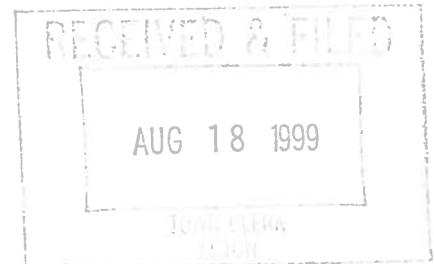


SELECTMENS MEETING JUNE 22, 1999



PRESENT: Herman Kabakoff, Chairman, Dore' Hunter, Peter Ashton and Trey Shupert. Town Manager Don Johnson and Assistant Town Manager John Murray were also present. Wayne Friedrichs was not present. (The meeting was televised by cable.)

CITIZEN CONCERNS

None Expressed.

PUBLIC HEARINGS AND APPOINTMENTS

HARTLEY MILLETT PLANNING BOARD INTERVIEW

Mr. Millett was present seeking a full member appointment to the Planning Board. The Board thanked Mr. Millett for applying. Mr. Millett indicated that he is involved with Acton Bluebird group which evolved into him seeking appointment to the Planning Board. Herman asked Mr. Millett if he was familiar with the Master Plan. Mr. Millett indicated that he has glanced at the Master Plan but has not had the opportunity to study it. Trey asked Mr. Millett what the most positive improvement he has seen in Acton as his 19 years as a citizen. Mr. Millett indicated that the preservation of the character of Acton is the most positive improvement. Dore' asked Mr. Millett if there were any residential developments in Acton that he has problems with. Mr. Millett indicated that he has no problems with any residential development. Dore' asked Mr. Millett how he felt about future water resources support for new residential areas. Mr. Millett indicated that he would need to look into it. Dore' asked Mr. Millett if he attended Town Meeting. Mr. Millett indicated that he had attended some. Dore' indicated that as a member he would have to attend Town Meetings. Peter asked Mr. Millett's opinion regarding the construction of sidewalks. Mr. Millett indicated that he supported sidewalks. Peter asked if he has had a chance to read the Zoning Bylaw. Mr. Millett indicated that he has glanced at it. TREY SHUPERT - Move to appoint Hartley Millett as a full member of the Planning Board with a term to expire June 30, 2004. PETER ASHTON - Second. UNANIMOUS VOTE.

YEAR END PROGRAM

Dore' spoke in support of the GUI purchase, however, he now feels that this purchase should be brought back at another Town Meeting after more preparation. Dore' indicated that the Finance Department is short an Assistant Finance Director and is concerned with the potential to think that this position is not needed. Dore' indicated that this GUI purchase is needed to alleviate staffs workload. Dore' thanked Sharon Summers

for all her hard work. Dore' also spoke about a request from the FINCOM for some financial data which would be an easy request to fill with a GUI system. Dore' will look forward to bringing the GUI system back at Town Meeting. Don indicated that we have advertised for the Finance position on a broader scope including headhunters in the hopes that we will locate the right person. Dore' commended John and Tess for keeping the department going. Trey thanked the public for the e-mails he received with feedback relating to purchase of a GUI system. Trey indicated that the E-mails consensus indicated that everyone feels that a GUI system should be brought back at a future Town Meeting. Trey asked all citizens to try their home computers in DOS without the use of a mouse and stated that he did it for an hour and it was confusing. Trey also stated that a Town the size of Acton should have an Information Systems Consultant. Trey indicated that it is incredible that Tess is able to perform all the jobs she does. Trey also indicated that we have motivated our employees to return unused monies and in return we should spend some money on capital items. Herman indicated that extra money turned over to free cash has been identified from sources. Herman stressed that we have never used any year end money to hire personnel. Peter stated that the issue is staffing with the Finance department and the goal to fill the empty positions should be done within six months. Peter also stated that he is pleased with results of our last meeting and thanked all citizens for their E-mails. Peter also stated that he has concerns with going against the vote of town meeting.

