



BOARD OF SELECTMEN

Meeting Minutes

Monday, February 22, 2021

7:00 PM

Virtual Meeting

Present: Jon Benson, Dean Charter, David Martin, Joan Gardner, Jim Snyder-Grant, Town Manager John S. Mangiaratti

Absent: None

Mr. Benson called the meeting to order at 7:00 PM. It was a virtual meeting with no Board members in physical attendance and it was broadcast via Zoom.us virtual meeting platform.

I. Regular Business

1. Citizen Concerns

Charlie Kadlec questioned the Board any updates in regards to the School Committee Zoom meeting incident with the investigation by Acton Police Department. Mr. Mangiaratti will follow up with the Police Chief for any updates, and present any information at the next Board meeting during his Town Manager Update.

2. Chair Update/Town Manager Update/Members Minutes

Mr. Benson announced February as Black History month and thanked the Boxborough Historical Society, First Parish Church of Stow and Acton, and Vivian Birchell of Acton TV for their efforts. Former Selectman Wayne Friedrich passed away on 2/19. The Board meets again on 3/1, with an Executive Session to cover 2 matters.

Mr. Mangiaratti announced that QinRui Pang has been promoted to Town Engineer. Qin has worked for the town for several years and is excited for her new role with the town. The town received notification that the S&P bond ratings has been re-affirmed the town's AAA bond rating. The Town Manager's recommended Budget report will be presented on 3/1, as well as the 10 year capital plan. Town employees and members of Boards and Committees begin Diversity training this week. The recent fire in Boxborough that affected 22 families has our social service team providing support as needed. One of our Acton firefighters, Chuck Dunnigan, recently lost his home in a fire last week. Members of the community and town employees are pulling together to assist him and his family. There are two public forums; 19-21 Maple Street 2/24, and High Street Safety Audit on 2/4. The High Street Safety Audit provides residents the opportunity to voice concerns regarding High Street.

Mr. Snyder-Grant announced on 2/25 the League of Women Voters and Green Acton are hosting a forum regarding plastic recycling. Spoke with Greg Hutchings, Chair of the VCC regarding approximately 26 committees that are down in membership and



working on ideas to increase memberships such as producing videos to inform the public what their responsibilities are and partner with Acton TV to produce the videos, possibly update the town website to promote volunteering. MR. Snyder-Grant is looking to place a previous warrant article regarding encouraging car charging stations in commercial locations back on the 2021 Annual Town Meeting after it was removed in 2020 due to concern of length of the meeting, and would like to have it on an upcoming Board meeting for discussion.

II. New/Special Business

3. 7:10 PM Site Plan Special Permit #9/28/2020, 67 Powder Mill Road (continued from December 7, 2020)

Mr. Benson opened the hearing and read the public hearing notice. The petitioner has requested a continuance to March 15, 2020 at 7:10 PM. **Ms. Gardner moved to approve the continuance, seconded by Mr. Snyder-Grant. Mr. Martin called roll:**

Mr. Snyder-Grant – aye

Ms. Gardner – aye

Mr. Charter – aye

Mr. Benson – aye

Mr. Martin – aye

The Board voted 5-0, the motion carried

4. COVID Response Update

Mr. Mangiaratti updated the Board regarding a vaccine clinic that was held on Saturday at the RJ Grey Jr. High School. 100 doses were administered, and a mobile unit administered additional vaccines to homebound seniors. Mr. Mangiaratti is working with collaborating with surrounding communities to develop a regional partnership to qualify as a regional vaccine site to meet state guidelines and requirements. There are currently 27 residents in isolation – a downward trend from last report. The total number of cases in Acton since last March is 749.

5. Feasibility Study Presentation of Establishing a Regional Emergency Communications Center for Acton and Concord

Town Managers, Police and Fire Chiefs from Acton and Concord presented the results of a feasibility study of establishing a regional dispatch center involving the Towns of Concord and Acton (Regional Emergency Communication Center). The study highlighted that forming a district would improve services, access to resources and reduce annual costs. After several questions and comments from Board members and the public, the Board authorized the Town Manager to move into the next phase of regionalization process.



