



Select Board Meeting Minutes

Date: August 17, 2020

Time: 7:15 PM

Location: Conducted by Remote Participation

Present: Mr. Hurd, Chair, Mr. Curro, Vice Chair, Mrs. Mahon, Mr. DeCoursey, Mr. Diggins

Also Present: Mr. Chapdelaine, Mr. Heim, Ms. Maher

1. Executive Order on Remote Participation

Mr. Hurd opened the meeting by explaining that due to the current State of Emergency, to lower the risk of the spread of COVID-19, the Town has been advised and directed by the Commonwealth to suspend public gatherings, and as such the Governor's orders suspends the requirement of the Open Meeting Law to have all meetings in a public and accessible location. Public bodies may meet entirely remotely as long as the public can access the meeting. The meeting reference materials and how to access the remote meeting are posted on the Town's website. The Chair asked participants that would like to speak, to use their full name rather than a nickname.

Mr. Hurd wanted to go over some business ground rules for effective and clear conduct of the meeting and to ensure accurate meeting minutes:

The Chair will introduce each speaker on the agenda, after they conclude their remarks; Mr. Hurd will ask each member of the Board for their remarks or a motion. Please wait until your name is called. Please remember to mute your phone or computer when you are not speaking and to speak clearly. For any response, please wait until the Chair yields to you and state your name before speaking. Anyone wishing to speak to someone must do so through the Chair.

PROCLAMATIONS

2. Ruth C. Balboni

Mr. Hurd read the proclamation and the Board would like to wish Ms. Balboni a happy 100th birthday!

Mrs. Mahon moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

CONSENT AGENDA

3. Minutes of Meetings: July 20, 2020
4. Reappointment: Poet Laureate of Arlington
Steven Ratiner (term to expire 7/31/2021)
5. Request: Contractor/Drainlayer License
Jones Contracting Inc., 735 Washington Street, Walpole,MA
6. Approval of New Election Workers: (1) John Doyle, 26 Bellevue Road, U, Pct. 10;
(2) Christina Hurley, 69 Orient Avenue, U, Pct. 19; (3) Andrew O'Connell, 28
Randolph Street, R, Pct. 4; (4) Shannon Robinson, 9 Acton Street, U, Pct. 12; (5)
Andrew Ward, 11 Martin Street, D, Pct. 15

Mr. DeCoursey moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

APPOINTMENTS

7. Grants Committee of the Arlington Commission for Arts and Culture (formerly
Arlington Cultural Council)
Emily Reynolds (term to expire 6/30/2023)

Ms. Reynolds appeared before the Board to explain she was interested to learn more about the community as a new resident of Arlington as well as use her professional background to help on a more local level. The Board would like to thank Ms. Reynolds for her willingness to serve on this committee.

Mr. Curro moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

8. Park and Recreation Commission, Associate Member

Scott Lever (term to expire 6/30/2023)

Mr. Lever appeared before the Board to express his want to be able to make a connection and make a positive impact to the community. Mr. Lever stated that the parks are very meaningful to him and his family. The Board would like to thank Mr. Lever for his willingness to serve on this committee and look to wish him luck on this committee!

Mr. DeCoursey moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

9. Redevelopment Board

Katherine Levine Einstein (term to expire 1/31/2023)

Ms. Levine Einstein stated that she loves getting involved with the community and is looking forward to serving on this Board and support the Town and all of its housing goals. Ms. Levine Einstein stated that this Board closely relates to her profession as she is an associate professor of political science at Boston University and a faculty fellow at the initiative on cities there. Ms. Levine Einstein explained that she studies housing, land use and zoning and has written peer-reviewed books and articles. Ms. Levine Einstein is especially interested in thinking about inclusive community processes and is excited to get to be a part of the Town. Ms. Levine Einstein stated that she is most excited about policy and project approvals. The Board would like to thank Ms. Levine Einstein for her willingness to serve on this committee and serve the Town.

Mr. Curro moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

LICENSES & PERMITS

10. For Approval: Food Vendor License

Abbott's Frozen Custard, 71 Park Avenue, Jason Denoncourt

Mr. Denoncourt stated that they were looking for a way to serve Arlington Heights Neighborhood. Mr. Denoncourt explained that this location is 300 square feet and is located right next to the frame company store and Century 21. Mr. Denoncourt explained that they are hoping this will turn into a permanent spot instead of just a seasonal pop-up location. This location will not be a full service restaurant but more of a walk-up window. Most of the products will be made at their Arlington Center location

and transferred to this location Mr. Denoncourt stated that they have signed a 3 year lease and are looking forward to opening in this location! The Board stated that they are excited for this to come to Arlington Heights and his willingness to stay in Arlington and expand.

