

Town Manager's Report

Tuesday, January 17, 2012

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

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

FIRE

Apparatus: Engine 8, garaged at Station 2 in reserve duty, is at Greenwood Motors undergoing its mid-life refurbishment. This extensive project should take 2-3 months.

Other Items: CFD was represented at a regional hospital planning table top exercise focused on Hazardous Materials response. It was sponsored by MA DPH Region 4A and administered by Harvard School of Public Health. Working with Emerson Hospital staff on these types of realistic scenarios helps to work seamlessly together and benefit from lessons learned.

PLANNING & LAND MANAGEMENT

Planning Division

Planning Board: Tuesday night among its business, the Planning Board approved the site plan for Concord Academy's seasonal athletic facility on Fairhaven Road. The Board also made a favorable recommendation on the special permit for on-site subsurface disposal in excess of the allowed 440 gallons per day per acre in the Groundwater Conservancy District at 494 Old Marlboro Road.

Zoning Board of Appeals (ZBA): Thursday night, the ZBA accepted the continuance requests for the applications of 9 Independence Court and 42 Main Street, and allowed the Thoreau Farm Trust to withdraw their application without prejudice. The Board then voted to grant special permits for the reconstruction, extension or alteration of non-conforming structures at 37 Stow Street and 815 Lowell Road, for a special home occupation at 234 Union Turnpike, for a reconfiguration of a hammerhead lot at 12A and 131 Independence Road, and for on-site subsurface disposal in excess of the allowed 440 gallons per day per acre within the Groundwater Conservancy District at 494 Old Marlboro Road.

Historic Districts Commission (HDC): On January 5, the Commission approved certificates of appropriateness for signage, lighting, a/c condensers and changes to the previously approved front façade of 9 Independence Court, and for changes to the approved design of the new additions, front porch, and paint color of 45 Lang Street. In addition, the Commission approved a request to extend the time period for installing new bike racks at 141 Keyes Road of an additional six months; reviewed an updated list of violations within the

District and discussed next steps; and discussed possible dates for scheduling upcoming training sessions and Commission document reviews.

Housing Issues: The Annual Action Plan for HOME funds was prepared and submitted to the HOME Consortium this week. Planning Division staff consulted with the Regional Housing Services staff in review of the marketing plan for Concord Mews (formerly Longview Meadow and Alexan).

Natural Resources Division

Natural Resources Commission: New applications received last week included two Requests for Determinations of Applicability: one for an addition at 73 Wayside Road and one for the removal of 76 trees at the Concord Country Club, 61 of them within NRC jurisdiction. Other matters to be heard at the January 18 meeting include the Concord-Carlisle High School sewer replacement project. Additionally, an Order of Conditions will be issued to Concord Academy for their new athletic fields on Fairhaven Road.

Community Food Group: Natural Resources and Planning staff met with the community food group interested in preparing a food security plan for Concord. The group met with the two Conway School of Landscape Design graduate students who will be preparing the plan to outline the scope and goals of the project. The group will host a public meeting on February 2 to gather input from the public, and another meeting in March for feedback on the plan. Because of the limited timeframe of the plan development (12 weeks) the majority of the group was interested in seeing the document provide a baseline of existing resources and conditions, with recommendations identified for future action.

Health Division

Concord Medical Reserve Corps Seeks Volunteers: The Concord Medical Reserve Corps (MRC) will hold a meeting on Wednesday, January 25 from 7-9:30 p.m. at the Department of Planning and Land Management Building, 141 Keyes Rd. All residents interested in volunteering with the MRC are encouraged to attend. For more information, please contact Concord Public Health Director Susan Rask at (978) 318-3275 or srask@concordma.gov.

Concord's Medical Reserve Corps is a committed group of volunteers, with and without medical backgrounds, who help keep our community safe by responding to public health emergencies. Recent events have taught us that all towns and cities need to be ready for anything, including natural disasters, terrorism, and disease. By volunteering, you can help ensure that all of Concord's citizens, especially the most vulnerable, receive the care they need during a public health crisis. This might include staffing a shelter, assisting at an immunization clinic, or being available to respond to a natural disaster such as an ice storm, flood, or tornado.

Both medical and non-medical volunteers, with skills including medical training as well as behavioral health and social work, or organizational, logistics and planning experience, are needed.

Building and Inspections Division

Peter Bulkeley renovation permit: The Concord Housing Authority has been issued a building permit to remodel their housing located at 115 Stow Street. The project will have 24 separate apartment units. Construction is estimated to cost \$5.2 million.

Smart Building Course: Building Department staff has started to attend “Smart Building Workshops”, training on construction techniques for building high performance homes. These courses provide valuable and important training for building inspection staff who are now required to inspect homes under the new Stretch Energy Codes (now in effect for any new building permits issued in Concord).

PUBLIC WORKS

2012 Pavement Markings: CPW has completed preparation of the 2012 Pavement Markings bid documents. The project is scheduled to be advertised in the Central Register on January 25th with a scheduled Bid opening of February 17th at 10:00. If awarded, the selected contractor will apply pavement markings including center lines, fog lines, crosswalks, stop bars, and other miscellaneous markings Town-wide. The anticipated start date of the project is on or about April 1, weather permitting, so the contractor can apply pavement markings along the Patriot’s Day Parade Route before April 16.

