



SELECT BOARD
MEETING MINUTES

JUNE 27, 2022

7:00 PM

ACTON TOWN HALL, ROOM 204
472 MAIN STREET

I. Regular Business

1. Resident Concerns

Call-in user, no name provided, requesting to be appointed as a West Acton Citizens' Library Trustee to fill a vacancy.

Terra, Massachusetts Ave – concerned about the sustainability of infrastructure decisions that have recently been made.

2. Chair Update/Town Manager Update/Members Minutes

Mr. Charter noted a press release about the Acton League of Women Voters: On June 30 at 7:00 PM, there will be a debate held at Chelmsford High School for candidates running for the 14th Middlesex State Representative District seat presently held by Tami Gouveia. There are four candidates for the seat.

Mr. Mangiaratti: closing out the fiscal year; Finance Department busy closing the FY22 books and preparing for the next fiscal year; Human Resources office busy with twelve positions currently open due to turnover from retirement. Economic Development Director Julie Pierce Onos is completing the public art project we received a grant through MetroWest Partnership to commission eight works of art in the community in the form of murals and benches. Congratulations to Tom Tidman on 35 years as Natural Resources Director, and Jennifer Friedman, director of the West Acton Citizens' Library for 15 years on their upcoming retirements.

Mr. Martin noted the School Committee elected new officers; Kyra Cook, Chair, Amy Krishnamurthy (Acton) and Tessa McKinley (Boxborough) as Vice-Chairs.

Mr. Snyder-Grant updated that the Transportation Advisory Committee taxi voucher has stopped temporarily, and the town will look into reviving the program with other towns, and work on subsidized ride share programs, and thanked the Town Manager on the invite to the Juneteenth program.

Ms. Nagireddy thanked the Town Manager for the invite to the ribbon-cutting event for the solar program for the Acton Water District.

II. Public Hearings

3. 7:10 PM Site Plan Special Permit, #3/18/2022-484, 42 Knox Trail (continued from June 6, 2022)

Representing the application was owner Troy Gunther and John Tomaszewski the engineer for the application. The applicant reviewed the comments for the proposed plan from various departments and reconfigured the design plan and submitted a revised site plan earlier this month. Received follow up comments from the Planning Division and GCG engineering firm for the town. Ms. Nagireddy met with the Planning Division to go over the revised site plan and highlighted the updated details and conditions; applicant submitted a draft Approval Not Required plan, updated the net floor and parcel area to be consistent with the application, submitted a letter from their attorney stating they would extinguish the easement, worked with Planning staff to make sure the open space portion is properly zoned, required water protection zones were also met, making sure the applicant had enough parking spaces, contributing funds in lieu of the sidewalk funds for a construction of a retaining wall valued at \$20,650, eliminating the interior driveway, waiving the traffic study, GCG the existing driveway has a poor safety site distance and the Select Board could add to the conditions a safety mirror be mounted to assist vehicles leaving the premise, but is not required.

Mr. Martin questioned if the retaining wall would be constructed in lieu of payment for sidewalk construction and was confirmed by the applicant.

The Planning Staff agrees with the recent changes of the Site Plan updates and are comfortable if the Select Board is inclined to approve the amended site plan application.

Mr. Martin moved, seconded by Ms. Arsenault to approve the site plan with the following conditions; site plan is consistent with the master plan, protects the neighborhood and the town from serious detrimental or offensive uses on the site and against adverse effects on the natural environment, it provides convenient and safe vehicular and pedestrian movement and the location of the driveway openings are convenient and safe in relation to vehicular and pedestrian traffic circulation including emergency vehicles on or adjoining site and provides an adequate arrangement of parking and loading spaces in relation to the proposed uses of the premises and provides adequate methods of disposal of refuse or other wastes resulting from the uses permitted on the site and will not derogate from the intent of this bylaw and limit the adverse effects the use in development of land on the surface and ground water resources the Town of Acton and proposed use is obtained from the Planning Board under section 4.3 of this bylaw the requirement of this section will be deemed as met, and finally it complies all applicable requirements of this bylaw and approved unanimously by roll call vote.

III. New/Special Business

4. Approve Intermunicipal Agreement for Water Resource Use and Protection Between the Town of Acton and the Acton Water District Regarding 549 Main Street

Mr. Mangiaratti updated the Board on the intermunicipal agreement with the Acton Water District and how the two entities would work in tandem to pursue the parcel over the next several months. The Water District plans to approve the IMA at the next Commissioners' meeting this week. No further questions from Board members.

Terra, West Acton – requests an intermunicipal agreement from both entities to protect all water and land in town.

Mr. Martin moved, seconded by Mr. Snyder-Grant to authorize the Town Manager to continue working on the IMA and sign when finalized and voted unanimously by roll call vote.

5. Approve Letter of Support for Minuteman Regional Vocational Technical High School Appropriation and Excess Deficiency Funds

Mr. Mangiaratti notified the Board that the request was received late Thursday requesting a letter of support to use towards the metal fabrication shop and the veterinary program. Mr. Martin feels that it was very short notice and feels he would not support the letter and vote against it due to Minuteman's rising costs, the short timing of the request to be completed by the end of the fiscal year in three days, and the absence of input from the Finance Committee. Mr. Snyder-Grant noted the increase in costs is a sign that Minuteman is increasing in success and more students in Acton are choosing to attend. Mr. Martin noted the percentage increase are increasing, and expenses are increasing and not having enough time to look into it, and that no representative from Minuteman was in attendance to be able ask questions. Mr. Charter feels the value for the students are important and commented that there should have been more notification prior to the Select Board meeting.

Adam Nolde – asked if they received the updated response from the Superintendent sent this afternoon and read the updated email to Board members which is included in the Select Board packet.

