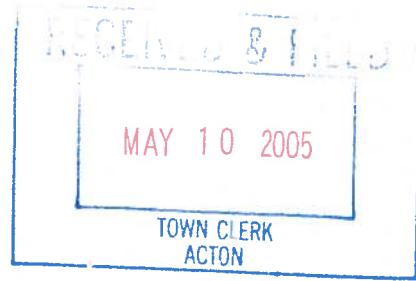


**Selectmen's Minutes
February 28, 2005
7:00 P.M.**



Present: F. Dore' Hunter, Peter Ashton, Robert Johnson, Walter Foster, and Trey Shupert. Town Manager and Assistant Town Manager. Meeting was televised.

CITIZEN'S CONCERNS . None

SEWER COMMISSIONER'S REPORT

None Required

PUBLIC HEARINGS & APPOINTMENTS

OPERATIONAL MINUTE – Don Johnson gave an overview of on street parking during the winter months

CLASS II CAR DEALERS NON-DISPLAY LICENSE, JAMES HRYNIEWICH, 171 NEWTOWN ROAD – TREY SHUPERT – Moved to Approve subject to providing a signed affidavit regarding the restrictions on the License. ROBERT JOHNSON - second. UNANIMOUS VOTE

COMMON VICTUALLER'S LICENSE, IL FORNO, INC., 508 NAGOG SQUARE The Board reviewed numerous scenarios regarding the consumption of alcohol and the serious nature of the Board's concern. WALTER FOSTER – Moved to approve the Victualler's license as well as the bringing in of Liquor (BYOB) by patrons to the establishment. BOB JOHNSON – second. UNANIMOUS VOTE

LIFE AFTER NESWC – Peter and Bob briefed the Board on the status of the options the committee is considering, and the probable need for a May Town Meeting.

SELECTMEN'S BUSINESS

FY06 BUDGET/WARRANT DISCUSSION –The Board The Board reviewed and discussed the warrant and made changes as appropriate.

JULY FOURTH FIREWORKS - The Board discussed the scheduling of the July 4th activities and by consensus approved July 3, with a rain date on the 4th

SPECIAL PERMIT/SITE PLAN, 09/24/04-399, 4 HIGH STREET, FAULKNER MILL REALTY, LLC. – Don updated the Board on the status of capacity expansion of the sewer plant. DORE' HUNTER - Moved to approve – BOB JOHNSON. Second. 4-0 VOTE Peter Ashton, abstaining.

BOARD OF REGISTRAR OF VOTERS APPOINTMENT, KATHERINE F. ARNOLD - PETER ASHTON– Moved to appoint Ms. Arnold. TREY SHUPERT - second - UNANIMOUS VOTE

MUNICIPAL E-MAIL SHELL POLICY- The Board discussed the recent discussions regarding the Town's E-Mail Shell policy. There could be an automated response that person X is not in the shell. It is suggested but not mandatory to serve on committees. No Town support for re-creation of Email, if you opt out.

TOWN OF ACTON OPEN SPACE AND RECREATION PLAN (OSRP) - PETER ASHTON – Moved to approve. WALTER FOSTER – second. UNANIMOUS VOTE

TOWN MANAGER'S ANNUAL REVIEW- Walter reviewed the Town Manager's review. On the whole the Town is extremely lucky to have a manager of Don's experience and temperament. Don practices a hands-on management style which allows the Board to have complete trust in the information presented to it.

Bob has an issue with workplace place climate - 4 points
PETER ASHTON –Moved to approve. TREY SHUPERT -second - UNANIMOUS VOTE

Dore' asked that Don's contract was extended by one year. TREY SHUPERT – Moved to approve. BOB JOHNSON – second. UNANIMOUS VOTE

Given the financial situation that the Town finds itself in, Walter suggests a 0% increase and a one time bonus of \$1,500. PETER ASHTON – Moved to Approve. BOB JOHNSON – second. UNANIMOUS VOTE

OTHER BUSINESS

Peter discussed the need for a Cable Committee and the conduct of some of the Cable Committee members. Meeting should be scheduled after Town Meeting. Also it should be advertised during Annual Town Meeting.

