

**Town of Chelmsford, MA**  
Select Board Meeting  
Hybrid/Virtual Meeting  
June 7, 2021

TOWN OF CHELMSFORD  
PATRICIA E. DZURIS  
TOWN CLERK

**Members Present:**

Virginia Crocker Timmins, Chair  
Kenneth Lefebvre, Vice Chair  
Mark Carota, Clerk  
George Dixon, Board Member  
Patricia Wojtas, Board Member

**Also Present:**

Paul Cohen, Town Manager

**1. CALL TO ORDER**

Chair Timmins called the meeting to order at 6:00 p.m.

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Road, Chelmsford, MA. The meeting was recorded by Chelmsford Telemedia.

**2. PUBLIC SERVICE ANNOUNCEMENTS**

- **Parade Committee: Independence Day, July 5, 2021**

Town Manager Cohen stated the Town of Chelmsford would hold a parade at 10:00 a.m. on Monday, July 5<sup>th</sup> in observance of Independence Day, however, he pointed out there would not be a road race or a Country Fair.

- **Diversity, Racial Equity, and Inclusion Committee: Juneteenth 2021 Celebration**

Latosha Dixon, Member of the Diversity, Racial Equity, and Inclusion Committee addressed the Board via Zoom and stated the committee would celebrate Juneteenth, which was also known as Freedom Day, for the first time in the Town of Chelmsford. She said the celebration would commemorate June 19, 1865, when all slaves in America were finally declared free. She added the DREIC would sponsor an outdoor exposition of Merrimack Valley's black-owned businesses with local artists, performances, and speeches by the Reverend Dr. Gary E. Palmer of the New Hope Community Church as well as Mr. Joseph Deville, President, Merrimack Valley NAACP.

Ms. Dixon said the celebration would be held on Saturday, June 19<sup>th</sup> from 10:00 a.m. – 2:00 p.m. on the Town Common.

- **Veterans Breakfast at the Chelmsford Senior Center, June 24<sup>th</sup>**

Board Member Lefebvre said the Chelmsford Senior Center was inviting local Veterans to the Veterans Breakfast on June 24<sup>th</sup> beginning at 8:30 a.m. and would be catered by KJ's Caffé.

### **3. PUBLIC COMMENTS**

Mr. Chris Lavalley, 10 Edgewood Street, addressed the Board via Zoom and stated he was a current Town Meeting Representative for over five years and had worked with Mr. Cohen in multiple capacities, and found him to be professional and respectful in all aspects of his work. He said he was in favor of the Board renewing Mr. Cohen's contract.

Mr. Sam Poulten, 16 Berkeley Drive, addressed the Board (in person) and thanked the Select Board as well as the Town Manager on behalf of the Chelmsford Veterans Memorial Park for their ongoing support of the park. He said the park was officially open to members of the public and the Veterans would be participating in the Independence Day Parade. He added radio station 980 WCAP would broadcast the parade and the Chelmsford Democratic Town Committee would also participate in the parade and encouraged their Republican counterparts to sign up as well to keep the tradition going.

Mr. Poulten expressed his support for Mr. Cohen and hoped his contract would be renewed.

Mr. Poulten said the Town of Chelmsford had a great turnout regarding the Census and they had actually added to the population and said the number of precincts would be increased. Regarding the redistricting Mr. Poulten requested that streets not be split down the middle.

Chief James Spinney, Chelmsford Police Department, announced via Zoom that Officer Christopher Chipchak was recently hired after the completion of the Cape Cod Municipal Police Academy. He said he was from the Town of Chelmsford and thought he would make a fine addition to the police department and would serve the community well.

### **4. COMMITTEE VACANCIES**

Board Member Lefebvre read aloud the list of current committee vacancies and noted that interested applicants could apply online at [www.chelmsfordma.gov](http://www.chelmsfordma.gov) or through the Town Manager's Office at [tmoffice@chelmsfordma.gov](mailto:tmoffice@chelmsfordma.gov) or by calling 978-250-5202.

### **5. PUBLIC HEARINGS**

- **Central Square Parking: Consideration of an Amendment to the Traffic Rules and Orders - §203-25; Parking Time Limited in Designated Locations**

Mr. Cohen explained that they received input from the Center Village Master Plan Committee, the Commission on Disabilities, as well as an earlier presentation to the Select Board. He said the Town posted public notices for the proposed modifications to the Central Square Regulations which were listed under §203-25; Parking Time Limited and Designated Locations.

Assistant DPW Director Steve Jahnle said the proposed amendment would include having thirteen parking spaces with a one-hour limit (along Route 110 near the McHugh Law building, and from the Route 110/North Road intersection towards the Central Square Crosswalk) and then from the Card and Gift store to Cushing Place there would be nine spaces with a 30-minute limit with one of those nine spaces being ADA accessible.

