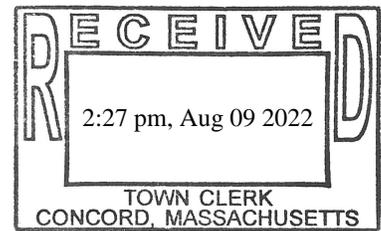


**Town of Concord
Select Board
Minutes
April 25, 2022**



Pursuant to a notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting in the Second Floor Meeting Room and via Zoom on April 25, 2022, at 6:30pm.

Present were Terri Ackerman; Chair, Matthew Johnson; Clerk, Susan Bates, Linda Escobedo, and Henry Dane. Also present was Kerry Lafleur, Interim Town Manager.

Call to Order

Chair Ackerman called the meeting to order at 6:30 p.m.

Following the Call to Order, Chair Ackerman called for a moment of silence in remembrance of Debra Stark, the owner of Debra's Natural Gourmet and an active and generous community member, who had recently passed away.

Consent Agenda

- Town Accountant Warrant: April 14, 2022
- Sunday Entertainment License
 - The Concord Orchestra, Inc. at 51 Walden Street on May 22, 2022, from 1pm to 5pm.
- One Day Special Liquor License
 - The Friends of Sleep Hollow Cemetery for donor reception at Umbrella Arts Center located at 40 Stow Street, on June 18, 2022, from 6:30PM to 7:45PM for wine and malt beverages only
 - HIVE LLC at Nashoba Brooks School, located at 200 Strawberry Hill Road, for a school community event on April 30, 2022, from 6:30pm to 10pm for all alcoholic beverages
- Proclamations
 - April 10-16: Public Safety Telecommunicators Week
 - May 1-7: as Professional Municipal Clerks Week

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

Town Manager's Report

Ms. Lafleur reviewed the Town Manager's Report included as part of the Select Board Meeting Packet. The Board and Ms. Lafleur discussed the phone service, work at Gerow and White Pond, other capital projects underway, and the grant funding for the Assabet Bluff preservation and affordable housing development.

Chair's Report

Chair Ackerman reminded the Board and residents of the Annual Town Meeting dates/times, events at the library, and a meeting regarding the Housing Production Survey.

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Public Hearing: Application for a New License for on-premises consumption of wine and malt beverages by Emerson Umbrella, Inc.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to open the public hearing for the application for a new license filed by Emerson Umbrella, Inc. for on-premises consumption of wine and malt beverages.

Jerry Wedge, President Emerson Umbrella, Inc. explained that their organization had historically been granted one-day liquor licenses but following a vote at Town Meeting, were encouraged to apply for a permanent liquor license.

The Board discussed the managers of record, the ability to apply for Wine & Malt Beverages with Cordials and Liqueurs, and the recommendations of the Police Department. The Board and Mr. Wedge also discussed the description of premises, the capacity listed on the application, outdoor events, and hours of operation.

Detective Harrington explained the report he had submitted, and why the Police would ask for a police detail when Emerson Umbrella, Inc. would hold large outdoor events.

Mr. Wedge explained that his organization was only seeking a Wine & Malt Beverages license.

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

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to approve the application for a new license filed by the Emerson Umbrella, Inc. for an on-premises consumption of Wine & Malt beverages with the following conditions:

1. Hours of operation to 5:00 p.m. to 10:30 p.m. Monday-Friday, and 2:00 p.m. to 10:30 p.m. Saturday-Sunday & Holidays
2. Maximum of six outdoor events with over 100 participants per year
3. Maximum of 300 outdoor participants without a Police Detail
4. Subject to a successful completion of a 304 inspection by the Building Inspector and Fire Department

Public Hearing: Application for a New License for on-premises consumption of wine and malt beverages by Verrill Farm, LLC

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to open the public hearing for the application for a new license filed by Verrill Farm, LLC for on-premises consumption of wine and malt beverages.

Jen Verrill, owner of Verrill Farm, LLC, explained that she was also seeking a Wine & Malt Beverage liquor license. The Board discussed the application and the capacity at some of the events they had hosted in the past. The Board and Ms. Verrill discussed issuing a license with conditions that had been established with a previously issued special permit. The Board also discussed the license being subject to a 304 inspection by the Building Inspector and Fire Department

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

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to approve the application for a new license filed by the Verrill Farm, LLC for an on-premises consumption of Wine & Malt beverages subject to the conditions established by the Special Permit issued by the Zoning Board of Appeals issued on March 29, 2019, and subject to the successful completion of a 304 inspection by the Building Inspector and the Fire Department.

Town Meeting Items

The Board discussed what time the Board would arrive at the High School and hold their meeting prior to Town Meeting. Chair Ackerman also informed the Board that Town Moderator, Carmin Reiss, requested that the Board extend the time for no new business to 6:00 p.m. Ms. Escobedo raised concerns that an item could begin prior to 6:00 p.m. and a discussion could carry on well into the night. Ms. Escobedo reminded the Board of a suggestion that food concessions be made available. Mr. Johnson stated that the Town Moderator had some control over discussion and could seek adjournment if she believed an item would require a lengthy discussion. The Board agreed to advise the Town Moderator that no new business should be taken up after 6:00 p.m.

