

**Town of Concord
Select Board
January 11, 2021
Minutes**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference call on January 11, 2021 at 4:00pm.

Present were Linda Escobedo, Chair; Susan Bates, Clerk; Terri Ackerman, Jane Hotchkiss, and Matthew Johnson. Also present was Stephen Crane, Town Manager.

Call to Order

Select Board Chair Linda Escobedo called the meeting to order at 4:00pm.

Roll call vote

Ms. Escobedo: Present
Ms. Ackerman: Present
Ms. Bates: Present
Ms. Hotchkiss: Present
Mr. Johnson: Present

Consent Agenda

- Minutes to approve: December 14, 2020; December 14, 2020 Executive Session #1 (not to be released); December 14, 2020 Executive Session #2 (not to be released)
- Town Accountant Warrants – January 7, 2021

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the consent agenda.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Town Manager's Report

Mr. Crane responded to questions that Town staff has received from the community regarding the vaccine, noting that the current vaccination clinic at the high school beginning January 14 is solely for first responders. Mr. Crane noted Town doesn't choose the order of when individuals are vaccinated, as this is determined by the [Massachusetts Department of Public Health](#).

The 2020 Roads Program has been contracted to Newport Construction Corporation. The work will include the reclamation and repaving of Park Lane, Lewis Road, Warner Street, and Bedford

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Court. Additionally, Partridge Lane has been identified to receive a mill and overlay treatment. Construction was originally slated to begin in the fall of 2020, but the Engineering Division has postponed the start of construction until the spring of 2021 due to numerous inquiries and requests from residents to extend or update their utilities in the Right of Way.

CPW crews have responded to eight winter weather events to date this winter season. Responses have included roadway treatment, snow plowing and snow removal operations. CPW completed an overnight snow removal operation in the downtown business areas on December 18, 2020. A total of 18.75" of snow has been recorded in Concord this season.

Acton and Concord have been working on a feasibility study for the creation of a regional emergency communications center that would be housed in the Acton Police Department.

The FY22 Budget Message and Budget Calendar is included in the [meeting materials](#). An initial discussion with the Finance Committee is scheduled for Thursday, January 14.

The legislature did not pass the request for special legislation by the Town to remove the requirement to hold an in-person Town Caucus this year. The Town is talking to their representatives and staffs about next steps to re-file this legislation. If this is not passed, there will be an in-person Town Caucus outdoors.

Chair's Remarks

Ms. Escobedo read a statement regarding the events that took place on January 6, 2021 at the United States Capitol. Ms. Escobedo highlighted the disturbing nature of the day that has added to the growing anxiety and stress that many of Concord's citizens have been dealing with due to the COVID-19 Pandemic. Ms. Escobedo asked residents to continue to be sensitive to the stressful climate which we are all operating in as the Town tries to productively carry on with enabling effective governance and meeting the daily expectations of Concord residents.

Ms. Escobedo noted that the Town Election is March 25. There will be a League of Women Voters candidate's forum on March 7.

**Public Hearing: Application for a New On-Premises Section 12 Wine and Malt Beverages
Annual License by RK Wing Corp, d/b/a Rossini's Pizzeria and Restaurant located at 206
Fitchburg Turnpike**

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to open the public hearing.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

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Rossini's owner Rafael Klipp Borges and manager Lecilia De Souza attended the meeting. Mr. Borges has been the owner of Rossini's since January 2018. Rossini's liquor license was not renewed for 2020 because their license renewal was incomplete. Rossini's continued to sell alcohol into the beginning days of 2020, which was investigated by the Concord Police. The application and the investigation by Concord Police is included in the [meeting materials](#). Mr. Borges is now coming before the board to request a new license for 2021.

The Select Board determined that a decision on this matter should be postponed to the February 1 meeting to allow time for the Town Manager's Office and Concord Police to meet with Rossini's management to review the state and local regulations and determine if the business can develop a plan for compliance and prove to be able to responsibly hold a liquor license.

Tanya Gailus of 62 Prescott Road stated that it would be hard for Rossini's to prove themselves to be responsible with a liquor license without holding a liquor license.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to close the public hearing.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing to February 1st.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

**Review Innholder License Application by Best Western Hotel LLC, d/b/a Best Western at
Historic Concord, located at 740 Elm Street**

Town staff became aware that Best Western was operating without an innholder license. The Town Manager's Office contacted Best Western's management and they provided a license they received from the Health Department. Best Western stated they were not aware of the need for an innholder license due to new ownership. The Town Manager's Office notified them to submit completed paperwork for an innholder license, which they did within a day.

