

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

Pursuant to notice duly filed with the Town Clerk, a meeting of the Concord Select Board was held at 7 p.m. in the Select Board Room at the Town House. Present were Michael Lawson, Linda Escobedo, Jane Hotchkiss, Terri Ackerman, and Susan Bates. Also in attendance was Kate Hodges, Deputy/Acting Town Manager.

CALL TO ORDER

Mr. Lawson called the meeting to order at 7 p.m.

CONSENT AGENDA

- Town Accountant Warrants
- Minutes – 4/9, 4/10
- Proclamations
- Gift Acceptance

The Boston Foundation \$2,500 Nanae Gift Account

- One Day Special Licenses

Concord Country Club	7/11, 7/18-19, 8/2-3, 8/9 9/5-6-7-8-9, 9/20, 11/1	12pm-8pm	246 ORNAC	All Alcohol
Saltbox Farm	6/21	6pm-9pm	40 Westford Rd	Wine & Malt
Elizabeth Cannon	6/5	3pm-6pm	40 Westford Rd	Wine & Malt
Concord Academy	6/7-8	4pm-11pm	166 Main Street	Wine & Malt
AMC Bike Club	6/8	3pm-7pm	11 Wheeler Road	Wine & Malt
Verrill Farm	6/14	5pm-7pm	11 Wheeler Road	Wine & Malt
Concord Museum	6/10	11am-7pm	246 ORNAC	All Alcohol
Rotary Club of Concord	6/8 (6/9 rain)	1pm-7pm	58 Main Street	Wine & Malt

- Extension of Hours

Saltbox Kitchen 6/8 10pm, last call at 9:30pm 84 Comm. Ave

- Sunday Entertainment Licenses

51 Walden, Inc.	6/9	2pm-5pm	51 Walden Street	Theater
Rotary Club of Concord	6/9	1pm-7pm	58 Main Street	Jazz Fest

- Tour Guide License renewals

Upon a motion duly made and seconded the Board

VOTED: To approve the Consent Agenda. Ms. Ackerman recused herself from the two consent items for the Rotary Club of Concord.

APPROVE EXECUTIVE SESSION MINUTES

On a motion duly made and seconded, it was:

VOTED: to approve in a roll call Executive Session Minutes for April 22, 2019, May 6, 2019 #1 and #2 not to be released.

Ms. Hotchkiss abstained from the April 22, 2019.

The Clerk called the roll.

Michael Lawson	Aye
Linda Escobedo	Aye
Jane Hotchkiss	Aye (abstained from April 22, 2019)
Terri Ackerman	Aye
Susan Bates	Aye

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

TOWN MANAGER'S REPORT

- Town Manager Chris Whelan retired last week. Deputy Town Manager Kates Hodges will serve as Acting Town Manager.
- Concord Recreation recently held their annual Stow Street block party
- The Comprehensive Sustainable Energy Committee hosted a sustainable landscaping fair.
- The second White Pond public forum was held earlier this week.
- Public Works Day is today.
- Friends of Library book sale is scheduled for June 1.
- The Light Plant is moving forward with online billing.

CHAIR'S REMARKS

- The Board will have Open Meeting Law training on June 3.
- A draft contract has been sent to the new Town Manager, Stephen Crane.
- Jazz Fest is scheduled for June 8.

NEW TOUR GUIDE LICENSES – VICTOR CURRAN

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To approve new Tour Guide licenses as listed on memo dated May 17, 2019

NEW WEEKDAY ENTERTAINMENT LICENSE – RAPSCALLION, 208 FITCHBURG TURNPIKE

Peter Daniel, owner of RapsCALLION, appeared before the Board and presented the request for a new weekday entertainment license. Mr. Daniel and Mr. Lawson discussed whether the live music would be amplified. Mr. Daniel stated that it would not. Mr. Daniel said that he only intended to have music on occasions. Town staff noted that Public Safety did not have an issue with the request. Board members agreed to the request.

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: to approve Weekday Entertainment License for RapsCALLION, located at 208 Fitchburg Turnpike. The hours in which acoustic music (no amplification) is permitted Monday to Sunday from 12pm to 10pm.

7:15 P.M. PUBLIC HEARING: ALTERATION OF LICENSED PREMISES ASSOCIATED WITH EXISTING SECTION 15 RETAIL PACKAGE STORE WINE & MALT LICENSE, TO REMOVE ENTIRE SECOND FLOOR AREA (4,542 SQ. FT.) AND PORTION OF FIRST FLOOR (980 SQ. FT.) FROM EXISTING LICENSED PREMISES – CONCORD MARKET, 77 LOWELL ROAD

On a motion duly made and seconded, it was:

MOVED: to open the Public Hearing.