Let the record show that at 7:54 p. m. Mrs. Mahon lost audio connection.

Mrs. Mahon stated that for the record to reflect that she was in favor.

Mrs. Mahon moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

OPEN FORUM

Jordan Weinstein, 23 Lennon Road, would like to thank the Select Board for the upcoming letter that will be sent to Mass Housing in regards to 1165R Mass Avenue. Mr. Weinstein noted that it states the concerns about the loss of commercial space currently used by artists. Mr. Weinstein would also like to thank the Board in regards to their upcoming discussion about the timing and consideration of the Special Town Meeting and their consideration of the use of a virtual way to do conduct it.

Patti Muldoon, 67 Smith Street, would like to thank the Board for their consideration of moving Town Meeting online.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. For Approval: Removal of 1 Elm Tree, 1 Sugar Maple, 1 Crabapple, 2 Norway Maple Trees @ Old Burying Ground
James Feeney, Interim Facilities Director

Mr. Feeney stated that this was a previously funded CPA project to restore the perimeter wall at the Old Burying Ground and the time has come to start the construction of this project. Mr. Feeney stated that these trees are either damaging the wall or structures integral to the cemetery or are interfering with access to the wall or the structures that need to be repaired. Mr. Feeney explained that during the planning process of this project they hired a conservation and preservation arborist through Tree Specialists Incorporated. They conducted multiple site visits alongside our Tree Warden where they deemed the most appropriate trees to be removed. Mr. Feeney stated that there are 2 other trees that are larger and healthier that are currently not impacting any of the structures though they are not in great locations they have decided to monitor their weight and director of spread over the years to come and not remove them just yet. In addition to the 5 trees they looking to remove they are also seeking permission to perform maintenance on all of the remaining trees so they can reinvigorate the core

canopy that will remain. Mr. Feeney stated that they have committed to replant at least 5 trees within the sites that will not impact the existing structures.

Mr. Hurd stated that there were letters of support from the Community Preservation Act Committee as well as a vote from the Arlington Historical Society to support the tree removal. Mr. Curro stated that they received a letter of support from the Cemetery Commission.

Keith Schnebly, Webcowet Road, a member of the Tree Committee stated that they did receive the information from Mr. Feeney prior to their Tree Committee meeting but had a question in regards to the tree hearing process and when it is appropriate and when it is not. Mr. Chapdelaine explained that tree hearings are statutorily required for trees that abut the public way. Mr. Chapdelaine stated that several years ago in cooperation with the Tree Committee the Town committed to holding tree hearings for trees that wouldn't be statutorily required as public shade trees but to ensure there was public process around the removal of the trees we committed to holding hearings. Mr. Chapdelaine stated that it is probably a good time for the appropriate parties to meet and come back to a Tree Committee meeting and assess the process and see if changes are needed.

Mr. Feeney stated that there will be a watering plan in place either with the Town or if the trees are planted through a contractor they will come with a warranty period.

Mr. Diggins moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

12. Discussion and Approval: Proposed Locations for Bluebikes Stations

Jennifer Raitt, Director of Planning and Community Development

Daniel Amstutz, Senior Transportation Planner

Mr. Amstutz stated that this in regards to the last meeting of the Select Board in regards to the station locations for the Bluebikes. Mr. Amstutz stated that they are allowed up to 6 locations in the Town and of these stations Mr. Amstutz explained that they are looking for 4 of those stations to be approved tonight and 2 that will need further discussion. Mr. Amstutz stated that they would have approximately 11 docks that would hold around 6-7 bikes per station. The stations are 32' long and 6' wide and stations cannot be more than 1/3 mile apart and need to be places o hardscape. The stations are powered through solar panels and require 4-6 hours of sunlight for power. Stations that are located on the sidewalk are able to remain through the winter. Mr. Amstutz stated that they conducted a community where they asked the public which options for Bluebike station locations would you prefer and they received the most feedback on Option 2 which received the most number of public votes. Mr. Amstutz went with the

general manager of Bluebikes to site these locations more precisely and had to move some of the locations around based on preferred public option and specific site locations.