Board Member Lefebvre asked if there had been any discussion regarding 15-minute spots in front of the coffee shop/Bob's Coin. Assistant DPW Director Jahnle replied there had been some discussion about having 15-minute parking from 7:00 a.m. to 3:00 p.m. but it was his impression that the plan as presented was the best one.

Board Member Wojtas suggested having more than one ADA space. Mr. Jahnle said he looked into having another ADA space in front of the coffee shop but that location had a raised crosswalk. He added if more ADA spaces were to be added they would have to install another curb ramp and would also have to reconfigure the spots to create an aisle to get to the curb ramp.

Board Member Carota asked if the ADA space had a time limit. Mr. Jahnle replied that still needed to be discussed.

Chair Timmins asked if there had been any conversation regarding the esthetics of the signage. She indicated her desire to preserve the character of the Center. Mr. Jahnle replied he would look into the different options.

Board Member Dixon said he felt there should be more than one ADA accessible space.

Chair Timmins asked if there were members of the public who had questions or comments.

Mr. Mike Rigney, 19 Billerica Road, addressed the Board via Zoom and said he was the Chair of the Center Village Master Plan Committee. He said the committee felt the proposed plan was a reasonable one and was largely in accord with what people had expressed at their meeting. He said the Town had sent out letters describing the proposed plan to the property owners but suggested the Town send the notification to the business owners as well.

Board Member Lefebvre read aloud from three emails received from constituents regarding the topic of Central Square Parking as summarized as follows:

Mr. C. Thomas Christiano, Chelmsford Street

I am not in favor of putting any time limits or parking spaces in Central Square as our residents may need to occupy the parking spaces for longer than the time limits proposed. I feel people may need more than one hour to perhaps dine out or finish shopping; supporting our local businesses.

Ms. Lorraine Sullivan, 108 Stedman Street

I am sure if this amendment were to pass it would mean signage would have to be put up throughout the entire Center area which would take away from the historic look of the Town's Center. It would also take away from the enjoyment of strolling through the Town's Center.

Ms. Sue Dawson, 2 Ruthellen Road

Please do not add parking meters or limitations to the Center Square of Town. I think adding the proposed time limits is not a good idea for our historic center. I have concerns with the overdevelopment of the Town.

Board Member Wojtas stated she would like it to be clear that "parking meters" was not one of the options proposed. She added there was ample off-street parking very close to the square and felt it would be a courtesy for people to seek that alternate parking if they knew they were going to be spending multiple hours in the area.

Board Member Wojtas was in agreement that there should be more than one ADA accessible space and did not feel there should be a time limit on the ADA accessible spaces.

Chair Timmins explained the reason the topic came up in the first place was that there were people parking for extended lengths of time on the street and they had received feedback from the business owners that it was actually hurting their businesses. She added that not all of the businesses were places where you would go and sit for two hours but places where people come in and quickly leave. Chair Timmins also agreed there should be more than one ADA accessible space.

Board Member Lefebvre commented that there were existing parking signs already in the square.

Mr. Jahnle said he would look into adding another ADA accessible space.

**MOTION:** Board Member Lefebvre made a motion to close the public hearing. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**MOTION:** Board Member Lefebvre made a motion to amend the Central Square parking time limitations with the addition of a second ADA accessible space. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

- **National Grid and Verizon Pole Petition: Westford Street at Pasture Lane**

Mr. Michael Meneades, 1101 Turnpike Street, North Andover, was present representing National Grid. He said all of the pole petitions were based on the same project but in different locations. He further said one of the substations in Chelmsford was old and would be retired for safety and reliability reasons.

Mr. Meneades said the proposed pole at Westford Street at Pasture Lane would be a stub pole that would be used to support pole #17.

Chair Timmins stated she was in receipt of an email from Ms. Stephanie Giangreco of 40 Westford Street that detailed some of her concerns.

Chair Timmins read aloud a portion of the email as summarized as follows:

“I am concerned about having a new support pole directly in front of my house. It’s a visual obstruction and the placement is directly next to my driveway. I am concerned that the pole will obstruct the view when leaving my driveway. Also, I would like to know where the guy wires would be located and lastly, I was wondering if this is the only solution to the problem.”

Chair Timmins said Ms. Giangreco had spoken to someone at National Grid pertaining to at least one of her concerns. Mr. Tim Williamson of National Grid replied he spoke with Ms. Giangreco the previous week and he was under the impression he had adequately answered all of her questions. He said he would reach out to her again.

