

## Selectmen's Agenda Items

### Follow-up Status

11/23/2011 18:02							
Item	Task(s)	Date(s)	Point	Current	Est. Date		
		Discussed	Persons	Status	Completion	Comments	
Tracking System	Develop draft	8/31/2011	Terri	Completed	Completed		
	Track items, keep up to date	8/31/2011	Terri	Ongoing	Ongoing		
	Place tracking system on web	9/13/2011	Karen Pare	Completed	Completed		
Hardscrabble Road	Phase I soil report		Matt Marro	Draft received	Completed		
	Discuss draft with consultant		Matt, Terri	Completed	Completed		
	Final report		Matt, Terri	delayed-family emergency			
	Survey parcel		Matt Marro	Underway	12/5/2011		
	Central Register ad for unique parcel		Stan, Terri	Ad placed 11/18, running 11/30	1/1/2012		
	Appraisal		Matt Marro	Obtaining quotes	12/15/2011		
Health Insurance Legislation	RFQ for consultant		Terri, Jamie	Completed	Completed		
	Consultant appointed: EBS		BOS	Completed	Completed		
	Invite Unions to join IAC	9/13/2011	Jamie	Completed	Completed		
	Non Union vote on IAC member	10/12/2011		BOS to vote	Completed		
	Retiree IAC member chosen	10/12/2011	Terri, BOS	BOS to vote	Completed		
	EBS begins meeting with IAC		EBS	Ongoing since 10/19/11	Ongoing		
2nd floor Police station repairs			T. Rutherford	On Hold	Unknown	Delay obtaining materials	
140 Club	Research license restrictions	8/31/2011	Donna, Terri	Completed	Completed		
Vault	Check grants: Firelock website	8/31/2011	Terri, Dawn	Completed	Completed	funding via CPA	
	Notify Lieb and Kang	8/31/2011	Terri, Donna	Completed	Completed		
	Negotiate with Kang	8/31/2011	Russ, Terri	Completed	Completed		
	Kang to supply work timeline	10/19/2011	Kaffee Kang	Completed	Completed		
	Appoint Building Committee	10/19/2011	BOS	Completed	Completed	1st mtg held 11/16	

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Tri-Town Housing	Get deadline for BOS decision	8/31/2011	Terri	Completed	Completed	W. Boylston notified	
BOS annual goals	Develop Action Plan	8/31/2011	Terri	Completed	Completed		
	Review/update BOS bi-monthly	8/31/2011			Ongoing		
Town Administrator goals	Write up goals	8/31/2011	Terri	Completed	Completed		
Burpee Road	Widening road	8/24/2011	Bill Tuttle	Completed	Completed		
ADA compliance	Self-Evaluation	9/13/2011	Matt Marro	Bldg walk-thrus complete	12/15/2011		
	Transition Plan	9/13/2011	Matt Marro		12/15/2011		
MRPC Vis. Counc.: Master Plan	Ask 3 BOS questions	9/13/2011	Terri	Completed	Completed		
Procurement questions, forms	Items requested by Chairman	9/28/2011	Terri	Completed	Completed		
Snow shovel plan	for Town Buildings	10/12/2011	Tom R	Completed	Completed		
Potential raising of fees	Collect comps, estimates	10/12/2011	Terri, DHs	Discussion at DH mtg 12/6	May ATM		
CycloCross bike event	Answer questions, insurance	10/12/2011	Terri, Judy	Completed	Completed		
Post Fin Com/ATM calendar	on town web site	10/12/2011	Karen Pare	Completed	Completed		

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Terms of boards/committees	Determine term: Cultural Council	11/9/2011	TA, Donna	completed	completed		
	Determine if 5 year term allow	11/22/2011	TA	completed	completed	allowed in MGL	