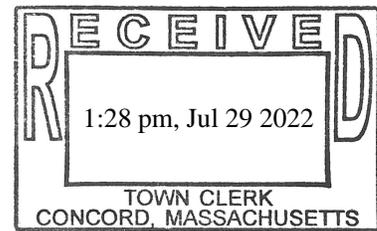


**Town of Concord
Select Board
Minutes
June 13, 2022**



Pursuant to a notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting in the Second Floor Meeting Room and via Zoom on June 13, 2022 at 5:30pm.

Present were Matthew Johnson; Chair, Terri Ackerman; Clerk; Henry Dane, Linda Escobedo, and Mary Hartman. Also present was Kerry Lafleur, Interim Town Manager.

Call to Order

Chair Johnson called the meeting to order at 5:30 p.m.

Executive Session

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to enter Executive Session in accordance with M.G.L. 30A, Section 21(a)(2), to conduct strategy sessions in preparation for negotiations with nonunion personnel (Town Manager), to return to regular session

Roll Call Vote:

Mr. Dane: Aye
Ms. Escobedo: Aye
Ms. Hartman: Aye
Mr. Johnson: Aye
Ms. Ackerman: Aye

Consent Agenda

- Town Accountant Warrant: June 9, 2022
- Minutes: June 6, 2022; Executive Session Meeting Minutes of May 16, 2022 (not to be released)
- Gift Acceptance:
 - \$1,000 from National Grid to the Concord Fire Department
- One Day Special Liquor License Applications
 - Verrill Farm/Sake Tasting to Benefit Nanae, 11 Wheeler Road, on June 15, 2022 from 6:00pm-8:00pm, Wine & Malt Beverages Only
 - Verrill Farm/Rotary Installation Dinner, 11 Wheeler Road, on June 16, 2022 from 6:00pm-8:00pm, Wine & Malt Beverages Only
 - Verrill Farm/Strawberry Cocktail Party, 11 Wheeler Road, on June 23, 2022 from 6:00pm-8:00pm, Wine & Malt Beverages Only
 - Verrill Farm/Company Outing, 11 Wheeler Road, on June 18, 2022 from 11:00am-2:00pm, Wine & Malt Beverages Only
 - Saltbox Farm/Wedding, 40 Westford Road, on July 9, 2022 from 4:30pm-9:30pm, Wine & Malt Beverages Only
 - Saltbox Farm/Farm Dinner, 40 Westford Road, on July 15, 2022 from 5:30pm-8:30pm, Wine & Malt Beverages Only
 - Saltbox Farm/Wedding, 40 Westford Road, on July 22, 2022 from 12:30pm-4:00pm, Wine & Malt Beverages Only

**Town of Concord
Select Board
Minutes
June 13, 2022**

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

Select Board Liaison Reports

Ms. Ackerman reported on the PEG Access Advisory Committee and stated that they had received two bids for their 10-year franchise agreements. Ms. Ackerman added that the 2229 Main Street Oversight Committee had been very busy and that representatives from the Committee would be presenting to the Board in July. Ms. Ackerman further reported that the Personnel Study Task Force Committee would be holding a public forum in September. Ms. Ackerman also attended the Housing Production Plan Forum, CSEC Electric Vehicle Charging Event, and the Sanborn School Civics Day presented by the League of Women Voters.

Ms. Hartman reported on the CPW Commission and stated that the solid waste program would not be increasing rates in fiscal year 2023, that the CPW Commission was hoping to collaborate with the Transportation Advisory Committee, and that they briefly discussed the new Nagog Filtration Plant, at a potential cost of thirty million dollars. Ms. Hartman further stated that the Recreation Commission was beginning their strategic plan and that revenues at the Beede Center were fifty percent higher than projected and the funds would be used for deferred maintenance items. Ms. Hartman added that the Natural Resources Commission would begin the dredging of Warner Pond in the fall. She also reported on the Economic Vitality Committee and informed the Board of her desire to amend the White Pond Advisory Committee's charge.

