

SELECTMEN'S MINUTES

October 12, 1999

Present: Herman Kabakoff, F. Dore' Hunter, William Shupert, Peter Ashton, and the Town Manager and Asst. Town Manager. Wayne Friedrichs was not present (The meeting was televised)

CITIZEN'S CONCERNS

None were presented

Y2K UPDATE - The Police and Fire Chiefs were in to discuss the Y2K arrangements within our municipality. Herman wanted to take the opportunity to discuss the issue and assure the citizens we are among the few communities that are ready.

Bob Craig wanted to let the Board to know where the departments are in regard to the compliance of Y2K. They have been developing contingencies and working with State and Federal departments. He assured the Board that we would be prepared in the event of any problems. The Police Chief as well as the former Police Chief who was very attentive to this issue have been working on this for a year including working with the State as well as it pertains to 911 and all of the equipment. Frank has had concerns about Boston Edison but that they have assured them they are compliance.

Dore' asked about the report on the television. Craig explained that the report said only 14% of communities were currently compliant.

Don noted we have already had the State in to review our computers. Dore' felt that notice to the citizens about restoring gas pilots should be given in case the gas company has problems and the gas is cut off. John said that they were planning a notice in the quarterly to remind citizens of this very concern.

PUBLIC HEARINGS AND APPOINTMENTS

PLOWING OF PRIVATE WAYS

Herman reviewed the list and asked for Board comment. Peter spoke about Wyndcliff and Acorn Park. Don said that Acorn is not ready for acceptance and they will eventually move on the permanent list. Mr. Donohoe of Wyndcliff explained that they are negotiating with the owner that has put up the fence. He asked that they wait until they can see if they can work it out. He will put reflectors

up around the rocks on his easement as they are very large rocks and while he understood that they could damage the plows he would hope that reflectors would do the job.

Trey noted the pavement is deteriorating on Wyndcliff and they noted they are in the process of planning for the repair. They currently have replaced a portion and are putting money together to fix the rest of the street.

DORE' HUNTER – Moved to approve the recommendation before them to plow Private Ways in the 1999/2000 season except for Wyndcliff Drive until further discussion can be held and the issues resolved. PETER ASHTON – Second - UNANIMOUS VOTE.

REENGINEERING PRESENTATION

Bill Mullin thanked all those people who had contributed to the document. Bill noted that one focus of the work was on back office functions and this would help in the consolidation of services. He said we needed to look at cash flow and people tightening. He said that we are better off if we proceed through the net work and would recognize savings.

Beyond the financial benefits, he felt that the taxpayers should know that we have completed the tasks in a collaborative way.

He noted that he does not know what should be done at this point and would refer to the people who know. He said the administrators and political parties would need to interface.

He felt that this plan would create room in the ALG plan, expense reductions, better budgeting, service reallocation, alteration of cycles and getting the cash in faster.

Results on page 16 of the final report indicate savings of 2.4 million to a high of 2.56 in FY2001.

He identified 11 Business cases including quick hits and a Technology Advisory.

In the Glossary of terms and page 54, several issues were noted for future study. Those ideas include creation of a super board, Water District management of sewers, elimination of cross charges, 2 acre zoning and the selling of surplus facilities.

The committee spent 3 months looking at this and felt that the benefits would flow to the bottom line if we do this and it will create room in ALG plan. We will be unique on how we address this new way of thinking.

Herman thanked the people involved. He would advocate the investigations of this report with vigor and to urged the continuation of this effort until its fruition.

Peter said special thanks to Bill and his company and noted the amount of effort that went into it.

Dore' joined the conversation and thanked them for the report.

Herman suggested that Town staff analyzes the report in detail and schedules a separate Board meeting for a large chunk time to address and to go over it and decide how we are to proceed. And also to give us some thought on how to proceed.

Trey felt it needs a separate meeting and to have all others, school, water district present to discuss. He felt that the BOS in concert with other boards need to provide leadership to Don on how they want to proceed and what they wanted investigated. He wanted to get a win under our belt and continue to review.

Peter noted he agrees with Trey that they as a board and other boards need to step up and look at this in detail and they will not be easy decisions. He felt to leave it to town staff to look at it has risks and further down the road we could include them. He felt that we needed to set aside a meeting and determine what makes sense and what doesn't. He noted the shared services would be reviewed and how back office functions would be handled as well as all the other cases.

Herman wanted to have a time and date put to this future discussion. He has listened to Trey and Peter's comments and noted the shared service and NESWC and Health Trust could be one item discussed.

The Board decided to schedule a working meeting in which they could discuss the report. November 2nd was the first choice with the 19th of October and/or 16th of November. It was decided to hold the meeting on the 2nd of November.