The following are the specific station locations for approval:

Station 1: Railroad Lot at Minuteman Bikeway which would require the removal of 2 parking spaces in the parking lot. The Bikes would face the sidewalk side for renting and is located right off the Minuteman Bikeway, near Library and Town Hall.

Station 2: Mass Ave at Broadway would require the removal of 2 parking spaces on Mass Ave. Mr. Amstutz stated the bikes would face sidewalk side for renting and is in close proximity to Broadway Plaza.

Station 3: Mass Ave at Grafton Street would require proposed in place of Capital Square location. This would require the removal of three / four parking spaces. Mr. Amstutz stated that the alternative location would be across the street in parallel spaces

Station 4: Broadway at Grafton Street would require the removal 2 parking spaces in front of 108 Broadway. This location is also possible across the street in front of the Bank.

The following 2 locations need further research before approval:

Station 5: Thorndike Field at Minuteman Bikeway would require approval from MBTA. To be sited outside of primary bikeway path but there is adequate ADA sidewalk with

Station 6: Linwood Street at Minuteman Bikeway would require the removal of 2 parking spaces on Linwood and Linwood would be narrowed to 18 feet.

The total number of parking spaces that would need to be removed would be around 10 or 11 in order to place these stations. After some discussion the Board was in favor of the proposed station locations.

Mrs. Mahon moved approval of the 4 Bluebike Station Locations.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon:	yes
Mr. DeCoursey:	yes
Mr. Diggins:	yes
Mr. Curro:	yes
Mr. Hurd:	yes

SO VOTED (5-0)

13. Discussion and Approval: Final Shared Streets Proposal
Jennifer Raitt, Director of Planning and Community Development
Daniel Amstutz, Senior Transportation Planner

Mr. Amstutz stated that they reinstalled Brooks Avenue on August 6th and in preparation for this they sent out emails to the residents that had commented previously on the share streets project as well as placing 150 flyers within the specific area. Mr. Amstutz stated that they implemented the changes and it seemed to work well.

For the Mary Street community engagement Mr. Amstutz emailed residents who nominated Mary Street where there was a zoom discussion on August 6th. Mr. Amstutz stated that there were 37 emails in support of the project as well as 4 petitions that were also in support. Mr. Amstutz stated that they are looking into many traffic calming solutions with the concept to be refined with resident input because there was a question about whether the gateway locations would make sense.

Mr. Amstutz explained that he did reach out to the residents of Waldo Road and Amsden Street but still has to work with them on outreach to get support before moving forward.

Mr. Amstutz believes there is enough support for the Mary Street Pilot to move forward. Mr. Amstutz stated that they are planning on applying for the MassDot Shared Streets and Spaces Grant which provides funding for this exact type of project. Through this grant we could ask for materials that could be tested over the course of several weeks.

Mr. Curro moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

14. For Approval: Letter of Support for MassWorks Grant

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine stated that this was placed as a placeholder on the agenda but their hope is that they may be able to apply for a MassWorks Grant for the work that they are going to start planning of Mass Ave and Appleton Street in conjunction with the potential for the development of 1165R Mass Ave as well as the potential development of the hotel near that intersection. Mr. Chapdelaine stated that MassWorks Grant prioritizes transportation infrastructure improvements that are adjunct to economic or housing development. Mr. Chapdelaine explained that where they are in the design phase they are not ready to make an application but as they advance in studying that corridor and the potential projects they will be in a better position to apply and will come back to the Board for approval then.

Not looking for a vote of approval at this time.

15. For Approval: Letter to Mass Housing re: 1165R Massachusetts Avenue

Douglas W. Heim, Town Counsel

Mr. Heim explained that when an applicant proposes the first phase of a 40b that receives the financing and work in Arlington they have to obtain a project eligibility and site approval from Mass Housing. Mr. Heim stated that this draft letter before the Board attempts to encapsulate the Boards overall perspective with respect to the proposal for 1165R Mass Ave. Mr. Heim explained that given the timing restrictions that the Town is under as well as some of the operational difficulties such as COVID-19, he has developed a letter that would be accompanied by any recommendations that the beta group would provide for Mass Housing with respect to things to look at for the applicant. Mr. Heim stated that the Board has the option to support, oppose or comment on the proposed application and is looking for an approval of this letter as a framework and then appoint the Chair at the discretion to tweak the letter to ensure it first perfectly with the Board.

