



SELECT BOARD
MEETING MINUTES

JULY 24, 2023

7:00 PM

ACTON TOWN HALL, ROOM 204
472 MAIN STREET

I. Regular Business

1. Resident Concerns

Jean Thompson, 92B Willow Street – having problem finding housing after her building unit was condemned and has been served a vacate order, thanked town officials working to get housing for her and her husband, may need more time with their vacate order.

Terra, Mass Ave – appreciates allowing email comments for public hearings, expressed town officials to give more time for the Thompsons' for their vacate order

2. Chair Update/Town Manager Update/Members Minute

Mr. Snyder-Grant mentioned at last meeting the expansion at Hanscom, and is tentatively coming back for more discussion on September 18th, and the Select Board will have a discussion on Citizen Library after the next Trustee meeting. Mr. Mangiaratti noted launching a flagship program with the Town of Concord for a bike share program on August 4th at the East Acton Village Green. After the Beacon stopped printing, public notices will now be positing in the Action Unlimited.

Ms. Nicol noted a message from the Board of Health for Select Board members to pick up a Narcan kit from the Land Use Department, the Community Read programs continues on July 26th at 6 pm, and August 8th at the Memorial Library, Acton Water District is launching a program on the rate structure, Conservation staff installed an informational panel at the East Acton Village location, and Ms. Nicol will be holding an evening office hour in the Memorial Library solarium at 6PM.

Mr. Charter noted the Design Review Board met to discuss the Powdermill Apartments project, and also reviewed a design for a new building at Wetherbee Plaza.

II. New/Special Business

3. Discuss Acton Concord Regional Emergency Communication Center

Mr. Mangiaratti noted the project began 3 years ago with both towns approving a governance agreement for a combined emergency communication center in Acton. Acton has received over 1.74 million in grants for the project. Mr. Charter

updated and explained to the Board the advantages of having a regionalized public safety dispatch center. Mr. Charter noted that since approval from both Boards, there has been a change with the support of the Concord Select Board, feeling that the project was not going to move forward, which is still progressing. Concord Select Board is now requesting to have the facility in a neutral location and to allow other towns to join in as well, and to suggest a new agreement. Mr. Charter was looking for the Boards' guidance if they would like to pursue a new physical location and/or agreement.

Chief Cogan noted his involvement with Concord in past meetings, impressed with the dispatch staff in Acton, supports expanding the capabilities of dispatch and including whatever communities they want to partner with.

Acting Chief Arnum agrees with the Police Chief's previous comments, and works closely with Concord Fire as well.

Director of Administration Marianne Fleckner conducted a classification study on the design of the RECC Director position job description and pay scale. Had 2 finalists as candidates, but unfortunately, they moved on to new positions.

Ms. Nicol noted the Concord Town Manager at a recent Concord Select Board meeting and her recommendation regarding a neutral location for the RECC and thinks the Chiefs should have say where the best location for the Center should be. Supportive of the project.

Mr. Martin is supportive of project, confused where we stand now with Concord and their concern to have the center in Acton, wants the project to move forward, and not draft a new agreement.

Mr. Snyder-Grant expressed enthusiasm with a combined dispatch and interested if there should be additional staff to assist the public with general information. Suggested that the Town Manager consider to look for additional locations for the dispatch center and to look to see if other towns would like to join the regional center.

Ms. Arsenault supports going back to Concord with discussing the possibility of allowing additional towns in the agreement, feels the current Public Safety Facility building is sufficient.

Barry Rosen – noted both towns experiencing difficulties working together and encourages to get operational issues to work together and then invite other towns to join the center, wherever the center is located the infrastructure can be set up appropriately, and to stay within the budget.

Mr. Snyder-Grant summarized the comments from members, such as combining dispatching of the two towns, hiring an executive director, address the possibility of inviting other towns, explore other locations and not increasing costs to both Concord and Acton taxpayers. Mr. Martin commented that the Board was not interested in re-negotiating the original agreement.

Mr. Martin moved, seconded by Ms. Nicol to pursue a combined dispatch under the current agreement, consider exploring alternate locations, consider exploring additional partners, and review the status in three months and approved 5-0.

Ms. Nicol suggests sending the information on to the Concord Town Manager, and then on to the Acton Concord Regional Emergency Communication Center Board of Directors.

