

Select Board  
Minutes  
January 13, 2020

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in the Select Board Room of the Town House on January 13, 2020 at 7PM.

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

**1. Executive Session for the discussion of strategy regarding Estabrook Road litigation and letter from certain Estabrook Road landowners asserting additional claims against the Town.**

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** to open to Executive Session for the discussion of strategy regarding Estabrook Road litigation and letter from certain Estabrook Road landowners asserting additional claims against the Town, and to return to Open Session upon the close of Executive Session. The Executive Session is needed to protect strategy discussions affecting litigation on the stated matter.

**Roll call vote**

Susan Bates: Aye  
Linda Escobedo: Aye  
Mike Lawson: Aye  
Jane Hotchkiss: Aye  
Terri Ackerman: Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** to adjourn the Executive Session for the discussion of strategy regarding Estabrook Road litigation and a letter from certain Estabrook Road landowners asserting additional claims against the Town, to return to open session.

**Roll call vote**

Susan Bates: Aye  
Linda Escobedo: Aye  
Mike Lawson: Aye  
Jane Hotchkiss: Aye  
Terri Ackerman: Aye

**2. Call to Order**

**3. Consent Agenda**

- Town Accountant Warrants
- Minutes to approve: November 18, December 2, December 30
- Gift Acceptance
  - White Pond Associates, Inc. \$1,692.03 White Pond Management Plan Gift Account
- One Day Special Licenses

## Select Board

### Minutes

January 13, 2020

- The Umbrella Community Arts Center 40 Stow Street 1/21/20 6:30-10:30pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/23/20 6:30-10:30pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/24/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/25/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/26/20 2-6pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/30/20 6:30-10:30 Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 1/31/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/1/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/6/20 6:30-10:30pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/7/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/8/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/9/20 2-6pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/13/20 6:30-10:30pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/14/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/15/20 7-11pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/16/20 2-6pm Wines & Malt Only
- The Umbrella Community Arts Center 40 Stow Street 2/11/20 6:30-10:30pm Wines & Malt Only
- Saltbox Farm 40 Westford Road 2/6/20 7-10pm Wines & Malt Only
- Saltbox Farm 40 Westford Road 2/12/20 6-10pm Wines & Malt Only

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** to approve the Consent Agenda as amended.

#### 4. Town Manager's Report

Town Manager Stephen Crane reported that the Town Clerk's Office is beginning its work on the 2020 Census and wants to put together a committee of volunteers. Event for census from 2-4 p.m. on (add date) at Harvey Wheeler. The Concord Municipal Light Plant is working on its annual operating budget. On January 24 and January 25, the Annual Massachusetts Municipal Association meeting is being held. Several members of town staff attend this conference every year. The Town Manager will be representing the Town at the Awards Banquet, where the Town is receiving a Municipal Innovation Award for its use of social media.

#### 5. Chair's Remarks

Chair Mike Lawson noted that the Town Caucus will take place on January 27<sup>th</sup> at 7:30 p.m. The Select Board will be meeting on the same evening at 6:00 p.m. At the meeting on the 27<sup>th</sup>, the Select Board will set the order of the Annual Town Meeting Warrant, and will review the Town Manager's Budget.

#### 6. Concord Semiquincentennial

The Concord Semiquincentennial is the 250<sup>th</sup> anniversary of the Battle of Lexington and Concord, which is part of bigger 2026 celebration of the Declaration of Independence. Mr.

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Lawson will be meeting with Mr. Putnam of the Concord Museum on Friday, January 17. Mr. Lawson met with representatives of Lincoln and Lexington, as well as the Superintendent of the National Park to begin this process. Mr. Lawson will be returning to the Select Board with a draft for a Concord 250 Anniversary Committee.

**7. Town Meeting and Warrant Update**

The Town Meeting Warrant closed on Friday, January 10. There are 52 articles that have been certified by the Town Clerk. The Select Board has seen most of these articles, but at the time of this meeting there are additionally 8 certified citizen petitions. On January 27<sup>th</sup>, the Select Board will decide the order in which these articles appear on the Warrant.

**8. Affordable Housing Trust Study Committee Update**

Keith Bergman of the Affordable Housing Trust Study Committee was in attendance. The committee is returning to the Select Board in order to update the language of their warrant article based on input from Town Counsel. There is no significant differences between the two versions, and all the main points remain intact. The main purpose of Town Counsel's changes was to ensure greater clarity and flow of the article.

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** to approve amendments to the warrant article: "To determine whether the Town will vote to adopt the Town of Concord Municipal Affordable Housing Trust Bylaw as follows, or take any other action relative thereto."

**9. Review and Approve Board Schedule for FY21**

Senior Administrative Assistant Jeremy Romanul prepared two options of draft meeting schedules for Fiscal Year 2021 (July 1, 2020 – June 30, 2021) for the Select Board to consider. The Select Board will continue to hold their regular meetings bi-monthly, on Monday's at 7:00pm. On Monday's where there is a holiday, the Select Board will meet the following day.

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** to approve Fiscal Year 2021 regular meeting schedule as amended.