6. Review Public Feedback from Drive-Up Window Outreach Effort and Discuss Next Steps

Planning Director Kristen Guichard presented to the Board results of 2 public forums evaluating the interest in zoning changes to allow for drive up windows to include pharmacies and restaurants, currently only banks are allowed. The Board instructed the Planning Division to prepare a proposed by law change to include all three. The draft by-law will be presented to the Planning Board at a public hearing in March.

7. Designate the RJ Grey Junior High School as the Single Polling Location for All Precincts

Ms. Gardner moved to approve the single polling location for all precincts to the RJ Grey Junior High School, seconded by Mr. Martin. Mr. Martin called roll:

Mr. Snyder-Grant – aye

Ms. Gardner – aye

Mr. Charter – aye

Mr. Benson – aye

Mr. Martin – aye

The Board voted 5-0, the motion carried

8. Approve the Acton Community Housing Corporation Request for Proposed Spending for Housing Needs

Janet Adachi, Chair of ACHC briefed the Board on the on the memo submitted for consideration to approve proposed spending for housing needs up to \$15,000 utilizing the Community Services Coordinator. **Ms. Gardner moved to approve the request of the Acton Community Housing Corporation to spend up to \$15,000 from discretionary gift funds for housing needs in Acton, seconded by Mr. Martin.**

Mr. Martin called roll:

Mr. Snyder-Grant – aye

Ms. Gardner – aye

Mr. Charter – aye

Mr. Benson – aye

Mr. Martin – aye

The Board voted 5-0, the motion carried

9. Economic Development Update

This topic was passed over to be discussed at a future meeting

10. Discuss Acton Water District PILOT Agreement for Solar Project

This topic was passed over to be discussed at a future meeting.

11. Discuss Disposition of 3 School Street

Mr. Mangiaratti explained to the Board the brief history of the property on the Board's agenda. Town Meeting authorized the Board to dispose of the property. The town put out an RFP a year ago and received one response to purchase the property,



but not a organized plan what the property would be used for. Another RFP was re-issued in hope the property would be considered for affordable housing. A proposal was received by Habitat for Humanity; town staff felt the proposal would be more suited for the vacant property at 26 Carlisle Road. The town was approached by an interested party regarding use of the property for a creative educational purpose, and acquiring the property, and restore to its previous historical facade. Mr. Mangiaratti requested the Board to approve sending out another RFP so the interested party can put a bid in. The Board agreed to move forward with another RFP.

III. Consent Items

Mr. Snyder-Grant held consent item 14. **Ms. Gardner moved to approve content items 13, 15-19 inclusive, seconded by Mr. Martin. Mr. Martin called roll:**

Mr. Snyder-Grant – aye

Ms. Gardner – aye

Mr. Charter – aye

Mr. Benson – aye

Mr. Martin – aye

The Board voted 5-0, the motion carried

Mr. Snyder-Grant requested to add the documents used after the ES meeting minutes. Minutes will be updated and placed on consent at the next Board meeting. Board took no action on consent item 14.

12. Further Discussion of Kmart Parcel

This item was deferred to a future meeting

Ms. Gardner moved to adjourn, seconded by Mr. Martin. M. Martin called roll:

Mr. Snyder-Grant – aye

Ms. Gardner – aye

Mr. Charter – aye

Mr. Benson – aye

Mr. Martin – aye

The Board voted 5-0, the motion carried. Meeting adjourned at 9:18 PM.

Documents and Exhibits Used During this Meeting

- Agenda, February 22, 2021
- Public Hearing Notice, Agreement for Time Extension, and Letter from D'Agostine, Levine, Parra & Netburn, PC
- Feasibility Study Executive Summary
- Drive-Up Windows Zoning Amendment Memo, January 28, 2021
- Email from Eva Szkaradek, February 1, 2021
- ACHC Request for Proposed Spending Memo, February 9, 2021
- Meeting Minutes, January 25th and February 1, 2021



- Committee Appointment Recommendation, Daniel Molloy and David Cote, email from Jon Benson, February 5, 2021
- Committee Appointment Recommendation, Pesha Koski, email from Jim Snyder-Grant, February 16, 2021
- Committee Appointment Recommendation, Neha Saravanan, email from David Martin, February 17, 2021
- Accept Gift Memo, Recreation Department, February 10, 2021