

Approved 9/12/2022

Town of Chelmsford Select Board Minutes
50 Billerica Rd., Room 204
Chelmsford, MA 01824

Regular Meeting MINUTES
August 22, 2022

Attending:

Virginia Crocker Timmins, Chair
Ken Lefebvre, Vice Chair
George Dixon, Clerk
Patricia Wojtas, Board Member

Paul Cohen, Town Manager

Absent:

Mark Carota, Board Member

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

Chair Timmins called the meeting to order at 6:00PM followed by the Pledge of Allegiance.

PUBLIC SERVICE ANNOUNCEMENTS

Vice Chair Lefebvre made the following announcements:

League of Women Voters August 25, 2022 @ 6:00PM – Meet the Democratic Primary Candidates Forum

The League of Women Voters is sponsoring a meet the Democratic Governor's Councilor primary candidates forum on August 25, 2022 at 6:00PM. Link to the meeting is available on the town website. For further information email GCd3questions@gmail.com.

State Primary Election, September 6th, 7:00AM-8:00PM

The State Primary Election will be held on Tuesday, September 6th. Polls are open from 7:00AM-8:00PM. The deadline to register to vote is Saturday, August 27th at 5:00PM. Early voting will take place in the town offices gym from August 27th-September 2nd on Saturday and Sunday from 10:00AM-2:00PM; Monday, Wednesday, and Thursday from 8:30AM-4:00PM; Tuesday from 8:30AM -7:00PM and on Friday from 8:30AM-1:00PM. On election day Precincts 1 and 2 vote at the Senior Center; Precincts 3, 4, 5, 6, 7 and 8 at the McCarthy Middle School; and Precincts 9, 10 and 11 at the town offices gym.

Sober Fest September 10th – 3:00-8:00PM

The first annual Chelmsford Sober Fest will be sponsored by the Chelmsford Health Department on September 10th from 3:00-6:30PM to be followed by a vigil at dusk for overdose victims. For more information contact Brittany Ginsburg at bginsburg@thepinkcloudconnect.org.

Substance Abuse Awareness

The Chelmsford Health Department will hold a candlelight vigil for substance use awareness on Saturday, September 10 at 6:30PM for signing names of loved ones, and the actual event will begin at 7:00PM.

Military Covenant Community Task Force 9-11 Remembrance Ceremony

The Chelmsford Military Community Covenant Task Force invites the community to attend a 9-11 remembrance ceremony on Saturday, September 10th at 9:00AM at the Chelmsford 9-11 Memorial on 50 Billerica Rd.

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International Day of Peace Celebration, September 17th, 1:00PM-4:00M

The Diversity, Equity, and Inclusion Committee is celebrating Chelmsford Together International Day of Peace on Saturday, September 17th from 1:00-4:00PM on the Town Common. Enter a raffle to win one of the beautiful garden bridges that will be displayed on the common. All proceeds to go to support the UNICEF Protect the Children of Ukraine Fund.

Lowell Regional Transit Authority Try Transit Day, September 17th

The Lowell Regional Transit Authority is sponsoring a Try Transit Day on Saturday, September 17th. Ride all buses and road runner vehicles for free. For more information contact www.LRTA.com.

Fall Festival October 1st - 12:00-4:00PM

The Chelmsford Health Department will sponsor a family-friendly Fall Festival on Saturday, October 1st from 12:00-4:00PM on the Town Common. Enjoy a host of activities to get into the autumn spirit. To secure a spot as a vendor fill out an application available on the town website or contact AMcinerney@ChelmsfordMA.gov. Sponsorships of the event are encouraged. In case of rain the event will be held at the Chelmsford Center for the Arts.

Fall Festival Food Pantry Donation request

Bring three food pantry items to the Fall Festival and you will be entered into a raffle.

