



# TOWN OF CONCORD

## Town Manager's Report

Week of: December 21st 2015

### Special Town Meeting and Annual Town Meeting Information

Contact: (978) 318-3000

Special Town Meeting – The Select Board called a Special Town Meeting for Thursday, February 4, 2016 at 7:00 PM at the Concord –Carlisle Regional High School. The Warrant was opened on Friday, December 18, 2015 and will close on Monday, December 28, 2015 at 4:00 PM.

Annual Town Meeting – All citizen petition Warrant Articles for Annual Town Meeting must be received in the Town Manager's Office by Monday, January 4, 2016 at 4:00 PM when the Warrant officially closes.

### Fire Dept. News

Contact: (978) 318-3488

On Monday December 14<sup>th</sup> at 5:40 AM the CFD responded to a reported structure fire on Nashoba Road. Engine 4 was first on scene with a large volume of fire engulfing the attached garage and impinging on the main house. The fire was controlled with fire crews from Concord, Acton and Lincoln. We are thankful the occupants escaped safely. One firefighter was treated and released at Emerson Hospital with, thankfully, only a minor injury. The cause of the fire was determined to be accidental by improper disposal of fire-place ashes. This is a good opportunity to remind the



public that ashes being removed from a fireplace or wood stove should always be removed to a metal covered container and stored outside the building regardless of how long the ashes have been there.

We are proud to report that the Concord Fire Department Holiday Toy Drive was a success again this year. A big thank you to all those residents who donated items for the drive. Our firefighters provided toys this year to Concord families in financial need. We also supplied enough toys to provide over 30 families outside Concord with enough toys for Christmas. Toys were also distributed to church groups who have families in need. This is a great community service we are proud to be a part of!

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### Holiday Hours for Town Offices

All Town of Concord municipal offices will be closed as of 12 noon on Thursday December 24<sup>th</sup> and will remain closed until regular business hours resume on Monday December 28<sup>th</sup>. Please see Library News for Library hours.

### Library News

Contact: (978) 318-3301

“The Reality Which Surrounds Us”: Thoreau’s Landscape in Survey, Text, and Image: An Exhibition Drawn from the Library’s William Munroe Special Collections will be available for viewing in the Main Library’s art gallery through December 30, 2015. If you have not yet had a chance to see it, be sure to stop by during the next few weeks to view this exhibition before it closes.



### Concord Public Works Engineers Enjoy Gallery Talk w/Curator, Leslie Wilson

Approximately 35 people attended the book and cookie swap co-sponsored by the Library and the Rotary Club of Concord on 12/15 at the Fowler Branch Library. Participants were very complimentary about the branch library’s building and services, as well as the lovely holiday music performed by harpist, Rebecca Swett.

Both Concord Free Public Library locations will close at 1:00 p.m. on December 24<sup>th</sup> and will be closed all day on December 25<sup>th</sup>.



## **HUMAN SERVICES DEPARTMENT**

**RECREATION \* SENIOR SERVICES \* SOCIAL SERVICES**

### **Veterans News**

Contact (978) 318-3038

The Office of Veterans' Services notified the Concord Fire Department and the State Fire Academy in Sudbury of three "half staff" notifications. The first for Sgt. Robert Dakin- Army, MIA fighting enemy in N. Korea, 12/12/1950. The second was for Sgt. Luke Carreiro- Army, from Westport, MA, killed at Fort Brag, NC 12/2/2015. The third was for Spc. Eric Moses- Army, from Wareham, MA, killed in Killeen, TX, stationed at Fort Hood, TX.

Emergency groceries were brought to a resident veteran's family. The grocery assistance was provided by the Office as the veteran had been admitted into the hospital.

The veteran service officer made three home visits to veterans who were requesting assistance with chapter 115 benefits.

Two other families contacted the Office for other benefits. The first was looking to replace his military medals from WWII that he misplaced, and the second was looking for home care help for his ailing veteran mother. The son was redirected to the town the mother resides in.

The son of a Korean veteran called the office requesting help in obtaining hearing aids for his dad. The Service Officer supplied the information and forms necessary for the veteran to get enrolled in the VA healthcare system. Once the veteran is "enrolled" he can apply for hearing aids if qualified.

A local veteran was provided with help and direction on how to obtain a home improvement loan via the Department of Veteran Affairs.

