



SELECT BOARD
MEETING MINUTES
NOVEMBER 3, 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, School Committee – updated Board on restructuring process for the school district and hired a consultant on different scenarios, hosted virtual forum, online community survey available, major cost drive is health care insurance.

Corrine Hogseth – commented that the current Kelley's Corner traffic patterns are concerning including traffic signals

2. Chair Update/Town Manager Update/Members Minute

Mr. Mangiaratti noted Veterans Day ceremony takes place next Tuesday at 11:00 AM at Acton Center, Fire Department are currently conducting pilot study scenarios with 3 out of 4 stations operating, and upcoming construction at the West Acton Fire Station in December which will relocate staff to the Center station. Mr. Martin noted today is the final day to take AB Forward survey. Ms. Nicol noted a public hearing with Planning Board adopting the new rules and regulation for subdivisions on November 18 at 7:04 PM. Mr. Snyder-Grant noted not seeking re-election in the Spring.

II. New/Special Business

3. Discuss and Consider Rescindment of SPSP#05/30/2025-494, USP#06/25/2025-504, and USP#06/12/2025-506 Select Board Decision from August 25, 2025 for 45 Nagog Park

Mr. Mangiaratti summarized the path of decision for the approval of the project in August 2025, and noted being informed that the abutter notification experienced a clerical error of not including a portion of direct abutters and issued a stop work order. After rescinding the August decision, a new hearing will be posted for November 17, 2025. Mr. Snyder-Grant noted that this included approximately 50 additional abutters.

Liz Reinhart, 160 Split Rock – filed a notice with their attorney regarding concerns with the project, requesting representative from the town attend a site visit

Leon Mintz, 646 Pheasant Hill Road – noted the trees removed were not on their property, feels the demands of the condo association unreasonable, and supports the proposed project.

Kate Chung, 254 Brown Bear Crossing – questioned how the abutter list was created and why not all residents notified.

Linda Donovska – Nagog Woods – concerned about the trees that were removed and hope this will be addressed in the next decision.

Martha Belden, Condo 3 Association President – questioned the regulation in effect in Acton for fire lanes.

Michael Watkins, 607 Old Stonebrook – did not receive notice but received notice for a cell tower and car dealership, questioned if the permits were approved before the trees were removed.

Angela, 515 Tumbling Hawk – appreciates Board questions leading up to decision, feels the trees did not need to be cut, would like to know who is in charge of compliance for the site, consider alternative fire lanes.

Mr. Martin moved, seconded by Ms. Nicol to rescind the decision from August 25, 2025 and approved 5-0

4. Approve Letter of Support for a Foreign Trade Zone for Method Machines at 976 Main Street

Patricia Costa, Economic Development director briefed the Board on the history of the company in Acton and what a Foreign Trade Zone is and how it would assist their company release the burden of the cost of tariffs, including the creation new jobs, and enhancing Acton as a business-friendly town, opening up other business opportunities. **Mr. Martin moved, seconded by Ms. Nicol to recommend letter of support for a foreign trade zone for Method Machines at 976 Main Street and amended to endorse sending a letter of support with minor edits and approved 5-0**

5. Presentation of Preliminary Level Services Estimates and Capital Needs for FY2027

Mr. Mangiaratti presented the level services estimates and capital needs for FY27. The total amount listed for borrowing is \$9,515,000. The total amount for CIP requests is \$1,171,500. Ms. Nicol questioned non-excluded debt jump from FY27 to FY28. Mr. Martin requested details on the vehicle replacements, moving the public safety facility HVAC from the borrowing list, would like to see more detail on what bridges and culverts would be planned for repair, what the assessment is on the bell tower repair. Mr. Snyder-Grant questioned if none of the staffing positions are approved the budget request would decrease. Mr. Charter questioned about coming up with a comprehensive plan for aging streetlights and include in upcoming budget presentation, suggests having a meeting with Finance Committee on the DPW Facility project.

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

- a. 6:30 PM Use Special Permit (USP) for Morin-Cameron Group, Inc. to redesign and expand the existing parking lot at 60 Powder Mill Road

#03/19/2025-495 https://doc.acton-ma.gov/dsweb/View/Collection-19067
(applicant has requested to continue to December 1, 2025 at 6:30 PM)

Mr. Martin moved, seconded by Ms. Arsenault to continue to December 1, 2025 at 6:30 PM in Room 204 and approved 5-0

b. 6:30 PM Annual Tax Classification Hearing

Principal Assessor CJ Carroll presented the recommended tax classification for 2026. Members were requested to vote on 4 items; open space discount, small commercial exemption, residential factor, and residential exemption.