PUBLIC INPUT

Brian Latina, 15 Jessie Road, appeared before the Board. He addressed several issues. The \$2M upgrade to the Mill Road pumping station included an eight-inch water main to support capacity for the new chemical plant on Mill Rd. This was instituted right before the sewer moratorium and the public should have been made aware. He referenced the resident's problem with the failure of the fire hydrant in front of her house and asked that the Board ensure that the water department regularly test fire hydrants. He also asked that the Board ensure that the sewer department has a regular inspection and maintenance plan to troubleshoot infiltration problems as they occur. He also suggested that sidewalks be included in roadway inspections. He referenced the placement of the light pole along the handicapped ramp on Billerica Road impeding the access of wheelchairs and the disrepair of the handicapped ramp on Warren Ave. His last concern was the newspaper article that had misquoted the substance of a recent Planning Board meeting that addressed the application for special permits including the specific need of the development.

Kyle Giunta, 228 Dunstable Rd. appeared before the Board. He complained that trucks pass by his house starting at 6:30AM and run every five to ten minutes until 6:00PM causing damage to the roads that result in water pooling and flowing into his basement. As many of the homes along that street have fieldstone basements, this kind of damage cannot be sustained.

COMMITTEE VACANCIES

Vice Chair Lefebvre read the list of current vacancies. Interested applicants can apply online at <http://www.chelmsfordma.gov> or through the Town Manager's office.

PROCLAMATION CHILDHOOD CANCER AWARENESS MONTH

Chair Timmins announced that the request to recognize childhood cancer awareness month came from the Middlesex Lions Club. The draft of the proclamation will be finalized and voted on at the next meeting of the Board on September 12th.

LICENSES

One-Day Beer & Wine License: Axis Communications, 300 Apollo Drive, September 22nd

Jacqui Bousa of Axis Communications appeared before the Board. The company is sponsoring an Octoberfest themed event at its headquarters on 300 Apollo Drive. Demonstrations of products will be showcased, and a food truck and beer truck will provide refreshments.

MOTION: by Vice Chair Lefebvre to approve the application for a one-day beer and wine license for the Octoberfest event sponsored by Axis Communications, 300 Apollo Drive on September 22nd. Seconded by Board Member Dixon. **Motion carries 4-0, unanimous.**

Transfer of a Common Victualer License from Michael Brown DBA Brickhouse Pizza to ZMD, LLC DBA Brickhouse Pizza, 67 Middlesex St.

Brett Fay and Joseph Bue appeared before the Board. Mr. Fay stated that he has executed a Purchase & Sale agreement with the present owner for the purchase of the building and business located at 67 Middlesex St. An agreement has been reached to include the retention of the name. The loan process is being finalized. The Brickhouse Pizza located in Central Square serves a different clientele and is not expected to be in competition.

MOTION: by Vice Chair Lefebvre to approve the application to transfer the common victualer license from Michael Brown DBA Brickhouse Pizza to ZMD, LLC DBA Brickhouse Pizza to be exercised on the premises of 67 Middlesex St. Seconded by Board Member Dixon. **Motion carries 4-0, unanimous.**

REPORTS and PRESENTATIONS

Conservation Commission Member Karl Bischoff: Warren-Pohl Property Preservation Restriction, Property Improvements, and Town Meeting Warrant Article to Transfer Jurisdiction to the Conservation Commission

Karl Bischoff, Member of the Conservation Commission, appeared before the Board. He reviewed the PowerPoint presentation on the Warren-Pohl reservation including the following highlights:

Conservation restriction

- Conservation Commission and Chelmsford Land Conservation Trust agreement on terms and wording by Town Counsel.
- Document forwarded to Town Counsel for review.
- Open exhibits:
 - Baseline documentation report
 - Chelmsford Water District
- Next steps
 - Finalize easements
 - Close w/Town Counsel
 - Complete exhibit deliverables
 - Submit to State (Division of Conservation Services) for review

Site improvements – driveway and parking

- Plan submitted to ConCom and approved (December 2021)
- Work began in earnest: July 2022
 - Vernal pool investigation
 - Shed removal
 - Tree removal
 - Vegetation removal
 - Erosion control
 - Grading/Widening of driveway

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- Parking layout – in process
- Kiosk and granite sign
- Trees being maintained by volunteers

Site improvements – trails

- Beaver dams on Putnam Brook
 - Multiple dams created since site acquisition in 2020
 - Significant change to habitat
 - “Keystone” species
 - Crafted a water resource for fauna drought
 - Re-routed one trail slightly
 - No impact to neighboring properties

Site opening

- Complete driveway and parking area
- Signage at Boston Road
- Site signage (granite sign, parking, etc.)
- Gate installations (Pohl driveway, field/site)
- Kiosk installation, trail markings
- Announcement via Chelmsford town website
- Date: Tbd (Fall 2022?)