### **Senior Services (Council on Aging/COA)**

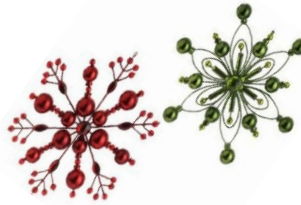
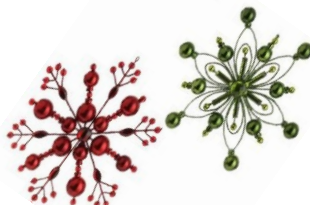
Contact: (978-318-3020)

The COA would like to remind residents aged 60 and older that we provide transportation to those who no longer drive or have a temporary disability. Rides are scheduled on a first-come, first-served basis. The service is considered curb to curb and you need to be able to get on and off the van independently or bring along a family member or aide. We have a wheel chair-lift-equipped vehicle and happily provide transportation to wheelchair bound seniors in our community as well. The service is limited to Concord destinations only except for designated group shopping trips as follows:

2<sup>nd</sup> and 4<sup>th</sup> Monday – Roche Brothers Plaza and K-Mart in Acton with pick-ups beginning at 1pm

3<sup>rd</sup> Thursday – Market Basket in Littleton with pick-ups beginning at 12:45pm

4<sup>th</sup> Thursday – Trader Joe's Plaza in Acton with pick-ups beginning at 1pm





**Department of Planning & Land Management (DPLM)**  
**BUILDING INSPECTION • PLANNING • NATURAL RESOURCES • BOARD OF HEALTH • ZONING**

**Health Division**

Contact: 978-318-3275

**Septic system permitting:** 5 septic plan designs reviewed, 4 septic permit issued and 1 denied with changes requested from design engineer. 1 septic variance issued. 2 Deep test holes witnessed; 8 septic field inspections. 1 building review and 2 sewer reviews completed. 1 letter of non-compliance issued for an existing septic system.

**Food Service:** Health Division staff are completing new guidance for temporary food events at community venues to provide more information about licensing requirements and food safety to organizers of these events.

**Meetings attended:** Public Health Director Rask and Concord-Carlisle Youth Services Coordinator Clark attended a Massachusetts Health Officers Association meeting on Opioid Use Prevention: Public Health and Law Enforcement Working Together. Assistant Health Director Sosnicki attended the regular monthly meeting of the Lincoln Board of Health.

**Natural Resources Division**

Contact: 978-318-3285

**Natural Resources Commission (NRC) meeting of December 16<sup>th</sup>:** The NRC heard the following matters: the continued Notice of Intent (NOI) to construct the Bruce Freeman Rail Trail; the continued NOI for Symes Development to construct a 22-lot subdivision at 140 Commerford Road; a new NOI to construct a garage at 68 Cambridge Turnpike, and an Amendment for grading and other site modifications at 310 Lexington Road. Middlesex School also presented modifications to the Landry Hall driveway and landscaping plans and received approval for the changes. An Order of Conditions was issued to reconstruct retaining walls at 297 Heath's Bridge Road. One new Request for Determination of Applicability application was received this week for the January 6th meeting to install a concrete foundation under an existing porch at 143 Elsinore Street.

**Winter Botany Workshop:** Director Kaye led and Asst. Director Capone attended a Winter Botany Workshop for the Massachusetts Society of Municipal Conservation Professionals. This workshop was a refresher for municipal conservation staff on characteristics to look for outside the growing season that help to identify plants in winter.

**Building Inspection Division**

Contact: 978-318-3280

**Nashoba Bakery handicap signage - 152 Commonwealth Avenue:** There was only one sign designating two handicapped accessible parking spaces at 152 Commonwealth Ave., which led to problems when people without a handicapped placard or license parked in one of the spaces and received a ticket for a \$100 parking violation. Signage is being corrected to resolve this confusion.

**1419 Main Street – appeal of Building Inspector's decision:** The Zoning Board of Appeals affirmed the issuance of a building permit by the Building Commissioner to allow the demolition and re-construction of a two family dwelling at 1419 Main Street.

**Planning Division**

Contact: (978) 318-3290

**Parking Management Plan implementation steps:** Director Rasmussen led an early morning meeting with twelve residents in the Pine Street/Central Street neighborhoods to discuss proposed new signs that will limit the hours of parking on-street to 3-hours between 8:00 a.m. and 6:00 p.m. Monday through Saturday. The residents indicated that it was not an issue of commuters or employees parking all day, but concerns with the parking situation between 3:00 p.m. – 6:00 p.m. caused by the Music school at the West Concord Union Church, among several other issues and concerns. Director Rasmussen also talked with the Thoreau Elementary School Principal and learned that some staff did use on-street parking because there weren't enough parking spaces on site.



