

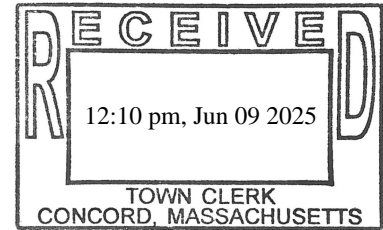
**Town of Concord
Select Board Meeting
Minutes
April 28, 2025**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting both in-person at 22 Monument Square on the 2nd floor in the Select Board Room and via Zoom convened at 6:00 PM on April 28, 2025.

Present were Mark Howell; Wendy Rovelli; Cameron McKennitt; Terri Ackerman

Roll Call

Ms. Ackerman – Aye
Mr. McKennitt – Aye
Mr. Howell – Aye
Ms. Rovelli – Aye



Call to Order

Ms. Rovelli served as Clerk Pro-Tem for the meeting and noted that Chair Hartman was absent.

Mr. Howell served as Chair Pro-Tem for the meeting. Mr. Howell called the meeting to order at 6:00 PM. A moment of silence and reflection was observed in acknowledgement of a tragedy the community experienced a week prior.

Public Comment

Diane Proctor announced upcoming League of Women Voters Warrant Review Forums for Annual Town Meeting articles, which will offer presentation and ample time for Q&A.

Gary Clayton, Co-Chair of the Concord 250 Executive Committee, thanked the Town for support and efforts leading to a successful celebration on April 19, 2025. He highlighted the extraordinary commitment of hundreds of volunteers, many Town departments, collaboration with other Battle Road communities, National Park Service, and US Army National Guard.

Consent Agenda

- i. Town Accountant Warrants: March 25, 2025; March 31, 2025; April 7, 2025
- ii. ARPA Update Report
- iii. Proclamation: Professional Municipal Clerks Week, May 4-May 10, 2025

The ARPA (American Rescue Plan Act) update report was postponed for additional work needed to prepare the third-quarter report, with the report to be distributed and placed on the consent agenda for the next meeting.

Upon a motion duly made and seconded, it was UNANIMOUSLY
voted: to approve the Consent Agenda with postponement of the ARPA report.

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Select Board Nominations & Appointments

- i. Nominate Walter Clay of 675 Sudbury Road to the Historical District Commission as a full member for a term to expire January 1, 2030
- ii. Appoint Dorothy Ortner of 169 Thoreau Street #4 as the Town of Concord Representative to the Minuteman Regional School District Committee for a term to expire May 31, 2028

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint Dorothy Ortner of 169 Thoreau Street #4 as the Town of Concord Representative to the Minuteman Regional School District Committee for a term to expire May 31, 2028.

Discuss and Approve the Recording of Affordable Housing Restrictions at the Registry of Deeds

Liz Rust, Director of the Regional Housing Services Office, presented on accepting affordable housing restrictions for properties at 406 Old Marlborough Road and 78 Forest Ridge, as part of the larger Assabet River Homes project.

The Town purchased six acres for open space, and the CHDC (Concord Housing Development Corporation) procured one acre for five units of housing. These five units consist of three new construction homes built by Habitat for Humanity and a duplex with two one-bedroom units. One unit is currently occupied, and another tenant is moving on May 1st. Units were renovated with CPA funds and capital improvements to avoid needs for 10 years.

The restriction for 406 Old Marlborough Road was on the entire 1-acre parcel and needs to be amended to restrict only the 406 Old Marlborough Road unit once the parcel becomes four condominium units after closing. The 406 unit will remain owned by the Concord Housing Authority, while the other three will become ownership units with separate, forthcoming affordable housing restrictions. This ensures the property is properly restricted before acceptance by the Housing Authority.

The restriction for 78 Forest Ridge is an existing restriction that was not previously voted on or accepted by the Select Board, making this a retroactive approval.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the affordable housing restriction for 406 Marlborough Road and the amendment to the restriction on 406 Old Marlborough Road.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the affordable housing restriction at 78 Forest Ridge by the Concord Housing Authority.