TOT PLAYGROUND ON ELM STREET – Peter stated that his concern with this expenditure is whether or not there is a real safety issue with the existing playground. Don indicated that some elements of the existing playground are structurally unsound. Don stated the safety issues need to be taken care of which include maintenance, some pinching issues, and at least one of the jungle gyms needs to be removed. Don stated that both existing jungle gyms should come out. Don anticipated that installation, removal, and maintenance would be approximately \$8,000 - \$10,000. Peter asked if there is a schedule of maintenance with other playgrounds. Don stated that we currently try to keep up with the maintenance of playgrounds. Dore' asked whether this should be spent out of year end monies or FY 2000 budget. Don stressed that this needs to be done as soon as possible. Herman agrees with the Recreation Director, Nancy McShea's recommendations. Trey agrees with Don's recommendations, however, he would like to see a volunteer group come forward to work on improving the playground. Laura Sikalis upcoming chairman of the recreation commission stated that the slide should be removed also and disagreed with Trey that this should wait for a volunteer neighborhood group to make the improvements. Vanetta Hunter, Recreation Commission member, stated that this area may not be able or equipped to form a neighborhood group and conduct fundraisers. Ms. Hunter indicated that some of the structures are adequate and some need to be taken down and stressed the need for younger age apparatus for this playground. Ms. Hunter also indicated that other playgrounds in Acton are in need of more base for safety. Ms. Hunter stressed that there must be a 12 inch base. Ms. Hunter also stated that she supports the upgrade to the Elm Street playground and the safety issues of the other playgrounds. **PETER ASHTON** – Move to appropriate \$10,000 from year end funds to be used to make the necessary changes to Elm Street playground per the Town Manager's recommendations. **TREY SHUPERT** - Second. **UNANIMOUS VOTE**.

EDIC PRESENTATION

Josh Chernin thanked the Board for the opportunity to speak and stated that they would like the Board's ideas and comments regarding the EDIC and also want to bring the Board up to speed on the committee's accomplishments. The EDIC is seeking to establish itself as a separate Corporation from the Town. Mr. Chernin stated that if the Selectmen wish they can approve a Board of Governors as a development corporation. Mr. Chernin indicated that the a decision needs to be made regarding whether or not the EDIC should establish itself as a corporation and take the fast approach to achieve corporation status. Mr. Chernin provided the Board with a copy of his slide presentation. Mr. Chernin indicated that Acton is considered by Mass Development as a wealthy Town which makes us not eligible for low interest loans whereas Maynard and Hudson are eligible. Mr. Chernin indicated that Mass Development has been supportive to our efforts along with Senator Pam Resor and the Department of Community Development. Mr. Chernin stated that the purpose of this presentation is to ask the Board what they think of the EDIC concept and should the EDIC proceed. Dore' thinks it's a tremendous idea and recommended that we go forward. Dore' asked where the funding starts. It was stated that Mass Development will seed the money to the communities to get the process started and then down the road bonding will be needed through the EDIC not the Town. He also indicated no funds would be required from the Town. Dore' asked if there is an existing organization in the state and has the separation of the town and the EDIC been tested in court yet. Mr. Chernin indicated that the Town of Amherst is similar to Acton and there are about a dozen communities that have this in place already. It was stated that now is the time to act since Mass Development is willing to help seed the money. Mass Development Finance Agency has promised us financial assistance. Mass Development has also offered to help the EDIC if a parcel comes before the EDIC is completely formed. Peter asked the success rates of other communities. Donna stated that a few of the communities have done trail blazing through the legislature but Acton does not qualify. Dore' stated that assuming we go on the fast track, it only gives a couple of months to get the facts out correctly. The Board indicated that they think this is worth the risk. Josh Chernin indicated that Senator Resor has indicated to him that she is willing to take the risk. Trey has worked with two EDIC's one in Marlboro, stating how much assistance they lend and how tremendous they are. Trey asked if they are prepared for the workload the fast track approach will take. Mr. Chernin indicated that the committee is prepared and will keep the public educated. Mr. Chernin feels that they should go the fast track and if they find they are not ready they will pull back. Peter suggested that an article be placed in the Beacon to get the ball rolling. Herman stated that the consensus of the Board is to endorse this endeavor and stated that a presentation needs to be made to the FINCOM along with a draft a warrant.

