

## **SELECTMEN'S MINUTES**

### **APRIL 25, 2000**

**Present:** F. Dore' Hunter, Peter Ashton, William Shupert, Pam Harting-Barrat the Town Manager and Asst. Town Manager. (Mr. Kabakoff was absent the meeting)

(The meeting was televised)

#### **CITIZEN'S CONCERNS**

None

**Voluntary Check Off Fund for elderly and persons with disabilities** – Dore' noted with thanks to those who have contributed to the collected amount to date of \$9,140.01

#### **PUBLIC HEARINGS AND APPOINTMENTS**

**R. G. Equipment Co. – 180 Great Road – Class I License** - Mr. Moran proposes to keep the business as it currently operated. He has made arrangements with the son of the previous owner to continue to work and assist Mr. Moran with the business.

**PETER ASHTON** – Moved to approve. **TREY SHUPERT** – Second. **UNANIMOUS VOTE.**

#### **SELECTMEN'S BUSINESS**

##### **GOALS FOR UPCOMING YEAR-**

The Board discussed the previous year's Goals and status.

1. **Audubon Hill** – Trey asked to keep on the list. He is currently working on draft amendment of a lease and hopes it can be resolved.
2. **Reconstitute a Computer Advisory Committee for Municipal uses** – it is active and should continue.
3. **ALG Structure – Remove**
4. **Develop Beaver Nuisance Policy** – Don asked that it stay on. Pam to handle.
5. **IMPROVE COMMUNICATION** - We have improved and propose to *remove* from list.

Trey asked that a semi annual meeting with the major and minor boards/committees be considered. Peter wanted the Chairs of major Board appointments to come in at a specified time and date to discuss issues. Dore' will follow-up.

6. **Remove #6 Viable Sewer** - Dore' asked that it be *removed*
7. **Continue with Forum to implement the goals and objective of the re-engineering Study**
8. **Continue to work with senior tax relief** - They will want to keep this on
9. **REMOVE** – develop early on an ALG Plan....
10. **Leave 10 as written**
11. **Remove – Kelley's Corner** - Peter said that they have drafted a report that has

not reached completion at this time. One recommendation they go from that will go to Planning and EDC and they should carry the mantel on this. Remove from list at this point.

The Board then discussed the need for additional Goals for this year as noted below.

1. The Board wanted the HDC Bylaw review added to the list.(Dore')
2. To obtain a facilities plan and bring Fall town meeting. (Dore')
3. Develop a policy regarding appointments. Get the non-groups organized and regularization of non-charter committees. (Dore').
4. Determine future of Valincourt House - 17 Woodbury Lane. (Herman)
5. Expect Board to follow school construction. Dore' will continue the oversight of the building (Dore')
6. Robbins Mills - Contingent on override is affirmation that the manager will have review. (Trey Shupert)
7. Implementation of Bennett's report that it should be reviewed and implemented. (Dore')
8. Revisit the 2020 process and review make up and consider expand or reduce the membership. (Peter)
9. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter)
10. Review Board of Health duties to expand the role of Board of Selectmen and health so it becomes more visible department. (Pam)
11. Formulate charge and suggested membership list for a "Long Range Planning Committee" (Ashton):

#### **FY 2000 GOALS carried Forward and added to This years Goals**

12. Resolve the Audubon Hill problem/issues (Shupert)
13. Establish or reconstitute a Computer Advisory Committee for Municipal issues (Hunter)
14. Develop a comprehensive Beaver Nuisance policy (Harting-Barrat)
15. Improve communication among the various boards, particularly Fincom, SC and BOS. This seems to have been lacking to some extent during the last year (especially ALG process) (Hunter)
16. Continue to review, and implement greater coordination, efficiency and utilization of resources between the schools and the town to implement the Re-Engineering findings (Ashton)
17. Continue the work of the Senior Tax Relief task force and also investigate ways of assisting others who may need tax relief (Ashton/Hunter)
18. Work with the Planning Board to implement the goals, objectives and strategies of the Master Plan update (Ashton/Shupert)

3. **SEWER PROJECT LAND TAKINGS** – Dore Hunter read the takings (Copy attached) TREY SHUPERT – Moved to Approve – PETER ASHTON - second. UNANIMOUS

4. **FALL TOWN MEETING FOR ZONING ISSUES** - Dore' felt that we should go back to Fall Town Meetings for zoning issues as we have in the past. Dore' felt that we should include police and fire feasibility and the school indicates that they want a meeting before Thanksgiving. He felt the later the meeting the better to be sure to get all items included. He wanted to set the date for the override election. Dore' suggested the December 5<sup>th</sup> be the proposed date for the STM. The date for the Election would probably be the following Tuesday. TREY SHUPERT - Moved to hold the STM on December 5<sup>th</sup>. PETER ASHTON - Second. UNANIMOUS VOTE.

