

**TOWN OF CONCORD
SELECT BOARD MEETING
NOVEMBER 7, 2022 | 6:30 PM**

**TOWN HOUSE, 22 MONUMENT SQUARE
SECOND FLOOR MEETING ROOM AND VIA ZOOM**

Join Zoom Meeting

<https://us02web.zoom.us/j/83168548847?pwd=dHIYaW9QMSttT2h1WkdqSUM5YmMwdz09>

Meeting ID: 831 6854 8847

Passcode: 084229

Dial In: (646) 558-8656

AGENDA

#	Time*	Agenda Item
1.	6:30 PM	Call to Order
2.	6:30 PM	Consent Agenda <ul style="list-style-type: none"> • Minutes: January 24, 2022, October 28, 2022 • Town Accountant Warrant: October 27, 2022 • Gifts: by Middlesex School to the Concord Fire Department in the amount of \$25,000.00 • Tour Guide License: Ann Corkum • One Day Special Liquor License: Forklift Catering for Concord Museum Holiday Fete at Concord Museum, 53 Cambridge Turnpike, on December 2, 2022 from 6:30 PM to 8:30 PM to serve all alcoholic beverages • Proclamation of November 29, 2022 as Louisa May Alcott Day • Transit Bond Bill Support Letter Approval
3.		Town Manager's Report
4.		Chair's Report
5.	6:45 PM	Application for Liquor License Amendment – Change of Officers for Colwen Management, DBA Residents Inn by Marriott at 320 Baker Avenue
6.	7:00 PM	Department of Planning and Land Management Update from Marcia Rasmussen
7.	7:15 PM	West Concord Junction Cultural Signage Presentation from Marcia Rasmussen
8.	7:30 PM	Update on Select Board Goals
9.	7:50 PM	Committee Nominations: Amy Beamer of 383 Pope Road to Concord Cultural Council for a term to expire April 30, 2025 White Pond Task Force: Karl Liebich of 12 Deer Grass Lane, Jen Keegan of 60 Highland Street, Beth Kelly of 39 White Avenue and Jennifer Parker of 247 Laws Brook Road for a term to expire following the completion of their final report to the Select Board
10.	7:55 PM	Committee Appointments: Katherine Ryan of 109 Stone Root Lane to the Personnel Board for a term to expire May 31, 2025

		Concord Housing Development Corporation: Peter Lowitt of 5 Westvale Drive for a term to expire April 30, 2025, Corrective appointment for Lee Smith of 1836 Main Street for a term of May 31, 2020 to May 31, 2023
11.	8:00 PM	Select Board Liaison Reports
12.	8:15 PM	Correspondence
13.	8:20 PM	Public Comment
14.	8:30 PM	Adjournment

**Times are approximate and subject to change*

Current Board and Committee Vacancies
Agricultural Committee – Associate Member
Board of Health
Cemetery Committee
Commission on Disability
Comprehensive Sustainability and Energy Committee
Concord 2025 Executive Committee
Concord Housing Development Corporation (CHDC)
Conservation Restriction Stewardship Committee
Council on Aging
Historic Districts Commission – Associate Member
PEG Access Advisory Committee
Personnel Board
Planning Board
Pollinator Health Advisory Committee
Public Ceremonies and Celebrations Committee
Transportation Advisory Committee
Trustees of Donations
West Concord Advisory Committee
West Concord Junction Cultural District
Zoning Board of Appeals – Associate Member

**Town of Concord
Select Board
Minutes
January 24, 2022**

Pursuant to a notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via Zoom on January 24, 2022 at 6:30pm.

Present were Terri Ackerman; Chair, Matthew Johnson; Clerk; Henry Dane, Linda Escobedo, and Susan Bates. Also present were Kerry Lafleur, Interim Town Manager; Mary Barrett, Town Accountant; Mina Makarious, Town Counsel

Call to Order

Ms. Ackerman called the meeting to order at 6:30 p.m. and Mr. Johnson called roll call:

-
Ms. Ackerman: Present
Ms. Bates: Present
Mr. Dane: Present
Ms. Escobedo: Present
Mr. Johnson: Present

Consent Agenda

- Town Accountant Warrant: January 27, 2022
- Minutes: October 18, 2021 executive session minutes; October 23, 2021 executive session minutes; November 17, 2021 executive session minutes; November 22, 2021 executive session minutes #1, November 22, 2021 regular session minutes; December 13, 2021 meeting under

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the consent agenda with two amendments as discussed to the December 13, 2021 regular session minutes as made by Susan Bates.

Roll Call Vote

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

Remarks on January 6, 2022 Vigil

Reported later in the meeting under the Public Comment section, Diane Proctor stated that over 200 people attended this event on Monument Square to support a united country to the democratic process which was conducted in a positive manner.

Semi-Annual Report from Town Accountant

At the Town Manager's request, Mary Barrett, Town Accountant, presented this year's first semi-annual budget report to the Select Board with a slide presentation focusing on the general ledger for discussion and board questions. As the incumbent in this

**Town of Concord
Select Board
Minutes
January 24, 2022**

position for seven years, Ms. Barrett listed the functions of her department to include responsibilities for the general ledger, State reporting functions, coordination of the audit process, and processing invoices for payment. Her slide presentation provided an update on mid-year actuals with actuals vs. budget at 48.1%, on target with what is expected this time of year.

Ms. Barrett identified that YTD revenue is \$57.8 million or 86% from property taxes, \$2.7 million 5% from local receipts, \$3.1 million or 5% from State aid, and \$2.1 million or 4% from OFS (other financial services). 70 % of expenses are for non-personnel expenses and 30% for personnel expenses. Federal grant revenue and expenses are tracked separately.

In response to board member questions, Ms. Barrett and Ms. Lafleur clarified that local receipts are always below 50% for the first six months due to larger Motor Vehicle excise tax collections in February and building permit receipts which are usually heavier in the Spring. Local receipts, while still below pre-pandemic years, is trending higher than last year. Ms. Lafleur explained that projections for the next six months usually begin when expenses reach 50% and that an initial estimated projection stands at \$1.2 million for free cash, likely to be tightened as the final FY'21 information is provided to DOR for free cash certification in the next couple of weeks.

For the next report, perhaps sometime in May, the board would like to see comparisons to recent previous years' budget and actuals. Updated information on free cash before annual town meeting will be helpful to the board and others. Ms. Barrett was thanked for all her work and this helpful presentation.

Mid-Year Report from Town Counsel on Legal Costs

Mina Makarious, Anderson & Krieger and Town Counsel, reviewed FY'22 YTD legal expenses of \$157,406.96 of A&K expenses and \$22K non-A&K expenses against a total available budget of \$246,640.60 as outlined in the material provided for this meeting. He reported that expenses are running at a pace consistent with years prior to the Estabrook litigation. Anticipated expenses for all A&K legal matters before the Town for the next six months have been provided. The Estabrook case was concluded in court in the Fall and a decision is expected in several months. The Symes matter was discussed as an open matter at this time and may require additional expenses for expert discovery. Review of CPC recommendations for annual town meeting and particularly involvement with the Assabet River Bluff project for potential land acquisition are on the horizon for forthcoming work. Town Counsel Mikarious commented that on the whole, he thought that at this time on the expense side for all matters, the actual against budgeted expense was in a good place.

Town Manager's Report

Ms. LaFleur opened her report acknowledging the enormous work, effort and creativity

**Town of Concord
Select Board
Minutes
January 24, 2022**

that so many Town employees and others contributed to the very successfully run Special Town Meeting last week that included Covid considerations for an indoor meeting, weather, and multiple meeting location challenges including a portion of the voting participants in 102 cars in the parking lot. She took the time to mention all the departments and the Town Moderator's staff and volunteers for their unique and effective contribution.

