

**TOWN OF CONCORD
SELECT BOARD
FEBRUARY 1, 2021
MINUTES**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference call on February 1, 2021 at 4:00pm.

Present were Linda Escobedo, Chair; Susan Bates, Clerk; Terri Ackerman, Jane Hotchkiss, and Matthew Johnson. Also present was Stephen Crane, Town Manager.

Call to Order

Roll call vote

Ms. Escobedo: Present
Ms. Ackerman: Present
Ms. Bates: Present
Ms. Hotchkiss: Present
Mr. Johnson: Present

Consent Agenda

- Minutes to approve: December 7, 2020; December 21, 2020; December 28, 2020

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the consent agenda.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Town Manager's Report

Town Manager Stephen Crane reported that the Town will only be receiving 100 doses per week from the Department of Public Health, so the Town is planning for micro-clinics to be held at Harvey Wheeler at 55 Church Street. Mr. Crane asked residents to monitor the Town website and News & Notices for any updates on the vaccine rollout.

The guardrail replacement on Annursnac Hill Road is nearly halfway complete. Engineering staff have been working closely with the Water and Sewer Division because of the close proximity of the guardrail to the existing water main on the road.

A third party software developer, Corson GIS Solutions, has been working with CPW staff on the development of a new work order management system for CPW.

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The partnership formed between the CCHS student senate and Concord Together has resulted in 23 student volunteers that will be paired with local businesses to assist with improved online profiles. Tasks include improved websites, social media campaigns, and online sales.

Chair's Remarks

Select Board Chair Linda Escobedo noted that the Select Board is acutely aware of residents' concerns surrounding the vaccine rollout, particularly for the town's seniors.

Representative Gouveia has filed HB273, the legislation for the additional special liquor licenses approved at 2020 Town Meeting, as well as HB274, the senior means tested tax exemption approved at 2020 Town Meeting.

**Review Innholder License Application by Best Western Hotel LLC, d/b/a Best Western at
Historic Concord, located at 740 Elm Street**

The Select Board previously voted on January 11 to issue Best Western an innholder license, after discovering that they had been operating without the proper licensure. At that time, the Select Board issued the license on the condition that a representative of the business would attend the February 1 meeting. Deepak Ninan, owner of Best Western in Concord, attended to explain that they did not know they were supposed to have the innholder license due to change of ownership that had occurred several years prior. Once the Town Manager's Office notified them that they did not have the proper license, they returned the completed paperwork for the innholder license within one business day. The Select Board determined that they would issue the penalty of a \$100.00 fine as allowable under state statute for the business not having the proper licensure.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the Town Manager's Office to issue a fine of \$100.00 as described in the state statute to Best Western at Historic Concord.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

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Continued Public Hearing: Application for a New On-Premises Section 12 Wine and Malt Beverages Annual License by RK Wing Corp, d/b/a Rossini's Pizzeria and Restaurant located at 206 Fitchburg Turnpike

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to continue the public hearing.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

On January 11, the Select Board held a public hearing regarding the new liquor license application from Rossini's. At that meeting, the Select Board noted the Police Department's recommendation to not issue the license to Rossini's due to past incidences of non-compliance with the local and state requirements. The Select Board voted to continue the public hearing until February 1, and instructed the Town Manager's Office and Police Department to meet with Rossini's ownership to develop a plan for compliance for the business. The memo summarizing this meeting was included in the [meeting materials](#).

Rossini's owner Rafael Borges and proposed manager of record Lecilia De Souza attended the meeting on behalf of Rossini's. Mr. Borges explained that they appreciated the responsibility that came with holding a liquor license, and vowed that they would be in compliance with the local and state requirements if a license were to be issued. Senior Administrative Assistant Jeremy Romanul and Police Chief Joseph O'Connor summarized the meeting that took place with Rossini's and stated that they were prepared to work with the applicant should the Select Board issue the license.

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to close the public hearing.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the application for a new On-Premises Section 12 Wine and Malt Beverages Annual License by RK Wing Corp, d/b/a Rossini's Pizzeria and Restaurant located at 206 Fitchburg Turnpike.

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Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

COVID-19 Vaccine Update and Roll-out Challenges – Health Director Susan Rask

Health Director Susan Rask explained that the Town of Concord was scheduled to receive only 100 doses per week of the COVID-19 vaccine from the Massachusetts Department of Public Health.

Ms. Rask has been working closely with the Council on Aging to set up a vaccine clinic, tentatively scheduled to begin on February 10. Alternatively, they may decide to offer the vaccine to residents of the Concord Housing Authority, but the Town does not have the supply to do both at the same time. Ms. Rask ordered 100 doses of the vaccine, which are scheduled to arrive February 10. Ms. Rask will be ordering 100 doses per week each week in February.