Ms. Escobedo reported on the Concord Commission on Disability and stated that the Commission was pleased that additional handicapped parking spots were added at the Library's Stow Street parking lot but felt that they could be better located. Ms. Escobedo also reported that the Commission is also in the process of reviewing volunteers to fill vacancies and were looking forward to meeting Kellie Hebert and Kerry Lafleur. Ms. Escobedo also reported on the Zoning Board of Appeals who had reviewed several applications and noted that the International Women's Tennis Tournament will be held at the Thoreau Club on August 8-14. Ms. Escobedo added that the Concord Municipal Affordable Housing Trust met with the National Park Service to explore whether some of the housing that the National Park Service was offering as rentals could be used as affordable housing. Finally, Ms. Escobedo stated that she had attended the Housing Production Plan Forum and noted that more than fifty people attended.

Mr. Dane reported that the Public Ceremonies Committee had three vacancies and that he was interested in filling those vacancies. Mr. Dane added that he hoped that the 250th Committee would work in tandem with the Public Ceremonies Committee for the events around the 250th celebrations. Mr. Dane also noted that the 250th Committee updated their website, were meeting weekly, and had nearly 30 members on their various sub committees.

Chair Johnson reported on the Finance Committee and stated that Peggy Briggs had been named their Chair and had made assignments of observers, with Christine Reynolds continuing in her role as Select Board observer. Chair Johnson added that the Middle School Building Committee had updated their schedule, which reduced their overall construction timeframe. He also stated that there would be an updated cost estimate presented at the end of June for the Middle School Building project. He added that the School Committee met and that there was a review of their 5-year Diversity, Equity and Inclusion Belonging Plan. Chair Johnson also stated that the Diversity,

**Town of Concord
Select Board
Minutes
June 13, 2022**

Equity, and Inclusion Commission met and he reported that the Commission has agreed to write a letter regarding the METCO parents demands relative to the School District.

Committee Nominations

Lois Suarez to the Pollinator Health Advisory Board and Kate Yoder to the Economic Vitality Committee.

Ms. Hartman withdrew the nomination of Kate Yoder to the Economic Vitality Committee, citing Ms. Yoder's membership on the West Concord Junction Cultural District Committee

Committee Appointments

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to appoint: Holly Cratsley, of 10 Edmonds Road, to the Concord 2025 Executive Committee for a term to expire December 31, 2026; Patricia Hopkins, of 65 Dalton Street, to the Concord 2025 Executive Committee for a term to expire December 31, 2026; Reappoint John Soden to the Bruce Freeman Rail Trail Advisory Committee for a term to expire May 31, 2023; Reappoint Nick Pappas to the Natural Resources Committee for a term to expire April 30, 2025; Reappoint Michael Capizzi to the Historical Commission for a term to expire May 31, 2025; Reappoint Alan Bogosian to the Historical Commission for a term to expire May 31, 2025; Reappoint Melissa Saalfield to the Historical Commission for a term to expire May 31, 2025.

Chair Johnson asked Mr. Dane for clarification regarding which roles were still open on the Concord 2025 Executive Committee and suggested adding the open roles to the Town website. Mr. Dane reminded the Board that the charge allowed for members to be moved within categories and encouraged residents to serve on a subcommittee.

Interim Town Manager's Report

Ms. Lafleur reviewed the Interim Town Manager's report that was included as part of the Select Board's meeting packet. Ms. Lafleur explained that the new Executive Assistant to the Town Manager would be starting in her new role on June 15, and that she would be taking over the production of the Town Manager's Report and it was Ms. Lafleur's hope that the report would be even more comprehensive in the future.

Chair's Report

Chair Johnson reminded the Board of their declaration of Race Amity Day at a previous meeting and stated that he had attended an event at the Alcott Elementary School where he read the proclamation. He also noted that the School District's Director of Diversity, Equity, and Inclusion, Andrew K. Nyamekye gave a presentation, and encouraged the Board to explore holding an official Town event in the future to celebrate the Juneteenth holiday.

**Town of Concord
Select Board
Minutes
June 13, 2022**

Chair Johnson also reported that the Board had concluded their discussions regarding the contract for the Town Manager position and would be presenting the contract to the Interim Town Manager for her consideration.

Review Fiber Broadband Task Force Final Report

Mark Howell, of 668 Annurnnac Hill Road and Chair of the Fiber Broadband Completion Task Force, reviewed the presentation included as part of the Select Board's Meeting Packet with the Board. Mr. Howell noted that a copy of the Final Report was posted on the Town's website.

