



SELECT BOARD
MEETING MINUTES
OCTOBER 20, 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 Tomy, Corey York, DPW Director

I. Regular Business

1. Resident Concerns

Scott Sullivan, Patriots Road – commented on the presentation from Arrowstreet regarding the DPW Facility at the Finance Committee Meeting and feels that both the Finance Committee and Select Board could come to consensus on the redesign option

Derek Pinto, Chadwick Street – commented on previous emails about safety concerns regarding the intersection of Chadwick and Taylor Road, noting a lack of response from town officials on the River Street project, meeting with Town Engineers recently with options on installing additional stop signs, questioned when the 25% design will be completed, and where is the priority on completing this project and seeking additional information.

2. Chair Update/Town Manager Update/Members Minute

Mr. Charter noted a moment of remembrance of Sargent Robert Rhodes from Acton Police Department that passed away last week and his long-dedicated service for the Town of Acton. Mr. Mangiaratti announced the Economic Development office is hosting restaurant week this week, and also noted that all Board members will attend the multi-board workshop on Wednesday and will offer some opening remarks, and reminded Board members to be very brief with their remarks due to the meeting time constraints. Announced an art mural unveiling on Friday morning at Gould's plaza, historic preservation is being conducted on restoring the Town Hall bell tower that need structural components reinforced. Ms. Nicol noted acknowledged an event on Saturday afternoon for the No Kings rally out front of Town Hall and along Main Street and appreciated the support of the Acton Police Department and all that participated.

II. New/Special Business

3. Consider Recommendation from Department of Public Works Facility Building Committee for Alternative Design for Department of Public Works Facility

Mr. Charter highlighted the presentation from ArrowStreet at the DPW Facility Building Committee meeting and the DPW Facility Building Committee's

recommendation for option 4B for the redesign of the facility. Mr. Charter highlighted the history of how the committee came to where it is presently. Architects for Arrowstreet were present. Andrea Brue made a brief presentation. Also present was DPW Director Corey York.

Ms. Nicol asked to confirm the value of the existing building. Mr. Begin concurred the assessed value was 3.8 million. Ms. Nicol discussed renovating the old building wouldn't extend the life of the building beyond 15-20 years and that taxpayers could still be paying off the loan, which would not be financially responsible option for taxpayers. Mr. Martin noted that bonding the renovation for the fleet storage might be for a different term vs. a new building for facilities. Mr. Martin approves the DPW Building Committee's choice of 4B due to cost and needs of the department and concentrates on the facilities for the people vs. storage and is a good investment. Operating cost is cheaper than 4A. Term of the bonds for renovations portion would be more expensive for version 4A. Office space for employees is different as it differs from offices in finance or technology relying more heavily using paper documents and supports the 4B design. Mr. Snyder-Grant supports the 4B design. Ms. Nicol noting spending more money on design costs, will need to add a new fleet storage within 50 years, and a future addition of a wash bay, importance of understanding how many years the design goes back, savings on heating and cooling costs for town staff vs. vehicles will produce cost savings. Mr. Charter feels the project will go to Town Meeting in 2026 for design costs, then would go to town ballot. Mr. Charter suggests having a meeting with the Finance Committee to discuss final size of the building and then relay it to the design team. Mr. Charter requested a vote of the Select Board on the design option.

Scott Sullivan noted the option 4B benefit is building the main stacking zone without disrupting operations.

Greg Jarboe, Cherokee Road – noted both FinCom and DPW Building Committee coming to a compromise on the design.

Mr. York noted putting employees first in the design with the least disruption in work space and feels it's the best compromise by staking vehicles and equipment. Mr. Martin questioned how long would it take for renovation – 1 year-14 months depending on hazardous materials that need to be removed. Mr. Charter questioned if the Board would like to not vote on the design and to give the FinCom time to review the plans and to schedule a joint meeting with the FinCom. Mr. Snyder-Grant suggests formally voting on the plan and then let the FinCom vote of the plan, then have a joint meeting after.

Saying that she had visited other DPW facilities and compared them with Acton's proposal, Ms. Arsenault was very concerned that option 4B would not be adequate for equipment storage. She continues to prefer the previous proposal.

Mr. Martin moved, seconded by Ms. Nicol the Select Board endorse the recommendation of the DPW Facility Building Committee of option 4B by Arrowstreet and to proceed with the design and approved 4-1-0 (Arsenault)

Scott Sullivan – questioned about moving vehicles to vacant town buildings in preparation of an impending storm.

