

CONCORD SELECT BOARD
MINUTES
APRIL 22, 2019

APPROVED: JUNE 17, 2019

Pursuant to notice duly filed with the Town Clerk, a meeting of the Concord Select Board was held at 7:00 p.m. in the Select Board Room at the Town House. Present were Michael Lawson, Linda Escobedo, Terri Ackerman, and Susan Bates. Also in attendance was Christopher Whelan, Town Manager.

CALL TO ORDER

Mr. Lawson called the meeting to order at 7:00 p.m. and announced that it was being broadcast on Minuteman Media Network.

BOARD REORGANIZATION – ELECT NEW SELECT BOARD CHAIRPERSON AND CLERK

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To elect Michael Lawson as Chair and Linda Escobedo as Clerk.

CONSENT AGENDA

- Town Accountant Warrants
- Minutes – 3/18, 3/25
- Gift Acceptance
 - Anonymous \$27,721 Fire Department Gift Account
- Proclamations
 - Race Amity Day
 - Holocaust Remembrance
 - 50th Anniversary of Municipal Clerks Week
- One Day Special Licenses
 - Steven Principe 5/2 6pm-9pm 40 Westford Road Wine & Malt
 - Saltbox Farm 5/3 6pm-10pm 40 Westford Road Wine & Malt
 - Nicholas Ferbert 4/25 5pm-11pm 246 ORNAC All Alcohol
 - The Umbrella 4/26, 4/27, 5/2, 5/3, 5/4 6pm-11pm 57 ORNAC Wine & Malt
 - The Umbrella 4/28, 5/5 2pm-6pm 57 ORNAC Wine & Malt
 - Concord Country Club 5/3 6pm-11pm 246 ORNAC All Alcohol
- Sunday Entertainment Licenses
 - The Umbrella 4/28, 5/5, 5/12, 5/19 2pm-6pm 57 ORNAC Theater

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To approve the consent agenda.

TOWN MANAGER’S REPORT

- Earth Day is today. The Umbrella’s Musketaquid Earth Day Parade is scheduled for April 27.
- The bi-annual Drop-Off Swap-Off event is scheduled for May 4.
- Cambridge Turnpike road closures begin today. The road will be open for local traffic.
- The West Concord Junction Cultural District Committee will host an Open House tomorrow.
- Updates to the White Pond drainage plan and access road are under review.
- The Historic Districts Commission met with the Library Corp. to review the library expansion project.
- Concord Public Works will host a Cut-Through Traffic Study Public Workshop on May 1.

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CHAIR'S REMARKS

- Mr. Lawson thanked the Town Moderator and Town staff for their contributions towards another successful Annual Town Meeting.
- The Town Manager Search Committee will meet on Thursday to interview the semi-final candidates for the Town Manager position. The Select Board will meet on Saturday to interview the final candidates.

PUBLIC HEARING – CONCORD MUNICIPAL LIGHT PLANT & VERIZON NEW ENGLAND, TO RELOCATE UTILITY POLE #2 ON WEST STREET (9 WEST STREET)

On a motion duly made and seconded, it was:

MOVED: to open the Public Hearing.

Jeff Cosgrove, Electrical Engineer for Concord Municipal Light Plant (CMLP), appeared before the Board and reviewed the joint petition of Concord Municipal Light and Verizon New England to relocate utility pole #2 on West Street in accordance with the petition plan marked No. 19-0308 dated March 8, 2019. The proposed plan is to relocate utility pole #2 approximately 21 feet south from its existing location and to a point approximately 3 feet from the edge of pavement. All parties have agreed to recommendations provided by Concord Public Works.

Mr. Lawson asked for public comments and there were none.

Upon a motion duly made and seconded, it was:

MOVED: To close the Public Hearing.

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To grant permission to the Town of Concord acting through the Municipal Light Plant along with Verizon New England, to relocate utility pole #2 approximately 21 feet south from its existing location and to a point approximately 3 feet from the edge of pavement to be owned by Concord Municipal Light Plant and Verizon New England along and across the following public ways in Concord as requested in the petition plan marked No. 19-0308 dated March 8, 2019 and subject to the conditions listed on draft Order dated April 22, 2019.