Mr. Howell explained that the Task Force sought to:

1. Study the unserved parcels and premises within Concord
2. Consider the possible cost for meeting those unserved citizens
3. Consider alternatives and approaches to fund expansion

Mr. Howell informed the Board that Concord had significant gaps in the areas serviced by Fiber Broadband and noted that certain types of properties were consistently omitted. Mr. Howell also stated that the finances of the Fiber Broadband service would need to be reviewed and carefully considered as the Town looked to increase fiber broadband service.

Mr. Howell reviewed the summary of recommendations included in the report with the Board and further explained how the Task Force conducted the research that informed their report.

The Board and Mr. Howell further discussed several items including the cost of the program, a loan highlighted in the report, how the service may be improved in the future, and some of the competitive advantages/disadvantages of the program.

Chair Johnson noted that the report was already having an impact, as Chief Information Officer (CIO) Jason Bulger had already begun to implement some of the recommendations included in the report.

Nick Pappas, of 1743 Monument Street, stated that while Comcast had some advantages over the fiber broadband service offered by the Town, it was also very expensive when compared to the Town service.

Louise Berliner, of 179 Independence Road, stated her support of the Town's Fiber Broadband service. She added that the Town could see future revenues by expanding the service to surrounding towns.

Jason Bulger, the Town's CIO, thanked the Task Force for their work, and stated that his department was looking forward to implementing the recommendations made in the report.

Mr. Howell thanked the members of the Task Force, Mr. Bulger, the Concord Municipal Light Plant, and the Town Manager's Office for their support.

Trolley/Shuttle Pilot Program Discussion & Vote

**Town of Concord
Select Board
Minutes
June 13, 2022**

Erin Stevens, Public Information and Communications Manager, Marcia Rasmussen, Director of Planning and Land Management, Elizabeth Hughes, Town Planner, and Beth Williams, Economic Vitality & Tourism Manager, reviewed the presentation included as part of the Select Board meeting packet with the Board. Ms. Stevens explained that following the Select Board meeting on May 23, 2022, the group tried to address some of the concerns raised by the Board. Ms. Stevens explained that a stop in West Concord had been added to the route and noted the support of several organizations including Town departments, Committee's, and local business groups.

The Board discussed the data to be collected, the potential for applying for a Federal Lands Access Program (FLAP) grant, and how the Pilot could affect future trolley or shuttle service. The Board and Town staff also discussed how a fee would be collected and the possibility of forgoing a fee for the Pilot program. The Board also discussed the use of ARPA funds, marketing, and the contract for the Pilot. It was also noted that advertising of the trolley/shuttle program would be funded using funds from the \$100,000 being requested. Mr. Dane noted that because the approval of the program was delayed by several weeks, they should be able to adequately fund proper advertising without the need for additional funds.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to Move to reserve \$100,000 of the approximately \$5.654 Million to be granted to the Town of Concord under the ARPA State and Local Fiscal Recovery Funds for the purposes of the proposed Trolley/Shuttle Pilot program as detailed in the memo included in the board packet.

Discuss & Vote to Renew the Cultural District Designation for Concord Center

Ms. Rasmussen explained that she was seeking a letter from the Board which would state the Town's intention to renew the Cultural District Designation for Concord Center. The Board asked if there were any disadvantages to seeking the designation. Ms. Rasmussen explained that the Concord Center Cultural District Committee had not met in nearly two years, since the outset of the COVID-19 pandemic. Chair Johnson stated his belief that there was more art and culture in the Center than ever. Ms. Rasmussen stated that the initial proposal was brought forward by the Chamber of Commerce, and that the group stated that they may seek to expand the district in the future. The Board noted that the recently approved trolley Pilot and the upcoming 250th celebrations provided support for the renewal of the designation.

Upon a motion duly made and seconded, it was UNANIMOUSLY **VOTED:** to authorize the Chair to submit a letter on behalf of the Board to the Mass Cultural Council to seek the renewal of the Cultural District Designation for Concord Center.

Fleet Electrification Update with Amanda Kohn, Sustainability Director

Amanda Kohn, the Town's Sustainability Director, reviewed the presentation included as part of the Select Board meeting packet. She noted that the Town had recently completed the Fleet Electrification Roadmap and Charging Infrastructure Needs Assessment and noted that both reports were available on the Town's website. Ms. Kohn stated that both reports were driven by the

**Town of Concord
Select Board
Minutes
June 13, 2022**

Town's commitment to meet its carbon emissions reduction goals.

