



## BOARD OF SELECTMEN

Meeting Minutes

Monday, December 14, 2020

7:00 PM

Virtual Meeting

**Present:** Jon Benson, Dean Charter, David Martin, Joan Gardner, Jim Snyder-Grant, Town Manager John S. Mangiaratti, and Town Counsel Nina Pickering-Cook

**Absent:** None

Mr. Benson 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/Members Minutes

Thanks Sheryl Ball and Heather York on letter sent to residents regard reducing the spread of Corona Virus.

Mr. Mangiaratti thanked Sheryl and Heather over the past nine months along with all town staff responding effectively to the pandemic.

No member minutes.

### II. New/Special Business

#### 3. Tax Classification Hearing

Mr. Benson read the public hearing notice. Brian McMullen presented the tax classification for setting the tax rate for 2021. The public hearing is required every year by state law. Four decisions must be made by the Board. The Board voted for a uniform tax rate for residential, commercial, industrial and personal properties.

**Ms. Gardner moved to adopt a residential factor of 1.0 resulting in a uniform tax rate, seconded by Mr. Snyder-Grant. Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**

**Ms. Gardner – aye**

**Mr. Benson – aye**

**Mr. Charter – aye**

**Mr. Martin – aye**

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

**Ms. Gardner moved to not adopt an open space discount, seconded by Mr. Martin. Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**

**Ms. Gardner – aye**

**Mr. Benson – aye**



**Mr. Charter – aye**  
**Mr. Martin – aye**  
**The Bard voted 5-0, the motion carried.**

**Ms. Gardner moved to not adopt a residential exemption, seconded by MR. Martin. Mr. Martin called roll:**  
**Mr. Snyder-Grant – aye**  
**Ms. Gardner – aye**  
**Mr. Benson – aye**  
**Mr. Charter – aye**  
**Mr. Martin – aye**  
**The Bard voted 5-0, the motion carried.**

**Ms. Gardner moved to not adopt a small commercial exemption, seconded by Mr. Martin. Mr. Martin called roll:**  
**Mr. Snyder-Grant – aye**  
**Ms. Gardner – aye**  
**Mr. Benson – aye**  
**Mr. Charter – aye**  
**Mr. Martin – aye**  
**The Bard voted 5-0, the motion carried.**

4. Update on Minuteman High School Athletic Field Project

There was a discussion of the recent presentations on the Minuteman High School Athletic Field project to the Board and to the Finance Committee. Minuteman is moving forward with the project, and the Board agreed that no formal vote was needed at this time.

5. Discuss Open Meeting Law Complaint from December 8, 2020 and Delegate Response

In response to a recent Open Meeting Law complaint, the email distribution of the “BoS-Updates” sent to an “All Boards and Committees” email distribution list will simultaneously post the “BoS-Updates” on the town website to be available to the entire Acton community as part of the Town Manager’s Weekly COVID update. Members of the community who receive the BoS-Updates may continue to forward the Updates to their e-mailing lists without interruption or restriction. The Board delegated the response to the Open Meeting Law complaint to Town Counsel and the Town Manager.

**Ms. Gardner moved to instruct Town Counsel and the Town Manager to respond to the complaint and send response to the Attorney General, and have the BoS updates available on the COVID updates on the town website, seconded by Mr. Martin. Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**  
**Ms. Gardner – aye**



**Mr. Benson – aye**  
**Mr. Charter – aye**  
**Mr. Martin – aye**  
**The Bard voted 5-0, the motion carried.**

6. Discuss 2021 CPC Project Priorities

Mr. Charter asked the Board what town projects would be their highest priorities from the list distributed at the previous Board meeting. Ms. Gardner requested the application for the Dog Park be considered. MR. Snyder-Grant commented that the Open Space Committee is reducing its monetary request this coming year. Mr. Martin commented that Recreation has submitted multiple requests, and feels that the ongoing projects should take priority, and that the Gardner Field request be a lower priority since it has not started yet. Mr. Charter will go back to the CPC with the Board's priorities.

