



## BOARD OF SELECTMEN

Meeting Minutes

Tuesday, May 12, 2020

7:00 PM

Virtual Meeting

**Present:** Joan Gardner, Jon Benson, Dean Charter, Peter J. Berry, David Martin, Town Manager  
John S. Mangiaratti

**Absent:** None

Ms. Gardner called the meeting to order at 7:00 PM via a virtual meeting with no Board members in physical attendance and broadcasted via Zoom.us virtual meeting platform.

### I. Regular Business

#### 1. Citizen Concerns

None

#### 2. Chair Update/Town Manager Update

Mr. Mangiaratti working with community partners in response to the COVID-19 pandemic. Mentioned the Municipal Monthly that was mailed to every household with valid information for the public including a mail-in ballot application. Governor ordered face coverings when out in public when social distancing is not possible. Baker-Polito administration announced a 4-phase re-opening plan. More information will be made available on May 18<sup>th</sup>. Department/Division Heads working on local approaches to implement phase openings. There is a Town Services Hotline for residents to connect with town staff during regular business hours – 978-929-6619. Looking for direction on the discussion tonight about Annual Town Meeting on when to hold it. Java with John on Friday, May 15<sup>th</sup> at 10 AM with the Town Clerk as a special guest. Mr. Martin advised the Board that all employees must wear a mask while inside public facilities even if they are the only one there.

### II. New/Special Business

#### 3. SPSP #03/05/2020-478, 66 Harris Street, North Acton Fire Station

The site Plan was approved by the Conservation Commission. Dave McKinley, Todd Costa, and Kevin from Kaestle Boos, Inc. presented the site plan review. Mr. Costa estimates that bidding will go out in June for construction, with construction to begin in late July or early August.

Barry Rosen, 5 Windemere Drive – questioned about type of fuel for generator, suggested natural gas or propane due to the wetlands, Mr. Mangiaratti explained that the design team did not recommend natural gas, and will be using diesel. Mr. Rosen is concerned about the use of diesel.

Jim Snyder-Grant – questioned about the location of the ground source heat pump – it is located underneath the drive on left side of building. Also the location of the bike rack –



to the southwest part of the building next to the flagpole, and questioned the energy modeling to see how much energy is used – the numbers were not available from Kaestle Boos.

Mr. Berry requested to see a draft decision in regards to the zoning bylaw, the standards for granting waivers, and a final decision. The Board requested to hold the decision to the next scheduled meeting.

**Mr. Benson moves to close the hearing, Mr. Charter seconds. Mr. Charter called roll:**

**Mr. Berry – aye**

**Mr. Benson – aye**

**Ms. Gardner – aye**

**Mr. Martin – aye**

**Mr. Charter – aye**

**The Board voted 5-0, the motion carries.**

4. Discussion on New Timeline for the Housing Production Plan

Mr. Benson commented that due to the number comments, RHSO did not complete the revised draft due last Friday. Planning Division and the consultants meeting tomorrow to propose another timeline. Revised draft should be available May 19<sup>th</sup>, to give another week for people to read and review, then have a joint meeting with the Planning Board on May 26<sup>th</sup>. Current HPP lapses on May 19<sup>th</sup> but would not put the town in jeopardy 2 year safe harbor status and to allow further comments from town boards and committees.

5. Board to Continue Discussions Regarding COVID-19 and Board and Committee Requests for Virtual Meetings

**Mr. Martin moves to allow the Green Advisory Board and the Volunteer Coordinating Committee to meet, Mr. Berry seconds. Mr. Charter called roll:**

**Mr. Martin – aye**

**Mr. Benson – aye**

**Mr. Berry – aye**

**Ms. Gardner – aye**

**Mr. Charter – aye**

**The Board voted 5-0, the motion carries.**

Mr. Benson mentioned a letter from the Democratic Town Committee asking the Board to consider using Community Preservation Act money for rental assistance for residents affected by COVID-19. Mr. Charter commented that the money isn't available unless it is approved at Town Meeting, there is no application requesting the funds. Appreciates the suggestion, but logically is difficult to execute. Mr. Martin does not support the proposal. Mr. Berry commented about a proposed bill regarding the use of CPA funds for short term rental assistance due to COVID-19 pandemic, and would like to keep the topic for possible fall town meeting.

6. Board to Discuss Town Meeting Date and Location



Mr. Mangiaratti briefed the Board about the postponement of the April 6 Town Meeting. Prefers to hold the Town Meeting before the end of the fiscal year. Boxborough is holding their Town Meeting June 22<sup>nd</sup> at the Boxborough Regency. Mr. Martin agrees with holding Town Meeting in June. Mr. Benson suggests limiting the warrant. Mr. Charter added to hold Town Meeting for one night. MR. Martin suggested to start Town Meeting at an earlier time. Mr. Mangiaratti will report back to the Board with a plan at the next Board meeting.

### **III. Consent Items**

Mr. Charter held consent item 9. **Mr. Martin moves to approve consent items 7,8 and 10, Mr. Benson seconds. Mr. Charter called roll:**

**Mr. Martin – aye**

**Mr. Benson – aye**

**Mr. Berry – aye**

**Ms. Gardner – aye**

**Mr. Charter – aye**

The Board voted 5-0, the motion carries.

Mr. Charter noted that the memo stated that the money in the discretionary fund was through donations and not CPC money. **Mr. Benson moves to approve consent item 9, Mr. Charter seconds. Mr. Charter called roll:**

**Mr. Berry – aye**

**Mr. Martin – aye**

**Mr. Benson – aye**

**Ms. Gardner – aye**

**Mr. Charter – aye**

The Board voted 5-0, the motion carries.

**Mr. Martin moved to adjourn, Mr. Benson seconds. Mr. Charter called roll:**

**Mr. Martin – aye**

**Mr. Benson – aye**

**Mr. Berry - aye**

**Ms. Gardner – aye**

**Mr. Charter – aye**

**The motion carries. Meeting adjourned at 7:25 PM.**

### **Documents and Exhibits Used During this Meeting**

- Agenda, May 12, 2020
- Operational Update COVID-19 Response, May 12, 2020
- Site Plan Special Permit #03/05/2020-478 Application
- North Acton Fire Station Presentation, May 12, 2020
- Executive Session Minutes, April 14, 2020
- Meeting Minutes, April 21, and 28, 2020



- Acton Community Housing Corporation Memo Request for Spending, April 29, 2020
- Accept Gift, Council on Aging Memo, May 7, 2020