Board Member Lefebvre asked how close the proposed pole would be to Ms. Giangreco’s driveway. Mr. Williamson replied the proposed pole would not be directly next to the driveway but would be offset by approximately 6 feet. He added nothing would be placed directly onto her private property.

**MOTION:** Board Member Lefebvre made a motion to continue the public hearing for the proposed pole location on Westford Street and Pasture Lane, date-specific to the June 28, 2021, Select Board meeting. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

- **National Grid and Verizon Pole Petition: Billerica Road at Summer Street**

Mr. Williamson stated after some discussion and modifications National Grid no longer needed to request the pole petition on Billerica Road at Summer Street.

- **National Grid and Verizon Pole Petition: Chelmsford Street at Fletcher Street**

Mr. Meneades said the proposed pole would be a new pole that would be needed for some switching equipment for reliability purposes.

Mr. Jahnle commented there was a gas station that was very close to the middle of the intersection and did not want the placement of the pole to block the site lines. Mr. Meneades said he felt the site should be fine as it was set back on the grass island.

Chair Timmins asked if there were members of the public who had questions or comments. There were none.

**MOTION:** Board Member Lefebvre made a motion to close the public hearing for the proposed pole location on Chelmsford Street at Fletcher Street. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**MOTION:** Board Member Lefebvre made a motion to approve the pole petition to be located on Chelmsford Street at Fletcher Street. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

- **National Grid and Verizon Pole Petition: Alpine Lane**

Mr. Meneades said the proposed pole was to shorten the length between pole one and pole two which would prevent a strain on the poles.

Mr. Jahnle commented the proposed location appeared not to be within the landscaped area along Alpine Lane but in the aisle for the parking lot. Mr. Williamson replied the pole would be located on the island strip in the public right-of-way.

Chair Timmins asked if there were members of the public who had questions or comments. There were none.

**MOTION:** Board Member Lefebvre made a motion to close the public hearing for the proposed pole location on Alpine Lane. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**MOTION:** Board Member Lefebvre made a motion to approve the pole petition to be located on Alpine Lane. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

- **National Grid and Verizon Pole Petition: Billerica Road at Hildreth Street**

Mr. Maneades said the proposed pole would be for the purpose of refeeding the riser pole that was presently feeding the school as well as two additional poles.

Gary Persichetti, Director of Public Works, addressed the Board and said the matter was brought to the attention of the Superintendent of Schools and he approved it and he also spoke with the Town Manager.

Chair Timmins asked if there were members of the public who had questions or comments. There were none.

**MOTION:** Board Member Lefebvre made a motion to close the public hearing for the proposed pole location on Billerica Road at Hildreth Street. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**MOTION:** Board Member Lefebvre made a motion to approve the pole petition to be located on Billerica Road and Hildreth Street. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

## **6. GRANT OF UTILITY EASEMENT ACROSS TOWN-OWNED LAND AT 84 BILLERICA ROAD**

Mr. Cohen said National Grid was seeking to bring in a new line into the Center Elementary School which would help avoid some of the power outages and issues that had occurred with the existing equipment. He said they needed formal approval from the Board and noted it had the full support of the School Department as well as the Public Works Department.

**MOTION:** Board Member Lefebvre made a motion to approve the easement as presented for the parcel of land situated on the northern side of Billerica Road. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

## **7. REPORTS AND PRESENTATIONS**

- Attorney Hank Naughton: PFAS (per-and-poly-fluoroalkyl substances) Class-Action Litigation:

Mr. Cohen explained that the Board had recently received from Town Counsel Paul Haverty regarding the class-action litigation that was in process regarding the PFAS (per-and poly-fluoroalkyl substances) contamination.

Attorney Naughton of Napoli Shkolnik Attorneys at Law addressed the Board and explained his firm had been retained by both the Commissioners of the Chelmsford Water District and the North Chelmsford Water District.

Attorney Naughton pointed out that if they were unable to get the Chelmsford Water Districts a settlement then they would not receive any money. He said there were currently 560 plaintiffs in the entire suit and Napoli Shkolnik represented approximately half of them. He said they were under the belief that for 50 years the makers were aware of the cancer-causing impacts of the elements and their goal was to either through trial or through negotiation/settlement prior to trial to have the makers come to the table and provide a significant amount of money to be placed into a trust fund administered by the court for impacted districts such as Chelmsford and North Chelmsford. He said he would then assist the Town in applying for reimbursement for any costs incurred for the remediation of PFAS.

Attorney Naughton said the case was filed three years prior and noted similar cases took up to five to seven years from start to resolution.

Board Member Wojtas asked if the contamination in the air was included in how the case was being litigated. Attorney Naughton replied it was not. He said they could test the water and they were aware of the cancer causing impact. Further, Attorney Naughton replied they could actually show the damages and it would be difficult to quantify the damages through the air quality.

