



SELECT BOARD  
MEETING MINUTES  
SEPTEMBER 8, 2025  
6:00 PM  
ACTON TOWN HALL, ROOM 204  
472 MAIN STREET

Present: Dean Charter, Alissa Nicol, David Martin, Jim Snyder-Grant, Fran Arsenault

Additional Attendees: Town Manager John Mangiaratti, and Assistant Town Manager Thom Begin

**I. Regular Business**

1. Resident Concerns

None

2. Chair Update/Town Manager Update/Members Minute

Mr. Charter recognized the recent passing of Barbara Wilson as a member of the Council on Aging and Senior Center Building Committee. MR. Mangiaratti reminded about the 9/11 ceremony this week at 9:55 AM at the Public Safety Building at 371 Main Street, noted appreciation for members of the community for their patience with all the road construction occurring in town and to reach out to his office at [manager@actonma.gov](mailto:manager@actonma.gov). Mr. Martin noted the school committee is progressing with its AB Forward Strategic planning and restructuring effort and presented with background data during the summer and sub-committee will make recommendations based on those findings. Finance Committee had 2 groups of college interns make presentations on financial topics. Ms. Nicol reminded the public of the immigration education forum at the Great Road Church on Tuesday evening 7-9 PM, on 9/13 the AML is hosting a Fix It Clinic partnering with Green Acton, and a Seniors Night Out at Velvet Vine café on 9/10 from 6-9 PM. Ms. Arsenault recognized Cucurbit Farm as recipients of the 2025 Massachusetts tomato contest for best slicing tomato. 10<sup>th</sup> annual scarecrow contest is hosted at Cucurbit Farm benefiting the local affiliate of National Alliance for Mental Illness Central Middlesex, noted the passing of Margaret Miley who was an advocate for economic justice, and founder of the Midas Collaborative.

**II. New/Special Business**

3. Presentation on Tax Exempt Programs by Principal Assessor CJ Carroll

Mr. Carroll updated the Board on tax exempt programs noting some of the surrounding communities tax relief totals compared to Acton. Qualifying agents for tax relief include seniors over 65 (circuit breaker) meeting income and asset qualifications, disabled veterans and surviving spouses, blind persons, and individuals of extreme hardship. Mr. Carroll noted a new exemption option for affordable housing property tax which provides exemption for rental property

owners to rent units at affordable housing rates to low income tenants in which income restrictions are determined by the town. Next steps include discussion with Board of Assessors and potential benefit to community and bring to Select Board for Town Meeting consideration.

4. Amend Use Special Permit #04/22/2024-501, 930 Main Street Suite 10, Let's Roll, LLC for a Change in Operating Hours

Representing Let's Roll LLC is Andrew Couture. The owners are requesting expanding their operating hours to Sunday – Saturday 10:00 AM–8:00 PM to have an option on which days work better for their clients. Co-owner Kelly

Reynolds noted that she has not been informed which abutting businesses had concern with additional operating hours and would like to work with them with the concern of their business interrupting other businesses with their level of comfortability. Ms. Nicol noted the business that had some concern are not open on Fridays and Sundays and of the owner would be amendable to reduce the requested expansion of hours to specific hours of operation. Attorney Couture would be amendable to be open on Friday and Sundays. Ms. Nicol suggested the landlord bring the tenants together to discuss the expanded hours of operation. Attorney Couture requested for his clients to be open temporarily 10-8 on Fridays, 12-8 on Saturdays and Sundays 10-8 and agreed with a 60 day extension. **Ms.**

**Nicol moved, seconded by Mr. Martin to approve expanded hours for up to 60 days for Let's Roll, LLC at 930 Main Street suite 10 operating Monday 10AM-2PM, Friday 10AM – 8PM, Saturday 12PM – 8PM, and Sunday 10AM-8PM and approved 5-0-0**

5. Announce Restaurant Week October 19-26<sup>th</sup>

Mr. Mangiaratti noted the 3<sup>rd</sup> year of local Restaurant Week and to stay tuned with the list of participating restaurants on the Economic Development website, and will be using social media to promote restaurant week. Mr. Charter and Greg Jarboe member of the Finance Committee and liaison to the Economic Development Committee will be hosting social media posts to gain attention and encourage participation for restaurant week.

6. Discuss Letter of Support for Local Option Real Estate Transfer Fee Legislation

Ms. Nicol outlined the letter received from the Acton Community Housing Corporation requesting a letter of support regarding the option for municipalities to adopt a real estate transfer fee on high value real estate to support affordable housing to support expanding local control on real estate transactions. Bob Van Meter as Vice-Chair of the ACHC explained to the Board the number of transactions over 1 million were 88 in 2024 which would generate at .05% in fees totaling \$557,000 for the town. This funding would be more flexible in spending allowances than Community Preservation Funding. Mr. Snyder-Grant expressed concern including the tax on commercial properties. Ms. Nicol noted the proposed legislation allows for flexibility at the municipal level. Mr. Martin noted the town would have to pass a bylaw with any of the conditions on the proposed legislation.

Corrine Hogseth – questioned if the 1 million would be indexed with inflation – Ms. Nicol noted the legislation would mark it for either 1 million or the median value in the county.

Tom Beals, Willow Street – questioned who would pay the tax and does not encourage the Board to sign the letter.