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**Discuss and Approve Conservation Restriction over the 6-acre Assabet River
Bluff parcel at 2B Upland Road**

Delia Kaye, Natural Resources Director presented the following:

- The land was acquired in 2022 from the Giovani family after Town Meeting approval. It has 800 feet of frontage on the Assabet River, is accessible by the Bruce Freeman Rail Trail, and is located in West Concord. A conservation restriction will be placed over the parcel, held by the town through the Natural Resources Commission, and granted jointly to Sudbury Valley Trustees (SVT) and Concord Land Conservation Trust (CLCT). This is required by Community Preservation Act (CPA) funds and a Land and Water Conservation Fund grant, acknowledging contributions from SVT and CLCT fundraising.
- The NRC unanimously voted to grant the conservation restriction on April 23rd. The Select Board's approval is required before state signature and recording.

Upon a motion duly made and seconded, it was **UNANIMOUSLY voted**: to approve the conservation restriction over the 6-acre Assabet River Bluff parcel at 2B Upland Road.

Discuss and Approve Lease Agreement

A lease agreement with Wireless Edge Towers for the installation and operation of a telecommunications tower at 755 Walden Street was presented.

- John Arthur, President of Wireless Edge, stated that AT&T and Verizon have already expressed interest and submitted preliminary applications. The site is designed to accommodate up to five major carriers plus public safety and town equipment.
- Timeline: Approximately 9 months from lease conclusion to tower completion, factoring in permitting, design, fabrication, and construction.
- The initial lease term is 10 years, with renewals for up to three 5-year terms (totaling 25 years), consistent with the procurement. A Town Meeting article allowing for leases up to 30 years would allow for the renewals if approved.

Upon a motion duly made and seconded, it was **UNANIMOUSLY voted**: to approve the lease agreement with Wireless Edge for the telecommunications tower and facilities.

Discuss Peabody School Operating Costs and Property Use

The Finance Committee recommended favorable action on Article 25, which concerns the transfer of the Peabody School property and appropriation of funds. The School Committee has voted to surplus the property, allowing the Select Board to take care, custody, and control for reuse or disposal.

A Land Use Working Group will be seated to determine the "highest and best use" of municipal properties, including the Peabody school, over the next 12+ months. During this interim period,

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there are carrying costs (insurance, utilities) for the building, regardless of use. The elevator is not operational, limiting second-floor use.

The request for funds was reduced to \$82,592 (rounded to \$85,000) with free cash as the funding source.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Peabody School operating cost of \$85,000 and include that in Warrant Article 25 – Transfer of Peabody School.

Discuss and Approve/Acknowledge Notification of CCRSD Excess and Deficiency Account Status

The Assistant Superintendent and School Committee notified the town of a proposed adjustment to the FY25 budget due to projected excess and deficiency (E&D) exceeding the 5% state cap. The proposal is to adjust the budget by \$400,000: \$200,000 to the existing Capital Stabilization Fund and \$200,000 to the FY25 OPEB contribution. The excess revenue largely stems from a \$250,000 closeout surplus refund from the Minuteman Nashoba Health Group due to a health insurance plan change.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to take no action as a result of receiving the notification from CCRSD regarding the excess deficiency account status and the FY25 budget change.

Discuss Recommendations on Annual Town Meeting Warrant Articles

The Select Board reviewed and made recommendations for Annual Town Meeting Warrant Articles, with the deadline for the Annual Town Meeting Briefing Book being May 5th.

- Article 3 (Meeting Procedure): Motion to recommend affirmative action was made, seconded, and approved unanimously.
- Article 6 (Fiscal Year 2025 Budget Line Item Adjustments): No motion expected.
- Article 7 (Fiscal Year 2026 Town Budget): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 8 (Debt Exclusion for Road Maintenance): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 9 (Fiscal Year 2026 Capital Improvement and Debt Plan): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 10 (CPS Operating Budget): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 11 (Concord Public Schools Capital Budget): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 12 (CCRSD Regional Budget): Motion to vote affirmative action on Article 12 was made, seconded, and approved unanimously.