Mr. Hurd explained that the approval is for the letter to Mass Housing not the project as a whole but to submit the Boards letter. He explained that they have the right to support not support or comment about the project and to generate a letter

Mr. Diggins stated that the letter is a great framework and he still supports the project and all of the comments made are well written.

Mrs. Mahon is in agreement with letter of support and that this is the first stop of the project for letters that the applicant needs.

Mr. DeCoursey stated that he believes the letter captures the positives as well as the concerns and feels as though he can also support this letter. Mr. DeCoursey stated that he had a concern in regards to timing and that Mass Housing is expecting a letter from the Board on September 7th. Mr. DeCoursey would like to hear from other boards and committees before submitting their letter but would like to have the opportunity to have a vote if we can or authorize the chair to send letter with their comments. Mr. DeCoursey suggested that the Board meet before September 7th.

The Board had a brief discussion about having their first September Meeting on August 31 to finalize a letter that can be sent to Mass Housing.

Ms. Mirak would like to thank the Board for their time and stated that this is the beginning of their process and explained that they did not have a lot of time to review this letter but are very happy with the comments in the letter. However there are 2 issues that the Board stated in their letter and Ms. Mirak would like to have time to comment and would like to give the board anything they need to receive the letter of support they are looking for.

Ms. Mirak stated that the affordability issue stated in the letter and all of the 40b regulations are state regulated. Ms. Mirak stated that they are more than happy to work with the Town to see if there is a way to increase affordability but they do not want to set

expectations in this letter, promising something that they may not be able to deliver. Ms. Mirak explained that in the letter there was concern referenced to the artist space. Ms. Mirak stated that her family has been a big support to the artist community in Arlington and have rented to them at significantly below market rents. Ms. Mirak explained that it is time for the building to move on to its next life and this project is going to cost a lot of money and it is not economically feasible to do both. They would like to work with the Town on both of these issues before the letter is written.

Looking for comment from the proponent of 1165R Mass Ave by next Monday to incorporate at their next meeting

Mrs. Mahon moved to table until August 31st Meeting.
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

16. Discussion: Joint Goal Setting Meeting with Arlington Redevelopment Board
Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine explained that the Select Board and the Redevelopment Board met some time ago where at that time there was discussion about having a joint goal setting meeting. Mr. Chapdelaine stated that can still be a discussion but suggests setting a goal setting meeting for the Select Board and offer some dates to the Redevelopment Board for a joint meeting.

Mrs. Mahon suggested that the Board look for a date in September that can be on a Thursday and offer 2 dates to the ARB for a joint meeting.

Mr. Curro suggested September 10 as the goal setting meeting.

Mrs. Mahon moved to have the Select Board Goal Setting Meeting on Thursday, September 10 at 5:30p.m. and offer the following two dates of 9/21 or 9/24 to the ARB.
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

17. Discussion and Approval: Placement of "Thank You to Our First Responders, Healthcare and Essential Workers" Sign at Whittemore Park.
John V. Hurd, Chair

Mr. Hurd stated that the pandemic has been happening for so long and would like to place a banner commemorating the Boards thanks for all the first responders, police

and fire, healthcare workers, essential workers and town staff. Mr. Hurd explained that his thought was to place this banner at a prominent location in Whittemore Park where it is a busy intersection on Mass Ave where we could display it for a reasonable period of time.

The Board is in agreement that Whittemore Park would be a great location and like the idea to thank everyone that has been involved in the Pandemic.

Mr. Curro suggested that the sign remain up until the end of the Commonwealth State of Emergency.

Mrs. Mahon stated to have the Chair work with Mr. Chapdelaine on graphics and wording along with the placement.

Mr. Diggins moved approval.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

18. Discussion: 2020 Fall Special Town Meeting

John V. Hurd, Chair

Mr. Leone stated that he has been talking with Mr. Chapdelaine where there have been preliminary discussions with the Town of Lexington in regards to potentially adopting their system for a virtual Town Meeting where they will be meeting with them tomorrow afternoon to discuss the potential. Mr. Leone stated that this would be a fully remote option for Town Meeting, even though in June it was socially distanced this would not be an option when the weather gets colder. Mr. Leone questioned if the Town would be exploring a full Town Meeting with all 80 warrant articles or a more paired down warrant.