**MOTION:** Board Member Lefebvre made a motion to authorize Paul Havery to enter into negotiations for the class action lawsuit for PFAS. Board Member Carota seconded the motion.

**The motion passed 4 – 0. (Abstained – Board Member Dixon)**

Bruce Harper, Superintendent, North Chelmsford Water District asked if there would be a conflict of interest if Napoli Shkolnik represents the Town of Chelmsford and the North Chelmsford Water District when there may be remediation, mitigation, and possibly litigation from the water district to the Town. Attorney Naughton replied he did not anticipate going after the Town of Chelmsford on behalf of the North Chelmsford Water District. He added if there were a possible conflict of interest they would discuss it.

**Recorder's Note: Chair Timmins announced the agenda would be taken out of order.**

- Tom Christiano: Donation of Granite Bench for the Town Common

Mr. Christiano stated the Historic District Commission had just unanimously approved the proposal for the granite bench donation to be placed at the Town Common. Prior to moving forward, he said he needed approval from the Select Board.

Mr. Christiano said, if approved, the bench would likely be placed across from the Forefathers Historic Burial Ground on the Chelmsford Common and would read: "With Gratitude for the Historic Preservation of Chelmsford" along with his name C.T. Christiano.

Board Member Wojtas questioned the appropriateness of the bench on the Town Common as all of the monuments were honoring people who had served the country. She said there were already benches in the Common and was not sure a private donation from a citizen whose name would be on the bench would be appropriate.

Mr. Christiano said he was happy to take another look at the Common and perhaps come up with a different idea.

- Chelmsford Housing Authority Executive Director David Hedison: Housing Authority Tenant Member

Mr. Cohen explained on January 14, 2021, Governor Baker signed into law Chapter 358 of the Acts of 2020 which was an act enabling partnerships for growth. He said shortly after the law was enacted Mr. Hedison brought it to his attention that provisions of the law would make changes regarding the composition of Housing Authorities across the Commonwealth. Mr. Cohen said the change, as it

pertained to Chelmsford, had to do with Tenant Board Members of the Housing Authority and it would require an alteration of the Charter.

Mr. Cohen said the law became effective on May 15, 2021, which was after the Annual Town Election.

Mr. Hedison addressed the Board and said the new legislation required multiple things to happen, one was that Housing Authority had to notify all eligible residents who qualified as a Tenant Board Member.

Mr. Hedison said Chelmsford had 176 state public housing units who were eligible as well as members of the households who utilized the Section 8 Voucher Program. Further, Mr. Hedison said forms were sent to those eligible people and they were asked to submit their intent of interest to the Town Clerk by July 12<sup>th</sup>. He said to date they had received a total of three notices; one was from a state public housing resident, and two were from participants in the Federal Housing Program. He noted federally assisted residents would be considered first.

Mr. Hedison explained that as soon as someone became a member of the Chelmsford Housing Authority they automatically became a member of CHOICE, Inc., CHEP, Inc., and WISH, Inc.

Mr. Hedison said he hoped the Select Board would take an official vote appointing the next person to fill the five-year term prior to August 13, 2021.

Board Member Wojtas asked if the Charter needed to be changed before they approved it. Mr. Cohen replied they would have to amend the Town Charter at Fall Town Meeting to comply with the state law, and then be on the ballot for the following Spring's Annual Election. He said when the law was enacted it did not provide an exemption for Town Charters that were already in effect.

- Phil Hicks: Diversity, Racial Equity, and Inclusion Committee Update

Mr. Hicks, Chair of the Diversity, Racial Equity, and Inclusion Committee, addressed the Board and highlighted some of the Committee's initiatives. He said during Black History Month they had a program whereby they highlighted African American individuals who were very accomplished in their particular area of expertise. He said they did the same thing for Women's History Month but they looked at women who were from the Town of Chelmsford who had significantly contributed to the Town of Chelmsford.

Mr. Hicks said the Committee also recognized a Transgender Day of Visibility. He added in keeping with their desire to not only celebrate, but to educate people, the Committee also included segments on their website which included the origins of Black History Month, and spoke with a transgender individual regarding some of the concerns surrounding being transgender.

Mr. Hicks also commented they spent a great deal of time and effort in creating the Committee's webpage. He said the intent was to post the Board's activities which included a Diversity calendar, and links to other sources of the Town, the region, and nationally.

Mr. Hicks said the Committee had an Enlighten Form which all residents were welcome to fill out to share information, questions, and comments with the Committee. He also said the Anti-Racism Pledge could also be found on the webpage.

