



SELECT BOARD  
MEETING MINUTES

JUNE 16, 2025

7:00 PM

ACTON TOWN HALL, ROOM 204  
472 MAIN STREET

Present: Dean Charter, Alissa Nicol, David Martin, Jim Snyder-Grant (arrived at 6:28), Fran Arsenault

Additional Attendees: Town Manager John Mangiaratti, Assistant Town Manager Thom Begin, Executive Assistant Lisa Tomy

**I. Sewer Commissioners**

**1. Sewer Rate Setting**

Budget Manager Ellie Anderson presented the proposed sewer rates. The proposed rates would be an increase of 6.5% for residential, commercial and schools.

Ms. Nicol questioned the school dollar per month is per building or entire district

Mr. Snyder-Grant questioned the 6.5% and estimate for future increases or solely this year

Ms. Nicol questioned about the annual amount taken in with privilege fees and customers using less water bringing in less revenue

**Ms. Arsenault moved, seconded by Ms. Nicol to approve the FY2026 sewer rates as presented and approved 5-0**

**2. Sewer Governance Study**

Mr. Mangiaratti presented the result from the Collins Center and looking to the sewer commissioners for any feedback and any drive to pursue their findings and recommendations. The study recommends establishing an appointed Wastewater Commission and make recommendations to the Select Board. Mr. Martin suggests the commission set the rate, expenditures, and when the town borrows and for what, and setting policies. Ms. Nicol noted in terms of public engagement there would be more opportunity to engage the public and allows more flexibility for separate meetings of the Sewer Commissioners. Also, independent Sewer Commissioners would have better knowledge about sewer functionality, troubleshooting issues more effectively, and working more closely with town staff. Mr. Charter suggests town staff and Select Board member(s) to come up with a charge and discuss at a future meeting. Mr. Snyder-Grant questioned to have an appointed commission or to create an advisory committee. Mr. Martin suggested to come up with a list of concerns the Board may have and bring back to a future meeting. Mr. Snyder-Grant noted the Board recommends transmitting

the proposed fiscal year budget and should be in charge of any monetary issues, noting privilege fees and policy fall under the responsibility of the Select Board. Ms. Nicol agrees with bulleted list adding addressing long term challenges regarding the discharge capacity that are paying into the fee that have not been connected to sewer.

John Petersen – challenge how to coordinate activities connected to water, hope to establish a Wastewater Commission and would like to see some Select Board, Water Resource Advisory Committee and Water District members to establish the rolls and responsibilities for the Sewer Commissioners and bring back the proposal to the Select Board.

Mr. Charter suggests bring back the topic in the meeting in August.

3. Approve Primrose School Memorandum of Agreement

Item was passed over as MOA was not drafted at the time of the meeting.

**II. Regular Business**

4. Resident Concerns

Ann Chang, AML Trustees – requests to look at the Wilde Garden adjacent to the Memorial Library, which was a collaborative effort and noted everyone involved in the design, construction and planting.

Scott Sullivan, 8 Patriots Road – noted a difference in the recent town census versus the report of the Economic Development Strategic Plan noting the deviation in current interest rates and residents selling current homes and the potential for delays in new purchases, the possible redevelopment of the MCI Concord facility providing affordable housing giving seniors an option to relocate.

5. Chair Update/Town Manager Update/Members Minute

Mr. Charter noted on Monday June 23<sup>rd</sup> the Acton 250 Committee will host a speaker at the Memorial Library at 7PM, MassDOT is hosting a public meeting on June 25<sup>th</sup> at 7 PM in room 204 to discuss proposed traffic changes at rt 2 and Taylor/Piper Road. Mr. Begin noted the Asian Music festival at NARA Park on June 22<sup>nd</sup> from 5-8 PM hosted by New Moon International Media and Acton Chinese American Civic Society, July 4<sup>th</sup> celebration at NARA Park beginning at 5 PM with shuttle busses available at 5 Nagog Park Drive. Mr. Martin noted school district began strategic planning process with a community forward survey available at abschools.org. Juneteenth Commemorations take place on June 19<sup>th</sup> beginning at the Congregational Church and also at the Acton Woman's Club with more info on town web page. On June 20<sup>th</sup> will have a drag show at NARA Park with more info on actonrec.com, Pride Festival on June 21<sup>st</sup> at NARA Park. Ms. Nicol reminded that the Household Hazardous Waste Day is June 21 at 14 Forest Road and only one this year. WRAC is conducting a survey on town website on stormwater funding options. Additional last minute info regarding a letter from the MMA sent to the budget conference committee advocating provisions in the FY 26 budget and questioned if the Board want to send a similar letter. Mr. Mangiaratti suggested having individual members send letters of support, Ms. Nicol encouraged the public to do so as well.

Ms. Arsenault requesting sending a letter from the Select Board to the Governor an Attorney General joining other communities for a proclamation for Acton on the 4<sup>th</sup> of July denouncing the activities of ICE in the region. Mr. Charter suggested it be brought up at a future public meeting so that both Board members and the public have a chance to review.