Ms. Kohn reviewed the Town's Sustainable Fleet Policy (APP #65), which was adopted by the Select Board in 2020. Ms. Kohn also reviewed the Town's current fleet, and reviewed vehicles which may be replaced with electric vehicles in the future. Ms. Kohn stated some vehicles could not be replaced as there was not an electric vehicle available with the features required of the fleet.

Ms. Kohn explained that the Town's fleet was currently made up of 227 vehicles and noted that 76 of those vehicles should be replaced with electric vehicles at the end of their useful lives. Ms. Kohn also reviewed the infrastructure and charging station needs that the Charging Infrastructure Needs Assessment highlighted. The Board and Ms. Kohn discussed grant opportunities to further the Town's fleet electrification and infrastructure needs.

Chair Johnson asked if the fleet electrification and infrastructure needs would be included as part of the Capital Plan in the future, which Ms. Lafleur confirmed.

Chair Johnson also asked if the school busses were precluded from the study because the School District was overseeing their own electrification efforts. Ms. Kohn confirmed that the schools were leading their own electrification efforts, but that there was a working group between the School District and the Town to offer the School District support.

Ms. Escobedo asked how different departments were affected by the need to replace internal combustion vehicles with electric vehicles as it related to their charging infrastructure needs. Ms. Escobedo also asked if there was a price premium ceiling when it came time to replace an internal combustion vehicle with an electric vehicle. Ms. Kohn stated that there was not a price premium ceiling but noted that the costs were often comparable. Ms. Kohn added that different departments worked with the Sustainability division to ensure that they have suitable charging infrastructure when new electric vehicles are purchased.

Ms. Hartman asked where the Town charged the current electric vehicles, and Ms. Kohn stated that the vehicles were charged at the Police/Fire Station.

5G Policy Discussion

Jason Bulger, the Town's Chief Information Officer, reviewed the comments the Town had received following the posting of the 5G Policy on the Town's website. Mr. Bulger explained that some of the comments submitted required decisions to be made and asked if the Board could provide some guidance. Mr. Bulger added that in March of 2022 the Board directed Mr. Bulger to draft a Small Cell Policy based on similar policies that existed in other communities to protect the Town regarding potential installations. Mr. Bulger stated that he had presented his draft to the Board in April of 2022 and the Board asked the public to submit comments regarding the policy for consideration. Mr. Bulger further noted that it was submitted to the Senior Management Team for their comments and reported that they added no additional comments.

Mr. Bulger and the Board reviewed the comments submitted by residents and Chair Johnson thanked residents for their detailed recommendations. Mr. Bulger reviewed the next steps

**Town of Concord
Select Board
Minutes
June 13, 2022**

regarding the policy and the Board asked that Mr. Bulger bring a final draft back to the Board for a vote at a future meeting.

Correspondence

Chair Johnson reviewed the correspondence in the meeting packet, and noted it related to the 5G policy which had been previously discussed.

Public Comment

Karlen Reed, of 83 Whits End, asked for more detail on the Landmark Recovery Unit on Main Street, which was referenced in the Interim Town Manager's Report. She also asked if the Police Department had any concerns about the project. Ms. Lafleur stated that Town staff had been extensively involved in the project since it began in 2019. Ms. Lafleur explained that the facility was a private rehabilitation facility specializing in the treatment of substance abuse. She stated the use was allowed under zoning, and that the Police and Fire Departments had commented on the project throughout the review process.

Tanya Gailus, of 62 Prescott Road, noted that Mr. Bulger had omitted a comment submitted by Gail Hire regarding tree removal when discussing the 5G Policy. Mr. Bulger stated that he would incorporate tree removal and tree trimming in the final draft of the Small Cell Policy.

Pamela Dritt, of 13 Concord Greene Unit 4, commented on the expenses related to the fleet electrification and stated her belief that society, as a whole, would realize savings related to health care costs by pursuing an electric fleet. She also stated that the American Lung Association recommended elimination of diesel school busses. She asked the Town and Board to consider the economic costs as well as the benefits to public health when considering fleet electrification.

**Public Hearing: Grant of Location Petition by National Grid to relay
approximately 470 feet of 2- inch Coated Steel (1930) gas main with
470 feet of 2-inch Plastic in Davis Court from Bedford Street to end at
#47 Davis Court**

Chair Johnson stated that the Board would need to open each public hearing and continue them to July 11, 2022, at the request of National Grid.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to open the public hearing for a Grant of Location Petition by National Grid to relay approximately 470 feet of 2- inch Coated Steel (1930) gas main with 470 feet of 2- inch Plastic in Davis Court from Bedford Street to end at #47 Davis Court

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing to July 11, 2022, at 6:40pm.