**Department of Planning & Land Management (DPLM)**  
**BUILDING INSPECTION • PLANNING • NATURAL RESOURCES • BOARD OF HEALTH • ZONING**

**Planning Division (continued)**

Contact: (978) 318-3290

**Bruce Freeman Rail Trail:** On December 14th, the Select Board reviewed dimensional plans of the Powder Mill Road culvert as it relates to the 2008 Town Meeting vote. The Board voted to determine that the 100% design of the Powder Mill Road Tunnel for the BFRT was not a Significant Change and met the requirements of Article 27 as approved by the 2008 Town Meeting. On Thursday, the Town received notification from the Secretary of the Executive Office of Energy and Environmental Affairs, concluding that: “The ENF has sufficiently defined the nature and general elements of the project for the purposes of MEPA review and demonstrated that the project’s environmental impacts will be avoided, minimized and/or mitigated to the extent practicable...and that no further MEPA review is required.” On Friday, Town Engineer Renault and Director Rasmussen attended a meeting at Railroad Operations offices in Somerville concerning the signal design for the trail crossing of the Fitchburg Commuter line. This crossing requires extensive coordination between many State agencies.

**CONCORD PUBLIC WORKS (CPW)**  
**ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • WATER & SEWER**

Contact: (978) 318-3206

**Nagog Pond Water Treatment Design and Permitting**

Concord Public Works’ engineering design consultant, Environmental Partners Group has completed its preliminary 25% design of Concord’s long-anticipated surface water filtration facility. This facility, to be sited on Town of Concord owned parcels immediately adjacent to Nagog Pond in Acton, will require a host of local and state permits. Consistent with the Town’s Sustainable Municipal Practices policy, CPW intends to incorporate a photo-voltaic power generation facility to off-set what is projected to be a more energy demanding treatment process. Over the years several meetings have taken place with Acton town staff and abutters leading up to this project approval process. CPW has recently formally introduced this project as part of the Town of Acton Conservation Commission permitting process and is aware this concept will introduce some significant scheduling challenges as well as local acceptance (i.e. abutter) concerns. CPW will endeavor to address these concerns when possible, recognizing the critical nature of this facility in providing safe, reliable and cost-effective drinking water and fire protection to the residents and businesses of Concord.

**Inclement Weather Policy for Curbside Solid Waste Collection Program.**

The inclement weather policy for the curbside solid waste collection program will remain the same as last season. The inclement weather policy is outlined below:

*Snow – When weather is bad but roads are passable, collection will occur as scheduled, but residents are encouraged to hold materials until the following week if possible, in order to minimize the number of roadside obstacles that may interfere with plowing.*

*Severe Snow Storm – In the event of a severe snow storm / snow emergency, where roads are not driveable and the Town’s contract hauler, Waste Management is unable to travel, collection will be cancelled that day and Trash & Recycling will be collected on Saturday instead. Only the route on the day of the storm will be affected; there will be no delay in collection on other days that week, unless subscribers are notified otherwise. Should there be a delay in collection, it will be indicated on a voicemail recording at 978-318-3240. Subscribers can also reach Concord Public Works at this number for updates during business hours. Collection delays are also posted under News & Notices on the Town’s website.*



**CONCORD PUBLIC WORKS (CPW)**  
**ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • WATER & SEWER**

Contact: (978) 318-3206

### **Bolton Street Water Main Extension**

A small privately designed and constructed water main extension project has been completed on Bolton Street. The extension was approved to provide water main frontage to one existing residential structure.

### **Storm Response**

On Tuesday, December 15, CPW Highway and Grounds Division crews responded to several reports of tree damage as a result of the high winds that were in the area throughout the afternoon. On Stow Street near the Hunt Gym, the powerful winds completely uprooted a Little leaf Linden tree that was growing adjacent to the sidewalk. It is estimated that this tree was between 60 and 75 years old. CPW crews also responded to tree limbs that had fallen on Fuller Lane and Maple Court. All of the reports of tree damage were responded to in a timely manner with minimal impact to motorists and only minor damage reported.

### **Estabrook Road Parking Restrictions**

CPW Highway Division crews recently completed the installation of signs on Estabrook Road to designate areas where parking is further restricted and installed signs to define an area for parking. A turnaround area was constructed near the end of Estabrook Road to provide adequate space for vehicles to change direction. Motorists are encouraged to be aware of these changes when travelling on this road.

### **Brick Curb Ramp Repairs**

CPW Highway Division crews recently completed the removal and resetting of bricks at several curb ramps to sidewalks in downtown Concord. These repairs were necessary to restore the surface of the ramps to ensure they are accessible for all pedestrians. Repairs were completed to ramps at the intersection of Main Street and Walden Street, Walden Street and Hubbard Street, 14 Walden Street, and 12 Main Street.

### **New Cemetery Entrance Signs**

Visitors to Sleepy Hollow Cemetery will be greeted by new signs near each of the five entrances. The design of the signs was a collective effort between CPW, the Cemetery Committee, and The Friends of Sleepy Hollow Cemetery. The signs were constructed and installed by Crosby Design Inc. and The Friends of Sleepy Hollow Cemetery generously funded the cost of the project.

Remember to follow the Town of Concord on social media to get official updates on all things Concord, such as traffic updates, road



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