Discussion ensued. Mr. Bischoff noted that the State process is expected to take a few years. The Conservation Commission will be discussing the warrant article at its meeting tomorrow evening, and he will report back to the Board.

DPW Director Christine Clancy: Monthly Traffic Safety Committee Report and Local Bottleneck Grant Award for Billerica Road/Turnpike Road/Golden Cove Road

DPW Director Christine Clancy appeared before the Board and reviewed the Traffic Safety Committee report including the following highlights.

Pending Actions

The bottleneck reduction competitive grant for the Richardson Rd./Princeton St. intersection has not yet been awarded. The application submitted was to have the intersection signalized.

The permanent speed bump on Ledge Road will be installed before Labor Day. The asphalt speed bump will be assessed at the end of the winter, and if successful, the remaining temporary speed bumps will also be replaced by asphalt.

A third party consultant is evaluating the level of service impact to the intersection from the installation of crosswalks from the Chelmsford Center for the Arts to Town Common.

The application to MassDOT for the shared space grant for a crosswalk proposal at Mill Rd. and Raymond Rd. was not accepted. Concern was expressed for sight distance and this is being re-evaluated.

Completed actions

The bottleneck reduction grant for Golden Cove/Billerica Rd. has been awarded. Two detection cameras will be installed at the intersection and will be completed by the spring.

Current actions

Ms. Clancy reported that she, Tony Repucci, the Town Engineer, and Police Chief Spinney had considered an alternate truck route for handling the traffic on Ledge Rd. and Swain Rd., i.e. trucks would

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turn right onto Dunstable Rd., go through Vinal Square, and proceed onto Princeton St. and North Rd. and Drum Hill, exiting onto Route 3 south or north. This detour route would be two miles to Drum Hill.

Mr. Repucci reviewed the footage of the actual flyover record of actual trucks going through the intersection, including a fire apparatus and dump truck. A computer simulation actually measured the overhang in front and back and measured the radius of the truck turning and crossing over the yellow line in negotiating the sweeping turn.

Chief Spinney noted that the alternate route had been considered in order to alleviate residents' concerns of heavy truck traffic on Swain Rd. He reported that this truck route presented an extremely dangerous traffic situation. He also noted that an unintended consequence of the alternate route would create problems in other neighborhoods as trucks may be diverting from the route by using roads along the way, and especially those roads in school zones. Even if the Town were to approve the alternate route, the State may disapprove.

Discussion ensued on the prior consideration of alternate routes that would require the permission of the town of Tyngsboro. Mr. Cohen reported he is working with NMCOG on research other solutions like direct on and off ramps to Route 3.

In response to Chair Timmins' question on prohibiting the use of engine brakes, Chief Spinney stated that the Town is prevented from bylaw changes to prohibit the use of truck brakes because of its safety implications. He is reaching out to businesses to install internal signs advising drivers to carefully consider the use of engine breaks. Use of them is unenforceable, unless it can be determined that the driver caused excessive noise by the intentional and malicious use of brakes, and this is very difficult to prove.

Chair Timmins noted that oftentimes a resident will make a complaint about traffic at a meeting of the Planning Board or during Public Input at a meeting of the Select Board. Ms. Timmins asked Mr. Cohen to look into establishing some kind of mechanism that would advise the Traffic Safety Committee and the Select Board of such complaints in order that the Traffic Safety Committee and the Board could regularly follow up with the resident on the feasibility of action to address the problem.

DISCUSSION ITEMS

Outreach to Water Districts Regarding Fire Hydrants

Board Member Wojtas reported that she, Board Member Carota, Town Manger Cohen, and Fire Chief Ryan attended a meeting of the water district. Testing of hydrants is done on a regular basis, typically yearly. The district is in the process of replacing two fire hydrants, and there is some uncertainty as to why they malfunctioned at a recent residential fire. The district has a schedule in place of replacing hydrants. It works closely with the Fire Department to ensure that the hydrants work as they should, and responds with the Fire Department to go on location of fires. The matter would have been resolved more quickly if a Water District representative had been present at the recent fire.