Ms. Nicol moved, seconded by Mr. Martin to not adopt an Open Space discount and approved 5-0

Ms. Nicol moved, seconded by Ms. Arsenault to not adopt a small commercial exemption and approved 5-0

Ms. Nicol moved, seconded by Mr. Martin to adopt a residential factor of 1: no shift; all property is taxed at the same rate and approved 5-0

Ms. Nicol moved, seconded by Mr. Snyder-Grant to not implement a residential exemption and approved 5-0

c. 7:00 PM Class II Auto Dealer License for Cars of Lebanon, 132 High Street, Acton MA for Non-Display Internet Only Sales

Mr. Charter read the public hearing notice. Mr. Martin questioned about cars on the premise, Ms. Nicol questioned if he takes any liability for the sale of vehicles. No public comments.

Ms. Arsenault moved, seconded by Ms., Nicol to approve a Class II Auto Dealer license for Cars of Lebanon at 132 High Street Acton MA for non-display internet sales only and approved 5-0.

d. 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 noted the applicant request to continue to December 15, 2025 at 6:30 PM. **Mr. Martin moved, seconded by Ms. Arsenault to continue the public hearing to December 15, 2025 at 6:30 PM in room 204 and approved 5-0.**

7. Discuss Tri-Board Meeting Take Aways

Board members discussed their observations regarding the Tri-Board meeting. Mr. Charter noted the financial challenges Boxborough is facing with a possible operational override regardless of the school budget. Mr. Snyder-Grant suggested a smaller meeting in the future with 1 or 2 members in attendance. Ms. Arsenault suggests holding future meeting before budgets. Ms. Nicol noted the budget pain in the past and the cuts Acton has made, and the creativity from the Town Manager changing roles than adding new positions. Mr. Martin added he produced a 10 year retrospective on spending similar to ALG spreadsheet and would share at an ALG meeting, and the school committee noted that there could

be a 6% increase in next years for personnel, residents have commented on the AB Forward reorganization process may nor fix everything.

8. **Consent Items**

Ms. Nicol held consent item 9. **Mr. Martin moved, seconded by Ms. Arsenault to approve consent items 8, 10 and 11 and approved 5-0.** MS. Nicol noted in item 9 there were 2 separate votes listed on the memo and should verbally state them. Mr. Martin commented that the owner should continue with the current temporary expanded hours and not expand to 10AM-8PM. Kelly Reynolds, owner explained they are requesting to expand to 10AM-8PM to avoid having to come back to the Board every time they want to change their hours. Mr. Charter voiced his support for the new extended hours as the Economic Development Director reached out to neighboring businesses to see if there were any concerns and came back with no issues. Ms. Nicol noted her support for the new proposed extended hours. **Ms. Nicol moved, seconded by Mr. Charter to find the requested modification to be minor in nature and allow it to proceed as a minor modification and move to amend Decision #04/22/2024-501, condition 3.1.4 to allow for hours of operation from Sunday to Saturday 10AM-8PM and approved 4-0-1 (Snyder-Grant)**

Documents Used:

- October 20, 2025 Agenda
- Select Board Decision SPSP#05/30/2025-494, USP#046/25/2025-2025, and USP#06/12/2025-506 for 45 Nagog Park
- Draft Letter of Support for Method Machines for a Foreign Trade Zone
- Tax Classification Presentation
- Class II Auto Dealer Hearing Notice and Application for Cars of Lebanon, 132 High Street
- Public Hearing Notice for SPSP#07/01/2025-495, 465-469, 471 Great Road
- Planning Division Memos Dated August 21, 2025, October 3, and October 10, 2025
- Draft Select Board Decision Dated November 3, 2025
- Meeting Minutes, October 20, 22 and 27, 2025
- Planning Division Memo for USP Decision Modification Request for USP#04/22/2025-501 for 930 Main Street
- Volunteer Coordinating Committee Recommendation of Kay Aoki for Feull Membership to the Council on Aging Board
- Volunteer Coordinating Committee Recommendation of Nikhil