7. COVID-19 Response Update

Mr. Mangiaratti updated the Board of a reported 80 new cases in Acton since December 1<sup>st</sup>. There are 65 residents that are quarantined. There has been a cumulative 423 positive cases since March of 2020. Mr. Mangiaratti urged residents to continue to wear face masks, and practice social distancing.

8. Discuss Cancellation of Fourth of July Celebration

The Board emphasized that the event is not just for Acton residents, but a regional event pulling people in from extended areas and felt it is too early to decide to cancel the event. There is a large amount of monetary support from local businesses, and the Board feels it is not appropriate at this time to ask for support for the event.

9. Discuss 2021 Restaurant Liquor License Fee Waiver

The Board voted unanimously to reduce restaurant liquor license fees by 25% for calendar year 2021. The fees consist of \$5,000 for restaurants serving all alcoholic beverage and \$2,000 for beer and wine only. Fees are usually due before the start of the new calendar year, however the Board agreed that the license fees will be payable on January 30 and May 30 with the fee reduction applied in-full to the January 30 payment. **Mr. Martin moved to approve the 25% liquor license fee waiver, seconded by Ms. Gardner. Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**  
**Ms. Gardner – aye**  
**Mr. Benson – aye**  
**Mr. Charter – aye**  
**Mr. Martin – aye**  
**The Bard voted 5-0, the motion carried.**



10. Board to Consider Approval of “Adopt a Tree” Program

DPW Director Corey York presented to the Board the DPW Vegetation Management and New Outreach Program. There are several ongoing programs and are continuing to work with the tree Warden to located suitable places for tree plantings. **Mr. Charter moved to support the tree planting programs proposed by the DPW Director and the Tree Warden and continuation of the treescapes program or other names of programs as necessary, seconded by Ms. Gardner. Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**

**Ms. Gardner – aye**

**Mr. Benson – aye**

**Mr. Charter – aye**

**Mr. Martin – aye**

**The Bard voted 5-0, the motion carried.**

11. Updates on Current Public Works and Infrastructure Projects

Mr. Mangiaratti and Public Works Director Corey York presented a Capital Projects Update beginning with the Development of a 10 Year Capital Improvement Plan. The development of the plan is funded with a \$25,000 grant received in June of 2020 from the Commonwealth Community Compact program and with the assistance of the Collins Center at U/Mass-Boston. The Town Manager has received 123 project requests totaling \$68M across all funding sources submitted for FY22-FY31.

Detailed updates were presented on many of the ongoing capital projects. The capital projects fall into the areas of Public Facilities (North Acton Fire Station, DPW Facility/Transfer Station, Maple Street Building and Asa Parlin House); Complete Streets and Traffic Calming (Bicycle Accommodations, RSAs and Train Whistle Quiet Zones); Intersections (Main Street at Acton Center, Main Street at Prospect Street and Main Street at Hayward Road); and Other Projects (53 River Street Park, NARA Park Sports Pavilion, Jones Playground Renovation, Gardner Field Project and the Acton Pump Track).

**III. Consent Items**

**Ms. Gardner moved to approve consent items 12-14, seconded by Mr. Martin.**

**Mr. Martin called roll:**

**Mr. Snyder-Grant – aye**

**Ms. Gardner – aye**

**Mr. Benson – aye**

**Mr. Charter – aye**

**Mr. Martin – aye**

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

**Ms. Gardner moved to adjourn, seconded by Mr. Martin. Mr. Martin called roll:**



**Mr. Snyder-Grant – aye**

**Ms. Gardner – aye**

**Mr. Benson – aye**

**Mr. Charter – aye**

**Mr. Martin – aye**

**The Bard voted 5-0, the motion carried. Meeting adjourned at 9:20 PM**

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

- Agenda, December 14, 2020
- Tax Classification Presentation
- Tax Classification Motions
- Open Meeting Law Complaint
- Vegetation Management “Adopt a Tree” Presentation
- Public Works and Infrastructure Presentation
- Meeting Minutes, December 7, 2020
- Committee Appointment Recommendation, Peggy Hebert for Agricultural Commission
- Committee Appointment Recommendation, Zachary Traillefer for Historic District Commission