Walter briefed the Board regarding the Morrison Committee next Meeting March 8, 2005

CONSENT AGENDA

TREY SHUPERT – Moved to Approve. BOB JOHNSON - Second.
UNANIMOUS VOTE

TOWN MANAGER'S REPORT

EXECUTIVE SESSION

Bob Johnson – Moved to go into Executive Session for the purpose of discussing potential litigation, only to return to Regular Session to adjourn. PETER ASHTON - second. Roll Call, All Ayes -

John Murray III
John Murray
Recording Clerk

Miller
Clerk
5.9.05
Date

February 25, 2005

TO: Board of Selectmen, Sewer Commissioners
FROM: F. Dore' Hunter, Chairman
SUBJECT: Selectmen and Sewer Commissioners' Report

FEBRUARY 28, 2005
7:00 P.M.

I CITIZENS' CONCERNS

II SEWER COMMISSIONERS' BUSINESS

III PUBLIC HEARINGS & APPOINTMENTS

1. 7:01 **OPERATIONAL MINUTE** – The Town Manager will give the Board a brief update on various topics.
2. 7:15 **CLASS II CAR DEALER'S NON-DISPLAY LICENSE, JAMES HRYNIEWICH, 171 NEWTOWN ROAD, D/B/A WHOLESALE AUTO EXCHANGE** – Enclosed please find materials in the subject regard, for Board consideration.
3. 7:30 **COMMON VICTUALLER LICENSE, IL FORNO'S INC., 508 NAGOG PARK –** Enclosed please find materials in the subject regard, for Board consideration.

IV SELECTMEN'S BUSINESS

4. **FY06 BUDGET/WARRANT DISCUSSION** – Enclosed please find materials in the subject regard, for Board consideration.
5. **BOARD OF REGISTRARS APPOINTMENT, KATHERINE F. ARNOLD** – Enclosed please find materials in the subject regard, for Board consideration.
6. **E-MAIL COMING THROUGH THE TOWN SYSTEM** – The Chairman has asked that this be discussed by the Board of Selectmen.
7. **GEORGIA WHITNEY FUND REQUEST** - Enclosed please find materials in the subject regard, for Board consideration.
8. **TOWN OF ACTON OPEN SPACE AND RECREATION PLAN** – Enclosed please find materials, for Board review and consideration.

9. OTHER BUSINESS

V CONSENT AGENDA

10. **ACCEPT MINUTES, SELECTMEN MEETING OF JANUARY 24, 2005** - Enclosed please find the January 24 Minutes, for Board acceptance.

11. **SITE PLAN SPECIAL PERMIT #11/18/98-366 PHASE II** – Enclosed please find a request from Acton Assisted Living LLC, for a 6 month extension of the permit due to expire July 14, 2005, for Board consideration.

12. **RIVER STREET AGREEMENT – FORT POND BROOK PLACE** – Documents regarding this agreement will be available for Board review and signatures on Monday night.

13. **APPOINTMENT TO THE PLANNING BOARD, RUTH MARTIN** - Enclosed please find a request to have Ms. Martin elevated from Associate member to a Full member to fill the unexpired term left by Mr. Millett's resignation, term to expire 6/30/2009, for Board consideration.

14. **APPOINTMENT AS PLANNING BOARD REPRESENTATIVE TO THE OPEN SPACE AND RECREATION COMMITTEE** – Enclosed please find a request to have Planning Board member Ruth Martin appointed to this committee, for Board consideration.

15. **APPOINTMENT AS W.R. GRACE LIAISON** - Enclosed please find a request from Planning to have Christopher Schaffner appointed as Planning liaison to replace Lauren Rosenzweig, for Board consideration.

VI TOWN MANAGER'S REPORT

VII EXECUTIVE SESSION

- There will be a need for Executive Session. Please see enclosed materials.

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.

March 14/28 – Street Acceptances, Dunham Lane, and Elm @Central, Site Plan continuance, 864 Main Street, LLC

April 4

GOALS 2004-2005

1. Produce Morrison Farm Development Master Plan (Bob/Walter)
2. Improving Inter Board Communication (Dore')

GOALS carried forward

3. Monitor Labor Negotiations (Peter/Trey)
4. Improve Communication with Town Boards (ALL)
5. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision, and to get a first rough cut of what happens next year before school is out for the summer (Trey/Peter)
6. ALG process be used for purpose of Budget Planning for FY05 (Dore'/Peter)
7. Process Planning for "Life after NESWC" (Bob)
8. Joint IT process-organizational change (Walter/Dore')
9. Middlesex Pension Alternatives (Walter/Trey)

BOARD OF SELECTMEN APPROVED MINUTE DISTRIBUTION LIST

TOWN CLERK

MEMORIAL LIBRARY

BOARD OF HEALTH

HISTORIC DISTRICT

CULTURAL COUNCIL

SUPT. OF SCHOOLS

VCC

TAC

PLANNING BOARD

Highway