

IN BOARD OF SELECTMEN
DRAFT MINUTES
NOVEMBER 14, 1963

In attendance: Edward E. Kreitsek, Richard C. Venne, G. Paul Draheim, Executive Secretary.

1. Town Accountant: The Selectmen are happy to announce that Clifton F. Giles has begun to resume his duties as Town Accountant and are very pleased that he will be able to continue in this position.
2. Meeting with Fire Chief: The Selectmen met with Fire Chief St. Germain. The discussion centered on the need for additional full-time firemen and the results of a recent survey of the compensation and fringe benefits of the Fire Departments of surrounding communities. As a result of this review, the Selectmen strongly concur with the general contention of the Fire Chief that the Town must give serious consideration to an increase in the number of full-time firemen and to the issues of adequate compensation and fringe benefits.
3. Minutes: Motion was made, seconded and unanimously voted to approve the minutes of the Meetings of October 31, 1963 and November 7, 1963 respectively.
4. Police Request for Transfer: The Selectmen approved the request of a transfer of \$2,342.50 for the Police Department.
5. Civil Service Payroll: The Selectmen signed the Police payroll form for the Civil Service Department.
6. Meeting with the Personnel Board: The Selectmen met with the Personnel Board to discuss the request of the Selectmen that the combined position of the Executive Secretary-Town Accountant be eliminated and that the part-time position of Town Accountant be reestablished and that the full-time position of Executive Secretary be established. The Personnel Board agreed to the request and established the permanent full-time position of Executive Secretary effective November 1, 1963, and established the temporary part-time position of Town Accountant effective October 28, 1963. The Personnel Board stated that, in the future, efforts must be directed toward assuring that all full-time permanent employees that are under the Personnel By-laws of the Town undergo a physical examination before they are hired. It was pointed out that such examination would protect the Town from certain liabilities which might arise due to disability procedures. The Selectmen strongly urged that such a procedure be adopted. Both Boards agreed that definite rules and procedures are to be established regarding the hiring and classification of full-time permanent employees; the Selectmen stated that, when such procedures are established, they will do all they can to see that they are enforced. Further, it was agreed that, as a matter of routine, a copy of payroll records is to be made available to the Personnel Board.
7. Meeting with Mr. Carl Sheridan: The Selectmen and Mr. Sheridan reviewed the site plan for the Framingham Trust Company which is to be erected at the easterly end of the Star Market. The Selectmen noted that a building of the size to be constructed by the bank (64' x 24') was already included in the original site plan. The Selectmen, having already approved the original site plan and agreeing that the installation of drive-up windows does not constitute a change in the site plan, stated that no action on their part was necessary. They did suggest that the Selectmen be furnished with a more detailed plan of location of the drive-up windows and the precautions to be taken to insure an orderly flow of traffic. The Selectmen suggested, too, that the contemplated location of a sign would be in violation of the existing by-laws and, therefore, it would be necessary to go before the Zoning Board of Appeals. They further suggested that, as their proposed sign by Star Market, that the bank endeavor to become a co-petitioner with the Star Market.

8. Brush and Stump Disposal: The Selectmen agreed that they would be willing to consider Mr. and Mrs. Ernest Ferguson's claim for compensation from the Town for furnishing a depository for brush and stumps for a period beginning September 1962 until the time the Fire Marshall declared the property to be a fire hazard upon the receipt of more details regarding the dollar amount of the actual claim.
9. Landham Road Bridge: The Selectmen directed the Town Counsel and Executive Secretary to meet with Mr. John Adams of the Department of Public Works to discuss all possible avenues which are open to the Town in terms of costs, sources of funds and to suggest an expeditious manner of attacking the problem.
10. Police Appointments: It was moved, seconded and unanimously recommended that the appointment of Nicolas Lombardi and Valmore White to the position of Police Sergeant. The Selectmen recommended that the Police Chief notify the Personnel Board of his intention and furnish them with a notice of the candidates having passed the Civil Service requirements.
11. Letters: The Selectmen reviewed and approved the letters to be sent to the Finance Committee, to the residents of the Town concerning Talent Search effort, to the Town officials, committees and boards concerning long range fiscal planning.
12. Civil Defense: It was moved, seconded and unanimously adopted that the Wayside Inn be authorized as Civil Defense fall-out shelter. At the present time, the Selectmen felt that the use of the Lincoln-Sudbury Regional High School would not be advisable, because it would be incompatible with the school operations.
13. Signs: The Selectmen will notify the Town Engineer of the request for school signs to be erected on Concord Road in the vicinity of St. Hubert's School and ask that he prepare such signs. Referred the application of Sudbury-Wayland Lions Club for permission to erect a sign to the Zoning Board of Appeals.
14. Colonial Auto Site Plan: The Selectmen deferred action on the Colonial Auto modified site plan.
15. Violation: The Selectmen referred action on a zoning by-law violation to Town Counsel.
16. Street Light: It was moved, seconded and unanimously approved that a light be installed on pole number 12 on Lincoln Road.
17. Roads: Questions pertaining to Stone Road, Dorothy Road and West Street were referred to the Highway Surveyor.
18. Petition to Park Trailer: A petition for permission to place two 40' x 10' trailers on property on Butler Road was referred to the Building Inspector.

Adjourned 2:00 a.m.

Respectfully submitted,

G. Paul Draheim, Clerk
Board of Selectmen