WILLIAM MULLIN OPERATIONAL EFFICIENCY COMMITTEE

Bill Mullin stated that he is pleased to be here tonight and thanked the Board for the opportunity to speak with them. Bill presented the Board with some background, stating that a lot of people have spoken with him regarding re-engineering the town. Bill stated the goal of the Re-Engineering Committee is to identify financial savings for the

Acton community. Bill stated that the purpose of the committee is to come up with an interesting way to get a quick result with as much substance as possible in a short amount of time. Bill also stated that it is important to have a broad scope with no overlapping of town services. Bill anticipates that recommendations will be needed through all the re-organizational processes. Bill stated that this process will give the town approximately 60% to 80% of efficiency, however, it is 60% to 80% more than we have now. Bill would also like to see the two active groups, ACTS and CARE involved in the thought process of this group. Herman thanked Bill and stated that he cannot see anything but improvement this committee will take on. Peter stated that he was very enthusiastic about this committee. Bob Miller and Bill Mullin have worked on many of these projects within their day to day jobs. Dore' stated that he appreciated the time commitment that this committee will take. Bill provided the Board with scheduled brainstorming sessions. Bill encouraged the public to attend all meetings and all meetings will be at town hall. Trey stated that this is a great process. Bill stated that they could always use volunteers and any expertise the public is willing to give.

SELECTMEN'S BUSINESS

BOARD AND COMMITTEE REAPPOINTMENTS

The Board reviewed and approved the Boards and Committees reappointment list effective June 30, 1999. DORE' HUNTER – Move to appoint Susan Richmond, Catherine Coleman and Jo Goldman as Associate Members to the Acton Boxborough Cultural Council with a term to expire June 30, 2000. PETER ASHTON – Second. UNANIMOUS VOTE.

DORE' HUNTER – Move to appoint Nancy Tavernier as a full member of the Acton Community Housing Corp. with a term to expire June 30, 2002. PETER ASHTON – Second. UNANIMOUS VOTE. The Board stated that Trey Shupert will be the ex-officio member to fill Nancy Tavernier's space.

DORE' HUNTER – Move to appoint Lester Goodridge and Donald Rhude as full members to the Board of Assessors with a term to expire June 30, 2002 and ask the sunsetted James Kotanchik to stay on as an Alternate member with a term to expire June 30, 2002. HERMAN KABAKOFF – Second. UNANIMOUS VOTE.

DORE HUNTER – Move to appoint sunsetted member Mark Conoby as an associate member to the Board of Health with a term to expire June 30, 2000. HERMAN KABAKOFF – Second. UNANIMOUS VOTE.

PETER ASHTON – Move to appoint all other appointments listed on attached sheet. TREY SHUPERT – Second. UNANIMOUS VOTE.

MANDATORY SOCIAL SECURITY COVERAGE

Herman stated that he requested that this be placed on the agenda. The proposed Social Security mandate would require people in the current workforce to pay approximately 17 to 20% of their wages. John stated that this mandate would be a major financial problem if it gets passed. Peter asked John to work on this issue stating that every piece of social security reform via MMA and the Schools need to be mobilized. John indicated that Washington seems to be deadlocked this year which may be good for us. John stressed the need to reform. Dore' stated that this issue should be brought to ALG and an ad should be placed in the paper. Don was asked to draft something to the Beacon stating that people should contact MMA regarding this mandate. The Board also stated that the Schools should write their own letter to the papers and MMA.

PLANNING BOARD APPOINTMENT EDWIN PEARSON

PETER ASHTON – Move to appoint Edwin Pearson as a full member of the Planning Board with a term to expire on June 30, 2004. TREY SHUPERT – Second. UNANIMOUS VOTE.

OTHER

SEWER ACTION COMMITTEE– Dore' stated that the committee met on June 9th and John Murray presented those present at the meeting with a cost analysis. John is recommending 30 year bonding to make it more attractive to the average homeowner. Dore' indicated that he asked John to make a plan that will work. John stated that he plans to stretch funding to be cash positive. John Prendiville has asked for additional funds for repairs. Andrew Gotlieb from the DEP has suggested that there are two ways to make this work and get an extension. Dore' stated that there is a need to set up a special town meeting and then work backwards to get the ball rolling.