2012 Crack Sealing: CPW has selected candidate streets, and completed preparation of the 2012 Crack Sealing bid documents. The project is scheduled to be advertised in the Central Register on January 25 with a scheduled Bid opening of February 17th at 10:30. The roads tentatively scheduled for crack sealing are broken up in to two groups the base bid, and additive alternatives which may be included if funds are available. The following roads are part of the base bid; Monument Sq., Upland Rd, Main St (Monument Sq to Old Rd to Nine Acre Corner), Lexington Rd (Monument Sq. to Cambridge Turnpike), Lowell Rd (Concord River to Carlisle Town Line), Edgewood Rd, Old Marlboro Rd (Williams Rd to Sudbury Town Line) and Pine St (Assabet River to Upland Rd) The following roads are additive alternatives; Emerson Rd, Annursnac Hill Rd, Stow St, Harrington Ave (Main St to Ministerial Dr.), Old Bedford Rd (Bedford St to 1230’ S of Merriam Rd) Nashawtuc Rd (Main St to 2723’ N of main St), Central St (Brown St to Chase Rd) and Sudbury Rd (Main St to Thoreau St). If awarded the selected contractor will seal cracks in the above listed roads with a hot-poured asphalt fiber compound which has been designed especially for improving strength and performance of asphalt pavements, which in turn extends the life expectancy of the road. The anticipated start date of the project is on or about April 1st weather permitting so that the contractor can complete the work along the Patriots Day Parade Route to facilitate the pavement markings contractor also completing work along the Parade Route.

2012/2013 Sidewalk Maintenance Program: CPW has identified candidate streets, and has begun preliminary survey and design of the 2012 Sidewalk Program. The following sidewalks are tentatively included in the program. Fairhaven Road (Route 2 to Adin Drive) Monument Square (35 Monument Square to Court Lane) Commonwealth Avenue (Route 2 to 850’ S of Route 2) Old Bedford Road (Butternut Circle to 595 Old Bedford Road) Fox Lane (Butternut Circle to 340’ E of Butternut) Belknap Street (RR Xing to Grant Street), Grant Street(Sudbury Road to Grant Street) Belknap Street Ext (Grant Street to 100’ W of Elsinore) Rideout Playground (Parking Lot to Playground). In addition to the sidewalks listed

CPW has also tentatively included the installation of new ADA compliant ramps on Old Bedford Road and Bedford Street from the Bedford Town Line to Monument Square, and at several locations on Main Street and Walden Street. It is anticipated that the survey will be completed in the coming weeks and that the design, public hearings, public outreach and bid preparation is anticipated to be completed so that a bid opening on the project can be scheduled for early spring with a construction start date in mid to late spring.

2012/2013 Roads Program: CPW's Engineering Division is in the beginning stages of development of the 2012 Roads Program. The preliminary list for the 2012 construction season will rehabilitate 3 miles of roadway including: Belknap Street (Thoreau Street-Elsinore Street), Brooks Street, Brook Trail Road, Byron Street, Elsinore Street, Grant Street, Laws Brook Road. (House #328-Town Line), Powder Mill Road. (Stone Root Lane-Old Pickard Road), Pond Street, Sudbury Road. (Train Tracks-Route 2). The list was compiled utilizing the Town's pavement management software and careful examination of Pavement Condition Index (PCI) in conjunction with infrastructure conditions. The program development was closely coordinated with the CPW Water and Sewer Division and CMLP infrastructure improvements previously completed and drainage improvements needed within the Brooks/Belknap/Grant/Elsinore neighborhood. Currently, field survey is being conducted for the project and the Engineering Division expects to complete project design within March to allow for public hearings and outreach. The Division is also evaluating the possibility of bidding the roads program as two smaller projects within 2012, to allow for an earlier contract award to allow construction to begin prior to FY 2013.

NPDES - Drainage Layer Improvement: Field verification and updating of survey information of all storm water structures in two additional watersheds, Nashoba Brook and Cold Brook is currently at approximately 93% completion. EPA has announced at a recently attended seminar significant, modifications between the draft and final NPDES MS4 permit, based on the feedback received within the draft permit comment period. Therefore a recently proposed GIS project to delineate preliminary catchment areas has been put on hold until more information becomes available. The most significant proposed changes included reduced outfall monitoring requirements as well as the inclusion of a 6-month grace period between permit release and effective date, which will give municipalities more time to prepare for the new permit. The new 6-month grace period will give the Town sufficient time to delineate catchment areas, if needed in the new permit, while also allowing for more drainage data collection to be completed. CPW is currently planning to continue drainage inventory and data collection in-house, potentially utilizing Highway Division staff to assist with the project.

Compost Site Activity: The compost site located at 755 Walden Street was very active on January 6th & 7th. Residents brought in more than 1,000 Christmas trees, including the Christmas trees collected at the curb by The Holy Family Parish & the Boy Scouts. Christmas trees are shredded into wood chips at the compost site for use as fuel wood. Also, more than 100 bags of Polystyrene block were collected for recycling on January 7th. The Polystyrene block is shipped to a regional recycling processor, where it is used in the manufacture of crown molding and PolyCorn™, a loose-fill packaging product.

Roadside Brush Cutting / Tree Removal: When not involved with winter maintenance activities, CPW Highway and Grounds Division crews are busy cutting back brush on all roads and removing roadside trees deemed dangerous/dead and in need of removal. This work also includes cutting back the edges of most of the mowed recreation fields.