

**Select Board
Minutes
May 24, 2021**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference on May 24, 2021 at 4:00pm.

Present were Linda Escobedo, Chair; Susan Bates, Clerk; Jane Hotchkiss, Terri Ackerman, and Matthew Johnson. Also present was Stephen Crane, Town Manager.

Call to Order

Roll call vote

Ms. Escobedo: Present
Ms. Bates: Present
Ms. Ackerman: Present
Ms. Hotchkiss: Present
Mr. Johnson: Present

Consent Agenda

- Minutes to approve: April 26, 2021
- Town Accountant Warrants: May 20, 2021

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

Roll call vote

Ms. Escobedo: Aye
Ms. Bates: Aye
Ms. Ackerman: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Town Manager's Report

The two-day clinic conducted by the Town at the temporary facility in the CCHS parking lot was highly successful. About 500 doses were administered to students from Concord, Carlisle, and others who had not yet received the vaccine. A second dose clinic will be held in three weeks.

While the Town awaits action by the Legislature and Governor regarding remote participation, plans are being made for boards and committees to resume in-person meetings after June. Given the busy schedules most boards and committees have, it is likely that there will be high demand for meeting spaces. The availability of meeting rooms in Town buildings has been impacted by the space reconfigurations made during the pandemic as well as Town House being offline. For example, some conference rooms were converted to workstations to

**Select Board
Minutes
May 24, 2021**

accommodate the social distancing requirements (which remain in effect until 5/29). To ensure that boards and committees have the opportunity to use one of available meeting spaces, room reservations will only be accepted for up to 30 days for non-executive, non-regulatory boards and committees.

Phase 1 construction on Emerson Park will begin on Tuesday May 25 and continue into the summer months with substantial work nearing completion in mid-July.

With continuous pumping helped by a lack of rain in recent days, the upstream flooding at the Sawmil Brook Culvert on Monument Street has been significantly reduced. The plan is to run the pump intermittently depending on rainfall until the permanent repair is done. A contractor has been selected to perform the repairs which include building a coffer dam to isolate the water to allow the removal of the failed portion of the culvert and replacing it with new precast concrete. Work will also include extending the culvert downstream in order to stabilize the embankment on that side.

A mandatory lawn watering restriction, limiting lawn watering to 1 day per week, is in effect. Rising temperatures and a lack of significant rain events predicted in the forecast are already resulting in increased water demands. Until critical infrastructure improvements at the Nagog Pond supply are complete, the water supply and customer demand situation will remain tenuous.

Beginning the week of June 7, Concord COA will begin offering in person programming for fully Covid vaccinated seniors on a limited basis. As expected, there are rules and guidelines that must be followed for any senior to enter the building; COA staff continue to communicate that the policies and rules are fluid, temporary and designed with the goal of mainlining a safe environment for all. The details of these regulations will be published in the COA newsletter which is scheduled to be mailed to all Concord residents aged 60+ during the week of 5/17.

Concord, in partnership with Lexington and Arlington, has been awarded funding to provide technical assistance to study the economic impact of tourism for each of the three towns. MAPC technical assistance is made possible through a range of sources including District Local Technical Assistance, Planning for MetroFuture Technical Assistance, and foundation grants. Awards are also made in alignment with the Baker Administration's Community Compact Cabinet Best Practices Program.

Chair's Remarks

Ms. Escobedo's remarks led into the following item regarding the Town's response to the COVID-19 State of Emergency Order expiring on June 15 and associated follow-up actions.

**Select Board
Minutes
May 24, 2021**

Town of Concord Response to the Governor Rescinding the Declaration of Emergency Order

The COVID-19 State of Emergency is scheduled to expire on June 15, 2021. With no further legislative action, Open Meeting Law changes that allowed for virtual meetings would revert back to pre-pandemic requirements. The result is that boards and committees would have to meet with a quorum in person beginning on June 15. Public participation via Zoom would still be allowed.

Additionally, the ability for restaurants to continue outdoor dining as approved under the COVID-19 Emergency Order is set to expire 60 days after the end of the State of Emergency (August 15, 2021). Once this expires, restaurants would need to apply to amend their liquor license to be able to serve alcohol outdoors and would need to meet the Zoning Bylaw's parking requirements for additional outdoor seating, which was waved under the emergency order.

In order to codify the ability for virtual participation in Open Meeting Law, the Select Board proposed submitting a letter to the legislature to support H.3213 and S.2104: An Act updating the Open Meeting Law to support remote participation.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the chair to send a letter of support to Concord's legislative representatives for H.3213 and S.2104: An Act updating the Open Meeting Law to support remote participation and incorporating comments as noted in this meeting.