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

a. 6:30 PM Annual Tax Classification Hearing

Mr. Charter noted the hearing is continued to November 3, 2025 at 6:30 PM.

b. 7:00 PM Use Special Permit (USP) for Jose Mauricio for an event venue under Zoning Bylaw Section 10.3

#09/16/25–508 <https://doc.acton-ma.gov/dsweb/View/Collection-19594>

Mr. Charter read the public hearing notice and announced the applicant has requested to withdraw without prejudice. **Mr. Martin moved, seconded by Ms. Arsenault to close the public hearing and approved 5-0. Mr. Martin moved, seconded by Ms. Nicol to take no action on the application for 77 Powder Mill Road and approved 5-0.**

c. 7:10 PM Site Plan Special Permit (SPSP) for Hawthorn Realty Company to combine the properties at 471, 465-469 Great Road to construct two buildings to be used as building trade shops

#7/1/2025-495: <https://doc.actonma.gov/dsweb/View/Collection-19387>

Mr. Charter read the public hearing notice and noted the applicant has requested to continue to November 3, 2025 at 7:10 PM in Room 204. **Mr. Martin moved, seconded by Ms. Nicol to continue the hearing to November 3, 2025 at 7:10 PM in room 204 and approved 5-0.**

5. Discuss Streamlining Volunteer Recruitment and Onboarding Process

Mr. Snyder-Grant outlined issues that have been brought up on the recruitment, retention and onboarding members for town boards and committees noting drafting 2 documents in the packet and looking for feedback from the Board. Mr. Charter suggested on having the chairs of boards and committees take lead on recruitment efforts. Mr. Martin suggested drafting different requirements for different levels of memberships (full vs. associate) that could require less scrutiny for recruitment. Ms. Arsenault suggests utilizing Select Board liaisons for recruitment purposes, noting the application process being frustrating at times. Mr. Snyder-Grant will work with the Town Manager to send out a recruitment notice. Ms. Nicol suggests reaching out to the Chairs of their liaison assignments to have a discussion topic listed on a meeting agenda regarding recruitment and work on a survey regarding members' experience on Boards and committees.

6. Discuss Acton Leadership Group Meeting

Mr. Mangiaratti updated the Board on the recent ALG meeting last week. Takeaways were the next meeting is TBD, FY27 deficit is over 4 million for both the town and schools, no discussion occurred regarding changes in spending, and the next budget presentation at a Select Board meeting will be on November 3, 2025 and will have a further in depth discussion.

7. Discuss Select Board Goal: Advance Town Meeting Participation/Access/Education Improvements Including Early Communication of Warrant Items to the Public

Jo Ann Berry, Town Moderator collaborated with Mr. Martin outlining on ideas on improving and encouraging attendance at Town Meeting. Mr. Martin questioned the Board what they are in favor of as far as innovative outreach and some type of approach about getting information out ahead of Town Meeting, suggested creating a working group involving and including the Town Moderator, members of the League of Women Voters and town staff. Ms. Nicol recommends having different demographics be part of the working group. Mr. Martin will discuss with the Town Manager and Moderator offline and come back to the Board with suggestions.

III. Consent Items

Mr. Snyder-Grant held consent item 8. **Mr. Martin moved, seconded by Ms. Arsenault to approve consent item 9-11, and item 10 as edited to include the VCC and approved 5-0.** Mr. Snyder-Grant questioned once the Traffic Calming Policy is approved when it would be the time frame for it to go live, Mr. Mangiaratti noted within the next few weeks but will be posted electronically. Mr. Snyder-Grant would like to see the first focus on roll out on pace cars and questioned how long it would take to initiate, requested the Town Manager to create an email shell for TMG@actonma.gov and have at least one person in it as the policy goes live.

Ms. Nicol moved, seconded by Ms. Arsenault to adjourn and approved 5-0.
Meeting adjourned at 8:48 PM

Documents Used:

- October 20, 2025 Agenda
- Presentation Summary from Arrowstreet
- Public Hearing Notice for Tax Classification Hearing
- Public Hearing Notice for Use Special Permit #09/16/25-508
- Public Hearing Notice Site Plan Special Permit #7/1/2025-495
- Planning Division Notice #1
- Planning Division Notice #2
- Planning Division Notice #3
- Volunteer Goal – Initial Brainstorming
- Draft Message for VCC for all Boards and Committees
- Town Meeting Select Board Goal for Town Meeting
- Draft Traffic Calming Policy
- Meeting Minutes for October 6, 2025
- Email from Jim Snyder-Grant Dated October 3, 2025
- One Day Malt and Wine License Application, Acton Memorial Library