

BOARD OF SELECTMEN AND SEWER COMMISSIONER'S MEETING

December 1, 2014

Francis Faulkner Room 204

Regular Meeting 7:00 PM

Present: Mike Gowing, Katie Green, Janet Adachi, Peter Berry, Franny Osman; Town Manager Steven Ledoux. Lisa Tomyl, Recording Secretary

Chairman Gowing opened the meeting at 7:05 p.m.

Citizens' Concerns

None

Chairman's Update and Operational Update:

Mr. Gowing – I hope everyone had a wonderful Thanksgiving and successfully navigated without killing any relatives.

Representative Benson filed the Home Rule Petition, *An Act authorizing the town of Acton police patrol officers and superior officers to be exempt from the provisions of the Civil Service Law*, on behalf of the Town of Acton today. Representative Atkins and Senator Eldridge co-sponsored the bill, and will also advocate for the bill through the House and Senate.

Thursday, December 11 from 7 to 9 PM here in room 204, will be a public forum on housing production in Acton. Town of Acton is currently working with the MAPC to develop the plan that will guide affordable housing preservation and creation within the state-mandated affordable housing production target. They need your input! To RSVP please go to the town website and click on the Acton housing production plan.

Mr. Ledoux – A long term goal was to implement ALS for the Town rather than continuing as a member of Central Middlesex Emergency Response Agency. Reaching a temporary agreement with Fire Union – they did not ratify with the bargaining committee regarding ALS. The manager will schedule some executive sessions for future discussion. Current contract expires 2015.

ALG on 11/20. How to come up with and cultivate cost saving ideas as a topic on tonight's agenda.

Public Hearings and Appointments

7:10 p.m. **Site Plan Special Permit Amendment #7/10/09 - 422** – Mr. Gowing read the public hearing notice. Applicant has requested a continuance to December 15, 2014 at 8:10 PM. Ms. Adachi moved to approve the continuance hearing, Ms. Green seconded. All Ayes – UNANIMOUS VOTE

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7:15 p.m. **Nancy Banks Minuteman High School Representative to Update Minuteman Issues** – Gave an update about the school building project. Mike Majors is on the building committee.

8:00 PM **FY 15 Tax Classification Hearing** - Mr. Gowing read the public hearing notice. Representing the Board of Assessors present was Brian McMullin, Director of Assessor's Office, and Carol Liebner Srebnick, Chair. Both gave an overview of the FY15 Tax classification and what the BOS will have to vote on at the December 15th meeting. Citizen Herman Kabakoff requested that the Selectman look at the numbers to see if the increase in the residential rate and the decrease in the commercial rate can be changed. |

Ms. Green moved to request the hearing continuation to December 15th at 7:55, Ms. Adachi seconded. All Ayes, UNANIMOUS VOTE.

Selectmen's Business

Acton Nursing Service Task Force Discussion– Mr. Gowing led a discussion of proposed criteria for the Acton Nursing Service Task Force with the Board outlining the goals of forming this committee and the proposed charge for this committee. Ms. Osman stressed the importance of looking for other revenue sources (more community needs/wants). Ms. Green suggested recommending a yearly report and to make this a standing committee for the next five years at least. Mr. Gowing suggested the ideal makeup of the committee are people with financial backgrounds, networking skills, marketing skills, communication and sales skills, a charitable contributions expert, healthcare specialist, and a member of FinCom.

Selectmen to Discuss Budget Savings Sub Committee – This suggestion was brought up during the ALG meeting on 11/20 assessing the need for forming a budget savings subcommittee.

Selectmen's Reports:

Ms. Adachi: Acton Community Housing Corporation – Mr. Gowing already announced public session on proposed housing production plan, 12/11, 7:00, Room 204.

Design Review Board, 11/19 – Ms. Adachi missed meeting due to conflicting Water Resources Advisory Committee meeting, and has postponed Selectmen's continued discussion of revised charge to allow time for comments from Planning Department as well as DRB.

Land Stewardship Committee, 11/18 – Discussion of new Dunn parcel, which eventually will need trail work. Robbins Mill parcel needs signs and other changes to deter hikers from inadvertently trespassing on adjacent private property. Possible need for professional to address recurring problem in Town with beaver dams. Need to update maps online and in guide book; differing opinions as to whether to use previous, more complicated approach or invest in good mapping software.