ARTICLE IN BOSTON GLOBE – The Boston Globe had an article in the paper stating that Wilmington is going after new taxes on limited growth. John indicated that Acton has not jumped on the bandwagon stating that the DOR has not written the regulations, however, John and Brian McMullen are putting together a plan. The goal of the plan is to show how it will work and still keep the costs low. John stated that we anticipate getting this plan out before the end of the summer. The Board agreed that the plan is a good program but an administrative nightmare. Trey stated that we should continue to explore additional funds. Don stated that he has seen some reasons to hold back but we are working on it. Don also stated that a GIS data base will help if we choose to adopt this plan. John stated that Brian McMullen is calculating the potential impact.

MAXIMUM WATER WITHDRAWAL PROBLEM – Dore' asked Don to do some forward thinking on the water problem. Indications are that Acton is coming up on their maximum water withdrawal limitation. Dore' suggested that Don speak to Town Council regarding this issue. Dore' stated that we should question whether we have enough water for the future and future development. Dore' stated that it is important to think about this potential problem before it happens.

FIRE CHIEF – Herman wanted to thank the Fire Chief and all the mutual aids towns for the help with the apartment fire. The Board asked Don to send a letter thanking all ten mutual aid towns. Herman also noted that the Red Cross is seeking money contributions for aid to the victims. The Board also commented on the ladder trucks usefulness at both the school and apartment fire.

CONSENTAGENDA

DORE' HUNTER - Move to approve the consent calendar with the additional sewer bond item and pulling off the Varum Tuttle Gift Fund request. **TREY SHUPERT** - Second. **UNANIMOUS VOTE**.

TOWN MANAGER'S REPORT

SENIOR WORK PROGRAM

Don asked the Board to allocate \$7500 from the Audubon Hill gift fund to fund a senior work program. Don anticipates that we could utilize approximately 15-17 people with this funding. Don suggested that we start the process and work out the bugs as we go. Don also indicated that we are currently trying to make jobs available for the seniors within the school system. Peter stated that this is a pilot program and we should expect bugs. Peter also stated that a request be made to the chairman of the school committees seeking their involvement in the Senior Work Program. Don indicated that the Council on Aging is currently training seniors on the use of the internet. Peter stated that it is important that this program be marketed so the seniors know it is out there. Peter stated that better qualification standards to qualify an applicant are needed and suggested that age or income criteria be used. It was stated that applicants who are 65 years of age and have lower incomes be utilized first. **PETER ASHTON** - Move to appropriate \$7500 to fund the Senior Work Program. **TREY SHUPERT** - Second. **UNANIMOUS VOTE**.

KELLEY'S CORNER TRAFFIC SIGNAL

KELLEY'S CORNER TRAFFIC SIGNAL – Herman stated that we have previously allocated \$30,000 for upgrade of the signal at Kelley Corner. The upgrade has not been done due to the fact that the Fire Chief asked for an Opticom system to ease with Fire apparatus entering the intersection. The Fire Department applied for and received a \$10,000 grant to place an Opticom system at the intersection. The placement of the

Opticom system requires a more heavy duty controller upgrade on the lights resulting in the need for an additional \$15,000 for this upgrade. Herman stated that this type of expenditure should be used with year end funding and would recommend the purchase. DORE' HUNTER - Move to approve that we spend 15,000 of year end funds to upgrade the traffic light at Kelley's Corner. PETER ASHTON - Second. UNANIMOUS VOTE.