Referring to her weekly operations report, Ms. Lafleur then went on to highlight a number of items included in the report reminding everyone of this week's Friday 5:00 pm deadline to request an absentee ballot and that census forms should be sent to residents by next week, having been delayed waiting for new precinct assignment information. Economic vitality and tourism staff have applied for a MOTT Recovery Grant for \$45K for a digital media campaign to attract New England visitors to Concord. Conservation staff have applied for a \$500K LWCL Grant for the Assabet River Bluff Project and expect to hear if awarded from the State and National Park Service by May and end of the calendar year, respectively.

Ms. Lafleur continued that there have been 19 applications for the Department of Health Director position to be reviewed next week. Staff attended a meeting about the new draft regulations for multiple housing zoning for MBTA communities, about which there will be a later presentation and discussion with the board. The Emergency Family funds have expired and individuals who may have continued emergency needs should contact Concord Community Services. Annual Town Reports are due.

Ms. Lafleur concluded by saying she would provide a further report to the board at a future date regarding a question about the number of employee vacancies. At this time, however, she can report that there are 361.28 FTE in the General and Enterprise Budgets and that 30.25 or 8.37% are vacant.

Chair's Remarks

Ms. Ackerman confirmed with Kaari Tari, Town Clerk, that citizens had been informed of changes to polling locations in time for the February 3 Special Town Election. Ms. Kaari also clarified that despite the State's delay in approving precinct changes, they are effective locally as of December 31. The League of Women Voters will outreach to citizens whose precinct has changed, and they are also sponsoring a candidates' forum on January 27 at 7:30 p.m. for the open school committee seat. The Town Caucus will be held in person per State law.

Ms. Ackerman concluded her remarks reminding everyone that the ATM warrant closes on February 2 at 4:30 p.m. The topics of ARPA funds and Infrastructure will be discussed at the January 31 Select Board meeting.

**Minuteman Regional Technical High School Annual Update on OPEB
Liabilities and Concord expected Long-Term Enrollment, Projected
Per-Pupil and FY'23 Assessment Costs**

Steven Ledoux, MRTHS Board Finance Committee Chair and Superintendent Edward

**Town of Concord
Select Board
Minutes
January 24, 2022**

Bouquillion outlined current student enrollments for each of the member towns including application trends as they walked through their slide presentation included in the meeting materials. MRTHS' capital and operating request for FY'23 is 4.9% above FY'22 which is a 15.08% increased assessment for member towns in FY'23. Concord's enrollment is projected to increase by 32 students resulting in a 17.4% increase in the FY'23 assessment which is \$1,508,544. Increased in-district student applications for all the member towns have applied additional pressure to the MRTHS budget.

Current estimated OPED liability as of June 30, 2022 is \$26,124,641 and has a trust fund balance of \$421,240. A new policy will add \$10K/yr. for new hires in addition to an annual OPED assessment. Additional information can be found in the January 4, 2022 full report of the MRTHS OPED Advisory Group.

The strategy for accommodating 800 students by the Fall of 2023 in the new building originally designed for 680 students includes relying on the existing capital stabilization fund and working with external partners to develop an animal science program and expand the metal work program. A discussion ensued with the board discussing the value of the MRTHS program placements for Concord students.

Review Charge for Housing Production Plan Steering Committee

Marcia Rasmussen, Director of Planning and Land Management and Liz Rust, Executive Director of Regional Housing Services, presented the HPP Steering Committee charge for approval. After a lengthy discussion by the board, it was felt that the planned approach for the HPP consultant and RHSO to include housing group and stakeholder input including the planning board, and the use of public forums and a survey for town-wide engagement and input were sufficient to produce a robust Housing Production Plan without the select board appointing a steering committee. Both Ms. Rasmussen and Ms. Rust were invited to come back to the select board if the process was not working for them.

Amend Middle School Building Committee Charge

Mr. Johnson presented an amended charge for the Middle School Building Committee to address committee membership issues which include desired continuity for the communications function and the as yet un-represented member on the committee with construction expertise. Further changes were recommended to make all current staff serving as members to be ex officio rather than voting members. After discussion, the board decided to amend the charge to 13 voting members and 6 non-voting members.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the amended Middle School Building Committee charge as presented in the meeting's packet with the addition of a sentence at the end of section A to read "Throughout the process, they will engage with the Select Board, Finance Committee, and Superintendent to identify additional cost savings". And in section B, change the number of voting members from 12 to 13 and non-voting members from 7 to 6; remove "non-voting" as the designation for the Superintendent; and, change citizens at large from 6 to

**Town of Concord
Select Board
Minutes
January 24, 2022**

7.

Roll Call Vote

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

Update on Special Legislation

Ms. Ackerman announced that the Town currently has 6 home rule petitions before the State Legislature pending enactment. Recently, ATM 2019 Article 50 for additional local alcohol licenses has been passed. Mr. Johnson reported that both Amanda Kohn, Sustainability Director, and he had provided both verbal and written testimony at a recent State hearing on the regulation of fossil fuel infrastructure over which Senator Barrett presided. Ms. Escobedo also reported that over the last two years, the Town has been consistently represented with either written or verbal testimony or both on two pending home rule petitions before the legislature for a real estate transfer fee and building permit surcharge to benefit affordable housing funding. She particularly thanked Frank Feeley and Lise Holdorf for their additional efforts at numerous hearings and noted recent state-wide activity for the transfer fee for affordable housing.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize Ms. Escobedo to write a letter of support on behalf of the Select Board for Concord's home rule and state-wide enabling legislation for a real estate transfer fee for affordable housing for the next State hearing on January 28, 2022.

Roll Call Vote

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

**Town of Concord
Select Board
Minutes
January 24, 2022**

Committee Nominations

Stephen Staskeski of 76 Jenny Dugan Road and Heather Bout of 33 Alden Road and Interim Town Manager Kerry A. Lafleur (ex officio) to the Concord Middle School Building Committee until the end of the project. Francesca Cataldo of 40 Hosmer Road to the Historical Commission as an Associate Member for a term to expire January 23, 2023; Henry Moss of 557 Sudbury Road, as nominated by the Natural Resources Commission, to the Historic Districts Commission as an Associate Member for a term set to expire January 1, 2025; Abigail Flanagan of 398 Main Street, as nominated by the Concord Museum, to the Historic Districts Commission from an Associate Member to a Member, for a term set to expire January 1, 2027; Doug Bacon of 410 Lowell Road to the Concord Housing Development Corporation for a term set to expire April 30, 2025.

Committee Appointments

None

Miscellaneous Correspondence

Ms. Ackerman acknowledged correspondence included in the packet and indicated that two late submissions will be included in the next meeting packet.

Public Comment

Public comments were made by Diane Proctor, 57 Sudbury Lane about the January 6 Vigil (see comments above). Karlen Reed, 57 Whits End Road, confirmed that 7 voting members would now be needed to constitute a quorum for the Middle School Building Committee. Bill Becklean, 254 Fairhaven Road, expressed concern regarding the legal budget being overspent for the year and particularly for the total cost of the Estabrook Trail litigation. Kerry Lafleur responded that the legal budget as discussed earlier in the meeting has spent about 44% and is tracking below budget for the year. Denise Hart, address not given, expressed concern about the cost of the Estabrook litigation and concern about future tax bills if there is additional legal expense as well as from the construction of the new middle school.

Adjourn

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to adjourn.

Roll Call Vote

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

**Town of Concord
Select Board
Minutes
January 24, 2022**

Meeting Materials: <https://concordma.gov/AgendaCenter/ViewFile/Agenda/01242022-9343>

Minuteman Media Network Coverage: <https://youtu.be/IR0j52Ynrg4>

DRAFT

**Town of Concord
Select Board
Minutes
October 28, 2022**

Pursuant to a notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via Zoom on October 28, 2022 at 12:00 PM.

