



SELECT BOARD
MEETING MINUTES
SEPTEMBER 15, 2025
6:00 PM
ACTON TOWN HALL, ROOM 204
472 MAIN STREET

Present: Dean Charter, Alissa Nicol, David Martin, Jim Snyder-Grant, Fran Arsenault

Additional Attendees: Town Manager John Mangiaratti, Assistant Town Manager Thom Begin, Executive Assistant Lisa Tomyl

I. Regular Business

1. Resident Concerns

Glenn Cote- updated the Board on School Committee business, such as strategic planning, data analysis, enrollment status, engagement of community input through online surveys.

2. Chair Update/Town Manager Update/Members Minute

Mr. Charter noted the DPW Building next meeting 9/24 in 204 at 7 PM reviewing the next documents produced by Arrowstreet, on 9/30 at 7 PM in room 204 will have another Acton 250 speaker series featuring Professor Robert Allison. Mr. Mangiaratti noted the employee professional development day is this Friday and town offices will be closed, there will be an update with the Fire Department Pilot program with a brief ceremony for 2 firefighters recognizing their actions while off duty, updated the status of 2 house bills/home rule petitions. Ms. Nicol announced Oktoberfest in West Acton will be occurring on 9/27 from 10-3 and will have several town tabled events.

II. New/Special Business

3. Updates from Treasurer/Collector Patrick McIntyre

Mr. McIntyre introduced himself to the Board. Addressed the town's debt and the software that helps track the town's debit which is limited to specific town staff for viewing. Town has a new investor that will handle the many trusts with the town beginning October 1st and changing the bank structure to assist earning the town interest and changing the legal services for tax related financial cases.

4. Public Hearings at (or after) the time advertised:

- a. 6:30 PM Use Special Permit (USP) for VIBE Hot Yoga & Pilates for Commercial Recreation Over 2,000 Square Feet Under Zoning Bylaw Sections 3.5.15 (Footnote 9) and 10.3 at 254 Great Road USP#07/24/25-507

Mr. Charter read the public hearing notice. Representing the applicant was Elise Simione, Bernard Gibbons and Melissa Griffin.

The plaza owner has done extensive renovations to bring in business' specific to what their needs are. Ms. Simione introduced herself and what the business offers and their interest in investing into the community with operations in Chelmsford and Westford. No questions from Board members. Nate Ryan, Assistant Planner noted no concerns from the Planning Division. Ms. Nicol noted concerns about septic usage and the amount of gallons of use per day, and what the title 5 plans are. Mr. Gibbons will be working with the Health Division on the exact amount of gallons per day would be used and will be worked on at a later date separate from the decision of the Board. **Mr. Martin moved, seconded by Ms. Nicol to approve the Use Special Permit for VIBE Hot Yoga & Pilates for commercial recreation over 2,000 square feet under zoning bylaw sections 3.5.15 (footnote 9) and 10.3 at 254 Great Road and amended by Mr. Martin to include the mandatory findings that it is consistent with the master plan, is in harmony with the purpose and intent of this bylaw, will not be detrimental or injurious to the neighborhood in which it is to take place, is appropriate for the site in question, and complies with all applicable requirements of this Bylaw, seconded by Ms. Nicol and approved 5-0.**

5. Update on Fire Department Deployment Pilot Program

Chief Arnum began with a special presentation for 2 firefighters for actions that resulted in saving the lives of the individuals in both incidents while off duty; Firefighter/EMT Paramedic Jonathna Chan and Firefighter/EMT Connor Caveney. Mr. Charter presented each with a certificate of recognition accompanied with the Isaac Davis coin.