4. Discuss 53 River Street Dam Removal Project and Funding Needed for Historic Park

Mike Gendron, Conservation Agent presented an update on the project progress. The grant funding for the removal of the seawall kickoff was July 18th and anticipated to be completed by November 2023. An addition of 350K is needed for final design. Mr. Martin is looking to have the park completed by 2025. Mr. Charter suggests seeking CPC funding for the remainder of the design, although it would be up for some competition with other Divisions. Suggests the Town Manager should meet with the CPC in September or no later than November with an update on the project, as well as the Recreation Commission. Looking to hear back from the Town Manager when there is a funding strategy, and to hear from staff when there is a CPC application ready.

5. Approved Revised Building Permit Fee Schedule

Building Commissioner, Ed Mullen presented to the Board that the Building Department is about to launch the online permitting, and reviewed the current fees and also comparisons to other towns. The town is no longer obligated to pay a contractual fee for an electrical inspector. Mr. Mullen explained the adjustments to the fees. **Mr. Snyder-Grant moved, seconded by Mr. Martin to approve the revised building permit fee schedule and approved 5-0**

6. Approve Amended Charge for the Human Services Committee

Ms. Arsenault updated the Board with the proposed amendments to the Human Service Committee Charge. Mr. Martin recommends 9 members and remove the last comment.

Jeff Bergart, Alcott Street – Council on Aging Board representative expressed concern about the duplication the Human Service Committee efforts with several different human services agencies and the needs of residents. Recommends HSC liaison to meet with the Acton-Boxborough United Way and coordinate with the AB Schools Human Services representative.

Terra – concerned with a closed-door meeting creating the charge and amending the charge, respects the work the United Way does, encourages the Board to approve the amended charge

Franny Osman – agrees with collaboration with other agencies, noted that a data base exists with findhelp.com and to not duplicate the existing database, and supports the amended charge.

Ms. Arsenault agrees with collaborating with the AB United Way, and the schools. Mr. Snyder-Grant suggests reduce membership to 9, reduce at-large member number to 4, and drop last comment on the amended draft. Mr. Charter feels that the quorum should be 5, Mr. Martin suggests keeping the last comment and the HSC liaison seek new members with Board members assisting the Volunteer Coordinating Committee in recruitment. Ms. Nicol suggests removing

requiring three-fifths of at large member requirement, and to make grammatical changes in the last paragraph so the charge flows better.

Terra – questioned if the charge requires a fixed quorum so the committee can't meet until they have five members

Members noted their enthusiasm for the updated charge and for the committee.

Mr. Snyder-Grant moved, seconded by Mr. Martin to keep comments LD1, LD2 and LD3, remove the three-fifths of at-large member requirement and make grammatical changes and approved the amended Human Service Committee charge 5-0

7. Designate a Representative to Serve on the MBTA Advisory Board

Mr. Martin discussed his attendance to many past meetings and that the advisory board is composed of towns along the commuter rail, suggests having a agenda item on every year who the liaison would be with a letter sent notifying Acton's representative. Mr. Snyder-Grant recommended Franny Osman, Chair of the TAC as Acton's representative. **Mr. Snyder-Grant moved, seconded by Mr. Charter for David Martin to be the MBTA Advisory Board representative and approved 5-0.**

8. Consent Items

Mr. Martin moved, seconded by Ms. Arsenault to approve consent items 8-12 inclusive and approved 5-0.

III. Meeting Evaluation

Mr. Snyder-Grant noted things to follow up in the future; and update within 3 months of the state of RECC, alert people of openings with the Recreation Commission and Human Services Committee. Add agenda item on CPC projects in November. Planning a brief virtual meeting to discuss India Independence Day and Flag Raising Ceremony. Mr. Martin noted that the Board could discuss the item know as not reasonably anticipated at the time of the agenda posting and time sensitive.

Additional items discussed not anticipated at the time of posting the agenda that was time sensitive: **Ms. Arsenault moved, seconded by Mr. Martin to approve having the India flag raised in place of the state flag for 24 hours and approve the proclamation approved unanimously 5-0.**

Ms. Nicol moved, seconded by Ms. Arsenault to adjourn and approved 5-0.
Meeting adjourned at 10:06 PM.