Present were: Matthew Johnson, Chair; Terri Ackerman, Clerk; Mary Hartman; Linda Escobedo; Henry Dane

Call to Order

Chair Johnson opened the meeting at 12:00 PM.

Ms. Ackerman called the roll for attendance. Members present were:

- Henry Dane
- Linda Escobedo
- Matthew Johnson
- Mary Hartman
- Terri Ackerman

Discuss warrant articles for Special Town Meeting scheduled January 19, 2023

Chair Johnson opened the floor to discuss Article I, Concord Middle School Building Project.

Ms. Hartman asked how the Middle School Building Committee arrived at the total budget request for the project of \$115,000,000.00.

Chair Johnson responded that while he couldn't speak for the committee, the discussion that led to the number was about the maximum acceptable cost of the project that could be proposed to the town that would assure adequate funding to proceed. The motion ultimately presented at Special Town Meeting could be for a lower amount, depending on the 90% construction document estimate that will be received in January.

Ms. Hartman responded that she felt the total of \$115,000,000.00 was too high to put on the warrant. She voiced concern that the article would not pass at Special Town Meeting.

Ms. Ackerman asked a procedural question regarding motions at Special Town Meeting.

Mr. Dane noted that the total value proposed on the warrant must be a maximum value and that there should be a commitment from the Middle School Building Committee that they will not approach the Town for more funding should the project exceed the value on the warrant down the line.

Ms. Ackerman asked if there is a value that Mr. Dane or Ms. Hartman would support to place on the warrant.

Ms. Hartman responded that she would support a lower value, potentially a value under \$110,000,000.00.

**Town of Concord
Select Board
Minutes
October 28, 2022**

Ms. Ackerman asked if the \$110,000,000.00 included the bid contingency.

Chair Johnson responded that the current estimated budget of \$108,380,000.00 contained the bid contingency, and that the proposed warrant article amounts assumed that as well.

Mr. Dane responded that he would not accept any value unless there is a commitment that more funding will not be requested for the project.

Ms. Escobedo concurred with Ms. Hartman's proposed value of \$110,000,000.00.

Chair Johnson responded that the Select Board could deliberate later about the amount the Board would recommend based upon the public hearing. For example, the Board could recommend approval "in the amount of" some value less than what the Middle School Building Committee was requesting. However, it placed a lower value on the warrant now, it is constraining the ability for citizens to vote on a larger amount at Special Town Meeting if they wished.

Upon a duly made motion, it was **voted:**

To include Article I, Concord Middle School Building Project, as presented in the Board's meeting packet in the Special Town Meeting warrant with the proposed edit of "*To see if the Town will vote to appropriate a sum not to exceed \$7,200,000.00*" for a total value of \$110,000,000.00.

Aye:

Terri Ackerman
Mary Hartman
Linda Escobedo

Nay:

Matthew Johnson
Henry Dane

Chair Johnson opened the floor to discuss Article V, Community Preservation Act Community Housing Reserve Fund, and Article VI, Community Preservation Committee Appropriation Recommendation.

Upon a duly made motion, it was voted **UNANIMOUSLY:**

To include Article V, Community Preservation Act Community Housing Reserve Fund, as included in the Board's packet.

Aye:

Matthew Johnson
Terri Ackerman
Mary Hartman
Henry Dane
Linda Escobedo

After discussion, the Select Board did not vote to include Article VI, Community Preservation Committee Appropriation Recommendation, on the Special Town Meeting warrant. Noting the

**Town of Concord
Select Board
Minutes
October 28, 2022**

change from previous discussions, where the funds were to be reallocated to the Municipal Affordable Housing Trust, to the latest article in the packet, which would designate it to the Assabet River Bluff project instead, Select Board members believed this article needed more research and discussion. They suggested that it be added to the Annual Town Meeting warrant instead. Further, the Chair received a revised warrant article that combined the previously voted Article V and Article VI at 12:29 PM, one minute before the warrant was to close. It seemed to invalidate Article VI. No other Board action could be taken before the 12:30 PM warrant submission deadline.

Order warrant articles for Special Town Meeting scheduled January 19, 2023

Noting that the warrant had now closed, Chair Johnson opened the floor to discuss the ordering of the articles for Special Town Meeting. Chair Johnson noted that there was a draft proposal of the ordering of the Special Town Meeting warrant articles included in the Board's packet.

Ms. Ackerman noted that it may be better to place Article I, Concord Middle School Building Project, on the warrant last, so that there are more people in attendance to vote on all articles.

Chair Johnson agreed, as the other articles may be quick or even on the consent agenda.

Ms. Hartman concurred.

Upon a duly made motion, it was voted **UNANIMOUSLY**:
To move Article I, Middle School Building Project to become Article V and to move up the other four articles as presented in the draft order of the Special Town Meeting warrant included in the Board's packet.

Aye:

Matthew Johnson
Terri Ackerman
Mary Hartman
Henry Dane
Linda Escobedo

**Discuss amending Special Town Meeting Calendar for Special Town Meeting scheduled
January 19, 2023**

Chair Johnson opened the floor to discuss the amendment of the Special Town Meeting Calendar to include a Select Board public hearing. Chair Johnson continued that a public hearing could be added to a current Select Board meeting agenda. Chair Johnson noted that the Select Board could hold a public hearing for Articles I, II, and III and the Finance Committee could hold a public hearing for Articles IV and V, as voted in the ordering of the Special Town Meeting warrant articles.

**Town of Concord
Select Board
Minutes
October 28, 2022**

The Select Board concurred to add a Select Board public hearing to the Select Board meeting agenda on Monday, November 28, 2022 at 6:30 PM for Special Town Meeting Articles I, II, and III.

Chair Johnson adjourned the meeting.

Meeting Materials: <https://concordma.gov/DocumentCenter/View/39496/Select-Board-Meeting-Packet-October-28-2022>

Minuteman Media Network Coverage: ***will add once available*******

DRAFT

Town of Concord
Finance Department
Memorandum

TO: Kerry A. Lafleur, Town Manager
FROM: Gail S. Dowd, Chief Financial Officer
SUBJ: Gift to Fire Department
DATE: October 27, 2022

Please place on the Select Board's agenda acceptance of the following gift of \$25,000.00 to the Fire Department to fund equipment purchases and support the comfort dog program.

Middlesex School
1400 Lowell Road
P.O. Box 9122
Concord, MA 01742

\$25,000.00

Accepted: _____
Clerk

Date: _____

TOWN OF CONCORD
Application for Tourist Guide License

To offer Guide Service within Concord

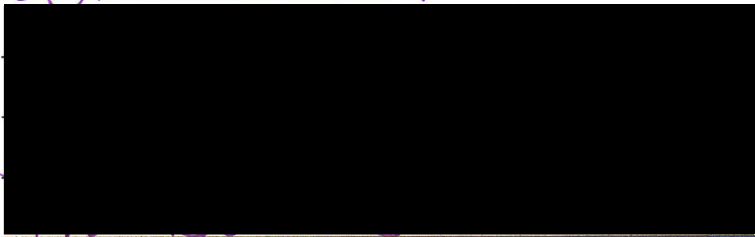
New License: \$35.00

Mail application and fee to: Town of Concord
Select Board
Attn: Tour Guide License
PO Box 535
Concord, MA 01742

The undersigned hereby applies for a Tourist Guide License in accordance with the provisions of the Statute thereto:

Print Name: Ann E. Corkum

Signature: Ann E Corkum

Address: 

Email Address: _____

Telephone Number: _____

In accordance with the rules and regulations made under authority of said Statute.