**10. Transportation Follow-up**

In response to the needs identified in the *Envision Concord 2030* Plan, and citizen interest in the issue of transportation, Select Board member Jane Hotchkiss prepared a draft charge for new Transportation Advisory Committee. Ms. Hotchkiss stated that the goal of this was to organize a public process to deal with transportation issues in town, and noted that it is impossible to effectively organize by creating committees for individual modes of transportation. Ms. Hotchkiss also included the charge of the Transportation Advisory Committees from Sudbury and Acton in the meeting materials as an example of how surrounding communities are dealing with the issue. Mr. Crane noted that there is a Traffic Management Group which consists of representatives from the Police Department and Public Works. Mr. Crane stated that he could see a Transportation Advisory Committee replacing this group so that they could be able to review policy recommendations and then take these recommendations and figure out how they

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could be informed by actual long-term transportation issues in town. Ms. Ackerman noted the interconnected nature of transportation challenges and all of the different stakeholders it impacts, stating that a town social worker she spoke with cited transportation as a major challenge for people they see. Other board members offered some initial suggestions to consider. The Select Board will revisit this topic at their February 10 meeting.

**11. Election Officer Appointments**

Town Clerk Kaari Tari sent the Select Board a list of Election Officers to be appointed. The Select Board did not have any objections to any of the appointees.

Upon a motion duly made and seconded, it was UNANIMOUSLY

**VOTED:** To appoint Election Officers as listed on the Town Clerk's memo dated January 7, 2020.

**12. Committee Liaison Reports**

Ms. Bates attended the Planning Board, where they fine-tuned the document they are going to send to the Zoning Board of Appeals regarding 1440 Main Street, and worked on its proposed warrant articles. She also attended the Personnel Board, where they discussed classification schedules, and the role of the Personnel Board moving forward. The reconfiguration of the Personnel Board as an entity has been submitted as a warrant article for Town Meeting.

Ms. Escobedo attended the Concord Housing Authority meeting. She also attended the Zoning Board of Appeals, where they discussed issues regarding 1440 Main Street, discussion to be continued. The Christopher Heights project received an additional year for their comprehensive permit. Ms. Escobedo attended the Affordable Housing Trust Study Committee, and noted how well the committee has done in meeting their stated goal. The NMI Committee is working on their presentation for the February 10 Select Board meeting.

Ms. Hotchkiss attended the Natural Resources Committee meeting. The discussion of White Pond and Warner's Pond were discussed at length. The Blue-Green Algae at these ponds is not present at Walden Pond. Ms. Hotchkiss attended the MAGIC meeting, where there was a legislative update. The committee focused on the advance of greenhouse gas and climate change legislation that is being pushed forward at the state level. Ms. Hotchkiss attended the Metropolitan Planning Organization meeting, although the topics that were discussed did not predominantly impact Concord. At the next MAGIC meeting, there will be a transportation focus.

Ms. Ackerman attended the Commission on Disability, where there was an extensive discussion on the parking at the new proposed library. The School of Philosophy has to be closed because the door is 4 inches too small for required code. Ms. Ackerman attended the Capital Planning Task Force, where they have finalized a date for their public hearing on March 2<sup>nd</sup>, 2020. The Cultural Counsel has finalized their recommendations, where they have received 32 applications, and approximately 75% of proposals are receiving funding.

Mr. Lawson attended the joint School Committee meeting on December 18<sup>th</sup>, where they moved a capital article for the parking lot. Mr. Lawson attended the Business Partnership meeting, where

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they discussed sustainable tax rate and Stephen discussed the town budget. The Chair's Breakfast will take place on Wednesday, January 15.

**13. Miscellaneous/Correspondence: MMA Annual Business Meeting; Nanae Holiday Card.**

The Massachusetts Municipal Association Annual Business Meeting will take place on January 25. Town Manager Stephen Crane will be in attendance.

The Select Board received a holiday card from our sister city of Nanae, Japan.

Mr. Lawson also corresponded with Represented Gouveia's office, and noted that the legislative session ends on July 31. None of the bills pending before the legislature from the Town of Concord were passed as of December 31, 2019. The consequence is that all of the 6 of warrant articles can be taken off the warrant because they weren't passed and the session hasn't ended

Mr. Crane informed the Select Board that one of the Town's social workers passed away on Friday. He does not have information for the services yet.

14. **Committee Nominations:** Paul Ware of 525 Lexington Road to the Historic Districts Commission for a full member term to expire January 1, 2024.

**15. Public Comments**

Diane Proctor of 57 Sudbury Road was present to say that on Tuesday evening, Representative Tammy Gouveia will be speaking at 7pm at the First Parish Church to discuss "the Good, the Bad, and the Ugly" of serving in the legislature.

**16. Adjourn**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**VOTED:** to adjourn the meeting

Respectfully Submitted,

Linda Escobedo, Clerk

Approved: 2/24/20

**Meeting Documents:**

<https://concordma.gov/DocumentCenter/View/23521/1-13-20-Packet>

**Minuteman Media Network Coverage:**

[https://www.youtube.com/watch?v=pC3ds8t\\_2E0&list=PL1TTzrWEKOOKHKXNLQprEz0f0ofHYKj8-&index=4&t=2574s](https://www.youtube.com/watch?v=pC3ds8t_2E0&list=PL1TTzrWEKOOKHKXNLQprEz0f0ofHYKj8-&index=4&t=2574s)