



BOARD OF SELECTMEN

Meeting Minutes

Monday, February 24, 2020

7:00 PM

ACTON TV STUDIO, 16A CRAIG ROAD, ACTON MA

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

Absent: None

I. Regular Business

1. Citizen Concerns

None

2. Chair Update/Town Manager Update

Mr. Mangiaratti – Started a project with CGI Communications to create videos about Acton, they are reaching out to area businesses. Few months Board approved pricing structure for the EV Charging station outside Town Hall and will be going back to a future meeting with requested adjustments. Two projects out to bid includes the selective demo and stabilization of the Asa Parlin House, and the Miracle Field Sports Pavilion. Mothers Out Front set a letter to the Board regarding their support for the FUTURES Act which will be on a future agenda.

Ms. Gardner – announced the passing of retired Fire Chief Malcolm MacGregor.

Announced the service at Acton Funeral Home for Wednesday, February 26, 2020.

II. New/Special Business

3. SPSP #10/28/19-475, 8 Post Office Square

Postponed to April 13, 2020

4. Town Meeting Improvements Committee Presentation

Steve Noone, Chair of the TMIC introduced the TMIC and gave a presentation regarding the results of months of meetings, including sending out a survey, and received 357 responses, and interviewed people with specialty in the subject matter. High degree of interest in remote participation, specific times that articles are being taken up, pro and con listing in the warrant articles. The committee concluded that they need to create a more customer focused culture, improve accessibility, predictable and promote more publicity.

Key recommendations for accessibility included a more family friendly overflow room, publicize transportation,

Mr. Charter supports a shorter town meeting but have it on fewer nights, and questioned about how to cut down the agenda; Mr. Noone suggested by shortening up the current process.

MR. Benson commented there are 42 articles on current Town Meeting warrant, 23 are consent items. Certain articles must be held due to keeping government going.

Mr. Berry questioned if the committee looked at other towns regarding their Town Meeting procedure – several members watched videos of other town meetings and didn't



see a huge difference on town meeting operations. Westford must meet an attendance quorum for Special Town Meetings only.

Ms. Osche suggested to have more publicity regarding Town Meeting as a whole.

Terra Friedrichs- West Acton, wanted to know on the record if the TMIC endorsed a remote vote town meeting. Mr. Noone stated that the committee took no votes on any of the recommendations.

Joanne Berry, Town Moderator – thanked the committee for their work. Agrees with the 5 minutes limits on presentations, family friendly overflow room, more advertising, scheduling articles within a range, more inclined to not take up new business after 10 PM Mr. Benson to work with Town Manager, Mark Hald and the Town Moderator.

5. Discuss Annual Town Meeting, April 6, 2020

6. Discuss Main and Prospect Street Intersection Concept Recommendation

Corey York presented the concept with Nitch Engineering (John Mitchlman). 4 concepts were presented to the Board. The design concepts were presented at a public forum in December of 2018. The roundabout concepts had a more level service with better flow on Main Street. A signal would be more acceptable and more comfortable. Public Safety would prefer the signalized intersection. Recommend further traffic signal study.

Mr. Charter commented that a signalized intersection would be costly – the roundabout would be pretty equivalent up to 1-2 million, and prefers concept 1.

Resident at Prospect and Main concerned that the roundabout would add timing with busses, and concerned about trying to cross the street, feels concept 1 would be less of a traffic jam.

Mike something on Prospect Street – liked concept 1.

Terra Friedrichs, West Acton – prefers concept one and feels that roundabout would be dangerous, lights would increase idling time and car emissions

John from West Acton – looking for cost, likes idea of traffic lights for safety purposes

Franny Osman, Half Moon Hill – agrees with the traffic lights for safety

Mr. Martin moves to endorse design option 1, Mr. Charter seconded. The Board voted 5-0. The motion carries.

7. Discuss Road Safety Audits Completed on Strawberry Hill Road and Hayward Road

Bob Stathopoulos from Howard Stein Hudson presented the safety audit conducted on Strawberry Hill Road and Hayward Road. There has been previous public hearings on both audits. Plans for Strawberry Hill Road include brush clearing, possible installation of speed bumps, extending sidewalks, moving a stone wall at Pope Road, closing a slip lane but increasing green space.

Mr. Charter impressed with changes suggesting with Strawberry Hill Road most important with the Y intersection at Great Road. Hayward biggest improvement is improving Main and Hayward, including the possibility of installing a traffic signal.

Mr. Berry questioned about a double yellow line installed on Strawberry Hill Road – HSH is looking further into the traffic laws with historic roads.