Mr. Lawson advised that the Applicant requested for a continuance to the June 17, 2019 meeting. There was no comments or discussion.

On a motion duly made and seconded, it was:

MOVED: to continue the Public Hearing to June 17, 2019.

CONSIDER REQUEST FROM OWNER OF 68A MONUMENT STREET TO WAIVE THE TOWN'S FIRST RIGHT OF REFUSAL TO PURCHASE THE PROPERTY UNDER MGL C.61 – BETH ELLEN FISHMAN, PROPERTY OWNER

Mr. Lawson reviewed the request from the owner of 68A Monument Street for the Board to waive the Town's First Right of Refusal to purchase the property under MGL c.61. Mr. Lawson informed Board

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

members that the Town Manager's Office sent correspondence to the property owner that the initial request was deficient. However, Board members noted that they had received indications from the different community groups that there was little interest for the Town to pursue the parcel.

Upon a motion duly made and seconded the Board

VOTED: To decline/waive the Town's First Right of Refusal on the parcel of land located at 68A Monument Street, as show as Parcel #1437-1-1 on Sheet H06 of the Town of Concord Assessor's Map.

APPROVAL OF CERTIFICATIONS RELATIVE TO 2019 GENERAL OBLIGATION BOND ISSUE – KERRY LAFLEUR, FINANCE DIRECTOR

Finance Director Kerry Lafleur appeared before the Board and reviewed her memo dated May 17, 2019. She noted that her memo originally included W.R. Grace and Gerow, but W.R. Grace was removed since the Town already has lease which came after the purchase. This certification states that the Town does not currently anticipate that the land to be acquired with proceeds of the bonds, or any portion of such land or facilities to be located thereon, will be leased, rented, managed, sold or otherwise exclusively committed to a third party for so long as any bonds or notes for the land acquisition are outstanding.

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To authorize the Clerk to sign Certificate of the Select Board as drafted relative to the 2019 General Obligation Bond Issue.

REVIEW & APPROVE AFFORDABLE HOUSING TRUST COMMITTEE CHARGE

Mr. Lawson reviewed the background of the need for an Affordable Housing Trust Committee and it's organs from the 2019 Annual Town Meeting. Board members discussed the timeframe for the proposed committee. It was agreed that the timeframe should be six months and the Board could extend it further as necessary. Board members discussed potential edits to the draft charge. Ms. Escobedo provided the Board with additional language to the duties and responsibilities portion. Board members agreed to approve the draft charge as revised.

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: to approve the Affordable Housing Trust Study Committee charge as revised.

LONG RANGE PLAN UPDATE

Mr. Lawson reviewed the background of the Board's action items that stem from the Envision Concord Long-Range Plan. The Long Range Plan identified several different potential priorities for the future of Concord. The Board has identified their key items as being Economic Vitality, Housing and Land Use, Transportation, and Fiscal Planning. Each item had several components with various levels of importance. Board members discussed different items under each category. Board members agreed to change Economic Vitality Officer to Economic Vitality Coordinator. Board members agreed to the document as revised. The document will be titled "Select Board Priorities for the Envision Concord Long Range Plan" and will be posted on the Board's website.

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To approve the Select Board Priorities for the Envision Concord Long Range Plan as revised.

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

REVIEW & APPROVE 2019-2020 BOARD MEETING SCHEDULE

Board members reviewed their draft meeting scheduled for 2019-2020. The draft calendar included only regular meetings and not Elections or Town Meeting related events. The Board mentioned that they would likely cancel one of their August meetings.

Upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: To approve 2019-2020 Board regular meeting schedule as drafted.

REVIEW & APPROVE 2019-2020 BOARD GOALS

Mr. Lawson discussed the draft 2019-2020 Board goals. It was suggested to remove #7 under Balance, Equity and Diversity as it was redundant. Ms. Hotchkiss recommended that the goals reflect the addition of the recently established Affordable Housing Trust Study Committee. Ms. Ackerman suggested that the Board consider further reviewing the relationship of the Town and the Library Corporation. Board members agreed to add Cross-Town Connect/transportation to #2 under Regional State interests #2. Board members agreed to review a revised draft at a later meeting.

PUBLIC COMMENTS

At the request of the public, Mr. Lawson agreed to take public comments after Committee Liaison Reports.

COMMITTEE LIAISON REPORTS

Ms. Bates reviewed topics discussed at the recent Planning Board meeting. She attended the West Concord Advisory Committee open house. She also went to the Personnel Board meeting.

Ms. Escobedo attended the West Concord Advisory Committee open house. The Concord Housing Development is looking for an additional member. The NMI/Starmet Property Re-use Committee is starting to move forward.