John Harrington, Commissioner of the Center Water District, appeared before the Board. He stated that the district is conducting a refresher course for firefighters on the proper procedure to quickly open hydrants. He is in coordination with Chief Ryan on an efficient plan to replace hydrants.

Town Manger Cohen stated that he has offered the district to partner with the Town on a GIS system to track the 1,500 hydrants across town. He will be in touch with the North Chelmsford Water District to avail that district of the same offer. This would offer a more efficient way of locating hydrants quickly in neighborhoods. Mr. Harrington noted that hydrants in the two districts are not opened the same way and an arrow guides the direction to turn whether right or left. There is no universal direction of opening hydrants across communities and within the two districts in Town.

MBTA Communities Multi-Family Zoning Requirements

Final guidelines with compliance with state statute under 3A of the zoning act.

Town Manager Cohen reported that state law requires the Town to submit its action plan by January, 2023 in order to be in compliance by the end of calendar year 2024 as an adjacent MBTA community. The Town will be ineligible for MassWorks funding if not in compliance. The Massachusetts Municipal Association is looking into the implications of the law on local municipalities. A general public webinar is scheduled for September 8th, and Jennifer Raitt, NMCOG Executive Director, is available to meet with the Select Board on September 19th regarding the new statute.

Discussion ensued. The participants agreed to invite the Planning Board and Finance Committee to the meeting with Ms. Raitt and conducting a meeting thereafter to further discuss the regulations and best path forward for the Town. Chair Timmins reminded the participants that at the last joint meeting on this topic the Select Board, Planning Board and Finance Committee agreed that the Planning Board would be the lead for any zoning changes. If the Town elects to be in compliance, a special town meeting may be needed to vote on the required change in zoning bylaw.

SELECT BOARD AND TOWN MANAGER FY23 GOALS

Chair Timmins began the review of the final draft of the Select Board and Town Manager FY23 goals (see attached) and asked the Board to consider any changes thereto.

1. Sewer Infrastructure – *no changes*
2. Road and Sidewalk Infrastructure – *no changes*
3. Truck traffic – *no changes*
4. ARPA funding – *no changes*
5. Budgets – *no changes*
6. Tax Strategies – *no changes*
7. Legislative leverage – *schedule a focused discussion this fall*
8. Chelmsford Center for the Arts – *no changes*
9. Civic Engagement – *no changes to A and B*
 - 9C. Youth/young adults – Chair Timmins reported that she had spoken with the Chair of the School Committee and Dr. Lang and were supportive of engaging with the high school civics group. Dr. Lang also suggested engaging with the eighth grade civics group that does a project in the spring. He also suggested engaging with young adults and families beyond high school.
10. Process improvement - **no changes**
11. Parks and recreation – *no changes*
12. Strategic planning – *no changes*
13. Critical goals – *no changes to 13A, C and D*
 - 13B. Fire stations – Track progress of Fire Station Study committee and support as needed.

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Assigned to: Town Manager and Select Board

Change to Town Manager and Select Board to supply updates as needed

The final draft of goals will be posted to the website.

TOWN MANAGER BID AWARDS

Spot Milling and Paving

Town Manager Cohen reported that three bids had been received and the lowest qualified bidder was Newport Construction in the amount of \$277K.

Community Education Restroom Renovations

Town Manager Cohen reported that three bids had been received and the lowest qualified bidder was NEL Corporation in the amount of \$548,850.

MOTION: by Vice Chair Lefebvre to approve the bid award for the community education restroom renovations to NEL Corporation in the amount of \$548,850. Seconded by Board Member Dixon. **Motion carries 4-0, unanimous.**

MOTION: by Vice Chair Lefebvre to approve the bid award for spot milling and paving to Newport Construction in the amount of \$277K. Seconded by Board Member Dixon. **Motion carries 4-0, unanimous.**

TOWN MANAGER REPORTS

Sewer Bank Options

Town Manager Cohen stated that his research of other towns did not find other communities that had enacted the ability to transfer sewer capacity. He reviewed the draft of the sewer bank policy proposed for the Town including the following highlights.