#### **Public Hearings**

6. 6. 7:10 PM SPSP #3/19/2025-493, 60 Powdermill Road (continued from May 12, 2025) <https://doc.acton-ma.gov/dsweb/View/Collection-19067> (applicant has requested to continue to July 7, 2025 at 7:10 PM)

Mr. Charter read the public hearing notice. **Mr. Martin moved, seconded by Mr. Snyder-Grant to continue the public hearing for SPSP #3/19/2025-493 at 60 Powdermill Road to July 7, 2025 at 7:10 PM and approved 5-0**

7. 7:15 PM Entertainment License for Acoustic and Vocal Music, Acton Seafood Company, 541 Massachusetts Avenue

Representing Acton Seafood Company is Dean Gaudet, and looking to have a solo acoustic artist on the outdoor deck on weekend nights. Ms. Nicol questioned the speakers of the deck to be facing the residences across the street, Mr. Gaudet is building a platform directing the speakers towards the back-parking lot.

**Mr. Martin moved, seconded by Mr. Snyder-Grant to close the public hearing. Mr. Martin moved, seconded by Ms. Nicol to approve an entertainment license for Acton Seafood Company located at**

### **III. New/Special Business**

8. Adopt the Economic Development Strategic Plan as Presented on June 3<sup>rd</sup>

Mr. Mangiaratti noted the consultants that presented their findings at the Recreation Center at 50 Audubon Drive last week and has been published online and will be used by the Economic Development Committee, Select Board and town staff for reference and planning efforts and goal setting efforts and requesting the Board to adopt the plan. Mr. Snyder-Grant commented on considering the alignment of the next Comprehensive Community Plan and that some of the alignment may not fit with the current Economic Development Strategic Plan, and should be considered further discussion and public forums in the future.

**Ms. Nicol moved, seconded by Ms. Arsenault to adopt the Economic Development Strategic Plan as presented on June 3<sup>rd</sup> and approved 5-0.**

9. Approve FY26 Short and Long Term Goals

Members discussed the recent Goal Setting Workshop results. Ms. Nicol suggested including a component to be more inclusive regarding ADA for the first Short-Term goal. Mr. Snyder-Grant questioned about reconsidering the long term goals and the voting point system in particular to long term goals related to transportation and supply of housing choices and questioned if the Chair and Board members would be willing to reconsider the voting process. Ms. Nicol noted attending a recent workshop highlighting goals setting for Select Board members from a different town that conducts 2 workshops to include goals from

staff and previous FY goals, and one for Board members. Mr. Snyder-Grant appreciated the feedback and looks forward to further conversations.

**Mr. Martin moved, seconded by Ms. Nicol to adopt the goals that were in the packet with the amendment made by Ms. Nicol for the Town Hall goal for FY 26 and approved 5-0.**

10. Approve Transfer Station Rates

Budget Manager Ellie Anderson presented the proposed Transfer Station Rates. Ms. Anderson highlighted the operating budget and expected costs from FY25 to FY26. Mr. Snyder-Grant questioned if there would be a separate senior or low-income rate, Ms. Anderson noted that there would have to be some additional work to be done to include a separate rate. Mr. Snyder-Grant questioned about a weight-based PAYT vs. straight PAYT, since it wouldn't involve PAYT bags. Ms. Nicol questioned percentage of stickers are sold to seniors and why offering to sell compost bins at a discount rate. FY25 non-senior all access 2028, senior all access was 2033.

**Ms. Nicol moved, seconded by Mr. Martin to approve the FY2026 transfer station rates to be effective July 1, 2025 as presented and approved 5-0**

11. Approve ABRSD Request to Place Wayfinding Signage on Hayward Road

Mr. Mangiaratti noted this request came in the school was looking to add wayfinding. There were no concerns from DPW Director Corey York and Planning Director Kristen Guichard. Mr. Charter noted the proposed sign is most on district property and outside the town right of way and not an issue for the town. **Mr.**

**Martin moved, seconded by Ms. Nicol to approve request from school district and approved 5-0.**

12. Discuss Acton Boxborough Regional School Committee School Assessment

Mr. Mangiaratti noted the school committee voted to reduce their assessment and looking to see if the Board is inclined to call for a Special Town Meeting or to accept as the new assessment is. Mr. Martin noted the school is confident they will be receiving Chapter 70 funding and would not be inclined to call a Special Town Meeting. **Ms. Nicol moved, seconded by Mr. Martin to consent to the adjusted assessment and approved 5-0.**

13. South Acton Village Complete Street Study

DPW Director Corey York presented the South Acton Village Complete Street Study and presented by Nicole Rogers from GPI in partnership with Toole Design. Ms. Nicol voiced concern about accepting a plan. Mr. Martin noted his vote was for accepting the study and not a plan.

