.

Mr. Winders, a current volunteer Big Brother spoke about his experience in the program. He has been doing it for 18 months. They have 400 on the program with an additional 600 on waiting list. He felt that society is in need and that need must be filled.

Betty McManus of the Housing Authority spoke about the benefits of the program. She knows that there is a need in the community and would like to see the program in Acton.

Mr. Clever of the School Department has a similar program at the Jr. High level that is staffed with High School students as the volunteers. He felt the community was in need of this program as his program always has a deficit in the number of volunteers.

Mr. Freidrichs noted that the proposed budget's major portion was the case worker. He asked how that figure was arrived at. He asked if it is a 1/2 person or is it a shared position with another community. He asked about how many clients would be served and the need. The Big Sister/Brother coordinator stated that she has calls for service in the 25 range. Mr. Friedrichs felt that this was an important activity.

Mr. Kabakoff asked if this was a one-time funds request or continuing. They responded that they would like at least a two year commitment as it takes that long to get it up and running and all the volunteers and clients connected. They further said the cost would decrease as other organizations were coming on board with funding, once they demonstrated the need in the community and they realized the results.

Mr. Hunter felt that it is a worthwhile program. He also noted that it fell under the charitable contribution with public funds category. He felt the law was clear, we could not contribute public monies, the law restricted us. He questioned how other communities were making the contributions within the law?

Don Johnson felt the only way to handle would be an RFP as the law outlines.

Mrs. Tavernier felt that Trust Funds could be used. Jenks fund balance left over from last year as well as other funds could help.

The organization said they would need the entire amount to be successful and would not begin if they did not have the funds for the 1/2 time counselor.

Mr. Mullin too felt trust funds could be used. He asked Mr. Freedman-Gurspan and Town Manager Johnson to get together and find out how the other communities are funding this program.

Mrs. Tavernier felt that even if the whole amount could not be funded, that the money funded could be used as seed money to prove need, that this would build a case for funding by the United Way.

Mr. Hunter noted that the Town would be happy to write the check if they could find a legal way to do so.

CHRISTOPHER MAR PERSONNEL BOARD INTERVIEW

Mr. Christopher Mar has been an Acton resident for approximately ten years. He enjoys living in Acton and he is employed in the Human Resources field. He wanted to volunteer and felt that it would be easy as he was in the HR Field and had the right skills to offer. Mr. Mullin asked if

he had any municipal experience. He explained that he had only non-profit and had no experience with unions. Mr. Kabakoff thanked him for volunteering his time. Mrs. Tavernier stressed that the function of the newly formed Board would be to provide counsel and advice to the Town Manager and Board of Selectmen. Mr. Hunter would like to see the newly formed Board offer advice to the Town Manager on the vacant Personnel Director's position.

DORE' HUNTER - Moved to appoint Mr. Mar to a one year term to expire June 30, 1996.
NANCY TAVERNIER - Second. UNANIMOUS VOTE.

**PERSONNEL BOARD INTERVIEW
JOHN DONNELLY**

Mr. Donnelly's wife had seen the ad in the paper for volunteers and brought it to his attention. He has lived in Acton since 1967 and was self employed for the last ten years. He has Union and Civil Service experience. Mr. Kabakoff asked if he had any questions for the Board of Selectmen. He asked the Board what they thought they needed. Mr. Kabakoff said he was the main person that put the reconstitution of this Board forward. He feels that a Town of this size needs competent advice and counsel, especially since we do not have a professional HR person on staff. Mr. Freidrichs also noted he was in favor of reconstitution of the Personnel Board if only to help the Town Manager hire a Personnel Director. Mr. Hunter responded that he was not in favor, but since we have a bylaw, and current volunteers, we could move forward. However, he felt getting a HR in-house was a high on the list. He reiterated that the Board of Selectmen is a policy Board, it does not manage the Town, they employ the Town Manager for that. He felt that the new Personnel Board could rewrite the existing Bylaw which he felt is out of date as well as assist the Town Manager find a Personnel Director.

DORE' HUNTER - Moved to appoint Mr. Donnelly to a two year term to expire June 30, 1997.
NANCY TAVERNIER - Second. UNANIMOUS VOTE.

**PERSONNEL BOARD INTERVIEW
TREY SHUPERT**

Mr. Shupert is a long time volunteer and currently serving on the Planning Board. He has 15 years HR experience. He has labor relations experience as well as having decertified a union in Philadelphia. The Board was very pleased that he has come forward to volunteer more of his time. Nancy Tavernier noted that she was overwhelmed with this service to the Town. All members agreed.

DORE' HUNTER - Moved to appoint Mr. Shupert to a three year term to expire June 30, 1998.
WAYNE FREIDRICHES - Second. UNANIMOUS VOTE.

**PERSONNEL BOARD INTERVIEW
DIANE YASGUR**

Ms. Yasgur outlined her experience. She left corporate to pursue a private career in Human Resources and has been independent consulting. She has Personnel experience and wanted to offer her help. Mr. Kabakoff noted that he knows Ms. Yasgur as a very competent individual and that she will be an asset to the newly formed Board, he highly recommended her appointment. Mr. Hunter asked what her experience has been, what type of clients has she been working with. She has been working primarily with Hi-tech and daycare businesses regarding

hiring practices. Mrs. Tavernier noted again that the Personnel Board would be responsible for providing advice and counsel to the Town Manager and the Board of Selectmen.