Recording Secretary, Sheryl Ball



Clerk

1999 REAPPOINTMENT LIST

Committee and Members	New Term Ending Date	Date of Original Appt.
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Acton Boxborough Cultural Council 7 Acton Members – 3 year terms

Assoc. Susan Richmond	June 30, 2000	1994
Assoc. Catherine Coleman	June 30, 2000	1996
Assoc. Jo Goldman	June 30, 2000	1996
<i>See box notes 7/20/99</i>		

*(This committee currently has 10 Acton members, exceeding the Charter by 3.
The members listed have been appointed as Assoc. members in order to bring the committee into the Charter Compliance.*

Acton Community Housing Corp. 5 to 7 Members – 3 year terms

Naomi McManus	June 30, 2002	1996
Nancy Tavernier	June 30, 2002	1999
Pam Shuttle	June 30, 2000 (Associate Member)	1996

Committee and Members	New Term Ending Date	Date of Original Appt.
Board of Appeals <i>3 Full members and 3 Associate Members – 3 year terms</i>		
Cara Voutselas	June 30, 2002	(Requests elevation from Alternate to fill opening left by Peter Berry being sunsetted)
Board of Assessors <i>3 Members and 1 or more Alternates – 3 year terms</i>		
Donald Rhude	June 30, 2002	1993 (SS)
Lester Goodridge	June 30, 2002	1998
James Kotanchik	June 30, 2002	1989 (Alternate Member)
<i>(The Selectmen are asked to Sunset Mr. Kotanchik as full member to an Alternate member and to elevate Mr. Goodridge from Alternate to Full Member</i>		
Cable Advisory Committee <i>7 Members – 3 year terms</i>		
Laura Hirsch	June 30, 2002	1993 (SS)
John Covert	June 30, 2002	1993 (SS)
Scott Wieder	June 30, 2002	1996
Terra Freidrichs	June 30, 2000 (Associate Member)	1996
<i>(This committee is not fully manned and would ask that Ms. Hirsch and Mr. Covert be reappointed)</i>		

Committee and Members	New Term Ending Date	Date of Original Appt.
Cemetery Commission 3 Members – 3 year terms		
Brewster Conant	June 30, 2002	1993 (SS)
		<i>(The Commission has no one waiting to serve, therefore Mr. Conant would like to be reappointed.)</i>
Council on Aging 9 Members – 1 year terms		
Angeline Conn	June 30, 2000	1994
Alice Moroney	June 30, 2000	1997
Charles Jenkins	June 30, 2000	1997
Royce Christensen	June 30, 2000	1996
Eleanor F. Voorhies	June 30, 2000	1997
Nancy Gerhardt	June 30, 2000	1997
Marvin Pope	June 30, 2000	1999
Conservation Commission 7 Members, 3 year terms and 3 Associates 1 year terms		
Barbara Epstein	June 30, 2002	1996
Matthew Liebman	June 30, 2002	1996
Andrew Magee	June 30, 2002	1996
Jon Bosworth	June 30, 2000 (Associate Member)	1998

Committee and Members	New Term Ending Date	Date of Original Appt.
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Board of Health
5 members, 3 year terms and 3 Associate Members 1 year Terms

Robert Oliveri	June 30, 2002 (Requests elevation from Associate member to Full Member to fill opening of Sunsettled Member M. Conoby)	1998
Rita Dolan	June 30, 2000 (Associate Member)	1995
Mark Conoby	June 30, 2000 (Associate Member)	1991

Historical Commission
5 Members, 3 year terms and 2 Associates for 1 year terms

Anita Dodson	June 30, 2002	1987 (SS)
William Klauer	June 30, 2002	1987 (SS)
Mark O'Neil	June 30, 2002 (Requests Elevation from Associate to Full Member)	1998

(This Committee is currently short Associates with Mark O'Neil being moved from Assoc. to Full Member to fill David Harris resignation. They request that Ms. Dodson and Mr. Klauer be reappointed)

Committee and Members	New Term Ending Date	Date of Original Appt.
Historic District Commission		
6 Members, 3 year terms and 4 Alternate Members 3 year terms		
Ken Guditz	June 30, 2002	Requests elevation from Assoc. Member to Full Member to fill Sandra Schmitz Sunsetted spot and her request not to be re-appointed.
Donna DeBover	June 30, 2002	1996
Lowell Regional Transit		
1 Member, 1 year terms		
Sheldon Herskovitz	June 30, 2000	1994
Planning Board		
7 Members, 5 year terms and 2 Associates for 1 year terms		
Pat Halm	June 30, 2004	1996
Edwin Pearson	June 30, 2004	1999
Hartley Millett	June 30, 2004	6/22/99
Metropolitan Area Planning Council Rep.		
1 Member for 3 year term		
Patrick Halm	June 30, 2002	1999

