

DEPARTMENT OF PUBLIC WORKS FACILITY STUDY COMMITTEE MINUTES

WEDNESDAY, MARCH 16, 2022, 7:00 PM

TOWN HALL, 472 MAIN STREET, ROOM 9

PRESENT: Dean Charter, Robert Puffer, Roland Bourdan, Fred Flaherty, Erik Larson

ABSENT: Ann Chang, Corey York, Andrea Becerra, Ken Henderson

Noting the time and the presence of a quorum, the meeting came to order at 7:00 PM

I. Administrative Matters

Self-introduction by members

Charge to the Committee from the Select Board was reviewed.

By consensus Dean Charter is to serve as Chair, Robert Puffer to serve as Clerk

Open Meeting Law and Public Records Law were reviewed

Discussion of regular meeting dates/times/locations (Monthly meetings on Wednesdays, 7:00 PM, in person, at Town Hall if possible)

II. Regular Business

No residents were present to express questions or concerns.

Next meeting date to be Wednesday, March 23, 6:00 PM for site walk at existing Public Works Facility, 14 Forest Road, in person, meeting to be posted but no deliberation expected

Next regular meeting to be at 7:00 PM on Wednesday, April 13, in Room 9, Acton Town Hall

III. New/Special Business

Prior Study was briefly discussed

Prioritization of tasks briefly discussed

Meeting adjourned at 7:59 PM

IV. Materials referred to during the meeting

Department of Public Works Facility Study Committee Charge

Agenda for March 16, 2022 DPWFSC meeting

Weston and Sampson Architecture and Engineering Evaluation