Additionally, Mr. Hicks shared that Ms. Vanna Howard, who is a State Representative for the Town of Chelmsford, attended one of the Committee's meetings. He said they were currently focused on reaching out to the community and letting folks know what the Committee was doing and had to offer. He added they were looking forward to the International Day of Peace which would be held sometime in the latter part of September.

Board Member Wojtas suggested that the Committee become permanent with a composition of nine members with staggered terms.

Ms. Latosha Dixon (she/her) agreed that it should be a standing committee with nine members with staggering terms. She added she would like a Select Board member to be a liaison to the Committee. She said issues like racism, discrimination, and stereotypes did not happen overnight and it would take long-term multi-faceted efforts to start the conversation regarding what could be done differently to make their community a better place.

Ms. Tricia Dzuris commented that she agreed with Ms. Dixon and would be proud to continue to serve on the committee.

Chair Timmins asked if people would be receptive to calling it the DEI (Diversity, Equity, and Inclusion) Committee so that equity would be embraced beyond issues of racial equity. Ms. Dixon replied she was opened to the change but would continue to have initiatives surrounding racial equity.

Mr. Hicks commented he felt it was less about what the committee was actually named and more about the actual work they did.

**MOTION:** Board Member Lefebvre made a motion to make the Diversity, Equity, and Inclusion Committee a permanent committee in the Town of Chelmsford. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**MOTION:** Board Member Lefebvre made a motion to approve the nine applications and appoint them to the Diversity, Equity, and Inclusion Committee with the first three being one-year terms, the second three being two-year terms, and the final three being three-year terms. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

Chair Timmins assigned Board Member Wojtas as the liaison to the Diversity, Equity, and Inclusion Committee.

- Town Clerk Patricia Dzuris: Reprecincting

Mr. Cohen explained that in Massachusetts the process was that Towns did reprecincting and then the state used it as building blocks to do redistricting of congressional and state offices. He said in most other states in the country it was done the opposite way around in that the legislature and the governor did redistricting and then the communities did reprecincting. Further, he explained the Secretary of State was against changing Massachusetts' process.

Mr. Cohen said under the provisions of the state, the Secretary of State informed them that Chelmsford could no longer remain only having nine precincts and the bounds under the statutes were that a precinct could not be more than 4,000 people and there had to be less than 5% variance among precincts. He said the Town Charter stated that the Town Meeting composition was based upon precincting. Mr. Cohen said the Town Charter §2.1 & §2.2 stated "each precinct shall consist of the largest number divisible by three not-to-exceed 180, and not-to-exceed 18 representatives per precinct."

Ms. Dzuris explained that the actual data would not be available until September 30<sup>th</sup> and they would then be expected to turn it around by October 30<sup>th</sup>. She said one of the options that was discussed was to have ten precincts that were "blockier" and start at the north part of the Town. Ms. Dzuris pointed out that if they went up to ten precincts the number of Representatives would have to be substantially increased which was a bit concerning as it was sometimes difficult to fill Town Meeting Representative seats. She said having eleven precincts would provide a lot of growth in the next ten years and would only require three additional seats which made it easier to fill. Ms. Dzuris said the proposed "added" precincts (nine, ten, & eleven) would vote at 50 Billerica Road which would become a permanent polling location. She said the Board of Registrars voted to support having eleven precincts.

Ms. Dzuris said there would have to be some tweaking once they received the actual data but she would have to have a GIS analyst sign off on a Terms of Use agreement before they could get the estimated data.

- Superintendent of Schools Dr. Jay Lang: Vote to Authorize the Superintendent to Submit to the Massachusetts School Building Authority a Statement of Interest for Chelmsford High School

Dr. Lang explained they were in a cycle to submit another Statement of Interest to the Massachusetts School Building Authority by the June 25<sup>th</sup> deadline. He said it would be the fourth year they applied for the high school project and so far their application had not advanced beyond the first round. He added they were hoping to receive funding for some type of renovation/rehabilitation for the high school building.

**MOTION:** Board Member Lefebvre made a motion that having convened in an open meeting on Monday June 7, 2021, prior to the closing date, the Select Board of Chelmsford, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated June 1, 2021, for Chelmsford High School located at 200 Richardson Road which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future, including the

elimination of existing severe overcrowding; prevention of severe overcrowding expected to result from increased enrollments; replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility; and replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City/Town/Regional School District to filing an application for funding with the Massachusetts School Building Authority. Board Member Carota seconded the motion.

**The motion passed 5 – 0.**

- CCA Executive Director Susan Gates: Request for ARPA Monies for the Chelmsford Center for the Arts

Ms. Gates thanked Ms. Kristina Bruce for nominating the CCA (Chelmsford Center for the Arts) to Channel 5 News for their “Zip Trip Program.” She said the CCA was selected to be the “Hometown Hero.”