Committee and Members	New Term Ending Date	Date of Original Appt.
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Personnel Board

5 Members, 3 year terms and 3 Associates 3 year terms

J. Christopher Mar	June 30, 2002	1995
Lianne Sullivan	June 30, 2002 (Associate Member)	1997

Recreation Commission

5 Members 3 year terms and Associates 1 year terms

Kenneth Frank	June 30, 2002	1997
Edward Flannery, Jr.	June 30, 2002	1997
Vanetta Hunter	June 30, 2000 (Associate Member)	1997

Transportation Advisory Committee

5 Members, 3 year terms and 2 Associates 1 year terms

Edward Adelman	June 30, 2002	1997
Audrey Stuart	June 30, 2002	1997
Ko Ishikura	June 30, 2002	1998
Arthur Wu	June 30, 2000 (Associate Member)	1997

Committee and Members	New Term Ending Date	Date of Original Appt.
Volunteer Coordinating Committee 7 Members for 3 Year Terms		
Nancy Whitcomb	June 30, 2002	1990 (SS)
Doris Prendiville	June 30, 2002	1997

(This committee is not fully manned and request that Mrs. Whitcomb be reappointed)

(SS) (Indicates this person has served at least two terms on committee and becomes Sunsettled this year on June 30th if not reappointed)

appt. 1999 6/28/99

June 18, 1999

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

AGENDA

June 22, 1999
7:30 P.M. - Room 204

I. CITIZEN'S CONCERNs

II. PUBLIC HEARINGS & APPOINTMENTS

1. **7:33 HART MILLETT – COMMITTEE INTERVIEW** – Enclosed please find Mr. Millett's Volunteer Application and recommendation from VCC for Mr. Millett's appointment as a Full Member of the Planning Board with a term to expire June 30, 2004.
2. **7:35 YEAR END PROGRAM** – Continued discussion from the June 8th meeting.
3. **8:00 EDC PRESENTATION** – Josh Chernin, Vice Chairman of EDC will be in to update the Board.
4. **8:30 WILLIAM MULLIN** – Mr. Mullin will be in to discuss his participation with the newly formed Operational Efficiency committee.

III. SELECTMEN'S BUSINESS

5. **BOARD AND COMMITTEE REAPPOINTMENTS** – Enclosed please find materials previously forwarded for Board consideration. The reappointment list is at the back.
6. **MANDATORY SOCIAL SECURITY COVERAGE** – The Chairman requested this to be brought forward from last week's mail packet.
7. **PLANNING BOARD APPOINTMENT** – Enclosed please find a recommendation to move Edwin Pearson from Associate to Regular member of the Planning Board with a term to expire on June 30, 2004.
8. **OTHER BUSINESS**

IV. CONSENT AGENDA

9. **AT & T WIRELESS SERVICES** – Enclosed please find a request for Board acceptance of a contribution for the construction of sidewalks along the frontage of 982-988 Main Street.

10. **ACCEPT GIFT** – Enclosed please find a request from the West Acton Library for acceptance of a gift, as noted.
11. **VARNUM TUTTLE FUND** – Enclosed please find confidential information and staff recommendation for appropriation from this fund. *See Yut*
12. **WEST ACTON CITIZEN'S LIBRARY** – Enclosed please find a donation from the Citizens Library Auxiliary for Board acceptance.

V. TOWN MANAGER'S REPORT

13. **SENIOR WORK PROGRAM** – Enclosed please find staff recommendation regarding the Senior Work Program for Board consideration.
14. **KELLEY'S CORNER TRAFFIC SIGNAL** – Enclosed please find a report from the Town Manager for Board consideration.

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.

July 20 TAC Meeting

August 17

Sept. 14

Sept. 28

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)