Mr. Snyder-Grant moved, seconded by Ms. Arsenault to approve the letter of support and voted 3-1-1 (Martin nay, Nagireddy abstain).

6. Approve Request to Raise Flag to Commemorate India's Independence Day on Saturday, August 6, 2022

Ms. Nagireddy noted that the applicant requested that Mr. Snyder-Grant will raise the flag and Ms. Nagireddy will read the proclamation; Mr. Snyder-Grant requested Ms. Arsenault raise the flag as he will be out of town.

Ms. Nagireddy moved, seconded by Mr. Martin to approve the request to raise the India Flag on the Commonwealth of Massachusetts flag pole and voted unanimously 5-0.

7. Approve Intermunicipal Agreement for Shared Veteran Service Officer Services with the Town of Boxborough for a Term of Three Years to Expire June 30, 2025
Mr. Mangiaratti noted that Acton is entering its third year of the current agreement with Boxborough with Acton's Veterans' Service Officer serving both communities and is requesting the Board to approve the IMA.
Martin moved, seconded by Ms. Arsenault to authorize the Town Manager to sign the Intermunicipal Agreement of shared Veterans' Services and approved unanimously 5-0.
8. Discuss Request for Naming Town Facilities, NARA Amphitheater
Bettina Abe requested that the Board name the NARA amphitheater the Thomas E. Tidman Amphitheater in recognition of his 35 years of service and contributions to the Community as the Natural Resources Director, responsible for the design and implementation of NARA Park, an integral member of several town committees, and his many other contributions in Acton.
Charlie Kadlec, Paul Revere Road – commented on Tom's many contributions in Acton and supports the request.
Mr. Charter noted that he hired Mr. Tidman 35 years ago and **moved, seconded by Mr. Martin to name the NARA Park amphitheater the "Thomas E. Tidman Amphitheater" and approved unanimously 5-0.**
9. Town Manager Performance Evaluation
Mr. Charter thanked members for their input for the Town Manager performance evaluation. Mr. Martin summarized his rating as outstanding or very good in every area on the evaluation, and noted his way of having answers right away when given questions, or within a short time frame, complemented his fiscal responsibility, pursuing grant awards and as an effective leader. Mr. Snyder-Grant noted that this is his first full time Town Manager position, and has accomplished many projects in his tenure, including overseeing a town during a pandemic, showing effective leadership, and feels he still has room to grow, appreciated his stand on sustainability and support to the Sustainability Director. Recommended that we should review the review process to include staff feedback so we can get a broader idea of how the Town Manager is doing. Ms. Arsenault noted her rating of outstanding or very good, appreciates his work with the DEIC, and recognizes what the town needs, and always has answers for questions and his willingness to help. Ms. Nagireddy noted her appreciation for all the work that has been done, and that his leadership is outstanding/very good and is glad to see the partnerships with other Town Managers in surrounding towns. Would like to see continued collaboration with the Water District and recommends staff input in the Town Manager review process as well. Mr. Charter noted that he is the 6th Town Manager he was worked with and complimented him on the amount of grants that have been awarded since he started and his leadership skills, his ability to attract talented employees to fill vacancies, and his ability to communicate efficiently with the public, staff, and Board members.

IV. Consent Items

Mr. Snyder-Grant moved, seconded by Mr. Martin to approve consent items 10-25 inclusive and approved unanimously 5-0.

Mr. Martin moved, seconded by Ms. Arsenault to enter into Executive Session to Discuss Strategy Sessions in Preparations with Non-Union Personnel (Town Manager) Under Purpose 2 and at the conclusion of the executive session, the Board will reconvene in open session only to adjourn and approved unanimously 5-0.

Mr. Snyder-Grant moved, seconded by Mr. Martin to exit executive session and reconvene in open session and approved unanimously.

Mr. Snyder-Grant moved, seconded by Mr. Martin to adjourn and approved unanimously. Meeting adjourned at 9:10 PM

Documents Used

- Meeting Agenda, June 27, 2022
- Site Plan Special Permit #3/18/2022-484 Application
- Intermunicipal Agreement for Water Resource Use and Protection Between the Town of Acton and the Acton Water District
- Letter of Support for Minuteman Regional Vocational Technical High School
- Email from Sahana Purohit Dated June 13, 2022 Requesting to Raise the India Flag
- Intermunicipal Agreement with Boxborough for Shared Veterans'' Service Officer
- Email from Bettina Abe Dated June 13, 2022 Requesting to Name Town Facility
- Town Manager Performance Evaluation
- Meeting Minutes June 6 and 17, 2022
- 2022 Board and Committee Reappointments List
- Request to Use Town Roads for Tour de Cure
- Public Shade Tree Easement Agreement for 445 Main Street
- Grant Award Memo Dated June 27, 2022
- One Day Alcoholic Beverage License Application, David Rueger
- One Day Alcoholic Beverage License Application, House Rabbit Network
- One Day Alcoholic Beverage License Application, John Spitzak
- One Day Alcoholic Beverage License Application, Bryan MacDonald
- One Day Alcoholic Beverage License Application, Linda Vecchiarello
- Gift Acceptance Memo from Recreation Department for Gould's Clothing Dated June 10, 2022

- Gift Acceptance Memo from Recreation Department for Joseph & Susan Alex and James Belanger Dated June 8, 2022
- Gift Acceptance Memo from Recreation Department for Juliana Paulino Dated June 14, 2022
- Gift Acceptance Memo from Recreation Department for Laura McCallion Dated June 9, 2022
- Gift Acceptance Memo from Recreation Department for Friends of the Council on Aging Dated June 22, 2022
- Gift Acceptance Memo from Town Manager for Acton Fire Department Dated June 22, 2022