For Office use only

Paid: Check Cash

Check # 

Date: November 1, 2022

License expires on ~~May 31, 2023~~:

December 31, 2022

Payment Received 11/3/22

From: noreply@civicplus.com
Sent: Tuesday, November 1, 2022 2:38 PM
To: licensing board; Town Manager's Office; Jeremy Romanul
Subject: Online Form Submittal: One Day Special Liquor Licenses

One Day Special Liquor Licenses

Company or Organization	Forklift Catering
Applicant Name	Forklift Catering
Email Address	myevent@forkliftcatering.com
Applicant Address	301 Reservoir St,
City	Needham Heights
State	MA
Zip Code	02494
Phone Number	(617) 776-7600
Name of Event	Concord Museum Holiday Fete
Activity Is	Non-Profit
Event Type	Event in Town-Owned Facility
Event Date & Start Time	12/2/2022 6:30 PM
End Time	8:30 PM
Premises to be Licensed	Concord Museum
City	53 Cambridge Turnpike, Concord
State	MA
Zip Code	01742
License is for the Sale of:	All Alcoholic Beverages
Bartenders TIPS trained?	Yes
Under 21 Attendees?	Yes

1st one-day license for Organization? No

If NO, number of years licensed? 1 - consecutively

More than 100 in attendance? No

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Select Board, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

I acknowledge and accept the above statement of liability Kristen Campbell

APPLICATION FEE \$75.00

*Please forward to: Town Manager's Office PO Box 535 Concord, MA 01742
Applications cannot be processed until payment is received.*

Acknowledgements I attest the information contained in this form is true and accurate., I acknowledge that I must pay an application fee of \$75 and will mail my payment., I acknowledge that no action will be taken, or scheduled, regarding my application until payment is received.

IMPORTANT NOTICE

Board & Committee Meeting Calendar

(Section Break)

TIPS TRAINING

The Select Board require that for any event which they issue a special permit, the alcohol provided must be served by a TIPS trained (or equivalent) bartender. TIPS training cards, or their equivalent, must accompany this application. Additionally, each certification must show a photo and name of the bartender(s) and must be current. If a photo is not on the TIPS training cards, a copy of a valid driver's license with a photo should be included. Proof of TIPS credentials must be provided before any application may be voted on by the Select Board.

I acknowledge and agree to the Town of Concord's TIPS Training Policy as outlined above. Copies of cards have been included with this application, Copies of card(s) will be mailed separately to the Town Manager's Office

(Section Break)

UNDER 21 POLICY

The Town of Concord Select Board assumes that there may be guests or attendees under 21 years of age at any event. therefore, this policy must be adhered to for all events. Applicants agree to check the ages of all guests at the door. If a persons under the age of 21 are present, his or her hand shall be stamped to indicate the he/she is underage for the bartender.

I certify that Concord's Under 21 Policy, as outlined above, will be followed.

A legal adult, over 21 years of age, shall check the ages of all guests to ensure compliance., All bartenders shall be made aware of the Under 21 Policy terms before the event's commencement.

Email not displaying correctly? [View it in your browser.](#)

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

LOUISA MAY ALCOTT DAY

WHEREAS Louisa May Alcott, celebrated author, suffragist, abolitionist, and beloved citizen of Concord, founded the Concord Dramatic Union

WHEREAS The Concord Players, a direct descendant of the Concord Dramatic Union, as it prepares now to present its decennial production of 'Little Women' as it has since 1932

WHEREAS The 29th of November 2022 is the 190th birthday of Miss Alcott

THEREFORE be it declared that we, the Select Board of the Town of Concord, Massachusetts, do hereby proclaim November 29, 2022 as Louisa May Alcott Day and encourage Concord citizens to recognize the vital role the Concord Players plays in the life of our town and to wish members of the Concord Players success in their production of Little Women.

Proclaimed this 29th day of November 2022

CONCORD SELECT BOARD



OLD NORTH BRIDGE

TOWN OF CONCORD

TOWN HOUSE - P.O. BOX 535
CONCORD, MASSACHUSETTS 01742

November 4, 2022

To Whom It May Concern:

Concord has long been committed to providing the best service for both residents and visitors to the area. The Town's history is intertwined with the founding and social development of our nation, from the first day of the American Revolution to the transcendentalist and abolitionist movements of the 1800s. Concord's principled approach to development continues today, as the town implements its *Climate Action Plan* to deliver more sustainable solutions to complex problems.

Transportation is a nexus in the Town's sustainability and economic development goals and is a driving factor in expanding these initiatives in Concord. Concord has worked with the towns of Lexington and Lincoln along with the Minute Man National Historical Park on a feasibility study and is requesting the funds as approved in August from the 2022 Transportation Bond Bill for a regional shuttle program.

The shuttle program would allow access for many new people to the region which currently has no practical way to travel between the towns without a vehicle. It would create a more complete multi-modal transportation system for visitors and locals alike between the National Park and the towns of Concord, Lexington and Lincoln. This service would be instrumental in promoting safety for the community, providing multi-modal transportation options, reducing traffic, increasing economic development benefits for all three towns, and working towards our sustainability goals.

This proposal for three years of funding for four shuttles would fill a great regional need as we approach 2025, when the country will Celebrate the 250th Anniversary of the 'shot heard round the world' and the anticipated influx of tourists to our towns.

The Town of Concord is excited by this opportunity to reduce the number of vehicles on the road, support multi-modal transportation options, support our historic and cultural assets, and to continue to expand opportunities for more people to visit and learn from this incredibly diverse and historically rich area.

The Concord Select Board and Town Manager are proud to sign this letter of support for this project which will help empower the region and continue to improve access to our public lands and historic region.

Concord Select Board

Matthew Johnson, Chair
Terri Ackerman, Clerk
Linda Escobedo
Henry Dane
Mary Hartman

Concord Town Manager

Kerry Lafleur

McDERMOTT
QUILTY &
MILLER LLP

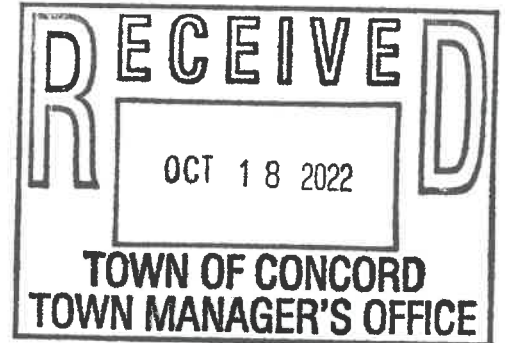
28 STATE STREET, SUITE 802
BOSTON, MA 02109

October 17, 2022

Via FedEx Overnight Delivery (8174 4136 1513)

Select Board
TOWN OF CONCORD
22 Monument Square
Concord, Massachusetts 01742
Attn: Andrew Mara

**RE: Application for Change of Officers
Colwen Management, Inc. (ABCC# 00041-HT-0244)
d/b/a Residence Inn by Marriott Concord
320 Baker Avenue, Concord, MA 01742**



Dear Mr. Mara:

Enclosed please find the following documents in connection with Colwen Management, Inc.'s application for a Change of Officers to the existing licensed currently exercised on the premises located at 320 Baker Avenue:

1. Monetary Transmittal Form and ABCC Proof of Payment;
2. Amendment Application with Applicant's Statement;
3. Entity Vote;
4. ABCC CORI Request Form;
5. Business Entity Summary;
6. Department of Revenue Certificate of Good Standing; and
7. Department of Unemployment Assistance Certificate of Compliance.

Kindly assign this matter for hearing at the next available meeting date. If you have any questions, please do not hesitate to contact me.

Very truly yours,


Jon D. Aieta, Esquire
jaieta@mqmllp.com

JDA/ajm

Monetary Transmittal Form & ABCC Payment Receipt



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM**

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input checked="" type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | <input type="checkbox"/> Other <input type="text"/> | | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3
 Chelsea, MA 02150-2358**

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email.



Transaction Processed Successfully.