1.0 Wastewater Treatment and Disposal Capacity Limitation

The Town has an intermunicipal agreement with Lowell to allocate 3.01mgd for the treatment and disposal of wastewater, and the Town has assigned the Town of Tyngsboro with .35mgd leaving a balance for the Town of 2.66mgd. If the Town's daily flow exceeds the allocated daily flow, the Town will be liable for any and all damages, penalties and fines incurred by the City of Lowell.

1.1 Recent Wastewater Flow

Water flow average for the past four fiscal years has been between 2.54mgd and 2.87mgd. The Town's actual flow is influenced by weather and economic conditions.

1.2 Moratorium on Sewer Connections

The sewer moratorium was initiated in November, 2020 and remains in effect until October, 2022.

2.0 Exemptions from Moratorium/Policy on Sewer Connections

Exemptions include a declaration of the Board of Health on an imminent hazard to public health, safety or the environment and sewer connections as defined below.

3.0 Sewer Bank

Property owners are allowed to increase allocated flow provide a sufficient amount of extraneous infiltration or inflow has been removed and a deeded conveyance of allocated sewer flow from one or more properties to another property.

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3.1 Infiltration or Inflow Credits

A property owner may accrue one gallon/day of new flow credit for every two gallons/day of inflow/infiltration removed.

3.2 Deeded conveyance of allocated Sewer Flow

Transfer of units is measured in units, i.e. single family one sewer unit; two-family two; three-family three; four-family four etc.

3.3 Sewer Unit Determinations

Residential developed properties are defined between single and four-family dwellings from one to four units; and multi family units of rental properties as one-half of one sewer unit for each one bedroom and condominiums as one sewer unit per dwelling.

Non-residential properties are defined as industrial, commercial, and municipal properties at a formula based on historical water usage.

Residential undeveloped properties are defined as undeveloped lots which may be converted as dwelling units based on applicable minimum frontage and area requirements as indicated with the zoning bylaw; and non-residential undeveloped properties are defined by the non-residential developed properties.

Sewer bank credits may only be used for commercial purposes in the following areas of Chelmsford: Central Square, Vinal Square, Drum Hill, and the Route 129 business corridor in order to support economic development in the Town.

Discussion ensued on all classifications of properties as defined above as well as Title V regulations that apply to exemptions for churches and other low-flow properties.

Town Manager Cohen reported that a virtual meeting had been sponsored by Representative Lori Trahan among the towns of Tyngsboro, Dracut, Tewksbury and Lowell. Her office is looking into providing relief for all towns to expand sewer capacity, including the EPA's expansion of the permitted capacity of the Lowell plant.

Town Manager Cohen suggested having the sewer bank options as a second agenda item for further discussion in its proposed meeting with the Planning Board on September 19th. Following that meeting, a public input session would be scheduled to open up the discussion to residents.

Charles Way

Town Manager Cohen reported on a decades-long issue with regard to the acceptance of Charles Way. Town Counsel Haverty has been in touch with the developer's attorney. The options were presented for the Town to take the property by eminent domain while the developer would continue to make improvements to the property for the final acceptance of the subdivision. There has been no agreement reached to date and Town Counsel will continue to follow up. The proposed warrant article is expected to be removed from the warrant.

Massachusetts Opioid Settlement Abatement Funding

Town Manager Cohen reported that the Town was awarded \$664,968K in opioid settlement abatement funding. \$23,097.89 was received on August 1st and an additional \$139,844K is expected to be received in the fall. Thereafter remaining monies will be apportioned across the next fifteen years. The DOR has stated that the monies are to be treated as a local receipt and the settlement agreement stipulates that the monies be used for programs for opioid treatment and prevention.

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Discussion ensued on the eligibility of funds to supplement the budget for uses requested by the health department and police department for the purchase of Narcan and other support services. Any unused funds would revert to the operating budget.

School Street Railroad Freight House Preservation

Town Manager Cohen reported that he had contacted CSX Transportation, and they reiterated their position not to sell the property. However, the company agreed to allow the relocation of the structure otherwise targeted for demolition. The Community Preservation Committee is evaluating if the structure can be disassembled and reassembled to its new Garrison Road location.