Mr. Chapdelaine added that they are meeting with a member of the Town of Lexington's Select Board, Town Moderator and Town Manager to learn about the program that they wrote to help manage a remote Town Meeting. Mr. Chapdelaine stated that from an article point of view he cannot speak for the Board on the broad range of articles but from a financial perspective they can keep those articles to a minimum.

The Board is in agreement that this discussion is important to ensure there is a fall Town Meeting and at a minimum seek input from the proponents that were asked back in the spring to defer their warrant articles in terms of what they would be willing to do and take that into account going forward. The Board stated that it makes perfect sense to have a virtual Town Meeting and have set a soft target of November 10th but will need to figure out the level of effort and probability from Lexington. The Board agreed that they will come back in early September for a vote and date of Town Meeting.

There was some question as to if the Board were to open a Special Town Meeting Warrant for the purpose of putting forth the articles that were suspended from 2020 Annual Town Meeting, would we have to allow for new submissions of warrant articles. Mr. Heim confirmed that the answer is yes, although the Special Town Meeting threshold is higher in terms of signatures. The Board also questioned if we would have to start the warrant article hearing process over for the articles that have already been heard. Mr. Heim stated that there is no statutory requirement for the Select Board to have any hearings whatsoever. Mr. Heim suggested that the Board submit the votes and comments of all previously held articles for the Board to consider and review. If the Board decided to rehear any articles, change any votes or accept the votes then they would be all set.

Mr. Leone stated that there will be a learning curve and staff will have to be trained. In Lexington there was a one night training session for each Town Meeting Member and staff which will be necessary for us as well. Mr. Leone stated that falling into that timeline the beginning of November would be the earliest we could do it and have a successful town meeting. Mr. Leone stated that we will need email addresses from all Town Meeting Members if they want to be part of Virtual Town Meeting.

19. For Discussion: Future Select Board Meetings

The Board voted on the following future Select Board Meetings:

Monday, August 31

Monday, September 14

Monday, October 5

Monday, October 19

Mrs. Mahon stated that after their meeting with Lexington to set the dates for November at their August 31 meeting.

Mr. DeCoursey moved to approve meetings in September and October.

A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes

Mr. DeCoursey: yes

Mr. Diggins: yes

Mr. Curro: yes

Mr. Hurd: yes

SO VOTED (5-0)

CORRESPONDENCE RECEIVED

20. Letter Regarding 339 Mass Avenue, LLC
Chris Loreti, 56 Adams Street

21. Requesting Review for Pedestrian Safety Measures at Crosswalk @ Mystic and Chestnut Streets
Robert Tosi, Jr., 14 Inverness Road

22. Requesting Pedestrian Safety Improvements at Crosswalk @ Mystic and Chestnut Streets
Rita B. Jones via email

23. Requesting Pedestrian Light at Crosswalk @ Mystic and Chestnut Streets
Richard Turner via email

24. Liberty and Justice for All Travelers
Rachael Stark, Randolph Street

Mr. Curro moved receipt of 20, and to refer 21, 22, 23 to TAC and 24 to Daniel Amstutz.
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

Mrs. Mahon moved to adjourn @ 10:15 p.m.
A roll call vote was taken on the motion by Mr. Heim.

Mrs. Mahon: yes
Mr. DeCoursey: yes
Mr. Diggins: yes
Mr. Curro: yes
Mr. Hurd: yes

SO VOTED (5-0)

Next Scheduled Meeting of Select Board, Monday, August 31, 2020

A true record attest

Ashley Maher
Administrative Assistant

8/17/2020

Agenda Item	Document Used
1	Executive Order on Remote Participation
2	R. Balboni Proclamation
3	Draft 7.20.2020 Minutes
4	S. Ratiner Reappointment Meeting Letter
5	Jones Contracting – Contractor Drainlayer License
6	Election Master Records
7	E. Reynolds Reference
8	S. Lever Reference
9	K. Levine Einstein Reference
10	Abbotts Frozen Custard Inspection Reports

	Abbotts Frozen Custard FV Application
11	Letter to Tree Committee Tree Removal Map OBG Tree Removal Letter of Support from the CPAC
12	Memo on Bluebike Stations Proposed Bluebike Station Location Presentations
13	Shared Streets Presentation
14	
15	Draft Letter of Comment to MassHousing Re 1165R Mass Ave
16	
17	
18	
19	September – October Calendar
20	C. Loreti CR
21	B. Tosi CR
22	R. Jones CR
23	R. Turner CR
24	R. Stark CR