The Board also reviewed a table that was included as part of the Select Board meeting packet which detailed speaking assignments for each warrant article. Additionally, the Board discussed the statements they had prepared for each article, and the language related to their support of each article and presentations. The Board also discussed and revised their Town Meeting handout.

The Board deliberated whether to make recommendations on Articles 18 and 37 and took two votes relative to them. The Board and Joseph Stein, the citizen petitioner of Article 37, discussed the Article as they considered their support.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to recommend affirmative action on Article 18.

Upon a motion duly made and seconded, it was 4-1 **VOTED:** to recommend affirmative action on Article 37, as amended.

Brad Hubbard Nelson, of 221 Nashawtuc Road, stated that he had proposed an amendment to Article 19, relative to the capital funding for the school, to postpone the installation of a new gas boiler. Mr. Nelson explained that Dr. Laurie Hunter, the Superintendent of Schools, informed him that the School Committee may not be opposed to amendment, and that they would be discussing the issue at their next meeting. Chair Ackerman recommended the Board discuss the amendment to Article 19 at their meeting prior to Town Meeting.

The Board also discussed Article 46, and the Reformatory Branch Trail, and whether to recommend the article at Town Meeting.

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Upon a motion duly made and seconded, it was 4-1

VOTED: to recommend affirmative action on Article 46, as amended and presented in the Select Board Meeting Packet.

Discuss Hanscom Re-Routing Traffic

Ms. Lafleur explained that a letter included as part of the Select Board meeting packet was sent as a courtesy notice, as a member community of Hanscom Area Town Selectmen (HATS). Ms. Lafleur added that the proposed work would take place in Lexington and that she had forwarded the letter to the Concord Public Works, Police Department, and Fire Department, who had no concerns about the project.

Discuss and Approve PEG Access Franchise Renewal Process

Karlen Reed, Chair of the PEG Access Advisory Committee, introduced Jon Harris, the Town's Budgeting and Purchasing Director, and explained that the Committee was looking for the Select Board's guidance on a Request for Proposal (RFP) that she had drafted with Mr. Harris, to seek proposals for a cable consultant to help the Town negotiate the renewal of the Comcast/Concord Cable TV Franchise Agreement. Ms. Reed explained that the current agreement expired in 2024, and that the Select Board ultimately signs Franchise Agreement. Ms. Reed further reviewed the Comcast/Concord PEG Franchise Renewal Timeline included as part of the Select Board meeting packet. The Board and Ms. Reed also discussed the budget, timeline, potential contract, and the creation of a RFP review team.

Chair Ackerman volunteered to be the Select Board representative on the RFP review team.

Continue 250th Update and Committee Charge

Mr. Dane explained that he had been working with John Arena to review volunteer cards, and was submitting four applicants for appointment to the Concord 2025 Executive Committee. Mr. Dane added that he would be meeting with the Committee immediately following Town Meeting to outline a structure for the Committee. Mr. Dane stated that he had sent out a roster to the Committee which detailed the various subcommittees that were created to plan for the 200th Celebrations. Mr. Dane also discussed potential changes to the existing charge with the Board, including the additional of honorary members to the Committee, who would be non-voting advisory members. The Board and Mr. Dane further discussed the nomination and appointment process of members to the Concord 2025 Executive Committee.

Review Progress on SB 2021-2022 Goals

The Board reviewed the progress made on the 2021-2022 Select Board Goals included as part of the Select Board meeting packet. There was consensus that many of the year's goals had been completed or significant progress made toward their completion, and Chair Ackerman thanked the Board and staff for their diligence and hard work.

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Select Board Meeting Schedule for Remainder of Calendar Year 2022

The Board discussed the proposed meeting schedule included as part of the Select Board meeting.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the Select Board schedule for the remainder of calendar year 2022 as included in the board packet.

Committee Nominations

Gary Clayton of 31 Black Birch Lane, Diana Clymer of 13 River Street, David Wood of 266 Lexington Road, Richard Loughlin, Jr. of 83 Chestnut Street to the Concord 2025 Executive Committee; Katharine T. Berger of 60 Revolutionary Road to the Hugh Cargill Trust Committee

Committee Appointments

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to Joseph Rogers, 20 Tracy Street, re-appointed as associate member to the Agriculture Committee, term expires April 30, 2025

Miscellaneous Correspondence

There was none.

Public Comment

There was none.

Adjourn

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

Meeting Materials: <https://concordma.gov/DocumentCenter/View/36120/April-25-2022-Packet>

Minuteman Media Network Coverage: <https://youtu.be/vsgS17mutnA>