Revised Draft of the Fall Annual Town Meeting Warrant

Town Manager Cohen reviewed the draft of the annual town meeting warrant including the addition of the extinguishing of a sewer easement at 255 Princeton St. and the street acceptance of Nabnasset Drive. He noted that the latter warrant article, if approved, would provide frontage and access to a property that is commercially zoned and open to commercial traffic. This article would require final review by the Planning Board.

Treatment of Weeds in Freeman Lake

Town Manager Cohen reported that the DEP is scheduled to do an inspection of Freeman Lake on August 25th. A determination will be made if modifications will resolve the issues with weeds prior to next spring's opening.

School Buildings Lead and Copper Water Sampling

Town Manager Cohen reported that the Facilities Department completed its investigation of the school water bubblers. Out of 110 samples taken, only one bubbler at Community Education did not pass.

Additional Sidewalks on Turnpike Road

Town Manager Cohen referenced the June 2021 vote taken at Town Meeting authorizing the Select Board to acquire easements for the construction of sidewalks on Turnpike Rd. He reported that no action has been taken as the Conservation Commission is awaiting a determination from National Grid as to the feasibility of flood storage mitigation and the altering of land along the wetland to be performed under their power lines on Town-owned land. The construction and environmental costs are expected to be very high. At the time of Town Meeting, the environmental costs due to wetlands of funding the project were not fully understood.

Mr. Cohen will report back to the Board once information is obtained from National Grid and DPW.

Transportation Bond Bill

Town Manager Cohen reported that the legislature has authorized the proposed projects: the repairs to the School St. Stonybrook Bridge in the amount of \$750K, and the traffic signalization improvements to the town center in the amount of \$400K. Mr. Cohen noted that the authorization process puts the requests "in play" for further consideration and the non-guaranteed appropriation of funds.

TOWN MANAGER APPOINTMENTS

Parade Committee: Sam Chase and Candace Chase, one-year term to expire on July 31, 2022

MOTION: by Vice Chair Lefebvre to approve the appointments of Sam Chase and Candace Chase to the Parade Committee each for a one-year term to expire on July 31, 2021. Seconded by Board Member Dixon. **Motion carries 4-0, unanimous.**

MEETING MINUTES

Select Board Regular Session Minutes August 8, 2022

MOTION: by Vice Chair Lefebvre to approve the regular session meeting minutes of August 8, 2022. Seconded by Board Member Dixon. **Motion passed 4-0, unanimous.**

Clarification Regarding Releasability of Executive Minutes Documenting Votes to Approve Executive Session Minutes Not to be Released

Chair Timmins reported that she had obtained advice from Town Counsel that the release of minutes containing votes and no content would not trigger the exposure of minutes from a public records request.

SELECT BOARD MEMBER LIAISON REPORTS AND REFERRALS

Vice Chair Lefebvre – no report.

Board Member Dixon

- Welcomed the Cal Ripken baseball team back to Town after its participation in the national championship and congratulated all the members and coaches on their competition for the national title and “better luck” next year.

Board Member Wojtas

- Congratulated seven members of the Boy Scouts Eagle Court who achieved the highest award for Eagle Scouts: Collin Lane, Sam Hargett Nick Pleva, Ganesh Danke, PK Ralbovsky, Aidan Buckley, and Bryce Stacy.

Chair Timmins

- The schools have been engaging with the students and families for the upcoming beginning of the school year and reviewing the curriculum guidelines and DESE protocols for Covid.
- A survey to residents was sent out on potential uses of the McCarthy tennis courts and the study group is having a meeting tomorrow at the administration building to review the results.
- Planning Board will conduct a zoning public hearing on August 24th on the citizens’ petition that was submitted regarding warehouses. A work session will also be conducted with Town Counsel.
- Planning Board will continue the public hearing on September 14th to include the development on 255 Princeton St., the warehouse construction on 270 Billerica Rd., as well as garage on 150-153 Dalton and the Riverneck Rd. development.
- The Middlesex 4H Fair will run from August 26-28.
- Gratitude to the 19 businesses that sponsored the age-friendly job fair on August 18th attended by 100 job-seekers.

ADJOURNMENT TO EXECUTIVE SESSION

MOTION: by Vice Chair Lefebvre to adjourn to Executive Session at 8:26PM, not to return to open session for the purpose of reviewing Executive Session minutes of August 8, 2022 Segments 1 and 2.

