

**TOWN OF CONCORD
SELECT BOARD
MINUTES
May 28, 2020
4:00PM
VIDEO CONFERENCE CALL**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a conference call on May 28, 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 Counsel, Mina Makarious; Superintendent of Concord Public Schools, Laurie Hunter; CPS Finance Director Jared Stanton; and Finance Director, Kerry Lafleur.

Call to Order

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

Town Manager Update

Town Manager Stephen Crane noted that the Reopen Task Force, comprised of Town employees, is moving quickly to determine the necessary equipment and scheduling practices for each department to successfully reopen Town offices to employees. The Town did an employee survey with over 180 responses, and is analyzing the results of that survey.

1/12th Spending Plan for the Town

Finance Director Kerry Lafleur explained that the 1/12th budget approach for municipalities in Massachusetts was authorized under Chapter 53, Section 5 of the Acts of 2020. This was recently passed by the legislature and signed by Governor Baker. It is referred to as deficit spending because there has been no appropriation by Town Meeting. Ms. Lafleur explained that the Town has the funding for the budget and will not be borrowing money, but it is considered deficit spending since there is no offsetting appropriation.

The 1/12th budget approach allows municipalities to continue operations beyond the June 30th close of the fiscal year, absent an approved fiscal year budget. It requires the development of a monthly expenditure plan that needs to be approved by the Select Board and submitted to the division of local services and approved by the Director of the Bureau of Local Accounts for final approval. Municipalities need to submit for one month at a time. Since the Town will likely not have Town Meeting until September, the Finance Department put together a plan for July, August, and September. The final budget that will be submitted to the state will be reviewed at the next Select Board meeting at June 4th.

1/12th Spending Plan for Concord/Carlisle Regional High School

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Concord-Carlisle Public Schools Superintendent Laurie Hunter and Schools Finance Director Jared Stanton attended to explain that they need to apply for a 1/12th budget with the Commissioner of Education by June 1st. The budget submitted to the state needs to have a letter of support from the Concord Select Board and Carlisle Select Board individually, per the alternative method in the 1957 Regional School District Agreement. The Carlisle Select Board voted to endorse the school budget on May 26th, two days earlier.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the Chair to submit a letter of support to use the alternative method according to the Regional School District Agreement for calculating the 1/12th spending plan for the Concord Carlisle Regional School.

Roll call vote:

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

Appointment of Town Counsel

The Town Counsel Bylaw requires that the Select Board officially appoints Town Counsel in May for the next 12 months. Mr. Lawson stated that the board's intention is to reappoint Mina Makarious of Anderson & Kreiger as Town Counsel. The board and the Town Manager commended Mr. Makarious for his contributions to Town affairs.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to reappoint Mina Makarious of Anderson & Kreiger LLP as Town Counsel, with a term beginning June 1, 2020, and set to expire May 31, 2021.

Roll call vote:

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

Town Meeting Update

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Town Moderator Carmin Reiss issued a second declaration recessing and continuing Town Meeting, this time until June 29th, 2020. The Moderator is only authorized to move the Town Meeting one month at a time. The Select Board and Ms. Reiss expect that due to the public health risks associated with large gatherings and the COVID-19 Pandemic, Town Meeting will likely continue to be pushed back one month at a time until September.

Committee Liaison Reports

Ms. Bates reported that the Economic Vitality Committee met, and the Planning Director is researching grants from the State for microenterprises (businesses of five employees or less) for up to \$10,000. Ms. Rasmussen is looking into how many businesses that applies to. The Community Chest also has a fund that individuals can donate to in order to support local businesses.

Ms. Hotchkiss reported that the Board of Health is now part of the new tobacco control collaborative with Bedford, Wilmington, and Lexington, and the four communities will share a Tobacco Control Inspector.

Ms. Ackerman reported that the Capital Planning Task Force plans to hold a public hearing in September. The charge of the committee is set to expire in June, so the Select Board will add a request for a committee extension on their next agenda.

Ms. Escobedo reported that the Recreation Committee has faced steep challenges during this COVID-19 shutdown period with staff furloughs and significant lost revenues due to suspended programs. Attendance at summer recreation programs, while looking promising, is still uncertain in terms of budgeted revenues.

Mr. Lawson noted that at the next meeting, the Select Board will reauthorize the Public Health Director to write to the Attorney General regarding the postponement of Town Meeting.

Miscellaneous Correspondence

Mr. Lawson did not report any correspondence.

Public Comments

Karlen Reed of Whits End Road reported that the League of Women Voters Select Board Candidates Forum took place, and is now posted on YouTube. The School Committee Candidates Forum will be taking place on Friday, May 29 from 1:00-2:00pm.

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Adjourn

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

Roll call vote:

Susan Bates: Aye

Linda Escobedo: Aye

Mike Lawson: Aye

Terri Ackerman: Aye

Jane Hotchkiss: Aye

Minuteman Media Network Coverage:

<https://www.youtube.com/watch?v=an7ZlgsYMAo&t=1002s>