Ms. Gates addressed the Board and said she was present to request monies from the American Rescue Plan Act funding.

Ms. Gates mentioned they tried to continue offering (free) programs (via Zoom) during COVID even though it could not be done in person. She said on June 12<sup>th</sup> there would be “Two Violins and a Piano” and would be live-streamed from the CCA Auditorium at 7:00 p.m. She also said on June 13<sup>th</sup> at 2:00 p.m. the Dave Whitney Quartet would be live-streamed, and they were working on a Juneteenth program that would be pre-recorded and would be available to view on the Chelmsford Arts YouTube channel. A full listing of their events can be found at <https://chelmsfordarts.org/>.

Ms. Gates said because they did not have anything going on during COVID they had not received any income for ongoing expenses. She said after researching similar venues that offered similar programs, she requested funds to cover wages for a one year period of time in the amount of \$152,000 for two employees.

Ms. Gates announced she would be retiring from her position and strongly felt a professional should be hired to replace her. She also said they had never had money for marketing and they needed to reach the entire Merrimack Valley because it would bring in money. Ms. Gates requested \$125,000 for advertising.

Ms. Gates said the account for performers was down to \$501.00 and in order to book artists you needed to be able to pay them. She requested \$36,000 to replenish that fund as well as \$22,000 for utility costs, noting the building had electric heat. She said the total amount being requested for the first year would be \$335,000, and in the following years, they would need approximately \$174,000 per year.

Chair Timmins commented the idea would be for the new, full-time Director would work with the CCA Board to increase revenues and possibly have the CCA be self-sustained or have a larger revenue in which to support it so the Town was not contributing \$174,000 per year in perpetuity.

**MOTION:** Board Member Lefebvre made a motion to approve the expenditure of \$335,000 of the ARPA (American Rescue Plan Act) funds to sustain the CCA (Chelmsford Center for the Arts) for the upcoming fiscal year. Board Member Carota seconded the motion.

**The motion passed 5 – 0.**

- Assistant DPW Director Steve Jahnle: Update on 54 Richardson Road Immediate Response Action Plan & Geophysical Survey

Prior to the discussion, Board Member Dixon recused himself and left the room.

Mr. Jahnle provided updates as follows:

- The radar scan had been completed and they were still waiting for the full report.
- Additional wells surrounding the dog park and the highway garage were installed.
- Soil samples were taken around the main garage as well as inside the garage.
- The well on North Chelmsford Water District's property was installed.
- Three piezometers were installed.

**[Piezometer Definition:** An instrument for measuring the pressure of a liquid or gas, or something related to pressure. Piezometers are often placed in boreholes to monitor the pressure or depth of groundwater. **(Source – Oxford Languages – Google)]** (I don't think this belongs, since it was not part of the meeting)

Mr. Jahnle said they were tentatively scheduled to go back on June 21<sup>st</sup> to do another round of sampling of all of the wells.

Board Member Carota asked if a complete overview of the project could be provided. Mr. Cohen replied when the time was appropriate they would have the LSP attend a Board meeting and provide a complete overview.

Chair Timmins requested some type of ongoing status report be provided to the Board at each meeting. Mr. Cohen replied an activity report would be provided to the Board at the next meeting.

Board Member Dixon returned to his seat as a full, voting member of the Select Board.

- Assistant DPW Director Jahnle: Update on Ledge Road Bus Turnaround Easement

Mr. Jahnle commented that Scott Ludwig, Civil Engineer, had spoken to a relative of the owner of the property and the necessary documents had been sent certified/return receipt required. He said they were waiting for a response.

**8. APPROVAL OF STREET ACCEPTANCES**

- Assistant DPW Director Jahnle: Street Acceptance Vote for Hazen Street, Chamberlain Road, Tadmuck Road, Tuttle Road, Twiss Road, Oak Street, and Maple Road

Board Member Wojtas asked if there would be any land that would have to be taken from the residents of the streets. Mr. Jahnle replied there would not.

**MOTION:** Board Member Lefebvre made a motion to approve the layouts of the roadways as presented for Hazen Street, Chamberlain Road, Tadmuck Road, Tuttle Road, Twiss Road, Oak Street, and Maple Road. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**9. SELECT BOARD RECOMMENDATIONS ON JUNE 21<sup>ST</sup> SPECIAL TOWN MEETING WARRANT ARTICLES AND ARTICLES 2 & 10 OF SPRING ANNUAL TOWN MEETING WARRANT**

Mr. Cohen summarized the Warrant Articles as summarized below:

**Article 2** – That the Town amend the Fiscal year 2021 operating budget adopted under Articles 4, 5, & 6 of the Warrant for Spring Annual Town Meeting, held on June 22, 2020, by transferring \$60,000 from line item #8 Snow & Ice Removal, and \$125,000 from the Finance Committee Reserve Fund to be transferred into the following accounts:

Line Item #2	Municipal Administration Expenses	\$52,000
Line Item #3	Out-of-District Education Expenses	\$ 2,000
Line Item #4	Public Safety Personnel Services	\$11,000
Line Item #5	Public Safety Expenses	\$60,000
Line Item #7	Public Works Expenses	\$60,000

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 2 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**Article 10** – That the Town transfer from the Fiscal Year 2021 Finance Committee Reserve Fund \$275,000 for the investigation, reporting, remediation, and other related costs pertaining to the presence of elevated levels of (per-and poly-fluoroalkyl substances) that have been detected in groundwater monitoring wells located at the town-owned property at 54 Richardson Road.

Mr. Cohen noted the Finance Committee voted unanimously (6 – 0 with one member being absent) in support of the Article.

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 10 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

Special Town Meeting Warrant Articles

**Article 1** – Repair at Katrina Road Sewer Pump Station

No action required.

**Article 2** – Main Street Parcel 23-99-1 – That the Town authorized the Select Board to acquire by purchase, gift, eminent domain, or otherwise, a parcel of land containing .15 acres, more or less, which is identified as Main Street, shown as Lot 1 on Assessor’s Map 23, Block 99. Said parcel to be held under the care, custody, and control of the Select Board for general municipal purposes; and further, authorize the Select Board and Town Manager to take all actions necessary to acquire said parcel.

Mr. Cohen noted the Finance Committee voted unanimously (6 – 0 with one member being absent) in support of the Article.

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 2 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**Article 3** – Bentley Lane Parcels 70-311-9 & 25 - That the Town authorize the Select Board to acquire by purchase, gift, eminent domain, or otherwise, two parcels of land containing 1.72 acres, more or less, which are identified as Bentley Lane, shown as lots 9 & 25 on Assessor’s Map 70, Block 311. Said parcels to be held under the care, custody, and control of the Select Board for general municipal purposes; and further, authorize the Select Board and Town Manager to take all actions necessary to acquire said parcels.

Mr. Cohen noted the Finance Committee voted unanimously (6 – 0 with one member being absent) in support of the Article.

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 3 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**Article 4** – That the Town authorize the Town Manager, with the approval of the Select Board, to lease the roof of the Senior Center building which is located at 75 Groton Road, Chelmsford, MA and shown as Lot 4 on Assessor’s Map 12, Block 18, and the roof of the Chelmsford Forum, which is located at 2 Brick Kiln Road, Billerica, MA, for the installation of a roof-mounted solar photovoltaic system for a period not-to-exceed twenty (20) years.

Mr. Cohen noted the Finance Committee voted unanimously (6 – 0 with one member being absent) in support of the Article.

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 4 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

**Article 5** – That the Town change the name of Steadman Street, which was accepted by vote on Article 22 of the Spring 1900 Town Meeting with a spelling of both Steadman Street and Stedman Street, and which according to the street acceptance documentation was the subject of a further vote by the Town in 1926 to use the name Steadman Street to Stedman Street.

Mr. Cohen noted the Finance Committee voted unanimously (6 – 0 with one member being absent) in support of the Article.

**MOTION:** Board Member Lefebvre made a motion to recommend approval of Article 5 as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

## **10. TOWN MANAGER REPORTS**

Mr. Cohen expressed his sympathies to the family Bobby Greenwood on his passing.

- Fall Annual Town Meeting Bylaw Approval

Mr. Cohen stated on April 12<sup>th</sup> he received correspondence from the Attorney General regarding the Warrant Articles pertaining to the bylaws that were enacted at the Fall Town Meeting the previous October. He said there were two Articles:

**Article 17** – The wildlife feeding bylaw. Mr. Cohen said the text of the bylaw was approved by Town Meeting with the exception, as noted by the Attorney General, that the Town did not have the authority to direct the Director of Fish and Game to do anything.

**Article 19** - Mr. Cohen explained the other bylaw pertained to the Board of Health regarding sewer connections and inspections.

- Comcast Cable Television License Renewal

Mr. Cohen said he obtained a fee proposal from Attorney Peter Epstein, who was the Town's Special Counsel for Cable and Television licenses, the during the previous contract negotiations. He said the hourly rate was \$225.00.

**MOTION:** Board Member Lefebvre made a motion to accept the fee agreement as presented by Epstein and August. Board Member Carota seconded the motion.

**The motion carried 5 – 0 – 0.**

- American Rescue Plan Act Grant Program

Mr. Cohen stated the Town had received notice from the State that they could apply for the American Rescue Plan Act Grant monies. He said John Sousa, Finance Director, submitted the application on behalf of the Town and he would keep the Board up to date.