**Mr. Martin moved, seconded by Ms. Arsenault to accept the South Acton Village Complete Street Study and approved 5-0.**

14. Approve Notice of Intent Application by RH Adhesives for 279 High Street

**Mr. Charter moved, seconded by Mr. Martin to approve the notice of intent application by RH Adhesives for 279 High Street and approved 5-0**

15. Approve Appointment of Nina Pickering-Cook from Anderson & Krieger as Town Counsel with a Term to Expire on June 30, 2026

**Ms. Nicol moved, seconded by Mr. Martin to appoint Nina Pickering-Cook from Anderson & Krieger as Town Counsel with a term to expire on June 30, 2026 and approved 5-0**

16. Assign Board Member to Meet with Concord Select Board Member to Discuss Senior Tax Relief Programs

Mr. Charter noted member from the Concord Select Board about tax programs for seniors and wanted to discuss senior tax relief and requesting a Select Board member to take on the opportunity and Mr. Snyder-Grant offered to work with them and requested having a member of the Assessing Division. Ms. Nicol noting interest as well. Mr. Charter will notify Concord Board to contact Ms. Nicol.

17. Announce Revisions to Operating Hours for Town Hall and Human Services and Senior Center Buildings Starting July 1<sup>st</sup>

Mr. Mangiaratti noting discussing staffing and recruitment and retention with recent staffing issues at almost crisis levels, especially in Town Hall and hoping that changing operating hours may improve and attract and retain staffing. Currently the buildings are open 42.5 hours/week and foot traffic has decreased noting the most traffic is in morning hours. Other communities are paying the same but offering shorter work weeks. The suggested scheduled hours are 36 hours/week. **Mr. Snyder-Grant moved, seconded by Mr. Martin to support these changes and approved 5-0**

18. Appoint Nathan Ryan as Alternate Representative for Acton at the Boston Regional Metropolitan Planning Organization

**Mr. Charter moved, seconded by Ms. Arsenault to appoint Nathan Ryan as an alternate representative for Acton at the Boston Regional Metropolitan Planning Organization and approved 5-0**

19. Approve a 3-month Extension for the Memorandum of Understanding with ActonTV with the Same Terms as the Expiring Agreement

Mr. Mangiaratti noted that funding is provided by the Town of Acton through PEG Grants the cable services pay the town per their contracts. **Mr. Martin moved, seconded by Ms. Arsenault to approve a 3-month extension for the MOU with Acton TV with same terms as listed and approved 5-0**

**IV. Consent Items**

Mr. Martin held consent item 21. Ms. Nicol held consent item 26. **Mr. Martin moved, seconded by Ms. Nicol to approve consent items 20, 22-24 and approved 4-0.**

Ms. Nicol noted submitting edits on member minutes on item 26 which have been updated. **Ms. Nicol moved, seconded by Mr. Martin to approve consent item 26 as amended and approved 4-0.**

Mr. Martin requested changes to item 21 Traffic Calming Policies noting that the speed data collection should be listed first and the public should be able to contact the Town Manager or Police Department to request digital speed signs on their street, also noting to add if a Select Board member brings a continuant's concern to the PD, then the Select Board member would be involved on a continuous

basis. Ms. Nicol questioned if the data was stored in the street trailers; Mr. Martin noted that both the speed trailers and speed signs record and report the data. Mr. Mangiaratti noted that speed data is stored in the device and recorded when removed. Ms. Nicol suggested the order of the study does not need to be changed, also recommends town staff be the point of contact for road safety concerns, Mr. Martin would still like to be involved with following through concerns. Mr. Mangiaratti noted the initial policy went before the Transportation Advisory Committee and updated with their recommendations and the recommendations pose a significant change to the policy. Mr. Charter suggested to take no action and to bring it back at a future meeting.

Mr. Snyder-Grant noted concern with the memo submitted by the Volunteer Coordinating Committee and to re-evaluate the committee members requesting to be re-appointed and to bring back at the next Select Board meeting. **Mr. Martin moved, seconded by Ms. Nicol to undo action on item 20 and bring back to a future meeting and approved 5-0**

**Mr. Martin moved, seconded by Ms. Nicol to adjourn and approved 5-0.**  
**Meeting adjourned at 9:24 PM**

**Documents Used:**

- June 16, 2025 Agenda
- Sewer Rate Memo Dated June 11, 2025
- Wastewater Governance Final Report
- Public Hearing Notice for SPSP#3/19/2025-493, 60 Powder Mill Road
- Public Hearing Notice, Application and Staff Notes for Entertainment License for Acton Seafood Co.
- Strategic Economic Development Plan
- Draft FY26 Short and Long Term Goals
- FY26 Transfer Station Rate Memo Dated June 11, 2025
- Email from Corey York Regarding Wayfaring Signage for the Charter Road School Campus
- South Acton Village Complete Streets Study
- Notice of Intent Application from RH Adhesives
- Letter to Boston Regional Metropolitan Planning Organization Dated June 16, 2025
- Acton TV Memorandum of Agreement
- Memo from Volunteer Coordinating Committee Dated June 6, 2025
- Traffic Calming Policy Dated June 16, 2025
- Memo from Maura Haberman Donation from SquashWest Acceptance Dated June 10, 2025
- One Day Malt and Wine License Application from Bengisu Yanmaz
- Memo from Maura Haberman Donation from Tables to Teapots Dated June 6, 2025
- Meeting Minutes from June 2, 2025