INVOICE #: 2b6d1812-5425-4717-8151-fde35f10b85d

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	Colwen Management Inc.	\$200.00
		\$200.00

Total Convenience Fee: **\$0.35**

Date Paid: **10/17/2022 1:51:13 PM EDT**

Total Amount Paid: **\$200.35**

Payment On Behalf Of

License Number or Business Name:
Colwen Management, Inc.

Fee Type:
FILING FEES-RETAIL

Billing Information

First Name:
Jon

Last Name:
Aieta

Address:
[REDACTED]

City:
[REDACTED]

State:
[REDACTED]

Zip Code:
[REDACTED]

Email Address:
[REDACTED]

Amendment Application with Applicant's Statement



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
 www.mass.gov/abcc

APPLICATION FOR AMENDMENT
-Change of Officers, Stock or Ownership Interest

Change of Officers/ Directors/LLC Managers **Change of Stock Interest**

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

(e.g. New Stockholders or Transfer or Issuance of Stock)

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

Change of Ownership Interest

(e.g. LLC Members, LLP Partners, Trustees etc.)

- Payment Receipt
- Monetary Transmittal
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

Non-Profit Club Change of Officers/ Directors

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the club signed by an approved officer
- Business Structure Documents - **Articles of Organization** from the Secretary of the Commonwealth

Management Agreement

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Vote of Entity
- Management Agreement

**If abutter notification and advertisement are required for transaction, please see the local licensing authority.*

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Colwen Management, Inc.	Concord	00041-HT-0244

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

Application for change in corporate officer position to add David Rebich as Chief Financial Officer.

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Jon D. Aieta, Esq.	Attorney	[REDACTED]	[REDACTED]

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Leo Xarras	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Chairman, CEO and Director	100%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Julie Scott	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
President	0%	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Terrence Bickhardt	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Treasurer	0%	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
David Van Der Beken	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Secretary	0%	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Christine Thomas	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	0%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Mark Schleicher	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	0%	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Additional pages attached? Yes No

CRIMINAL HISTORY
 Has any individual listed in question 2, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions. Yes No

MANAGEMENT AGREEMENT
 Are you requesting approval to utilize a management company through a management agreement? Please provide a copy of the management agreement. Yes No

2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST(Continued...)

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name

Colwen Management, Inc.

Percentage of Ownership in Entity being Licensed
(Write "NA" if this is the entity being licensed)

N/A

Name of Principal	Residential Address	SSN	DOB
David Rebich	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Chief Financial Officer	0%	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
If yes, attach an affidavit providing the details of any and all convictions.

Yes No

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

3. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
Leo Xarras	Chairman, CEO and Director	100%
Name of Principal	Title/Position	Percentage of Ownership
Julie Scott	President	0%
Name of Principal	Title/Position	Percentage of Ownership
Terrence Bickhardt	Treasurer	0%
Name of Principal	Title/Position	Percentage of Ownership
David Van Der Beken	Secretary	0%
Name of Principal	Title/Position	Percentage of Ownership
Christine Thomas	Director	0%
Name of Principal	Title/Position	Percentage of Ownership
Mark Schleicher	Director	0%

4. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 2, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
See Exhibit A attached hereto			

5. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified identified in question 2, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality
See Exhibit B attached hereto			

6. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 4 or 5 ever been suspended, revoked or cancelled?

Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation
	N/A		

7. FINANCIAL DISCLOSURE

Associated Cost(s): (E.g. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):”

Associated Cost(s):

N/A

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
N/A	
Total:	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
N/A			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

<p>No costs associated with this license transaction.</p>

EXHIBIT A
COLWEN MANAGEMENT, INC.
EXISTING INTEREST IN OTHER LICENSES

Licensee	License Type	License #	Licensee d/b/a & Address
Colwen Management, Inc.	On Premise	02827-HT-0116	Residence Inn by Marriott (Roxbury) 2001 Washington Street, Boston , MA 02119
Colwen Management, Inc.	On Premise	02888-HT-0116	AC Hotel by Marriott South End (Ink Block) 225 Albany Street, Boston , MA 02118
Colwen Management, Inc.	On Premise	03831-RS-0116	AC Hotel by Marriott Cleveland Circle 399 Chestnut Hill Avenue, Boston , MA 02135
Colwen Management, Inc.	On Premise	00427-HT-0166	Fairfield Inn and Suites Cambridge 209 Monsignor O'Brien Hwy, Cambridge , MA
Colwen Management, Inc.	On Premise	00440-HT-0166	AC Hotels by Marriott Cambridge 10 Acorn Park Drive, Cambridge , MA 02140
Colwen Management, Inc.	On Premise	00094-HT-0202	Residence Inn by Marriott Chelsea 200 Maple Street, Chelsea , MA 02150
Colwen Management, Inc.	On Premise	00096-HT-0202	Homewood Suites Chelsea 145 Beech Street, Chelsea , MA 02150
Colwen Management, Inc.	On Premise	03260-HT-0202	Holiday Inn Chelsea 1012 Broadway, Chelsea , MA 02150
Colwen Management, Inc.	On Premise	00041-HT-0244	Residence Inn by Marriott 320 Baker Ave, Concord , MA 01742
Colwen Management, Inc.	On Premise	00055-HT-0426	Renaissance Hotel at Patriot Place & Hilton Garden Inn at Patriot Place 27-28 Patriot Place, Foxborough , MA 02035
Colwen Management, Inc.	On Premise	06023-HT-0428	Sheraton Framingham Hotel 1657 Worcester Road, Framingham , MA 01701
Colwen Management, Inc.	On Premise	00085-HT-0680	AC Hotels by Marriott Medford 95 Station Landing, Medford , MA 02155
Colwen Management, Inc.	On Premise	06236-RS-0680	TownePlace Suites/Fairfield Inn & Suites 85 Station Landing, Medford , MA 02155
Colwen Management, Inc.	On Premise	04383-HT-0768	Residence Inn by Marriott Natick 1 Superior Drive, Natick , MA 01760
Colwen Management, Inc.	On Premise	04295-HT-1006	Staybridge Suites/Holiday Inn Express - Quincy 1 Richard Stratton Way, Quincy , MA 02171
Colwen Management, Inc.	On Premise	05125-HT-1022	Staybridge Suites/Holiday Inn Express - Revere 245 Revere Beach Parkway, Revere , MA 02151
Colwen Management, Inc.	On Premise	03409-HT-1130	The Row Hotel 360 Foley Street, Somerville , MA 02145
Colwen Management, Inc.	On Premise	03743-HT-1508	AC Hotel by Marriott Worcester 125 Front Street, Worcester , MA 01605

EXHIBIT B
COLWEN MANAGEMENT, INC.
PREVIOUSLY HELD INTEREST IN OTHER LICENSES

Licensee	License Type	License Name	Municipality
Colwen Management, Inc.	On Premise	TownePlace Suites by Marriott	Chelsea, MA
Colwen Management, Inc.	On Premise	Residence Inn by Marriott	Franklin, MA
Colwen Management, Inc.	On Premise	Residence Inn by Marriott	Needham, MA
Colwen Management, Inc.	On Premise	Residence Inn/Fairfield Inn & Suites by Marriott	Waltham, MA
Colwen Management, Inc.	On Premise	Courtyard by Marriott	Worcester, MA
Colwen Management, Inc.	On Premise	Residence Inn by Marriott	Worcester, MA

APPLICANT'S STATEMENT

I, Lao Xarras the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory

of Colwen Management, Inc.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: [Handwritten Signature]

Date: 10/12/22

Title: Chairman & CEO

Entity Vote

ABCC CORI Request Form



**Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
239 Causeway Street, First Floor
Boston, MA 02114**

**DEBORAH B. GOLDBERG
TREASURER AND RECEIVER GENERAL**

CORI REQUEST FORM

**JEAN M. LORIZIO, ESQ.
CHAIRMAN**

The Alcoholic Beverages Control Commission ("ABCC") has been certified by the Criminal History Systems Board to access conviction and pending Criminal Offender Record Information ("CORI"). For the purpose of approving each shareholder, owner, licensee or applicant for an alcoholic beverages license, I understand that a criminal record check will be conducted on me, pursuant to the above. The information below is correct to the best of my knowledge.