Roll call vote

Ms. Escobedo: Aye

Ms. Bates: Aye

Ms. Ackerman: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

Update on Assistive Technology Plans for Town Buildings

Deputy Town Manager Kate Hodges attended the meeting to present on assistive listening devices at Town facilities. The Council on Aging hosts a hearing support subcommittee to understand the assistive listening capability of Town buildings. The subcommittee is developing a report for the Deputy Town Manager and the Commission on Disabilities.

911 Regional Dispatch Governance Agreement

The Select Board revisited the application for the 911 Regional Dispatch Governance Agreement between the Town of Concord and the Town of Acton. The deadline for the

**Select Board
Minutes
May 24, 2021**

application is May 31, 2021. The Select Board heard presentations and citizen feedback at multiple meetings leading up to this meeting. Thomas Kennedy of the Edward Collins Center attended the meeting to reiterate the cost saving and operational benefits of Acton and Concord developing a regional center. Select Board members had questions regarding the terms and conditions for potential withdrawal from the agreement should that be necessary, as well as the financial impact of adding additional communities to a regional operation. Mr. Crane reiterated that if the funding application was not accepted by the state, Concord could back out of the proposal at no cost. If desired, the Town would be able to back out of the agreement and revert back to the current dispatch model at any time with notice. The public safety officials and town managers from Acton and Concord have both advised that the Town's enter into this agreement.

The Select Board initially voted on a motion to support the Town of Concord and Town of Acton Regional Dispatch Governance Agreement as presented at the meeting. This motion was rescinded later on in the meeting as it did not comply with the language required by the statute, at which time the Chair made the following motion quoting the required statutory language.

Upon a motion duly made and seconded, it was

VOTED: shall the municipality accept the provisions of sections of 18.0-18b inclusive of chapter 6a of the general laws providing for the establishment of a regional 911 emergency communication district together with the Town of Acton and the construction, siting, administration, operation, and maintenance of a regional 911 emergency communication center by the district under the provisions of the proposed district agreement filed with the Select Board in Concord and Acton.

Roll call vote

Ms. Escobedo: Aye

Ms. Bates: Aye

Ms. Ackerman: Aye

Ms. Hotchkiss: Nay

Mr. Johnson: Nay

Applications for New Tour Guide Licenses

Victor Curran, the teacher of the Concord History course that new tour guides are required to complete, attended to present the list of tour guides applying for a license. Mr. Curran congratulated the guides on the completion of the course.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the applications for new tour guide licenses valid through December 31, 2021 as included in the meeting materials dated May 24, 2021.

Roll call vote

**Select Board
Minutes
May 24, 2021**

Ms. Escobedo: Aye
Ms. Bates: Aye
Ms. Ackerman: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Nominations:

Thomas Swaim of 28 Central Street to the Zoning Board of Appeals for a term to expire on April 30, 2024. Elizabeth Akehurst-Moore of 86 Holden Wood Road to a second term on the Zoning Board of Appeals to expire on April 30, 2024. Andrew Boardman of 110 Hillcrest Road to the Planning Board for a term to expire April 30, 2026. Josh Galper of 65 Stone Root Lane to the White Pond Advisory Committee for a term to expire on April 30, 2024.

Town Manager Appointment with Select Board Approval:

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the Town Manager Appointment of Gary Kleiman of 57 Central Street to the Natural Resources Commission for a term to expire on April 30, 2024.

Roll call vote

Ms. Escobedo: Aye
Ms. Bates: Aye
Ms. Ackerman: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Liaison Reports

Committee liaison reports were deferred to the next meeting. Mr. Johnson reported that the Middle School Building Committee will be holding an additional meeting next week to describe the final space summary and the projected budget.

Miscellaneous Correspondence

Correspondence was included in the [meeting materials](#).

Public Comments

**Select Board
Minutes
May 24, 2021**

Lois Suarez of 34 Everett Street asked why the tour guide licenses approved earlier in the meeting only run through December 31, 2021, rather than a full year. Senior Administrative Assistant Jeremy Romanul noted that this term corresponds with the term adjustments approved by the Select Board earlier in the year. Tour guide license will be renewed on a calendar year basis moving forward, with terms beginning on January 1.

Adjourn

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

Roll call vote

Ms. Escobedo: Aye

Ms. Bates: Aye

Ms. Ackerman: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

Meeting Materials: <https://concordma.gov/DocumentCenter/View/29772/May-24-SB-Packet>

Minuteman Media Network Coverage: <https://www.youtube.com/watch?v=nwevBiN5leE>