

Town Manager's Report

Monday, February 14, 2011

To: Board of Selectmen
From: Christopher Whelan, Town Manager

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

FIRE

Station 1 Renovation: Exterior brick work is substantially complete and will be finished up this week. Interior sheetrock installation was completed and painting has begun.

Apparatus: Engine 8 is back in service after the major pump repair was recently completed by an off-site contractor.

Unusual emergency responses: Last Friday, the Department responded to a structure fire at 64 Prairie Street. This was a small fire which appears to have begun from a contractor's torch – it was quickly extinguished.

LIBRARY

Fowler Update: The last day for Fowler Express in the Harvey Wheeler Community Center will be Friday, February 25. Library services in West Concord will resume on Saturday, March 26 in the newly renovated Fowler Branch Library at 1322 Main Street. All requested network items will be available for pick-up at the Main Library only during this one month period. The book drop at the Concord Commuter Rail Station will continue to be available and will remain in place after the Fowler Branch reopening. The Library Corporation has offered to purchase an identical book return for installation on the grounds of the Fowler Branch Library, so that this patron convenience can continue in two West Concord locations.

Closure for Staff Training: On Friday, February 18 the Main Library will close from 9:00 a.m. – 1:30 p.m. and Fowler Express from 8:30 a.m. – 1:30 p.m. during an in-service training session for Library staff. Originally this event had been scheduled for January 21 but was postponed due to inclement weather.

LIGHT DEPARTMENT

Power Factor Penalties: During 2010, Concord Light collected approximately \$142,800 in Power Factor penalties from their largest commercial customers. (Power factor is a measure of how efficiently electricity is used, and power factors below 95% adversely impact the capacity of our distribution system). Customers with power factors below 95%, our distribution system average, can improve their power factor to 95% through the use of

capacitors and avoid the penalties. The simple payback on the capacitor investment is often about one year. More importantly, if the above customers all corrected their power factors to 95%, we would gain 1,000 kVa of additional capacity in our distribution system as well as at our Forest Ridge substation. 1,000 kVa is 2% of the station capacity at Forest Ridge.

Power Supply Contract: The three year contract with Miller Hydro, which is scheduled to end on 2/28/13, will be extended an additional 39 months and at a price reduction. The price on the extension will be about 10% less per kilowatthour and include capacity credits. Miller Hydro represents about 3% of our total energy purchases.

PLANNING & LAND MANAGEMENT

Planning Division

FEMA Discovery Meeting: Last Monday, the Department provided the site for FEMA's Discovery Meeting for the Concord River Watershed. Fourteen of the 36 communities in the watershed were represented at the meeting. Town staff attending the meeting raised concerns with the mapped Mill Brook information and CPW-Engineering staff agreed to follow up with additional documentation from the Route 2/Crosby Corner redesign, recent culvert work done in the area and current design efforts underway.

Planning Board Meeting: At last Tuesday's meeting, the Planning Board agreed to support the Farming Bylaw presented by members of the Agriculture Committee. They also continued discussion of zoning for the West Concord Industrial District.

MPO Meeting: The Metropolitan Planning Organization will hold a public informational session this Thursday evening (February 17) at 7:00 p.m. in the Town House Hearing Room to discuss the planning process for MPO's Long Range Transportation Plan. Projects such as the Bruce Freeman Rail Trail will be included in the discussion, and the Rail Trail Advisory Committee will also be in attendance.

HOME Consortium Annual Action Plan: Planning Office staff prepared and submitted Concord's portion of the Annual Action Plan to the HOME Consortium, which is administered by Town of Newton Planning staff. We anticipate receiving approximately \$25,000 from federal HOME funds to implement two small projects that will be available for income qualified households – renovations to homes to allow seniors remain in their homes and grant/assistance to first-time homebuyers.

Community Preservation Committee: The Committee met last week to finalize the draft condition letters to applicants. These letters were distributed to the groups and agencies seeking funding for projects.

Health Division

Rabies Clinic: Last week, Health Division staff coordinated efforts with Concord Animal Hospital and CPW to schedule this year's rabies clinic. The clinic is free to Concord residents, and is scheduled for Saturday, March 19 from 1:00 pm – 2:30 pm.

POLICE

Operations: On Thursday, February 10, Concord Gas was broken into and the ATM inside was accessed. This is tied into a string of similar burglaries occurring all throughout Massachusetts. The Department has been active in following up leads with other agencies as well as alerting the local business owners not to keep large amounts of cash in these machines.

On Sunday, February 13, at 2 AM the Department investigated a vehicle break-in at 1689 Main St. The homeowner reported someone had left the area on foot. Officers found fresh footprints near the vehicle and conducted a thorough search of the area. Taken was a GPS and wallet. The vehicle was unlocked at the time of the incident and the area was well lit by street lights.

PUBLIC WORKS

Design and Construction Regulations, Standards and Details for Drainage and Roadways: The Public Works Engineering Division has developed an update to the Design and Construction Regulations, Standards and Details for Drainage and Roadways. The original 1960 document is referenced within the Town's Subdivision Rules and Regulations, which is currently utilized by Planning and Land Management (DPLM) to regulate the design, construction and reconstruction of subdivisions and site plans. The revised version clarifies stormwater management and erosion control plan submittal requirements, and ensures consistency with the federal NPDES MS4 permit, minimum control measures. The standards, currently in draft form, are anticipated to be finalized for a public hearing at the March Public Works Commission meeting.

2011 Roads Program: The Engineering Division is in the process of designing the 2011 Roads Program. The annual 2011 roads project is anticipated to be advertised mid-March for an early April bid opening. The preliminary list of roads for the program has been revised to defer the reconstruction of Brook Trail Road. As the designs progressed and preliminary pavement and subsoil testing results were received, it became evident that additional information will be needed to determine the proper scope of work for this roadway to ensure long-term performance. Additional testing will be conducted in the spring and the roadway reconstruction scope appropriately adjusted. The preliminary roads identified to receive treatment in the 2011 Roads Program now include: Whittemore Street (coordinated with water/sewer, drainage and CMLP improvements), Union Street, Willow Street, Fielding Street, Hubbard Street (from Thoreau St. to Union St.), Riverside Avenue (from Derby St. to Pine St.) and Central Street (from Derby St. to Pine St.). Mill and overlay treatments are proposed on Thoreau Street and Thoreau Court.

Water System Improvements: Weston & Sampson submitted the most competitive proposal for RFP # 252, Water System Improvements, which includes engineering design services (including hydrogeologic expertise) for the rehabilitation of two treated water storage tanks at Annursnac Hill and Pine Hill and the development of satellite wells at the

Deaconess Well site. Contract documents are in the process of being finalized for bidding and contract award.

Route 2A Pump Station Upgrade: Stantec Corp is working to complete 100% design plans for the Nagog Pond Route 2A water pumping station upgrade project. Water and Sewer Division staff continue to work with the design engineers and regulatory agencies to ensure the requisite design basis has been met as well as long-term operational needs.

White Pond Replacement Wells: Seasonal water demands and water quality challenges at Nagog Pond this past summer (which carry the potential to impact the Town's federal filtration waiver) have required the expedited evaluation/development of supplemental sources at existing groundwater sites. Stantec Engineering Corporation has been tasked to develop plans and specifications for integration of two existing replacement wells located at the White Pond well site. This project is intended to restore the capacity of the White Pond well to its permitted capacity of approximately 800,000 gallons per day.