ABCC LICENSE INFORMATION

ABCC NUMBER: <small>(OF EXISTING LICENSE)</small>	00041-HT-0244	LICENSEE NAME:	Colwen Management, Inc.	CITY/TOWN:	Concord
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APPLICANT INFORMATION

LAST NAME:	Rebich	FIRST NAME:	David	MIDDLE NAME:	Abraham
MAIDEN NAME OR ALIAS (IF APPLICABLE):		PLACE OF BIRTH:	[REDACTED]		
DATE OF BIRTH:	[REDACTED]	SSN:	[REDACTED]	ID THEFT INDEX PIN (IF APPLICABLE):	
MOTHER'S MAIDEN NAME:	[REDACTED]	DRIVER'S LICENSE #:	[REDACTED]	STATE LIC. ISSUED:	[REDACTED]
GENDER:	MALE	HEIGHT:	5 7	WEIGHT:	160
				EYE COLOR:	Blue Green
CURRENT ADDRESS:	[REDACTED]				
CITY/TOWN:	[REDACTED]	STATE:	[REDACTED]	ZIP:	[REDACTED]
FORMER ADDRESS:	[REDACTED]				
CITY/TOWN:	[REDACTED]	STATE:	[REDACTED]	ZIP:	[REDACTED]

PRINT AND SIGN

PRINTED NAME:	David A. Rebich	APPLICANT/EMPLOYEE SIGNATURE:	
----------------------	-----------------	--------------------------------------	--

NOTARY INFORMATION

On this 10th day of May 2011 before me, the undersigned notary public, personally appeared David A. Rebich (name of document signer), proved to me through satisfactory evidence of identification, which were Driver's License to be the person whose name is signed on the preceding document, and acknowledged to me that (he) (she) signed it voluntarily for its stated purpose.

NOTARY



DIVISION USE ONLY

REQUESTED BY:	[REDACTED]
----------------------	------------

The DCI Identify Theft Index PIN Number is to be completed by those applicants that have been issued an Identify Theft PIN Number by the DCI. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. ALL CORI request forms that include this field are required to be submitted to the DCI via mail or by fax to (603) 880-6854.

Business Entity Summary

Corporations Division

Business Entity Summary

ID Number: 020526858

[Request certificate](#)

[New search](#)

Summary for: COLWEN MANAGEMENT, INC.

The exact name of the Foreign Corporation: COLWEN MANAGEMENT, INC.		
Entity type: Foreign Corporation		
Identification Number: [REDACTED]	Old ID Number:	
Date of Registration in Massachusetts: 01-16-2002		
Last date certain:		
Organized under the laws of: State: NH Country: USA on: 06-07-2001		
Current Fiscal Month/Day: 12/31	Previous Fiscal Month/Day: 12/31	
The location of the Principal Office:		
Address: 230 COMMERCE WAY, SUITE 200		
City or town, State, Zip code, PORTSMOUTH, NH 03801 USA		
Country:		
The location of the Massachusetts office, if any:		
Address:		
City or town, State, Zip code,		
Country:		
The name and address of the Registered Agent:		
Name: TRAC - THE REGISTERED AGENT COMPANY		
Address: 44 SCHOOL STREET SUITE 505		
City or town, State, Zip code, BOSTON, MA 02108 USA		
Country:		
The Officers and Directors of the Corporation:		
Title	Individual Name	Address
PRESIDENT	JULIE SCOTT	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
TREASURER	TERRENCE BICKHARDT	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
SECRETARY	DAVID VAN DER BEKEN	889 ELM ST., 6TH FLOOR MANCHESTER, NH 03101 USA
CEO	LEO XARRAS	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
CFO	DAVE REBICH	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
CHAIRMAN	LEO XARRAS	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
DIRECTOR	CHRISTINE THOMAS	230 COMMERCE WAY, SUITE 200

		PORTSMOUTH, NH 03801 USA
DIRECTOR	LEO XARRAS	230 COMMERCE WAY, SUITE 200 PORTSMOUTH, NH 03801 USA
DIRECTOR	MARK C. SCHLEICHER	35 WATERGATE DR., SUITE 1605 SARASOTA, FL 34236 USA

Business entity stock is publicly traded:

The total number of shares and the par value, if any, of each class of stock which this business entity is authorized to issue:

Class of Stock	Par value per share	Total Authorized		Total issued and outstanding
		No. of shares	Total par value	No. of shares
CNP	\$ 0.00	1,113	\$ 0.00	1,113

Consent	Confidential Data	Merger Allowed	Manufacturing
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View filings for this business entity:

- ALL FILINGS ▲
- Amended Foreign Corporations Certificate ■
- Annual Report
- Annual Report - Professional
- Application for Reinstatement ▼

[View filings](#)

Comments or notes associated with this business entity:

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Department of Revenue
Certificate of Good Standing



Commonwealth of Massachusetts
Department of Revenue
Geoffrey E. Snyder, Commissioner

mass.gov/dor

Letter ID: [REDACTED]
Notice Date: [REDACTED]
Case ID: [REDACTED]



CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



COLWEN MANAGEMENT INC
30 EASTERN AVE
CHELSEA MA 02150-3501

000024

Why did I receive this notice?

The Commissioner of Revenue certifies that, as of the date of this certificate, COLWEN MANAGEMENT INC is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.

What if I have questions?

If you have questions, call us at (617) 887-6400 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 9:00 a.m. to 4:00 p.m..

Visit us online!

Visit mass.gov/dor to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief
Collections Bureau

Department of Unemployment Assistance
Certificate of Compliance



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

Charles D. Baker
GOVERNOR

Karyn E. Polito
LT. GOVERNOR



404364507

Rosalin Acosta
SECRETARY

Connie C. Carter
INTERIM DIRECTOR

COLWEN MANAGEMENT INC
230 COMMERCE WAY
PORTSMOUTH, NH 03801



September 30, 2022

Certificate Id:63127

The Department of Unemployment Assistance certifies that as of 9/30/2022 ,COLWEN MANAGEMENT INC is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L.c.149,§189.

This certificate expires in 30 days from the date of issuance.