## 11. APPOINTMENTS

- Board of Registrars: Three-year term to expire on June 30, 2024
  - Thomas Fall – Democratic Town Committee Re-nomination

**MOTION:** Board Member Lefebvre made a motion to appoint Thomas Fall as the Democratic representative to the Board of Registrars for a three-year term to expire on June 30, 2024. Board Member Carota seconded the motion.

**The motion carried 5 – 0 – 0.**

- Annual Appointments

**MOTION:** Board Member Lefebvre made a motion to approve the Select Board and Town Manager's appointments as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

## 12. MEETING MINUTES

- Select Board Regular Session Minutes – April 20, 2021

**MOTION:** Board Member Lefebvre made a motion to approve the minutes from the April 20, 2021, Select Board meeting as presented. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

## 13. SELECT BOARD MEMBER LIAISON REPORTS & REFERRALS

### Board Member Wojtas

- Extended her sympathies to the family of Bob Greenwood and said he would be truly missed.
- Congratulated the graduates of Chelmsford High School and Nashoba Tech.
- Friends of the Library – Mini book sale on June 13<sup>th</sup> from 1:00 p.m. to 2:00 p.m. at the Main Library parking lot.

Approved 9/13/2021

- Flag Day Ceremonies – June 14<sup>th</sup> at 4:30 p.m. at the Garrison House; as well as a ceremony at the Elks on Littleton Road at 7:00 p.m. She noted everyone was welcome.
- Ribbon Cutting Ceremony – Lisa Marrone, Director of Business Development took part in a ribbon-cutting ceremony at Datacom which was a defense contractor who moved to Chelmsford from Burlington, MA.

Board Member Dixon

- Extended sympathies to the family of Bob Greenwood and also extended his sympathy to Evan Belansky on the recent passing of his father.

Board Member Carota

- Board Member Carota had no reports to share.

Board Member Lefebvre

- Board Member Lefebvre had no reports to share.

Chair Timmins

- The Vinal Square Committee was working with NMCOG (Northern Middlesex Council of Governments) and had a Transportation Infrastructure Improvements Plan survey that would be open until June 17<sup>th</sup>. She said the link could be found on the Town's website and the results would be presented on July 15<sup>th</sup>.

**14. PRESS QUESTIONS**

There was no press in attendance.

**MOTION:** At approximately 9:39 p.m. Board Member Lefebvre made a motion to adjourn. Board Member Carota seconded the motion.

**The motion carried 5 – 0.**

Respectfully Submitted,

Trish Gedziun  
Recording Secretary

**NEXT REGULAR MEETING: JUNE 28, 2021**

**Supporting Documents:**

1. JUNETEENTH – DREIC – 2021
2. VETERANS BREAKFAST – 6/24/21
3. COMMITTEE VACANCIES – 6/07/2021
4. CENTRAL SQUARE PARKING PUBLIC HEARING
5. POLE PETITION – WESTFORD STREET AT PASTURE LANE
6. POLE PETITION – BILLERICA ROAD AT SUMMER STREET
7. POLE PETITION – CHELMSFORD STREET AT FLETCHER STREET
8. POLE PETITION – ALPINE LANE
9. POLE PETITION – BILLERICA ROAD AT HILDRETH STREET
10. WR 30318674 – TOWN OF CHELMSFORD, 84 BILLERICA ROAD
11. CHA TENANT BOARD MEMBER
12. REPRECINCTING
13. 2021 – REPRECINCTING – 002 – CHELMSFORD
14. 2021 – REPRECINCTING – 003 – CHELMSFORD
15. MSBA.PDF
16. MEMO – MSBA VOTE – CHELMSFORD HIGH SCHOOL SOI 2021
17. BENCH DONATION
18. HAZEN STREET FINAL
19. CHAMBERLAIN ROAD FINAL
20. TADMUCK ROAD FINAL
21. TUTTLE ROAD FINAL
22. TWISS ROAD FINAL
23. OAK STREET FINAL
24. MAPLE ROAD FINAL
25. SPECIAL TOWN MEETING – JUNE 21, 2021
26. 04/12/2021 AGO LETTER FALL 2020 TOWN WARRANT ARTICLES
27. 04/13/2021 LEGAL NOTICE ON AGO LTR FALL 2020 WARRANT ARTICLES
28. CHELMSFORD CLIENT FEE AGREEMENT JUNE 2021
29. BOARD OF REGISTRARS - PDF
30. FY22 ANNUAL APPOINTMENTS 06/07/2021
31. CHELMSFORD – 04/20/2021 – MINUTES – FINAL