

Town Manager's Report Monday, January 6, 2014

To: Board of Selectmen
From Christopher Whelan, Town Manager

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

FINANCE

Board of Assessors to Hold Public Forum: The Board of Assessors will hold a public forum as part of its regularly scheduled meeting of January 16, to present background information about the FY14 assessment process. The Board will describe the steps involved in setting the assessed value of taxable parcels for the FY14 tax year (July 1, 2013 through June 30, 2014), with an assessment date of January 1, 2013 and based on market sales data of calendar year 2012. The meeting will take place in the Hearing Room at the Town House (second floor) and will begin at 7 PM. The public is invited.

The Board of Assessors reminds all taxpayers that FY14 assessed values are available on the Town website at <http://data.visionappraisal.com/ConcordMA/DEFAULT.asp>, and will also be published in the Concord Journal of January 23. The deadline for filing abatement applications is Monday, February 3. Applications can be submitted in person at 24 Court Lane, by U.S. mail postmarked by February 3 and correctly addressed (see below), by Fax to (978)-369-4760, or by e-mail. The only E-mail address acceptable for the submittal of an abatement application is assessing@concordma.gov. All applications must be received by the close of business on February 3 at 4:30 PM. The only exception is if the application is submitted by United States mail. The U.S. post office stamp cancellation date is, according to State law, considered the delivery date. The only acceptable address for mailing your application is: Board of Assessors, P.O. Box 535, Concord, Ma 01742.

Reminder from the Tax Collector and Assessors about Tax Payment Due Date and Abatement Application Deadline: Property tax payments must be received in hand by the Tax Collector no later than 4:30 PM, Monday, February 3 at the Town House in order to be considered timely and avoid penalty charges, in accordance with State law. Applications for abatement are timely, by State law, if postmarked by February 3 and mailed to the correct address. Information from the Tax Collector is available at: http://www.concordma.gov/Pages/ConcordMA_Collector/index

For information about payments, contact the Treasurer-Collector at: collector@concordma.gov

For online payments, go to: <https://unipaygold.unibank.com/Default.aspx?customerid=540>

For information about your assessed valuation, contact the Assessing Office at: assessing@concordma.gov Or visit the website at: http://www.concordma.gov/pages/ConcordMA_assessor/index

POLICE

Operational Services: On Monday December 30, Sergeant Kennedy reported a motor vehicle crash that occurred in the parking lot of the Concord District Court. Upon further investigation, Sergeant Kennedy learned from a witness who works at the Courthouse that a parked car had been struck by another car, and that vehicle moved into another space after viewing the damage. The driver then simply walked into the Courthouse without leaving a note or attempting to notify anyone about what had happened. Sergeant Kennedy was able to locate the operator based on the witness description. That operator was issued a summons for leaving the scene of a property damage accident. The owner of the other vehicle was also notified as to what had happened.

On Tuesday December 31, Sergeant Troiano, Officer Reinold and Officer Holsinger responded to the Emerson Hospital Emergency Department for a report of staff needing assistance in controlling a subject. Upon arrival officers located the subject and assisted staff in restraining the subject.

On Wednesday January 1, Officer Holsinger conducted a motor vehicle stop of a suspected drunk driver on Main Street. Officer Holsinger conducted a series of field tests on the operator in order to determine if the subject was impaired. As a result, Officer Holsinger determined that the subject was impaired and should not be driving. The operator was placed under arrest and transported to the Station for processing.

On Wednesday January 1, Officer Burgess responded to Monument Street to follow up on a series of suspicious incidents that had been reported by a resident. Officer Burgess located the subject involved and interviewed that party who admitted to the events that had taken place. The homeowner was advised of the results of the investigation and requested no further action at this time. A report was completed which documented the incidents and the investigation.

Administrative Services: On Monday January 6, Mary-Kathryn Middlemiss becomes the newest member of the Department as a Public Safety Dispatcher. Ms. Middlemiss graduated with an Associate's Degree from Middlesex Community College. She obtained her EMT certification and was employed in that capacity for approx. 12 years. In 2010 she received her certification as a Emergency Medical Dispatcher working for an ambulance service out of Jamaica Plain. Most recently Mary-Kathryn worked as a 911 Ambulance Dispatcher, responsible for services to 3 communities (Manchester NH, Nashua NH and Berwick ME). She was recently recognized for going "above and beyond" as a Public Safety Dispatcher for her role during an active shooter situation in Manchester NH.