Chief Arnum presented an update on the Acton Fire Department Pilot program results, which is still waiting for results on response times from the Collins Center. Deputy Chief Chris Sammet noted recently hiring 14 new firefighters in the past year, and noting the difficulties in hiring Paramedics. Deputy Chief Sammet noted that two current firefighters are attending Paramedic school and a third will begin in January. Mr. Martin questioned if there are any additional phases planned for the Pilot Program – Chief Arnum noted closing one of the stations in January or mid-February. Ms. Nicol noted seeing crews training outside the South Acton fire station and questioned the responses of how it works with 3 members on one apparatus vs. the two in and two out. Ms. Arsenault questioned if the town can operate with only 3 stations – Chief Arnum noted that the first priority is staff safety, and have operated with only 2 stations but cannot sustain with only 2 stations due to the crowded living conditions for personnel.

6. Consider Fossil Fuel Free Bylaw Waiver Request by Marcus Lewis Racquet Club, 45 Nagog Park

Representing Marcus Lewis Racquet Club is and have not had a chance to review the comments receive today from the Building Commissioners. Ed Mullen noted that they are willing to review the comments and at the recommendation of the Board to begin pulling permits for electrical as needed. Mr. Martin noted that heat pumps can be used for AC and a reduced cost, and noting the estimated cost not accurate and that the seasonal COP for the heat pump would cause it to consume much less energy than stated.

Ms. Nicol expressed a desire for the project to be successful and for the town to be successful, as only 1 of 9 communities with such bylaw. Questioned if ways to decrease the load such as better insulation, capital changes made, can solar be used to decrease cost of electricity, consider decreasing the level of temperature for the tennis areas, comparison of different facilities square foot and heating costs other than Hanscom and percentage of operating costs. Mr. Snyder-Grant mentioned that the information and suggestions given would be considered for both the town and applicant come out as equal winners. Noted that for a mixed fuel pathway, the code requires additional accommodations. Agrees the temperature of 72 degrees may be too warm, revisit the assumption they wont need AC, and if need to should consider the heat pumps. Mr. Charter added possible rebates from MassSave program, and to consider what the future of the Mass Save program in the future. Swayed by documents that have a professional engineer's stamp on it, and when they return in the future to have a concrete credentials and date. Would welcome any further reports including operating costs.

Debra Simes 109 Concord Road – climate emergency has not disappeared.

Katie Ramond, Robert Road – doesn't think it's a specialized code issue and fees its amendable, consider solar installation per state building code.

Mr. Charter commented on permits approved for offshore wind mills have been delayed and some revoked and not a reliable source of energy. Ms. Nicol questioned if a 3rd party engineer would be considered and selected by town staff and paid for by the applicant. Mr. Snyder-Grant suggested looking for guidance from Mass Save engineers. Mr. Martin suggested the AHRI numbers, and showing the work of the calculations, and should formalize a set of questions for future applicants. Will continue conversation and follow up with answers for Board members.

7. Approve Decision for Site Plan Special Permit (SPSP) and two Use Special Permits (USP) for Marcus Lewis Racquet Club to construct a clubhouse, pickleball enclosure, and tennis court enclosure within a portion of the property located at 45 Nagog Park

Mr. Snyder-Grant moved, seconded by Mr. Martin to approve three special permit applications; Use Special Permit #06/25/2025-504, Use Special Permit #06/12/2025-506 for reduced parking requirements, and Site Plan Special Permit application #5/30/2025-494 for 45 Nagog Park and approved 5-0.

III. Consent Items

Mr. Martin moved, seconded by Ms. Nicol to approve consent item 8 and approved 5-0

**Ms. Nicol moved, seconded by Ms. Arsenault to adjourn and approved 5-0.
Meeting adjourned at 8:15 PM**

Documents Used:

- September 15, 2025 Agenda
- Public Hearing Notice for Use Special Permit #07/24/25-507
- Memo from Planning Division for 254 Great Road
- Letter from DDMi Design Day Mechanicals Inc Dated September 11, 2025
- Letter from DDMi Design Day Mechanicals Inc Dated August 11, 2025
- Draft Decision for 45 Nagog Park SPSP & 2 USP
- Legal Notice for 45 Nagog Park Drive
- Memo from Volunteer Coordinating Committee for Recommendation of Erik Heels to the Transportation Advisory Committee and Volunteer Application and Resume from Erik Heels