Connie C. Carter, Interim Director

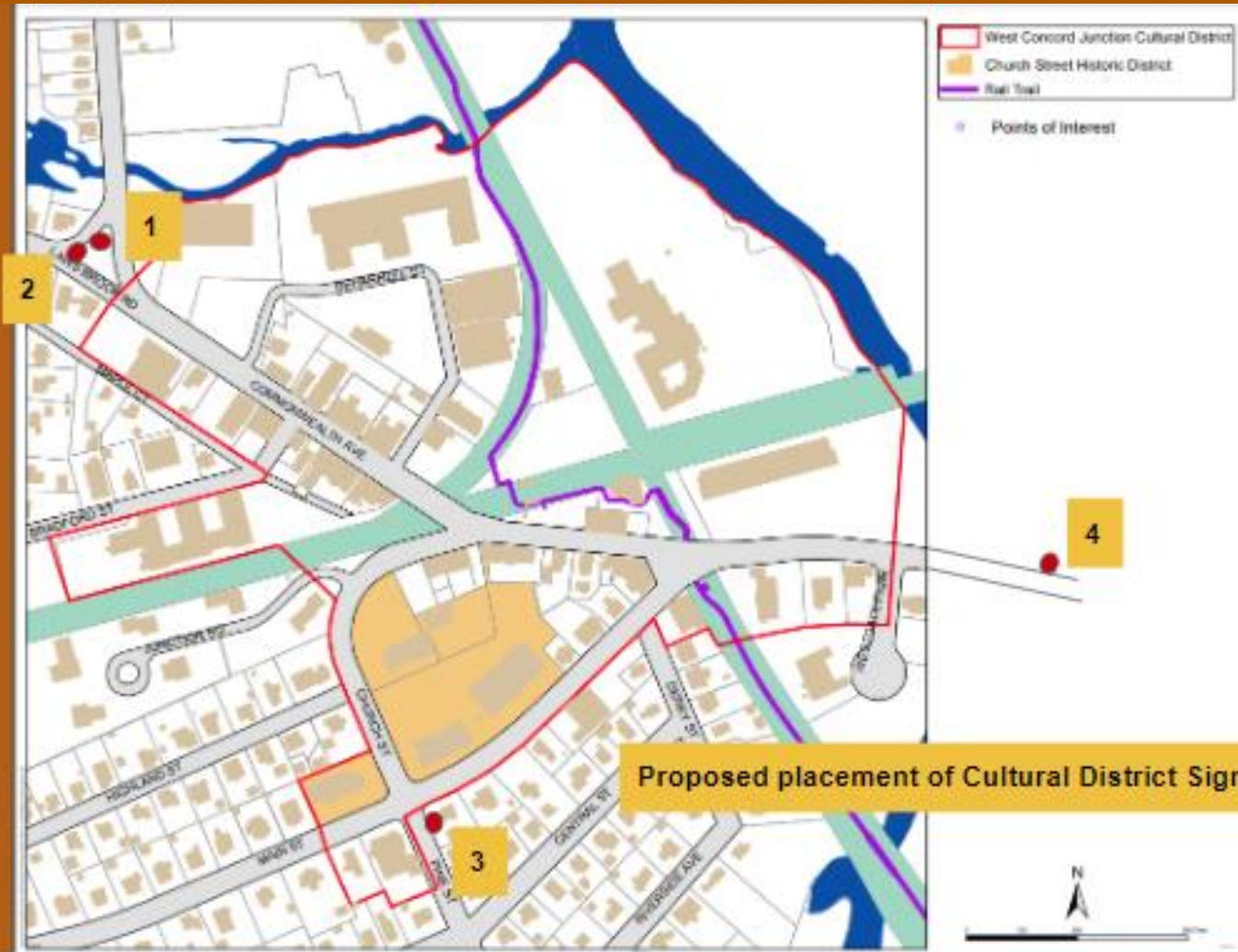
Department of Unemployment Assistance

West Concord Junction Cultural District signage - request to Select Board to install four signs in various locations on public ways in West Concord.



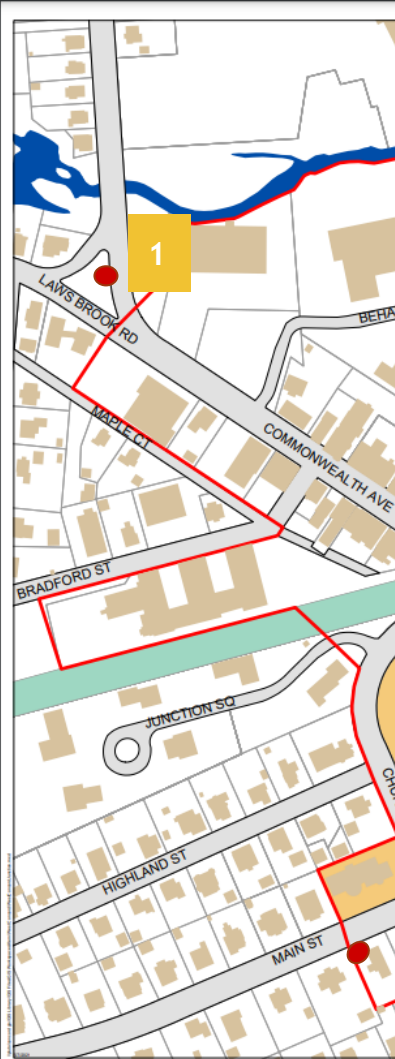
Four Locations

1. Southbound on Commonwealth Ave. at Kenneth Dunn Square.
2. Westbound on Laws Brook Road at Kenneth Dunn Square.
3. Eastbound on Main St./Rt.62 at Pine Street/Church Street intersection.
4. Westbound on Main St./Rt. 62 near the Assabet River bridge.



1

Southbound on Commonwealth Ave. at Kenny Dunn Square



2

2



Heading Down Laws Brook towards the Junction; on Kenneth Dunn Square



West Concord Junction Cultural District
Church Street Historic District



Corner of Pine + Main Street (rte 62) - replacing existing post + sign

3



4



West Concord Junction Cultural District
Church Street Historic District
Central Trail

Points of Interest

4



West Concord Junction Cultural District signage - seeking Select Board approval to install four signs in various locations on public ways in West Concord:

1. Southbound on Commonwealth Ave. at Kenneth Dunn Square.
2. Westbound on Laws Brook Road at Kenneth Dunn Square.
3. Eastbound on Main St./Rt.62 at Pine Street/Church Street intersection.
4. Westbound on Main St./Rt. 62 near the Assabet River bridge.



Select Board Goals Progress Tracking

Status	Deadline	Type	Goal #	Goal Description
	Apr 30th	[Priority]	A.01.	Determine the form of the Town Manager evaluation
Complete	Jul 31st	[Priority]	A.01.	Identify and hire a permanent Town Manager
Complete	Jul 31st	[Priority]	A.02.	Identify departmental goals and review progress with the Town Manager at the beginning of the fiscal year.
In Process	Jul 31st	[Priority]	A.03.	Evaluate recommendations of the Personnel Bylaw Study Task Force and propose the future charge of Personnel Board.
	Apr 30th		A.04.	Review effectiveness of town volunteer database by the end of the 2022-2023 Select Board term.
In Process	Jul 31st		A.04.	Implement the new town volunteer database and volunteer card recruitment process.
	Oct 31st		A.04.	Ensure that all volunteers are acknowledged for their willingness to serve.
	Jan 31st		A.05.	Provide input to the Town Manager's evaluation of Town Counsel and Labor Counsel performance and approve future appointments.
	Jan 31st		A.06.	Support and participate in the public review of all new Public Private Partnership Agreements.
	Oct 31st		A.07.	Advise the Town Manager on opportunities to improve the Town website organization and access to the information it contains.
In Process	Jul 31st		A.08.	Work with the Town Manager and office staff to improve the process of preparation for Select Board meetings and timely publication of minutes.
Complete	Jul 31st		A.09.	Keep town boards and committees apprised of hybrid meeting best practices while supporting a continued virtual (Zoom) meeting option if authorized.
Complete	Oct 31st		A.10.	Work to improve citizen communications by reviewing/implementing the citizen correspondence policy drafted in
In Process	Oct 31st		B.01.	Continue the capital planning process begun in 2021 by conducting a review of the capital and facilities needs of the Town and the Schools, to include timetables, cost estimates, environmental impact, debt forecasting and citizen tax
In Process	Ongoing		B.02.	Review quarterly progress reports from the Middle School Building Committee.
	Jan 31st		B.03.	Review the Town Manager's annual plan for and use of Federal infrastructure bill funds.
Complete	Jul 31st		B.03.	Review the Town Manager's annual plan for and use of ARPA funds.
	Jan 31st		B.04.	Review the Town Manager's strategies for risk and legal budget management.
	Jan 31st		B.05.	Review the long-term capital requirements and business plan for the Beede Center.
Complete	Oct 31st	[New]	B.06.	Call a Special Town Meeting to decide whether to borrow additional funds for the middle school project
	Apr 30th		C.01.	Conduct the biannual Town-wide survey with a special focus on diversity, equity, and inclusion topics. (Deferred from October to April)
	Apr 30th		C.02.	Conduct diversity, equity, and inclusion training sessions for the Select Board.
	Jan 31st	[Priority]	C.03.	Work with the DEI Commission to research and implement diversity, equity, and inclusion best practices in town governance. Listen to diverse voices in the community and assess which additional DEI actions the Select Board should take.
	Jan 31st		C.04.	Provide input to the housing production plan update to maximize the equity and diversity impacts of future affordable housing initiatives. Review and adopt the completed plan.
	Jan 31st		C.06.	Submit a 2023 ATM warrant appropriation article for affordable housing if the related special legislation or equivalent state-wide funding program has not been approved.
In Process	Jan 31st	[Priority]	C.06.	Evaluate whether to implement the residential exemption to reduce the real estate tax burden of less affluent homeowners.
Complete	Oct 31st	[New]	C.07.	Decide whether to allocate additional funds to the Christopher Heights affordable assisted living project
	Apr 30th	[New]	C.08.	Develop a strategy for increasing the number of affordable housing units in Concord

