

Town of Concord  
Select Board  
Minutes  
May 21, 2020

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a video conference call on May 21, 2020 at 4:00pm.

Present were Michael Lawson, Chair; Linda Escobedo, Clerk; Terri Ackerman, Jane Hotchkiss, and Susan Bates. Also present were Stephen Crane, Town Manager; Carmin Reiss, Town Moderator; Town Clerk, Kaari Tari; and Finance Director, Kerry Lafleur.

**Call to Order**

Select Board Chair Michael Lawson called the meeting to order at 4:00pm.

**Minutes to approve: April 16, 2020**

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** to approve the April 16, 2020 minutes.

**Roll call vote:**

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

**Town Manager Update**

Town Manager Stephen Crane reported that on Monday, May 18, the Governor announced that Massachusetts would enter Phase 1 of Reopening. The Town will monitor COVID-19 case data locally and statewide. The library is expected to start curbside pickup around June 8<sup>th</sup>. The Town has reopened recreational spaces such as tennis and basketball courts. Mr. Crane cautioned residents to continue practicing social distancing and wear face coverings. The Town is working on reopening the Town offices to employees, and Mr. Crane has appointed a reopen task force.

The Town has drafted a Climate Action Plan, and Town staff and committees are working to develop a final draft.

**Consider changes to the Charter and Extension of the Charge for the Pollinator Health Advisory Committee**

Sigmund Ross of the Pollinator Health Advisory Committee attended to explain the rationale for these changes. The committee currently requires participation from numerous Town committees, and they have struggled in getting that. It is proposing

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2/3<sup>rd</sup> membership open to general citizens. The committee also wants to expand their charge to focus on pesticides other than just neonicotinoids, and understand how they impact pollinators but also the environment in general. The committee also wants their charge extended until May 2021.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** to approve the changes to the Pollinator Health Advisory Committee as discussed, and to extend the charge of the Pollinator Health Advisory Committee to expire on May 31, 2021.

**Roll call vote:**

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

**Extend the Charge of the Affordable Housing Trust Study Committee**

Chair of the Affordable Housing Trust Study Committee Keith Bergman was in attendance. The committee is set to expire on May 31, 2020. The committee was intended to be active until the month following 2020 Town Meeting. Since Town Meeting is pushed back indefinitely, the committee needs an extension on their charge to carry out their work through the eventual Town Meeting

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** to extend the charge of the Affordable Housing Trust By Law Committee thirty days beyond a Town Meeting in which Article 13, Affordable Housing Trust Bylaw is addressed.

**Roll call vote:**

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

**Vote to Authorize Bonds**

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that the sale of the \$4,925,000 General Obligation Municipal Purpose Loan of 2020 Bonds of the Town dated June 18, 2020 (the "Bonds") to Fidelity Capital Markets, a Division of National Financial Services LLC at the price of \$5,727,399.21 and accrued interest is hereby approved and

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confirmed. The Bonds shall be payable on June 15 of the years and in the principal amounts and bear interest at the respective rates, as follows:

| <u>Year</u> | <u>Amount</u> | <u>Interest Rate</u> | <u>Year</u> | <u>Amount</u> | <u>Interest Rate</u> |
|-------------|---------------|----------------------|-------------|---------------|----------------------|
| 2021        | \$870,000     | 5.00%                | 2026        | \$230,000     | 5.00%                |
| 2022        | 795,000       | 5.00                 | 2027        | 230,000       | 5.00                 |
| 2023        | 790,000       | 5.00                 | 2028        | 230,000       | 5.00                 |
| 2024        | 680,000       | 5.00                 | 2029        | 230,000       | 5.00                 |
| 2025        | 665,000       | 5.00                 | 2030        | 205,000       | 5.00                 |

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** to approve the sale of a \$3,000,000 2.00 percent General Obligation Bond Anticipation Notes of the Town dated June 19, 2020 and payable June 18, 2021 (the “Notes”) to Piper Sandler & Co. at par and accrued interest plus a premium of \$28,620.00.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 6, 2020 and a final Official Statement dated May 13, 2020, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 6, 2020 and a final Official Statement dated May 13, 2020, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver continuing and significant events disclosure undertakings in compliance with SEC Rule 15c2-12 in such forms as may be approved by bond counsel to the Town, which undertakings shall be incorporated by reference in the Bonds and Notes, as applicable, for the benefit of the holders of the Bonds and Notes from time to time.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that any certificates or documents relating to the Bonds and the Notes (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of

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which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and Notes and to comply with relevant securities laws.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

**Roll call vote:**

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

**Consolidation of Polling Locations for the June 11, 2020 Election**

Finance Director Kaari Tari attended to ask for the Select Board’s support and vote to consolidate the polling locations for the Town Election to the Concord-Carlisle High School gymnasium. The Board of Registrars has recommended this approach. The recommendations are intended to protect the health and safety of voters and election workers as much as possible. The one location should be able to handle the volume of voters, given that many residents have already voted by mail.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED** to consolidate polling locations to the Concord/Carlisle High School for the June 11, 2020 Town Election.

**Roll call vote:**

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

**Congratulatory letter to Hyuntae Choi recognizing the award of a National Merit Scholarship**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**VOTED** to authorize the chair to send a congratulatory letter to Hyuntae Choi

**Roll call vote:**

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

**Public Comments**

Karlen Reed of Whits End Road stated that the League of Women Voters Candidates Forum is be taking place on May 27<sup>th</sup> on Minuteman Media Network and on Zoom.

Marybeth Barker of Seymour Street stated that individuals with disabilities are having trouble using trails and recreational spaces in Town because individuals are not wearing masks, or are not giving people enough space to pass by on trails.

Susannah Kay of Estabrook Road stated that her attorney has contacted the Town about discussing the closed portion of Estabrook Road, and have not gotten a reply from the Town and are publicly requesting a response from the Select Board.

Brooks Reed of Estabrook Road stated that he submitted a letter to the Select Board requesting an adjustment to the posted letters about Estabrook Road for the April 16<sup>th</sup> Select Board meeting, which have not yet been updated.

**Adjourn**

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

**Roll call vote:**

Susan Bates: Aye  
Linda Escobedo: Aye

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Mike Lawson: Aye  
Terri Ackerman: Aye  
Jane Hotchkiss: Aye

**Minuteman Media Network Coverage:**

<https://www.youtube.com/watch?v=Wh7SKb0jBRM>

**Meeting Documents:** <https://concordma.gov/DocumentCenter/View/24818/May-21-SB-Packet>