Terra – Mass Ave – reminded people this is about local control and if the legislation passes the town could adopt a one-time exemption for long-time residential homeowners

Mr. Charter supports the proposed legislation as it gives control to local municipalities, and noted the amount of work that will be needed writing the bylaw. **Ms. Nicol moved, seconded by Mr. Martin to approve the letter of support for local option real estate transfer fee legislation and approved 5-0-0**

7. DPW Facility Update

Mr. Charter noted dates for a report from Arrowstreet and the DPW Building Committee meeting on 9/24 at 7:00 PM in Room 204 with a presentation from Arrowstreet and will have a recommendation to bring to the Select Board on October 6<sup>th</sup>.

8. Proposed Joint Workshop with Maynard Select Board

Mr. Mangiaratti updated the Board regarding discussions with the Maynard Town Administrator hosting a workshop between both Boards on a specific number of topics for a productive and efficient discussions and encourages the Chairs to meet to finalize discussion points. Dates discussed were 9/23, or a Saturday. Encouraged members to reach out to him for topic suggestions.

9. Multi-Board Meeting with Acton Boxborough Regional School District

Mr. Charter updated the Board with a date proposed for Wednesday October 22<sup>nd</sup> at 7 PM at the Administration Building at 15 Charter Road and listed the topics on the agenda with discussion about sending out documents for discussion a week before the meeting and suggests sending out the first pass of the ALG Plan and the preliminary FY27 Budget presentation and suggests Board members submit questions to the Town Manager before the meeting.

**III. Public Hearings**

10. 6:30 PM Pledge of License for Santa Fe Burrito Grill, LLC Located at 297 Main Street, Acton MA as Collateral on a Loan Application

Representing Santa Fe Burrito Grill, LLC was Attorney Dawson Cooper. The company is seeking a loan from Northern Bank to assist refinancing with existing stores and opening a new store location. Mr. Charter questioned the technicalities behind a pledge of license as the Board has not come across this type of application in the past. Attorney Cooper explained his client has 6 separate liquor licenses and are pledging those licenses as collateral towards the loan. Mr. Martin questioned if the licensee defaults on the loan if the license is then returned to the town. Ms. Nicol requested something in writing if the bank takes the license it does not affect the Board's ability as licensing authorities. Mr. Martin questioned

if the Chair has to sign any documents between the restaurant and the bank. Mr. Charter requested a document in writing what the Board is voting on is appropriate. The Town Manager relayed that the Board will retain its licensing authority in the event that the license changes hands from the applicant to the bank where the applicant were the applicant to default on the loan.

**Mr. Martin moved, seconded by Ms. Nicol to close the public hearing and approved 5-0. Ms. Nicol moved, seconded by Mr. Martin to approved the pledge of license for Santa Fe Burrito Grill, LLC located at 297 Main Street, Acton MA as collateral on a loan application and approved 4-0-1 (Charter).**

11. 6:35 PM Common Victualler License for HDR Holdings, LLC d/b/a Wonder at 145 Great Road, Acton MA

Mr. Charter read the public hearing notice. Representing HDR Holdings, LLC is Daniel Brennan. Mr. Brennan explained the concept of Wonder which offers many different cuisines in one location. They are currently finalizing construction and plan to be open by December. **Mr. Martin moved, seconded by Ms. Nicol to close the public hearing and approved 5-0. Mr. Martin moved, seconded by Ms. Nicol to approve a common victualler license for HDR Holdings, LLC d/b/a Wonder at 145 Great Road and approved 5-0-0.**

12. 6:40 PM Site Plan Special Permit (SPSP) and two Use Special Permits (USP) for Marcus Lewis Racquet Club to construct a clubhouse, pickleball enclosure, and tennis court enclosure within a portion of the property located at 45 Nagog Park  
SPSP #5/30/2025-494: <https://doc.actonma.gov/dsweb/View/Collection-19335>  
USP #06/25/2025-504: <https://doc.actonma.gov/dsweb/View/Collection-19318>  
USP #06/12/2025-506 <https://doc.actonma.gov/dsweb/View/Collection-19311>  
Item passed over as hearing closed and approved with conditions at previous meeting.

#### **IV. Consent Items**

Mr. Charter held consent item 13. **Mr. Martin moved, seconded by Ms. Nicol to approve consent items 14-16 and approved 5-0-0.** Mr. Charter requested to amend the minutes item 2 to correct that retirees will not be signing the contract to correct it to the town will be signing a new contract. **Mr. Martin moved, seconded by Ms. Nicol to approve meeting minutes of August 25, 2025 as amended and approved 5-0-0.**

**Mr. Martin moved, seconded by MS. Arsenault to adjourn and approved 5-0.**  
**Meeting adjourned at 8:08 PM.**

#### **Documents Used:**

- September 8, 2025 Agenda
- Stamped Decision and Letter from Let's Roll Dated July 28, 2025
- Letter from Acton Community Housing Corporation Dated September 3, 2025
- Draft Local Option Real Estate Transfer Fee Legislation Letter of Support

- Pledge of License Application and Public Hearing Notice, Santa Fe Buritto Grill, LLC
- Public Hearing Notice and Common Victualler Application, HDR Holdings, LLC
- Legal Notice, 45 Nagog Park
- Meeting Minutes, August 25, 2025
- Memo from Volunteer Coordinating Committee on Recommendation of Robert Jackson
- Email from Acton Police Department Dated August 21, 2025 and Letter from Saige McCord from Cystic Fibrosis Foundation for Request of Use of Town Roads
- One Day Wine and Malt Applications from Applr Valley Catholic Collaborative and Household Goods