Ms. Ackerman reviewed the ongoing work of the Public Works Commission, West Concord Junction Cultural District Committee, Commission on Disability, Comprehensive Sustainable Energy Committee, and Library Committee.

Ms. Hotchkiss discussed the Natural Resources Commission meeting. She attended the second White Pond forum and a forum on gas leaks hosted by Mothers Out Front. She reviewed topics discussed at the PEG Access Advisory Committee meeting.

Mr. Lawson reviewed the latest Hugh Cargill Trust Committee meeting.

PUBLIC COMMENTS

Susanna Kay and Brooks Read, 366 Estabrook Road, stated that Executive Sessions should be recorded. Mr. Read stated that the Town's response to several Open Meeting Law complaints have been inadequate. He reviewed the recent complaints. He stated that he wants the complaints posted online and that the Town has intentionally not addressed the complaints. He encouraged citizens to ask for copies of the complaints filed. He provided Town staff with correspondence outlining his comments.

MISCELLANEOUS/CORRESPONDENCE

None

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

COMMITTEE NOMINATIONS

David Bell of 1657 Monument Street to the Public Ceremonies and Celebrations Committee; Geoffrey Walton of 42 Buckmaster Drive to the West Concord Advisory Committee (associate member); Pam Rockwell of 1810 Main Street, Paul Boehm of 11 Ridgewood Road, Gary Kleiman of 57 Central Street, and Karl Seidman of 93 Wright Road to the Nuclear Metals/Starmet Property Re-use Planning Committee; Frank Cannon of 147 Prairie Street, Pat Nelson of 52 Cottage Lane, Matt Root of 139 Belknap Street, Dawn Guarriello of 57 Bristers Hill Road, Chris Popov of 35 Pleasant Street, Heather Bout of 33 Alden Road (School Committee rep.), and Court Booth of 144 Wright Road (School Committee rep.) to the Middle School Building Committee; Steve Ng of 12 Dalton Road to the Nuclear Metals/Starmet Property Re-use Planning Committee; Timothy Hult of 20 South Meadow Ridge to Middle School Building Committee; Vince Carlson of 34 Everett Street to the PEG Access Advisory Committee

COMMITTEE APPOINTMENTS

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To appoint Melissa Maxwell of 449 Barrett's Mill Road to the Agriculture Committee (unexpired term/associate member) for term to expire May 31, 2021; Ravi Faiia of 169 Plainfield Rd to the Zoning Board of Appeals (assoc. member) for a term to expire May 31, 2022; Superintendent of Schools Dr. Laurie Hunter, School Director of Finance & Operations Jared Stanton, Concord Middle School Principal Justin Cameron, and Concord Sustainability Director Kate Hanley to the Middle School Building Committee; Paul Grasso of 68 Southfield Road to the Community Preservation Committee (Recreation Commission representative) for a term to expire May 31, 2021

COMMITTEE REAPPOINTMENTS

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To reappoint Deena Whitfield of 67 Whit's End Road to Hugh Cargill Trust Committee (unexpired term) to expire May 31, 2020; John Brady of 105 Lexington Road to the Zoning Board of Appeals for a term to expire July 31, 2019; Pam Rockwell of 1810 Main Street, Len Rappoli of 98 Shore Drive, Fred Seward of 158 Spencer Brook Road, and Deborah Farnsworth of 2132 Main Street (Board of Health representative) to the 2229 Main Street Oversight Committee for terms to expire May 31, 2022

TOWN MANAGER APPOINTMENTS WITH SELECT BOARD APPROVAL

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To confirm Town Manager appointments of Michael Capizzi of 11 Wood Street to the Historical Commission (full member) for term to expire May 31, 2022; Alan Bogosian of 1624 Main Street to the Historical Commission (associate member) for term to expire May 31, 2020; Nick Pappas of 300 Virginia Road to the Natural Resources Commission for term to expire May 31, 2022

APPOINT ELECTION OFFICERS

Upon a motion duly made and seconded the Board UNANMOUSLY

VOTED: To appoint Election Officers as listed on Town Clerk's memo dated May 16, 2019

ADJOURN

At 9 p.m. upon a motion duly made and seconded the Board UNANIMOUSLY

VOTED: to adjourn the meeting for the evening.

CONCORD SELECT BOARD
MINUTES
MAY 23, 2019

Respectfully submitted,

Linda Escobedo, Clerk

MEETING DOCUMENTS

- Select Board Priorities for Envision Concord Long Range Plan
- Affordable Housing Trust Study Committee charge
- Request from owner of 68a Monument Street to waive the Town's first right of refusal
- 2019 General Obligation Bond Issue
- Board meeting schedule
- Draft goals

Link to Minuteman Media Network coverage:

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

Link to Select Board meeting documents:

<http://concordma.gov/sbmtgdocs>