SET DATE FOR SPECIAL MUNICIPAL ELECTION FOR SCHOOL DEBT EXCLUSION VOTE

Town Clerk Kaari Mai Tari appeared before the Board and reviewed two possible dates for the Special Municipal Election regarding a School Debt Exclusion vote. The two dates were June 4 and June 11. The Town Clerk reviewed potential conflicts on those dates. The Harvey Wheeler Community Center (HWCC) has less programming scheduled for June 4 than June 11. HWCC is used for voting by two precincts. The Planning Board has a public hearing scheduled for June 11 in the conference room at 141 Keyes Road that would otherwise be used for voting. The timing of the Planning Board public hearing affects the Zoning Board of Appeals meeting on June 13. Board members agreed that June 4th was a better option. Mr. Lawson noted that the proposed language of the ballot question was reviewed by Bond counsel and Finance Director Kerry Lafleur.

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To set the date for the Special Municipal Election for June 4, 2019.

VOTED: To approve the ballot language for the June 4, 2019 Special Municipal Election as written in the e-mail dated April 17, 2019 from Finance Director Kerry Lafleur to Town Manager Chris Whelan.

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2020 U.S. CENSUS UPDATE – KAARI TARI, TOWN CLERK

The Town Clerk briefly reviewed the 2020 Census kickoff event held on April 1, 2019 by Secretary of State William F. Galvin. The Town Clerk noted that it was important for adequate community outreach ahead of time to avoid potential confusion about the upcoming census. There are three different ways to respond to the census: in-person, by phone and online. She reviewed items, such as funding and infrastructure projects, which are effected by the Federal census.

DEBRIEF ON TOWN MEETING AND REVIEW NEXT STEPS

Town Moderator Carmin Reiss appeared and debriefed the Board on the operations of the recent Annual Town Meeting. The 2019 Annual Town Meeting went three nights. The first night, April 8, was the highest attended session. The overall attendance tapered off in the second and third nights. The combined time for all three nights was approximately 12 hours and was consistent with past years. The Consent Calendar was helpful to move routine business items along and allowed for higher interest articles to be discussed further. This was the first Annual Town Meeting to use electronic voting. Although the final results of the citizen survey were not tabulated yet, the Town Moderator believed that electronic voting was generally well-received by the public. She noted that there are still reservations among the public on whether the Town will want to use electronic voting going forward. The use of Closed Captions screens were well-received by the public. Town staff will be meeting in the upcoming days to discuss their perspectives on how Annual Town Meeting operated. The citizen survey for Annual Town Meeting is still open and is available online or in paper-copy from the Town Manager's Office.

Board members briefly discussed the next steps for certain action items following the Annual Town Meeting. There will need to be a Special Municipal Election for a School Debt Exclusion vote as a result of Article 14. The passage of the affordable housing articles also require additional follow through. Article 24's passage requires for a housing trust to be created. Article 26's passage will need a bylaw to be adopted by the Town. Board members agreed to review the necessary next steps and discuss the matters at an upcoming meeting. Board members requested that Finance Director Kerry Lafleur review how other Towns have created housing trusts.

REVIEW DRAFT MIDDLE SCHOOL BUILDING COMMITTEE CHARGE

Mr. Lawson mentioned that the Board is currently reviewing a draft charge for the Concord Middle School Building Committee. Mr. Lawson asked if members of the public had any comments.

Charlie Parker, 105 Chestnut Street, stated that he was part of the group that helped amend the motion for Article 14 at Annual Town Meeting to incorporate Concord's sustainability goals. He said that it was important to have a list of definitions for standards related to sustainability. Mr. Parker stated that it would be helpful to include these definitions with the charge once it is finalized.

Heather Bout, 33 Alden Road and member of the School Committee, reviewed suggestions made by the schools in terms of process. She also inquired about who would be responsible for record keeping. Town Manager Whelan mentioned that he would review who was responsible for this consideration during other school building projects. She said that it would helpful for the new committee to proactively layout their timeline and goals.

Mr. Lawson requested that the Board review a revised draft at their meeting on May 6. Town Manager Whelan requested that Mr. Parker send his list to Town staff so that it can be included as an potential attachment to a final charge. Mr. Parker agreed and noted that it was important for the Board to review his list while reviewing the draft committee charge.

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LONG RANGE PLAN UPDATE

Mr. Lawson reviewed the compiled list of Long Range Plan action items identified by various Board members. Board members discussed how each member will work on specific items. It was mentioned that it would be helpful for an updated status report from each Town department. Board members reviewed how each item should be ranked. Town Manager Whelan advised that he would request an update from the various Town departments.

Nick Pappas, 300 Virginia Road, mentioned that transportation is identified as an issue in the Long Range Plan. He said that transportation is an issue that cuts across multiple platforms so it might not be easily identified with just one specific department. Board members agreed with Mr. Pappas.