DORE' HUNTER- Moved to direct staff to advise us on how we can best address the Insurance Trust, NESWC and further to include other items including the quick hits section. **TREY SHUPERT** – Second. **UNANIMOUS VOTE**

Dore' said that the school will be meeting to discuss this on the 11th of November. He felt a lack of specified numbers would need additional data.

NORTH BRIAR – SIDEWALK REQUEST

Jesse Liberty gave an overview of the request for sidewalks. Dore' noted that they are always very sympathetic to their needs and the needs of the community. He asked Don if we have enough money to fund this. Don said they have issues of crossing and coming down the street to the crossover at Ledge Rock way. He thinks a crosswalk at either place was dangerous. He felt we need to keep them on their side until they reach the Park. Other issues including the culvert crossing. We have a three-year backup for sidewalks and we just don't have the manpower. Don felt we needed to readdress this at the next budget review.

Peter felt that we created Nara and would urge the Board to take action to put this high on the priority list for addressing.

Dore' felt we should have the Manager bring back at the next meeting to review where we are on this issue. He felt that that we could look at the priority list and review it at the next meeting.

Trey wanted to see if the sidewalk could be brought down to the apartments to solve a problem with a total solution in mind.

SELECTMEN'S BUSINESS

APPOINTMENT OF LABOR COUNSEL - Don outlined the process to secure new counsel. They narrowed it down to two firms and individuals. They choose Kingston and Hodnett to represent us. He noted that they were most like former counsel Henry's Stewart in approach and style. **DORE' HUNTER** - Moved that the firm of Kingston and Hodnett be appointed as our Labor Law Counsel. **TREY SHUPERT** - Second. UNANIMOUS VOTE.

SEWER - Dore' said we have now received the DEP Consent Decree regarding the School Campus.

HISTORIC DISTRICT GARDNER FIELD - Dore' wanted to follow up on the issue. Don said that he felt he would have an answer in the near future.

POLICE STATION CONDITION – Dore' suggested that other decision-makers be asked to tour the facility to see its condition.

CONSENT AGENDA

TREY SHUPERT - Moved to Approve with the addition of Maison Maison's request for a one-day Liquor License – PETER ASHTON – Second –UNANIMOUS VOTE.

TOWN MANAGER'S REPORT

StreetLight Purchasing - John Murray made a presentation on the history of purchasing streetlights. Dore' felt we need to set some type of policy and he wanted to see if developers might be asked to place them in new neighborhoods such as the same manner as we ask for sidewalks.

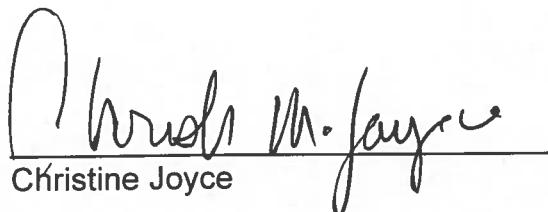
Peter asked about maintenance. John said that we would be opening the bids for that service next week. John said that Littleton is very interested in providing the power and maintenance.



Clerk

11/2/99

Date



Christine Joyce

October 9, 1999

TO: Board of Selectmen
FROM: Herman Kabakoff, Chairman
SUBJECT: Selectmen's Report

AGENDA

October 12, 1999
7:30 P.M. - Room 204

I. CITIZEN'S CONCERNS

II. PUBLIC HEARINGS & APPOINTMENTS

1. 7:31 **PLOWING OF PRIVATE WAYS** – Enclosed please find requests and Staff comment for Board review.
2. 7:45 **RE-ENGINEERING PRESENTATION** - The Re-Engineering Committee will present its final report to the Board of Selectmen for consideration.
3. 8:15 **NORTH BRIAR SIDEWALK DISCUSSION WITH MR. LIBERTY** - Enclosed please find materials submitted by Mr. Liberty.

III. SELECTMEN'S BUSINESS

4. **APPOINTMENT Of LABOR COUNCIL** – Enclosed please find materials related to Labor Counsel. The Town Manager will seek the Board's appointment of counsel.

5. OTHER BUSINESS

IV. CONSENT AGENDA

6. **ACCEPT MINUTES** – Enclosed please find minutes of September 14, 1999, for Board acceptance.

7. **COMMITTEE APPOINTMENT** - Enclosed please find a request and VCC's recommendation to appoint Mr. James Bray as an Associate Member of the Recreation Commission for term to expire 6/30/2000 for Board action.

8. **ACCEPT GIFT** – Enclosed please find a request from the West Acton Library for Board acceptance of a gift of money.

9. **BON FIRE REQUEST** - Enclosed please find a request and Staff comment regarding the Annual Thanksgiving Eve Bonfire Permit for Board action.

V. TOWN MANAGER'S REPORT

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.

Oct. 26
Nov. 9
Nov. 23
Dec. 7
Dec. 21

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 Fincom, 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)