Mr. Martin agrees with all the proposals for the changes on Strawberry Hill Road, and installing a traffic light at Hayward and Main, and installing a flashing beacon at Jefferson and Hayward.



Ms. Gardner inquired about (installing) reflectors on trees and poles – Mr. Charter stated the tree warden would have to sign off on installing reflectors on town trees.

Ian Walkins, Strawberry Hill and Pope Road – urge a consideration anything that slows down traffic that comes to that corner of Pope and Strawberry Hill Road and the Y intersection at Great Road and Strawberry Hill Road.

Franny Osman, Half Moon Hill – no lines (installation) on streets (Strawberry Hill Road) – commented that bicycles on country roads are safer without lines painted on them, questioned about the addition of sidewalks and how they fit in to current sidewalk priorities.

Terra Friedrichs, West Acton – questioned about flashing crosswalk on Hayward, adding crosswalk on Great Road, not put lines on Strawberry Hill Road

Rick, Strawberry Hill Road – concerned about the speeding and cutting through from Concord, dynamic speed sign would slow people down, concerned about utility poles

Beth Schrader, Hayward Road – any consideration for what a traffic light would do to people coming off Rt. 2 during rush hour.

Rob 89 Strawberry Hill Road – supports the study that has been done for Strawberry Hill Road

8. Presentation of ADA Self-Evaluation and Transition Plan

Mike something from Bureau Veritas updated the Board of Selectmen on the Title II study on the town buildings. Mr. Charter questioned the Town Manager how it (transition) will be implemented. Mr. Mangiaratti commented that it is already incorporated in the town budget – first plan is the bathroom in town hall on the second floor and the cost would be approximately 1.5 million to complete all updates. Mr. Bensons moves to accept the ADA Self Evaluation and Transition Plan as dated February 24, 2020, Mr. Charter seconds. The Board voted 5-0. The motion carries.

9. Discuss Updated Transportation Advisory Committee Charge

Mr. Mangiaratti updated the Board with updating the TAC combining the sidewalk Committee and the TAC. Mr. Martin moves to remove monthly day of meetings meetings in 2nd paragraph and the last paragraph on the first page remove language of rotate meeting minutes and not mention specific town staff, Mr. Benson seconds. The Board voted 5-0. The motion carries.

10. Discuss Requests for Proposals for Disposition of Surplus Property Located at 3 School Street

Mr. Mangiaratti updated the Board regarding the Request for Proposals due on Friday, February 28th.

11. Announce Call for Volunteers Needed for Town Boards and Committees

Ms. Gardner and Mr. Benson stressed and encouraged citizens to become new town board and committee members.

12. Discuss Deadline for Submitting Nominations for Volunteer of the Year and the Date When Awards Will Be Publicly Announced

Mr. Berry requested that Board members submit their recommendations for Volunteer for the Year by the March 2, 2020 meeting.

13. Discuss Date of Volunteer of the Year Reception

The Board agreed on the date of May 14, 2020



14. Announce Pilot Program to Change Operating Hours for the Human Services and Senior Center Facility

A pilot program will begin on April first and will mirror the operating hours of Town Hall:

Monday-Wednesday-Thursday 8:00 AM-5:00PM

Tuesday 8:00 AM – 7:30 PM

Friday 8:00 AM – 12:00 PM (lunch will still be served at the Senior Center)

III. Consent Items

Mr. Benson moves to approve consent items 15-24, Mr. Martin seconds. The Board voted 5-0. The motion carries

Mr. Berry moves to adjourn, Mr. Martin seconds. The Board voted 5-0. Meeting adjourned at 10:11 PM

Documents and Exhibits Used During this Meeting

- Town Meeting Improvements Committee Presentation and Final Report
- Town Meeting Warrant Articles and Draft Warrant
- Main and Prospect Street Interception Concept
- Road Safety Audits on Strawberry Hill Road and Hayward Road
- ADA Self Evaluation and Transition Plan
- Memo from VCC Regarding Request for Volunteers
- Application for NARA Picnic Pavilion with 2 Dates held for Volunteer Reception
- Memo from Department Heads at Human Services and Senior Center
- Meeting Minutes
- Memo from Middlesex Bank for Police Department Gift
- Memo from Middlesex Savings Bank for Fire Department Gift
- Committee Appointment Request, Mona Chadra
- Committee Appointment Request, Nirupama Velankar
- Committee Appointment Request, Eric Hudson
- One Day Alcoholic Beverage License Application, Lind Veiera
- Accept Gift, Health Division Memo
- Accept Gift, Recreation Division Memo
- Accept Gift, Council on Aging Memo