Water Resources Advisory Committee, 11/19 – Members prepared to move forward with vetting of latest stormwater bylaw draft by Town departments, committees, public, Town Counsel, in expectation that bylaw will be on 2015 Town Meeting warrant. Consultant with expertise in compliance w/EPA stormwater requirements probably will be necessary at outset for implementation of bylaw. Ms. Adachi has discussed status, longer-term issues with Town Manager.

Acton Leadership Group-OPEB (other post-employment benefits) working group subcommittee, 12/3 – ALG reactivated working group, Ms. Adachi to be Selectmen-representative. Purpose: To revisit agreed-upon annual collective contribution due to School District request to reduce its share and have longer period to reach collective 1.4M, at which point annual collective contribution is to level off. Updated actuarial numbers will be available at some point.

Diversity Coalition, 11/20 – Finalizing final report about 2013-2014 discussions and conclusions; hope to circulate report to Town committees and community organizations this month.

495/Metrowest Partnership, 12/2 – Board of Directors meeting

Ms. Green: The Memorial Library Board of Trustees met. There's been a continuing uptick in traffic at the library for the past few months compared to 2013. They are finalizing the job description and pay range for the Assistant Director position and hope to post that shortly and they are moving forward with the facilities project and have selected a consultant to start that work. ALG met, but that was covered by the Manager and Chairman. The Acton-Boxborough Regional School Committee met and heard a presentation from the SPED PAC on trends in the MCAS scores for students in the region. The Finance Director provided an update on the FY'15 budget. It's generally in good shape, but there are some potential issues with the salary accounts, legal fees, and special education transportation line items. There are some other line items that should help offset this, including additional circuit breaker funding. However, the 9C cuts in regional transportation aid have exacerbated the issue. The School Committee also discussed OPEB and how that may impact their budget for FY'16. From their conversation, it appeared that they were not prepared to fully fund their portion of OPEB up to the Finance Committee's recommended \$1.4 million level.

Mr. Berry: Met with the CPC

Ms. Osman: **Economic Development Committee**- EDC asks the BOS to please ask the Town Manager to ask the ZEO to make sure the Brookside Shops mall does all the changes requested so the zoning changes can happen by spring TM.

Derrick Chin, also on Planning Board, will pass on this request as well.

EDC voted support for that zoning amendment for Brookside Shops that was continued until Spring TM.

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EDC voted to request that whoever writes the summary in the warrant includes sufficient background and explanation so voters understand why the change is being requested.

EDC voted to create a two person committee (Larry Kenah and David Foley) to create a project plan with which we will organize the EDC structure, including the mission, goals and objectives, and bring it to the next meeting, December 5, 2014.

EDC is hoping that plan will clarify what EDC's activities should be.

An example of lack of clarity of our charge: EDC has told BOS we want to work on West Acton, specifically sewers, but we need to know what we should be doing exactly. This seems relevant considering we are halfway through the year of short term goals including setting a timeline for West Acton sewer line.

Commission on Disability – The COD is organizing a public event in February – an informal event for the public about support services in Acton. People such as the following would be invited to educate the audience about services:

Sharon Mercurio – Senior Center

Laura Ducharme – Social Service Coordinator

Kelly Cronin – Housing Authority

Joan Butler – Minuteman Senior Services

James MacRae – Veteran's Services

One member of the COD has been charged with writing an article about temporary disability. Our meeting was attended by a parent of an adult with developmental disability. She has been one of the presenters at the October meeting and may want to be more involved.

COD is working on improving its facilitation, agenda, and minutes procedures.

Cross Town Connect – Meetings on 11/20 in Littleton Police Station. Representatives from member towns and businesses in CTC as well as from Devens and Mass Development, interested in last mile service from the train.

While Doug Halley has done a superb job as chair of the board of CTC, with this group has formed into, we are ready to share the responsibility amongst member and change year to year or periodically. New chairs of the CTC are John Flanagan from Redhat in Westford and Selina Shaw, Town Administrator of Boxborough.

During the meeting we learned that through midyear budget cuts the Community Innovation Challenge budget was cut. I attach a letter that includes some possible directions we can go to continue to fund our 4th year application's three initiatives.

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Explanatory letter:

"FY15 CIC Grant Applications:

Yesterday, Secretary Shor announced a thoughtful and responsible fiscal action plan to close a \$329M budget gap. The Massachusetts Executive Office for Administration and Finance (A&F) is principally solving this gap through spending reductions, crafted with the care and thoughtfulness that has characterized prior effects by Governor Patrick to close emerging budget gaps.