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No one from Best Western attended the meeting. The Select Board members favored approving the license, but agreed that they wanted someone from the business to attend to explain how they got into this situation.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the Innholder License Application by Best Western Hotel LLC, d/b/a Best Western at Historic Concord, located at 740 Elm Street with the provision that a representative from the hotel appears before the board on February 1, 2021.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

Review CMLP Decarbonization Plan

Dave Wood and Laura Scott of the Concord Municipal Light Plant attended to present their plan to decarbonize the Town's electric supply in order to meet the Town's climate action goals. This plan was included in the [meeting materials](#).

Review Residential Tax Exemption – Town Assessor

Town Assessor Lane Partridge and Board of Assessors Chair Tom Matthews attended to present what a residential tax exemption would mean for Concord. The presentation was included in the [meeting materials](#).

The residential exemption would redistribute the tax levy among residential property owners, with the upper portion of the tax base paying more, and the lower portion would pay less. The Board of Assessors voted not to support the implementation of a residential exemption, because apartment buildings would not qualify and thus rents could be raised for all the renters in Concord.

WestMetro Fair Housing Plan

Department of Planning and Land Management Director Marcia Rasmussen brought the [WestMetro HOME Consortium Fair Housing Plan](#) to the Select Board's attention to be aware of it as a resource for talking about housing, keeping in mind that Concord Housing Production Plan will begin this summer. The WestMetro HOME Consortium consists of thirteen member communities (the Towns of Bedford, Belmont, Brookline, Concord, Lexington, Natick,

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Needham, Sudbury, Watertown, and Wayland and the Cities of Framingham, Newton and Waltham), and is regulated by U.S. Department of Housing and Urban Development (HUD). HUD requires the Consortium to prepare an Analysis of Impediments to Fair Housing Choice (AI), a five-year plan that analyzes barriers in access to housing opportunities throughout the thirteen communities and identifies priorities and goals to address these issues. The draft FY21-FY25 plan contains research and information, and also outlines an action plan to increase awareness of Fair Housing laws and to identify and remove barriers to Fair Housing Choice. This action plan requires priority and commitment from each member community over the 5-year plan period.

Town Manager Evaluation

On January 4, the Select Board began the discussion of the Town Manager's one-year evaluation. Ms. Escobedo has distributed a draft of the evaluation to the Select Board. The Select Board determined that they would vote to allow Ms. Escobedo to develop a final version of the evaluation, submit it to the Town Manager, and have this final version posted publicly shortly afterwards.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the chair to compile the final version of the Town Manager's evaluation including goals and submit to the Town Manager and shortly thereafter to the public.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Nominations

Kate Yoder of 79 Deer Grass Lane, and Margot Kimball of 21 Winthrop Street to the West Concord Cultural District Committee for terms to expire on April 30, 2023.

Committee Liaison Reports

Ms. Ackerman reported that there is a vacancy on the Bruce Freeman Rail Trail Committee, and on the West Concord Junction Cultural District Committee. The Capital Planning Task Force has been working on integrating the comments heard at the public forum in December. The Library Corporation will present their sustainability plan on January 12, 2021. The Light Board presented their budget presentation at their most recent meeting, where they projected a net profit of 4.1% in 2021 after experiencing a net loss in 2019 and 2020.

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Ms. Bates attended the Cemetery Committee, where they reviewed their goals for this year. The Committee also discussed bicycle use and signage. The Concord Business Partnership heard a presentation regarding the NMI-Starmet Reuse site. The Grant program administered by the Concord Carlisle Community Chest and sponsored by Concord Together received an anonymous donation of \$50,000 in December. This fund offers grants to Concord businesses.

Ms. Hotchkiss attended the Natural Resources Commission, where they continued several items into February, including: the development of a single-family home at Keuka Road, the development of a garage on Old Bedford Road, and the Middlesex School application for two new turf fields on Lowell Road. The NRC heard applications on Range Road and Upland Road as well. The Historic Districts Commission discussed the Concord Museum's choice of color for their mailbox.

Mr. Johnson attended the Community Preservation Committee, where they reviewed additional information from applicants for CPC funds. The CPC funds for this cycle are approximately \$1.7M. The CPC will vote on how to distribute these funds at their next meeting. The Middle School Building Committee pushed back the timeline of their feasibility study from the end of March to the end of April 2021. The Housing Authority met and approved the PILOT Agreement, and have advertised the Executive Director position. The NMI-Starmet Committee is working on a revised draft report, and will bring it to the Select Board for review at an upcoming meeting.

Ms. Escobedo reported that the most recent stimulus bill approved by the governor includes funding for housing choice, as well as guidance for municipal zoning.

Miscellaneous Correspondence

There was no correspondence reported at this meeting.

Public Comments

There was no additional public comment at this meeting.

Adjourn

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to adjourn.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

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Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Minuteman Media Network Coverage:

<https://www.youtube.com/watch?v=tOxkNsw5io0&t=391s>

Meeting Documents: <https://concordma.gov/DocumentCenter/View/27443/January-11-SB-Packet>