

Town Manager's Report December 16, 2014

To: Board of Selectmen
From Christopher Whelan, Town Manager

Following are some of the matters reported on this week by various Town Departments:

- **Community Services –**
 - The Community Services Coordinator received 30 phone calls, 64 emails and had 12 home/office visits all related to requests for assistance.
 - 36 Concord families have requested Christmas assistance from the Community Services Coordinator.
 - **THANK YOU to all who donated the numerous gifts/toys/winter outerwear and gift cards which will be for distributed to the families that have requested assistance. Donations are still welcome.** There is still a need for tween/teen girls/boys gifts. Anyone interested in contributing to the gift/gift card donation drive please contact Aileen Buford, MSW at 978-318-3034 or abuford@concordma.gov
 - This week's requests for assistance were related to Christmas/Holiday assistance, SMOC applications, housing issues, food needs, financial assistance and mental health referrals.
 - The Community Services Coordinator attended dinner at the Concord Masonic Lodge to meet with the members to say "Thank you" for their extremely generous donations to the families that receive services through the Community Services Dept. The Masons have contributed substantially for summer camp scholarships, health needs, clothing needs and Christmas gifts for children in need year after year.
 - The Community Services Coordinator collaborated with the Concord Council on Aging, Hugh Cargill Trust, The Masonic Angel Fund, The Society of St. Vincent DePaul, First Parish Church, Concord Carlisle Community Chest, Concord Carlisle Youth Services, Minuteman Arch, Minuteman Senior Services, Concord Adult Community Education, Carlisle Council on Aging, CMLP, SMOC, Caritas Communities, The Salvation Army, Concord Housing Authority and the Concord Cares program.

- SMOC –Fuel Assistance Program is designed to help low-income people afford the cost of heat during the winter months. Eligibility is based on gross annual income and household size.
- For more eligibility information and an application packet please contact Aileen Buford, MSW, the Community Services Coordinator at abuford@concordma.gov or 978-318-3034.
- For anyone 60 or older, please contact the Concord Council on Aging at 978-318-3020.
- The Good Neighbor Energy Fund sponsored by The Salvation Army is taking applications. This program is specifically for those having a gross annual income between 60%-80% of the State Median Income Level. Income guidelines will be the key determining factor. The GNEF award is \$275.00 paid directly to the utility company that provides heat (gas or electric) to the home.
- Please contact Aileen Buford, MSW at abuford@concordma.gov or 978-318-3034 for income guidelines and an application. For more details go to www.magoodneighbor.org
- **Beede Center Report**
 - Fitness and Aquatic program registrations are still in progress. To date: Fitness has registered 100 participants; 75 registrations were processed in-house and 25 via the web. Aquatics registered 146 participants; 81 registrations were processed in-house and 65 via the web. It is encouraging to see that many people are using the new WebTrac registration software that went on line this September.
 - The Otters Swim team will host their first home meet of the season this Saturday, December 13th against the Mystic Valley Killer Whales. Both teams combine, there will be approximately 250 swimmers competing. The meet will begin at 4:30 p.m.
 - Construction update: The smaller of the two new HVAC units was commissioned on Monday and is performing better than expected. It is handling and moving more air than anticipated 24,000 CFM instead of 13,000 CFM (CFM refers to the method of measuring the volume of air moving through a ventilation system or other space, also known as "Cubic Feet per Minute"). The new unit is presently moving more air than the old system had been. With the new unit functioning, the air in the Natatorium will be changed 1 and a half times per hour.
 - Demolition began on the old Dectron unit. All of the piping and electrical connections have been disengaged. A new cement pad was poured to

accommodate the larger HVAC unit. Next week a massive crane will be on site to remove the Dectron -clearing the way for the installation and assemblage of the new unit. The new unit is slightly taller and wider thus allowing for only a few inches of clearance when the riggers miraculously slide the behemoth piece of equipment precisely into the building and onto its new pad. The installation of the new unit should begin by the end of next week.

- **Veterans Service Officer**

- Pick up retired US flags from Everett Street resident and placed in storage for flag retirement, Veterans Day, 2015.
- Assist Sudbury Road veteran seeking employment. Veteran currently has part time job and is looking for second part time job or a full time position.
- Monthly Northeast Veterans' Services meeting at Shawsheen Tech, Billerica. Topics on social security income vs. S.S.I. income and holiday season donations for veterans.
- Distribution of "Silent Fund" envelopes to Concord residents.
- Received 100 new veteran grave flag holders. New holders were given to Sleepy Hollow Cemetery where they will be assembled and glued into a single unit.