Unfortunately, the Community Innovation Challenge (CIC) grant program is one of the many programs across the state government that has been reduced. This reduction to the CIC program does in no way change the Administration's commitment to our 351 municipal partners or to our support for your innovative ideas. Rather, it is a part of a shared sacrifice across state government. A full list of the reductions is available here: <http://www.mass.gov/anf/budget-taxes-and-procurement/state-budget/fy15-budaget-cut-information/>

Since 2012, the Patrick Administration invested \$10.25 million in this program to incentivize innovation thought and regionalization at the local level. You and your colleagues across the state responded by submitting thoughtful proposals which resulted in 74 unique projects engaging 82% of all cities and towns in the Commonwealth.

We are excited by the many unique ideas to create new efficiencies and reduce redundancies across the Commonwealth filed this year. While we are not able to fund your projects this year we do want to provide you with alternative ways to move forward.

- 1. The District Local Technical Assistance (DLTA) program provides funding to the 13 regional planning agencies across the Commonwealth to work with their municipalities on projects involving shared services; and*
- 2. Several state agencies offer subject specific technical assistance and grant programs to assist municipalities with regionalization of specific service es such as the regionalization of 911 response centers.*

Contact information and descriptions of these programs are available through the regionalization assistance available on the CIC website (<http://www.mass.gov/ANF/CIC>), or through the regionalization website (<http://mass.gov/ANF/Regionalization>).

We are happy to set up a time to speak on the phone to talk to you about these and potentially other opportunities to further your program. IF interested, please contact Greg Johnson (Gregory.W.Johnson@state.ma.us) to set up a time to speak with Greg and I. We will keep all of your

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materials on file, and encourage you to explore other opportunities to submit your proposal for funding or assistance.

Thank you again for your time and your strong commitment to the citizens in your community and to the residents of Massachusetts.

Best,

Tim Dodd

Director of Performance Management

Massachusetts Executive Office for Administration and Finance"

A shuttle subcommittee of Cross Town Connect was formed, led by Chris Kluchman, Director of Land Use Management, Westford. Next meeting is December 12, hoping to pass budgets for next fiscal year.

Doug Halley notes by using our transit services more, more will be provided. Use it to the point that you are frustrated that it can't fill your needs. Unmet needs are recorded, but not if you don't call to share them.

Also on Cross Town connect, I used the same day request ability today to do errands in two places in town and it worked well. It is always better to call ahead but if you have sudden need, try calling a dispatcher at 978-844-6809 or go to www.minutevan.net

AB Diversity Coalition – Met on November 20. Janet Adachi wrote the notes for the meeting, which I could not attend. It sounds as if it was a vibrant meeting. The group will soon distribute its final report and has to decide if it will continue to meet.

Acton No Place for Hate – Save the Date: Monday January 19, 2015 (Martin Luther King Jr. Day) morning, for the annual Martin Luther King Jr. breakfast. The speaker has yet to be announced.

Mr. Gowing: ALG meeting 12/11, Metropolitan Planning Organization discussion revolved around public participation for a long range transportation plan or the LRTP, looking for considerably less federal dollars going forward in ways to complete projects that they have committed to while taking on new project. They are working closely with MAPC and MAssDOT to ensure equity across the region and looking for low cost projects to traffic flow – suggested the route 2 rotary and putting road lines in to make it safer.

Consent Agenda

Ms. Green moved to approve consent items. Ms. Osman seconded. All Ayes, UNANIMOUS VOTE

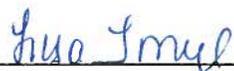
Ms. Green moved to Adjourn, Ms. Osman seconded, All Ayes

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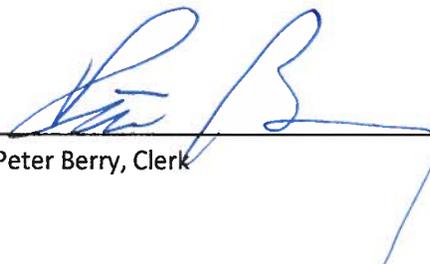
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Meeting Adjourned at 10:00 PM

Respectfully Submitted,



Lisa Tomyl, Recording Secretary



Peter Berry, Clerk

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