Emerson Hospital will begin holding vaccine clinics in mid-February for patients of their primary care physicians.

Ms. Rask explained that for reasons she does not understand, the federal government is currently not distributing the amount of vaccines to Massachusetts that the state has the capacity to administer. The State is then deciding to focus on distributing the vaccines to mass vaccination sites rather than to the municipalities or hospitals.

The vaccination locations and eligibility requirements are continuously being updated and are available on the Department of Public Health [website](#).

Discuss Patriots' Day Celebrations

Julissica Navarro-Norton, Chair of the Public Ceremonies and Celebrations Committee, attended to discuss the options for the Patriots' Day celebrations. Ms. Navarro-Norton noted that surrounding communities are moving their Patriots' Day celebrations to a virtual format. Ms. Navarro-Norton will be working with the Town Manager's Office to determine how to adapt the celebrations for this year in a COVID-safe manner.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to cancel the in-person Patriots' Day public events, as all events will be virtual.

Roll call vote

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Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Letter to Request Commemorative Stamps for 250th Celebration

The Select Board is beginning to think about the celebrations for the 250th anniversary of the Battle of Lexington and Concord and the Declaration of Independence in 2025-2026. Resident and former Select Board member Michael Lawson attended the meeting to explain that in preparation, the Select Board should issue a letter to request commemorative stamps for the 250th celebrations, as was done for the 150th and 200th celebrations. The letter for this request was included in the [meeting materials](#).

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the Chair to sign a letter as described to be submitted by Michael Lawson to the Citizens' Stamp Advisory Committee requesting commemorative stamps for the 250th anniversary of the Battle of Lexington and Concord.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Nominations

There were no committee nominations.

Committee Appointments:

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to appoint Joseph Rogers of 20 Tracy Street to the Agriculture Committee as an Associate Member for a term to expire April 30, 2022

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye

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Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Liaison Reports

Ms. Bates attended the Planning Board, where they had a joint meeting with the Regional Housing Services Office, Concord Housing Authority, Concord Housing Development Corporation, and Concord Housing Foundation. The purpose of this joint meeting was to discuss their common goals and how they can support each other. The Planning Board also discussed potential articles for the 2021 Town Meeting. The Council on Aging heard a presentation from the NMI-Starmet Reuse Planning Committee. The Conservation Restriction Stewardship Committee discussed the conservation restrictions on properties around town, and discussed the new GIS monitoring technology the Town is using. The Personnel Board is looking at ways to reassess their role and understand the role of other Personnel Boards in other communities with a strong Town Manager form of government.

Mr. Johnson attended the Housing Authority, where they approved spending for renovations.

Ms. Hotchkiss attended the Climate Action Advisory Board discussed the non-binding climate resolution they will be asking the Select Board to consider at a coming meeting. CAAB is also preparing a warrant article for 2021 Town Meeting attempting to limit the use of fossil fuel infrastructure in new construction. CAAB also discussed CMLP's decarbonization plan. The White Pond Advisory Committee is looking to update the 2015 vision for White Pond that their committee put together. The White Pond Public Forum will take place on February 9 at 6:00pm.

Ms. Escobedo attended the Town Caucus on January 25th. The Trustees of Town Donations reviewed their charge, as they were asked to consider an expansion on their charge. The Tax Fairness Committee met, and since then the Senior Tax Exemption was filed with the legislature.

Miscellaneous Correspondence

There was no additional correspondence reported on.

Public Comments

Tanya Gailus of 62 Prescott Road commented that in relation to the Concord 2025 Committee, it is wonderful to acknowledge the contribution of artistic projects and stated that if they committee size does stay in the range of 13-15 members, perhaps there should be two people representing the artistic community. Additionally, Ms. Gailus stated that it may be beneficial to include someone on the committee with expertise on the Native American residents of Concord both in the past and presently.

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Adjourn to Executive Session, not to return to open session, with respect to non-union contract negotiations for the Town Manager, as an open meeting may have a detrimental effect on the negotiating position of the Town, and the chair so declares.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to adjourn to Executive Session, not to return to open session, with respect to non-union contract negotiations for the Town Manager, as an open meeting may have a detrimental effect on the negotiating position of the Town, and the chair so declares.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Minuteman Media Network Coverage: https://www.youtube.com/watch?v=ih_zPJVb3II

Meeting Documents: <https://concordma.gov/DocumentCenter/View/27819/February-1-SB-Packet>