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- Article 13 (Amenities Building): The Select Board deferred making a recommendation on this article until the next meeting (May 5th) to seek more information.
- Article 14 (Non-Resident Tuition Revolving Fund for CPS): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 15 (Facilities Rental Revolving Fund): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 16 (Authority to Contract for Up to Five Years for Selected Items): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 17 (Minuteman Regional Technical School District Budget): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Articles 18 and 19 (Creation of Capital and Debt Stabilization Fund and Appropriation to General Stabilization Fund Articles): The Select Board deferred making a recommendation on these articles until the next meeting (May 5th) to seek more information.
- Article 20 (OPEB Trust Fund Appropriation): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 21 (OPEB Trust Fund Expense): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 22 (Retirement Board Stipend): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 23 (Acceptance of the Hero Act): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 24 (Transfer from Middle School Stabilization Fund): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 27 (Remote Participation): The Select Board deferred making a recommendation on this article until the next meeting (May 5th) to seek more information.
- Article 28 (Citizen Petition: Ranked-Choice Voting): The Select Board deferred making a recommendation on this article until the next meeting (May 5th) to seek more information.
- Article 29 (Feasibility of Acquiring the 2229 Main Street Site): No motion expected.
- Article 32 (Betterments for Temporary Improvements at Darton and Dover Streets): This article was deferred, as it may not be moved, but still discussing.
- Article 33 (MCI Concord Planning): This article was deferred as it has not yet been heard by the Finance Committee.
- Article 34 (Stormwater Enterprise Fund Expenditures): This article was deferred as it has not yet been heard by the Finance Committee.
- Article 35 (Citizen Petition Protect the Orchard House): This article was deferred, as it may not be moved, but still discussing.
- Article 36 (Citizen Petition: Ban SGARs): The Select Board deferred making a recommendation on this article until the next meeting (May 5th) to seek more information.
- Article 37 (Joint Parking Bylaw): Motion to vote affirmative action was made, seconded, and approved unanimously.

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- Article 38 (General Housekeeping Bylaw Amendment): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 39 (Accessory Dwelling Unit Bylaw Amendment): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 40 (Floodplain Conservation District Bylaw): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 41 (Citizen Petition: Zoning Bylaw Amendment – Personal Wireless Communications District): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 42 (General Bylaw Amendment – Sign Bylaw): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 43 (Accessory Retail in Industrial Zone Amendments): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 44 (Commercial Parking Bylaw Amendment): Motion to vote affirmative action was made, seconded, and approved unanimously.
- Article 45 (PRD Zoning Bylaw Amendment): The Select Board deferred making a recommendation on this article until the next meeting (May 5th) to seek more information.
- Article 46 (Citizen Petition: Zoning Bylaw Amendment – Continuing Care Retirement Community Overlay District): The Select Board deferred making a recommendation on this article with discussions with New England Deaconess Association continuing throughout May.
- Article 47 (CPC Appropriation Recommendations): Motion to vote affirmative action was made, seconded, and approved unanimously.

Chair's Report

Mr. Howell acknowledged proclamations recognizing Concord's 250th celebration from the Town of Concord, California; Concord Township in Lake County, Ohio; and the Tennessee House of Representatives.

The Concord Middle School ribbon cutting, originally scheduled for May 3rd, has been postponed. A new date has not yet been set.

The Concord Affordable Housing Trust is looking for dates for a housing roundtable in May, with May 8th, 13th, 14th, and 21st suggested, to coordinate with MCI Concord public outreach. The first of the large public outreach sessions for MCI Concord is scheduled for Wednesday April 30th). There will be two workshops: one from 3:00 PM to 5:00 PM at Gerow Park pavilion (weather permitting), and another from 6:00 PM to 9:00 PM at Harvey Wheeler. These are drop-in sessions for public input.

Select Board Liaison Reports

The Select Board acknowledged "Professional Municipal Clerks Day" and extended appreciation to the Town Clerk, Kaari Mai Tari.

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Thanks were extended to the Concord250 Executive Committee, namely Gary Clayton, Rob Munro, and Fred Ryan, and Town staff for a successful 250th Anniversary Celebration of the American Revolution.

Adjournment

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to adjourn the meeting at 9:00 PM.

Meeting Materials:

[Select Board Meeting Packet for April 28, 2025](#)

[Select Board Meeting Recording for April 28, 2025](#)