5. **HAARTZ TIE IN** - SAC has approved in concept and have asked the BOS to approve. TREY SHUPERT - Moved to approve. PETER ASHTON- Second. UNANIMOUS .

6. **JENKS FUND** – Peter volunteered to review the requests.

7. **BOARD AND COMMITTEE ASSIGNMENTS** – see list Attached

8. **AMERICAN CANCER EVENT** – The Board noted.

9. **BOY SCOUT**- Dore' will represent the Board.

10. **APPOINTMENTS TO NON-CHARTER COMMITTEES** – The Board will discuss at the next meeting.

## **OTHER BUSINESS:**

Trey wanted to make note that Earth Day is on Saturday. He will be appearing in the play

Diduca Issue – Expanded Environmental review was granted.

Peter spoke about the vacancy created by Donna Jacobs in the Planning Dept. and suggested the Town Planner's soliciting input on Donna's replacement. – Peter felt that we need someone with more general skills.

Dore' noted that the memo was good and feels that we should go with the general skills. Trey and Pam agreed that a more general person would be better.

Marty Meehan is holding a meeting 2-4 on Earth Day in Concord, Pam noted this meeting.

Peter noted the Finance Committee memo on Robbins Mills. Peter offered to respond, they decided that the LWV forum will be a good place to discuss this.

## **CONSENT**

DORE' HUNTER - Moved to approve with the addition of Lyonnais one day liquor license,

Declaration of Surplus equipment for disposal. PETER ASHTON - Second. UNANIMOUS VOTE.

Hold Lyonnais - Issue Resolved. TREY SHUPERT - Moved to approve. PAM HARTING-BARRAT - Second. - UNANIMOUS VOTE.

Hold 13 until Herman is present.

## TOWN MANAGER'S REPORT

**SEWER PROJECT ISSUES** - Don updated the Board on the Adams Street issues. Mr Morse will be representing the neighborhood. Dore' said he wants it very clear that should the ground water be contaminated. they will not be affected as we are putting the residents on Town Water. The one item that Dore' noticed was the request that Adams Street be closed to thru traffic.

**REQUEST OF TOWN TREASURER** - John spoke about land that the Town has acquired. The ACHC wants consideration and disposal of these parcels.

TREY SHUPERT - Moved to appoint John and have him bring back periodically the list of properties for consideration/review. PAM HARTING-BARRAT - Second. UNANIMOUS VOTE.

John was also asked to send the list to ACHC to see what parcels they are interested in for affordable and senior use. Dore' suggested that they be brought to the Board on the Consent Calendar.

**STATUS OF BOARDS AND COMMITTEES** - Dore' noted the categories for HDC Appointments. Dore' asked about requirements that other committees may have regarding the make up of committees/Boards.

Dore asked for a draft - policy on reappointment of people who have sunsetted.

Don noted that the formal interviews for police chief have been held and they hope bring forward a short list to give us another eye on this.

### EXECUTIVE SESSION

*T. Dore' Shupert*  
Clerk  
6/16/00  
Date

*Christine Joyce*  
Christine Joyce

April 21, 2000

**TO:** Board of Selectmen  
**FROM:** Dore' Hunter , Chairman  
**SUBJECT:** Selectmen's Report

---

## **AGENDA**

**APRIL 25, 2000**  
**7:30 P.M. - Room 204**

### **I. CITIZEN'S CONCERNS**

### **II. PUBLIC HEARINGS & APPOINTMENTS**

1. 7:33      **G.R. EQUIPMENT CO. – 180 GREAT ROAD – CLASS I LICENSE -**  
Enclosed please find Application for and staff comment for Board action.