**Public Hearing: Grant of Location Petition by National Grid to relay
approximately 250 feet of 4- inch Plastic main in Lowell Road with
approximately 250-feet of 8-inch Plastic main from the existing 8-inch**

**Town of Concord
Select Board
Minutes
June 13, 2022**

plastic main to house #925 Lowell Road.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to open the public hearing for a Grant of Location Petition by National Grid to relay approximately 250 feet of 4- inch Plastic main in Lowell Road with approximately 250-feet of 8-inch Plastic main from the existing 8-inch plastic main to house #925 Lowell Road.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing to July 11, 2022, at 6:50pm.

Public Hearing: Grant of Location Petition by National Grid to extend its existing 2-inch plastic main in Simon Willard Road approximately 480 feet to serve an existing residence located at #398 Simon Willard Road.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to open the public hearing for a Grant of Location Petition by National Grid to extend its existing 2-inch plastic main in Simon Willard Road approximately 480 feet to serve an existing residence located at #398 Simon Willard Road.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing to July 11, 2022, at 7:00pm.

Public Hearing: Grant of Location Petition by National Grid to relay approximately 805 feet of 2- inch, coated steel (1930) and approximately 150 feet of 2-inch, plastic (2013) with approximately 955 feet of 2-inch, plastic in Crescent Rd from #42 Crescent Rd to the end of main at #138 Crescent Rd; and to relay approximately 735 feet of 2- inch, coated steel (1930) with approximately 735 feet of 2-inch, plastic in Hosmer Rd from Nashoba Rd to Crescent Rd; and to relay approximately 710 feet of 2-inch, coated steel (1930) with approximately 710 feet of 2-inch, plastic in Garland Rd from Crescent Rd to Nashoba Rd; and to relay approximately 465 feet of 2-inch, coated steel (1957) with approximately 465 feet of 2-inch, plastic in Wilson Rd from Nashoba Rd to end of main at #59 Wilson Rd; and to relay of approximately 860 feet of 2- inch, coated steel (1957) with approximately 860 feet of 2- inch, plastic in Nashoba Rd from Hosmer Rd to end of main at #321 Nashoba Rd; and to relay of approximately 480 feet of 2- inch, coated steel (1930) with approximately 480 feet of 2- inch, plastic in Nashoba Rd from Garland Rd to the existing 2- inch, coated steel at #144 Nashoba Rd

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to open the public hearing for a Grant of Location Petition by National Grid to relay approximately 805 feet of 2- inch, coated steel (1930) and approximately 150 feet of

**Town of Concord
Select Board
Minutes
June 13, 2022**

2-inch, plastic (2013) with approximately 955 feet of 2-inch, plastic in Crescent Rd from #42 Crescent Rd to the end of main at #138 Crescent Rd; and to relay approximately 735 feet of 2-inch, coated steel (1930) with approximately 735 feet of 2-inch, plastic in Hosmer Rd from Nashoba Rd to Crescent Rd; and to relay approximately 710 feet of 2-inch, coated steel (1930) with approximately 710 feet of 2-inch, plastic in Garland Rd from Crescent Rd to Nashoba Rd; and to relay approximately 465 feet of 2-inch, coated steel (1957) with approximately 465 feet of 2-inch, plastic in Wilson Rd from Nashoba Rd to end of main at #59 Wilson Rd; and to relay of approximately 860 feet of 2- inch, coated steel (1957) with approximately 860 feet of 2- inch, plastic in Nashoba Rd from Hosmer Rd to end of main at #321 Nashoba Rd; and to relay of approximately 480 feet of 2- inch, coated steel (1930) with approximately 480 feet of 2- inch, plastic in Nashoba Rd from Garland Rd to the existing 2- inch, coated steel at #144 Nashoba Rd

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing to July 11, 2022, at 7:10pm.

Adjourn

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

Meeting Materials: <https://www.concordma.gov/DocumentCenter/View/36945/Select-Board-Meeting-Packet-June-13-2022>

Minuteman Media Network Coverage:

<https://www.youtube.com/watch?v=uGioKqQdZ5c&list=PL1TTzrWEKOOkHKXNLQprEz0f0ofHYKj8-&index=1>