



## BOARD OF SELECTMEN

Meeting Minutes  
Tuesday, April 7, 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**

#### Citizen Concerns

None

#### Chair Update/Town Manager Update

Mr. Mangiaratti commended the work of town staff in continuing to provide services to our community during the difficult time. He reported that the Board of Health voted last night to close NARA Park. The Transfer Station is adjusting its operating hours to Tuesday through Saturday from 7:00 AM to 3:00 PM with the first hour designated to seniors and the Public Works department is currently working to add Monday with the same hours of operation. The CDC is recommending that everyone wear a cloth mask when in public, and all staff have been instructed staff to wear masks when interacting with the public. Several residents and businesses have donated masks and other PPE. We received a large response for volunteers for the Medical Reserve Corp. The town website has been reorganized to provide a more permanent location for COVID-19 updates on the main page, and continue to provide regular updates along with our social media pages, including Acton's radio station FM 94.9.

### II. **New/Special Business**

#### 1. Continue Discussion on COVID-19 and Updates

Mr. Berry questioned if the rail trail is still open and there raised a concern with the amount of cars that were parked along the roads, and the parking lot across from the entrance of NARA Park. There was discussion regarding placing parking restrictions. There were concerns about people with disabilities needing a level walking area.

**Mr. Martin moves the Town Manager put in parking restrictions where necessary to support the BOH order to close NARA Park, Mr. Benson seconds.** Mr. Charter concerned about the closure and the possibility of putting more people in a smaller space with the possibility of other open spaces closing.

**Mr. Charter called roll**



**Mr. Benson – aye**  
**Mr. Martin - aye**  
**Mr. Berry- aye**  
**Ms. Gardner – aye**  
**Mr. Charter – aye**  
**The motion carries.**

Mr. Berry discussed the tax bill and motioned pursuant to the legislation that passed. **Mr Berry moved that the town extend the due date for real estate taxes from May 1<sup>st</sup> to June 1<sup>st</sup> and waive any penalties or interest as long as tax bills are paid by June 30<sup>th</sup>, Mr. Charter seconds.** Mr. Benson commented on seeking the input from the Finance Committee.

**Mr. Charter called roll:**

**Mr. Berry - aye**  
**Mr. Martin - aye**  
**Ms. Gardner - aye**  
**Mr. Benson - aye**  
**Mr. Charter – aye**  
**The motion carries.**

2. Consider Request from Boards or Committees to Schedule Virtual Meetings

**Mr. Benson moves to authorize the VCC, HIT, AHA, ADPC, and COD through the office of the Town Manager, Mr. Martin seconds. Mr. Charter called role:**

**Mr. Benson – aye**  
**Ms. Gardner – aye**  
**Mr. Martin – aye**  
**Mr. Berry – aye**  
**Mr. Charter – aye**  
**The motion carries.**

Mr. Berry was concerned about permit hearings currently scheduled. Mr. Mangiaratti commented that the Planning Division is working with the applicants to reschedule.

3. Discuss Zoning Bylaws Related to Drive Through Windows

Mr. Charter recommends having the discussion in public (not virtually) for further discussion and brings this potential article to the April 2021 Annual Town Meeting. Mr. Martin would prefer to see two separate articles for pharmacies and restaurants.

**Mr. Benson moves to have the Planning Department bring the drive-through bylaw to the Planning Board, Mr. Martin seconds. Mr. Charter called role:**

**Mr. Benson – aye**  
**Ms. Gardner – aye**  
**Mr. Martin – aye**  
**Mr. Berry – aye**



**Mr. Charter – aye**  
**The motion carries.**

4. Discuss requested Fee Waiver, Craftsman Village, 184 Main Street  
Mark O’Hagan from Craftsman Village requested t a fee waiver for the installation of a fire hydrant adjacent the property as described further in the letter included in the meeting packet. **Mr. Berry moves to grant the fee waiver, Mr. Benson seconds. Mr. Charter called roll:**  
**Mr. Benson – aye**  
**Ms. Gardner – aye**  
**Mr. Martin – aye**  
**Mr. Berry – aye**  
**Mr. Charter – aye**  
**The motion carries.**

**Mr. Benson moves to adjourn, Mr. Martin seconds. Mr. Charter called roll:**  
**Mr. Benson – aye**  
**Ms. Gardner – aye**  
**Mr. Martin – aye**  
**Mr. Berry – aye**  
**Mr. Charter – aye**  
**The motion carries.** Meeting adjourned at 7:57 PM.

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

- Agenda, April 7, 2020
- Memo from Planning Division
- Town Manager Operational Update
- Fee Waiver Request, Craftsman Village