### **III. SELECTMEN'S BUSINESS**

2.      **FY2000 and FY2001 GOALS** - Enclosed please find materials in the subject regard.
3.      **SEWER PROJECT LAND TAKINGS** – Enclosed please find documents for necessary takings for the sewer project for Board action.
4.      **FALL SPECIAL TOWN MEETING** – Enclosed please find a memo from the Town Manager in the subject regard.
5.      **SEWER TIE-IN, HAARTZ AUTO FABRIC** - Enclosed please find correspondence in the subject regard.
6.      **JENKS FUND GRANT AWARDS** – Enclosed please find a memo from staff regarding this subject.
7.      **BOARD AND COMMITTEE ASSIGNMENTS** – Enclosed please find a memo from the Town Manager in the subject regard.
8.      **AMERICAN CANCER SOCIETY** – Enclosed please find materials regarding the upcoming 24 hour relay to be held at the A/B Track on May 19-20, as well as Staff comment.
9.      **BOY SCOUT COURT OF HONOR** – Enclosed please find a request for Board attendance on May 13, 2000 for Charles K. Berry-Skillen for Board assignment.
10.      **BOARD OF SELCTMEN'S POLICY REGARDING MAKING COMMITTEE APPOINTMENTS.** The Chairman will disucss this item on Tuesday.
11.      **OTHER BUSINESS**

## IV CONSENT AGENDA

12. **ACCEPT MINUTES** – Enclosed please find the minutes for March 9 and 14, 2000 for Board approval.

13. **SITE PLAN AMENDMENT – EDGEWATER TRUST – 532 Great Road** – Enclosed please find the draft decision to site plan #03/26/87.

14. **SITE PLAN AMENDMENT – ONE ACTON PLACE, 526 MAIN STREET** – Enclosed please find a proposed amendment to this Site Plan, along with staff comment, for Board review.

15. **ACCEPT DONATION** – Enclosed is a request from the Natural Resources Director seeking Board acceptance of a pair of Binoculars, which Haartz Corporation wishes to donate to the Conservation Commission for Board action.

16. **ACCEPT DONATION** – Enclosed please find a request from the Recreation Director seeking Board acceptance of a regulation size tennis net for Board action.

17. **LIONS CLUB ANNUAL FAIR** – Enclosed please find the application from the Lions Club with regard to their annual fair to be held on June 14-18.

## V. TOWN MANAGER'S REPORT

18. **REQUEST FROM THE TOWN TREASURER** – Enclosed please find a request from the Town Treasurer, which the Town Manager will address.

19. **SEWER PROJECT ISSUES** – Enclosed please find information from the Town Manager related to concerns about the Sewer Construction Project.

## 20. STATUS OF UPCOMING COMMITTEE AND BOARD APPOINTMENTS

## VI. 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.

#### May 9, 2000

Chris Starr – Cons Com. Associate  
Site Plan Central Street  
Ice House Café' Common Vic  
Ice House Café' Liquor License  
Commuter Lot Lighting

#### May 23, 2000

June 6, 2000  
June 20, 2000  
July 18, 2000  
August 15, 2000

## FY 2000 GOALS

1. Resolve the Audubon Hill problem/issues (Shupert)
2. Establish or reconstitute a Computer Advisory Committee for Municipal issues (Hunter)
3. Review the structure and organization of the ALG and establish a definite, periodic meeting schedule (Kabakoff)
4. Develop a comprehensive Beaver Nuisance policy (Friedrichs)
5. Improve communication among the various boards, particularly Fincorn, SC and BOS. This seems to have been lacking to some extent during the last year (especially ALG process) (Kabakoff)
6. Continue to search all alternatives for a viable sewer solution that is timely and fiscally workable (Hunter/Shupert)
7. Form a task force to investigate ways of achieving greater coordination, efficiency and utilization of resources between the schools and the town (Ashton)
8. Continue the work of the Senior Tax Relief task force and also investigate ways of assisting others who may need tax relief (Ashton/Hunter)
9. Develop early on an ALG plan and budget; i.e. have general agreement on budgetary parameters by October/November before formal budgets are developed. Continue to update, refine and modify as needed the five year budgetary plans which we initiated this year (Kabakoff)
10. Work with the Planning Board to implement the goals, objectives and strategies of the Master Plan update (Ashton/Shupert)
11. Conclude the work of the Kelley's Corner working group and bring to the Planning Board a final set of recommendations (Ashton)