DORE' HUNTER - Moved to appoint Ms. Yasgur to a two year term to expire June 30, 1997. - Second. UNANIMOUS VOTE.

SELECTMEN'S BUSINESS

BUDGET WORKSHOP DISCUSSION - Mr. Mullin outlined the proposed Agenda for the Budget Workshop. It will be informational gathering only. No decisions will be made. AGL will be addressing the revenues portion at a later date.

Mrs. Tavernier asked about the timing, she felt we should be only information gathers with no debate, and the deliberation would take place between members at their respective follow-up meetings.

Mr. Hunter felt he didn't want it to be a Departmental Informational meeting. He wants questions answered without the "my department does this..." He felt only the highlights, year to year changes in their respective budgets and other major issues addressed in five minutes or less.

Mr. Freidrichs wanted to be sure that all the Finance Committee Members would be present for this Workshop. He asked the Town Manager to contact the Fin Com Chair to be sure that they know the importance of this Workshop and to encourage full attendance by members, otherwise, he felt it would be in vain.

CONSENT AGENDA

NANCY TAVERNIER - Moved to accept the Consent Agenda as printed. DORE' HUNTER - Second. UNANIMOUS VOTE.

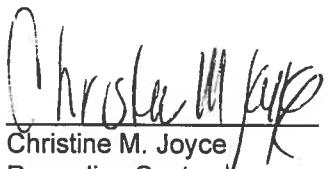
TOWN MANAGER'S REPORT

Don Johnson reported on the South Acton Bridge. He assured the Board that Chuck Kostro had been contacted and the bridge project does not use Federal monies and it is safe.

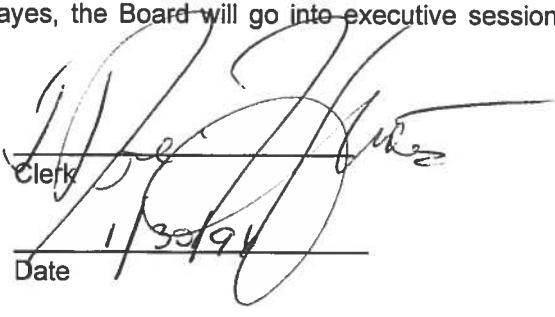
EXECUTIVE SESSION

DORE' HUNTER - Took roll call - All ayes, the Board will go into executive session to discuss strategy for negotiations.

The Board adjourned at 10:30 P.M.


Christine M. Joyce
Recording Secty.

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Clerk

Date

1/30/96

December 29, 1995,

TO: Board of Selectmen

FROM: William C. Mullin, Chairman

SUBJECT: Selectmen's Report

AGENDA
Room 204
January 2, 1996

I. CITIZEN'S CONCERNS

II. PUBLIC HEARINGS & APPOINTMENTS

1. 7:31 **BOSTON EDISON** - Great Road - Enclosed please find a request and staff comment for Board action.
2. 7:45 **FEE WAIVER DISCUSSION** - Doug Halley will be in to discuss Fee Waiver policy with the Board.
3. 8:00 **MENTAL HEALTH ASSOCIATION** - Mr. Stan Friedman-Gurspan will be in to discuss funding issues.
4. 8:30 **Christopher Mar** - Mr. Mar will be in to interview for appointment to the Personnel Board. Enclosed please find his Citizen Resource Sheet and VCC Recommendation.
5. 8:45 **Kelly Ryder** - Ms. Ryder will be in to interview for appointment to the Personnel Board. Enclosed please find her Citizen Resource Sheet and VCC Recommendation. (RESCHEDULED TO 1/16/96 PER HER REQUEST)
6. 8:55 **Trey Shupert** - Mr. Shupert will be in to interview for appointment to the Personnel Board. Enclosed please find his Citizen Resource Sheet and VCC Recommendation.
7. 9:10 **Diane Yasgur** - Ms. Yasgur will be in to interview for appointment to the Personnel Board. Enclosed please find her Citizen Resource Sheet and VCC Recommendation.
8. 9:20 **John Donnelly** - Mr. Donnelly will be in to interview for appointment to the Personnel Board. Enclosed please find his Citizen Resource Sheet and VCC Recommendation.

III. SELECTMEN'S BUSINESS

9. BUDGET DISCUSSION - General discussion of any questions or concerns of the Board. Please note the scheduled workshop on Saturday, January 6, 1996.

IV. CONSENT AGENDA

10. APPROVAL OF MINUTES - Enclosed please find minutes for October 24, November 21 and December 5th for Board acceptance and signature.

11. ACTON CHILDREN'S SCHOOL - Enclosed please find request for Fee Waiver along with staff comment.

V. TOWN MANAGER'S REPORT

VI. EXECUTIVE SESSION

MEETINGS

Budget Workshop - January 6 at Town Hall - 8:30 A.M. - 4:00 PM, Room 204

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.

Jan. 16
Jan. 30

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