Roll call vote:

Chair Timmins-Aye

Board Member Dixon-Aye

Vice Chair Lefebvre-Aye

Board Member Wojtas-Aye

Motion carries 4-0, unanimous.

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NEXT REGULAR MEETING DATE: September 12, 2022

Respectfully submitted,

Christine Martin Barraford
Recording Secretary

Supporting documents:

- Flyer Gov Council District 3 2022 Primary Forum Draft (5) 8/2/22
- September 6th State Primary Election PSA
- Sober Fest updated flyer
- Candlelight Vigil
- 9-11 remembrance flyer 2022
- 2022 Day of peace
- LRTA try transit flyer 822_1
- FF community flyer 8/17/22
- Donation raffle flyer final
- Committee vacancies as of 8/22/22
- Draft proclamation – childhood cancer awareness month 2022
- One-day license Axis Communications
- Common Vic transfer ZMD DBA Brickhouse Pizza
- Warren-Pohl Select Board update 8/22/22 Final
- Traffic Committee update 8/22/22
- Bottleneck grant
- MBTA Communities final compliance guidelines letter 8/10/22
- MBTA compliance guidelines
- Goals TOC TM-SB FY23 v1 8/22/22
- Bid award memo
- Sewer bank policy August 22
- RE Charles Way
- Opioid settlement presentation
- 2022 fall ATM list of warrant articles
- 2022 fall annual Town Meeting warrant
- FW-Freeman Lake site visit rescheduled
- School lead and copper testing email cover sheet
- Turnpike Road sidewalks
- Re Chelmsford list of proposed projects for senate transportation bond bill
- Parade Committee – C Chase
- Parade Committee – S. Chase
- 8/8/22 SB minutes
- 8/17/22 letter to Virginia Crocker Timmins

Town of Chelmsford Select Board Minutes
Town Offices, Room 204
50 Billerica Rd.
Chelmsford, MA 01824

Executive Session Minutes

August 22, 2022

Attending Segment 1:

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

Paul Cohen, Town Manager

Absent: Mark Carota, Board Member

Chair Timmins called the Executive Session to order at 8:31 pm. The purpose of the Executive Session was to Review the Executive Session Minutes of August 8, 2022 Segments 1 and 2.

REVIEW EXECUTIVE SESSION MINUTES OF AUGUST 8, 2022 SEGMENT 1 (STRATEGY WITH RESPECT TO LITIGATION – LEDGE ROAD COMMERCIAL TRUCKING)

The board reviewed the draft minutes from August 8, 2022 Segment 1.

Motion: Vice Chair Lefebvre motioned to Approve the August, 2022 Segment 1 minutes as amended, not to be released. Clerk Dixon seconded the motion.

Roll Call Vote:

Board Member Wojtas: **Aye**
Clerk Dixon: **Aye**
Vice Chair Lefebvre: **Aye**
Chair Timmins: **Aye**

The motion passed **4-0**.

REVIEW EXECUTIVE SESSION MINUTES OF AUGUST 8, 2022 SEGMENT 2 (STRATEGY WITH RESPECT TO LITIGATION REGARDING NORTH CHELMSFORD WATER DISTRICT PFAS CONTAMINATION)

The board reviewed the draft minutes from August 8, 2022 Segment 2.

Motion: Vice Chair Lefebvre motioned to Approve the August, 2022 Segment 1 minutes as amended, not to be released. Board Member Wojtas seconded the motion.

Roll Call Vote:

Board Member Wojtas: **Aye**
Vice Chair Lefebvre: **Aye**
Chair Timmins: **Aye**
Clerk Dixon: **Abstain** (recused)

The motion passed **3-0-1**.

ADJOURNMENT

Motion: Vice Chair Lefebvre motioned to adjourn the meeting at 8:36pm. Clerk Dixon seconded the motion.

Roll Call Vote:

Board Member Wojtas: **Aye**

Clerk Dixon: **Aye**

Vice Chair Lefebvre: **Aye**

Chair Timmins: **Aye**

The motion passed **4-0**.

Respectfully submitted,

Virginia Crocker Timmins
Select Board Chair

Supporting Documents

- Draft Executive Session Minutes of August 8, 2022 Segments 1 and 2