DISBAND AFFORDABLE HOUSING FUNDING COMMITTEE

Mr. Lawson thanked members of the Affordable Housing Funding Committee (AHFC) for their work on a complicated task. He noted that the Board received a letter from the AHFC which briefly outlined the next steps going forward and also expressed their willingness to individually assist in the process once the committee has been formally disbanded.

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To disband the Affordable Housing Funding Committee effective April 30, 2019.

PUBLIC COMMENTS

Ned Perry, 362 Bedford Street, discussed concerns he raised at the recent Annual Town Meeting regarding the Library Corporation's expansion plans. Since the Annual Town Meeting, he has been with Town staff to discuss the 2009 agreement between the Town and the Library Corporation. He hoped that when the agreement is reviewed next, that Concord's sustainable goals be discussed is that review and also incorporated into the next agreement. He discussed how solar energy could be utilized at the Main Library and recommended that the Library Corporation be encouraged to be consistent with the Town's sustainable energy goals.

COMMITTEE LIAISON REPORTS

Mr. Lawson said that the Board will review draft 2019-2020 liaison assignments at their next meeting.

Ms. Escobedo provided updates on the Public Ceremonies and Celebrations Committee, Affordable Housing Funding Committee, and Zoning Board of Appeals.

Mr. Lawson provide updates on the Hugh Cargill Trust Committee and Municipal Light Board.

MISCELLANEOUS/CORRESPONDENCE

Mr. Lawson distributed a copy of the Board's goals for 2018-2019. The Board will review these at an upcoming meeting.

The Board received correspondence notifying them that Concord resident Beth Fineberg will receive the Summit Award, which is the highest award for youth in the Venturing program of the Boy Scouts of America. Board members agreed for Mr. Lawson to send her a congratulatory letter on behalf of the Board.

COMMITTEE NOMINATIONS

Eugene Chang of 3 Concord Greene #6 to the PEG Access Advisory Committee.

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COMMITTEE APPOINTMENTS

Upon a Motion duly made and seconded, the Board UNANIMOUSLY

VOTED: To appoint Kate James of 45 Estabrook Road to the Concord Center Cultural District Committee for a term to expire May 31, 2021.

COMMITTEE REAPPOINTMENTS

Upon a Motion duly made and seconded, the Board UNANIMOUSLY

VOTED: To reappoint Scott Hopkinson of 67 Indian Spring Road to the PEG Access Advisory Committee for a term to expire May 31, 2022.

CONFIRM TOWN MANAGER APPOINTMENTS

Upon a Motion duly made and seconded, the Board UNANIMOUSLY

VOTED: To confirm Town Manager appointments of Michael Capizzi of 11 Wood Street to the Historical Commission for associate term to expire May 31, 2020; Tom Beardsley of 21 Liberty Street & Robert Gross of 401 Main Street to the Historical Commission for terms to expire May 31, 2022; Tom Matthews of 135 Elsinore Street to the Board of Assessors for a term to expire May 31, 2022

EXECUTIVE SESSION FOR THE PURPOSE OF REVIEWING DRAFT EXECUTIVE SESSION MINUTES

On a motion duly made and seconded, it was:

VOTED: in a roll call to enter into Executive Session to review draft Executive Session minutes and to do so in an open meeting may have a detrimental effect on the positions of the Town.

The Clerk called the roll.

Michael Lawson	Aye
Linda Escobedo	Aye
Terri Ackerman	Aye
Susan Bates	Aye

Mr. Lawson stated that at the conclusion of the executive session, the Board will reconvene in Open Session.

RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 8:27 p.m.

APPROVE EXECUTIVE SESSION MINUTES

On a motion duly made and seconded, it was:

VOTED: in a roll call to approve Executive Session Minutes for August 7, 2017 #3 and April 10, 2019 to be released; and to approve Executive Session Minutes for August 7, 2017 #1 and #2 not to be released.

The Clerk called the roll.

Michael Lawson	Aye
Linda Escobedo	Aye
Terri Ackerman	Aye
Susan Bates	Aye

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ADJOURN

At 8:29 p.m. upon a motion duly made and seconded the Board UNANIMOUSLY
VOTED: to adjourn the meeting for the evening.

Respectfully submitted,

Linda Escobedo, Clerk

MEETING DOCUMENTS

- Pole Petition
- Options for Special Election dates
- E-mail from Finance Director re: proposed language for ballot question
- Letter from Affordable Housing Funding Committee
- E-mail from resident re: Summit Award
- CMS draft charge
- Key Design Principles for CMS
- 2018-2019 Goals
- Board Summary of LRP

Link to Minuteman Media Network coverage:

<https://concordma.gov/2259/Government>

Link to Select Board meeting documents:

<http://concordma.gov/sbmtgdocs>