Select Board Goals Progress Tracking

	Ongoing		D.01.	Monitor progress of both the recreational use and long-term protection of White Pond, the Gerow land, Warner Pond, and their ecosystems.
Complete	Oct 31st	[New]	D.01.a	Amend the White Pond Advisory Committee charge, recommend additional septic regulations, and take other measures focus efforts on improving the long-term health of the pond
Complete	Oct 31st		D.02.	Accept BFRT committee recommendations to improve coexistence of pedestrian and cyclist users in Junction Park.
	Jan 31st	[Priority]	D.03.	Determine next steps relative to Estabrook Trail access based on the land court's anticipated ruling.
In Process	Oct 31st	[Priority]	D.04.	Review 250th Anniversary Executive Committee's proposed theme, scope, budget, and organizational structure of events celebrating the 250th anniversary of the American Revolution. Set interim goals and milestones, and receive their initial report and subsequent quarterly reports. Assist in recruiting and operationalizing 250th anniversary subcommittees.
Deferred?	Apr 30th		D.05.	Review and adopt the Recreation and Open Space Strategic Plan.
	Jan 31st	[Priority]	E.01.	Sponsor a town-wide transportation study that supports economic, social equity and recreational needs in line with Complete Streets principles.
Complete	Jul 31st		E.02.	Review the recommendations of the Fiber Broadband Completion Committee report
	Jan 31st		E.02.	Decide which of the recommendations of the Fiber Broadband Completion Committee report to adopt
In Process	Apr 30th	[Priority]	E.03.	Review the town's wireless communications policies and provide a definitive plan for addressing the priority safety and access concerns of town center cellphone coverage.
	Jan 31st		E.04.	Review the Concord Municipal Light Plant's development plan for municipal solar generation.
	Jan 31st	[Priority]	F.01.	Economic Development Director, reorganizing departments to reduce bottlenecks, and/or streamlining regulatory requirements.
In Process	Apr 30th		F.02.	Propose next steps for the 2229 Main Street site based upon the recommendations in the NMI-Starmet Reuse Planning Committee report and advice of Town Counsel.
Complete	Oct 31st		F.03.	Evaluate the costs, revenues, and efficacy of using parking meters in business districts.
Complete	Jul 31st		G.01.	File home rule petition for ATM'22 Article 23 (ranked choice voting) and special legislation for ATM'22 Article 37 (local bag charge).
In Process	Ongoing		G.02.a.	Work with our State legislative representatives on special legislation refiled 2021 for ATM'19 Articles 25 and 26 related to affordable housing
Complete	Ongoing		G.02.b.	Work with our State legislative representatives on home rule petition filed 2021 for ATM'20 Article 15: Senior Means-Tested Property Tax Exemption
In Process	Ongoing		G.02.c.	Work with our State legislative representatives on special legislation filed for ATM 21 Article 31 Fossil Fuel
	Jan 31st		G.03.	Annually invite state legislators to meet with the Select Board.
	Jan 31st		G.04.	Update regional dispatch center agreement.
	Apr 30th		G.04.	Receive Town Manager's report on actual additional revenues or resource benefits of the regional dispatch center, as well as direct Concord expenses.
	Ongoing		G.05.	Meet with Concord's representative to statewide 250th Commission quarterly.
	Apr 30th		G.06.	Receive an annual update on Minuteman Regional Technical High School with a focus on OPEB liabilities and Concord's expected long-term enrollment, projected per-pupil and total long-term costs.
	Apr 30th	[New]	G.07.	Review and approve National Historical Park plans for improvements at the Old North Bridge battleground site

Correspondence

Date:

1. 10/23/2022

From:

Frank Feeley

Subject:

Special Town Meeting Warrant Articles

From: [Feeley III, Frank G](#)
To: [Shannon McAndrew](#); [jromanul@concordma.gov](#)
Subject: Fw: Placing the Transfer Fee (and Permit Surcharge) on the Agenda for Special Town Meeting
Date: Sunday, October 23, 2022 6:24:36 PM

Apologies for typo in the email address.

From: Feeley III, Frank G
Sent: Sunday, October 23, 2022 6:16 PM
To: Matthew Johnson <mjohnson@concordma.gov>; Linda Escobedo <lescobedo@concordma.gov>; Henry Dane <hdane@concordma.gov>; 'Terri Ackerman' <tackerman@concordma.gov>; mhartman@concordma.gov <mhartman@concordma.gov>
Cc: jromanul@concordma.gov <jromanul@concordma.gov>; smcandrew@concordma.gov <smcandrew@concordma.gov>
Subject: Placing the Transfer Fee (and Permit Surcharge) on the Agenda for Special Town Meeting

I write to strongly support the request of the CMAHT that the Select Board place renewal of the transfer fee and permit surcharge on the Warrant for the special Town meeting in January. The importance of not waiting for regular Town meeting is outlined below. Given the importance of your action tonight, and the long-stated opposition of local realtors to the transfer fee, I would ask that any Select Board member with a conflict of interest recuse themselves from a discussion and vote on this matter.

1. RP's for local transfer fees moved further in the Legislature last year than the State-wide bill. They were reported favorably out of Committee but bottled up by the Legislative leadership.
1. Other municipalities seeking a transfer fee will be able to move quickly to renew. They are either desperate (Nantucket, the Vineyard) or cities (Boston, Somerville, Cambridge) which only require the City Council/Mayor to act. So they will refile early in the upcoming session.
2. Mayor Wu is pushing strongly for a transfer fee. There is reason to believe that Maura Healy is in favor of such a fee. The state-wide bill will be refiled at the beginning of the Session. So there is a chance the Legislature will act early in the session on the transfer fee.
3. The Legislature might just pass the transfer fee petitions that were approved by Committee last year---if they have been timely refiled. Once they address these, the Legislature may not act again on additional petitions for some time, perhaps several years.
4. Given continued opposition by the realtors (except on Nantucket and the Vineyard) it is easy to imagine a compromise like that for "fossil fuel free construction" --authorize the Towns that have already voted an HRP to implement as "pilots" so the impact can be

assessed. In this scenario, the State-wide Transfer fee bill does not pass.

5. If we wait for Annual Town Meeting to renew the HRP, it is unlikely that we could refile before the Legislature adjourns after the Budget is approved.
6. If we do not renew the Transfer Fee request, Concord will not be able to participate in a pilot. Or, if the Legislature simply passes HRP's for transfer fees that are already on file, we also lose out.

So, by delaying consideration of the transfer tax HRP by six months, we may be killing Concord's opportunity to implement the transfer fee for several years. That is why not approving the request to include the Transfer Fee on the Warrant for Special Town Meeting could be a substantial victory for the realtors, and any conflicts must be disclosed and dealt with.

Thank you very much for your consideration.

Frank Feeley
347 Lexington Road
Concord MA 01742