

Town Manager's Report Monday, June 18, 2012

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

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

FINANCE

Open Meeting Law Workshop: Attorney Kevin Batt (Town Counsel, Anderson & Kreiger, LLP), in conjunction with the Town Clerk, will be conducting an Open Meeting Law Workshop on Wednesday, June 27. Two 90-minute sessions will be offered beginning at 3:30 pm and 6:00 pm at the Town House Hearing Room. The same material will be covered at both sessions. The Workshop is primarily geared toward elected officials, appointed officials, committee members, and staff liaisons and/or Clerks to committees. The workshop is free and open to the public.

The Open Government Division of the Attorney General's Office continues to issue regulations and interpretations of the Open Meeting Law, as issues arise in communities across the Commonwealth. The Workshop will cover revised posting and agenda requirements, allowable purposes for Executive Sessions, restrictions on use of e-mail among committee members, revised requirements for recording minutes and attachments, and recent Open Meeting Law case law. Attendees will learn how to avoid mistakes, prevent complaints, and protect decisions.

FIRE

Station 1 Renovation: Recently, the kickoff meeting was held for the final renovation phase at CFD Station One. Major project components include a new emergency generator, a new station exhaust system, third floor sprinkler replacement, asphalt and drainage improvements, repairs to the brick veneer wall in the rear, apparatus floor HVAC and various electrical upgrades.

Project managers for each portion of the renovation remaining were in attendance. Proper procedures and communication were discussed. RFPs are being prepared for the emergency generator project. Station exhaust systems are being researched and priced. With the third floor sprinkler system replacement sorely needed, this project will commence as soon as possible after July 1.

Other Items: The Fire Chief reports that CFD met with the developers of the Bradford Mill regarding fire lane positioning. After two discussions, an acceptable compromise appears likely.

LIGHT DEPARTMENT

High Efficiency Lighting Program: Concord Light is pleased to announce that rebates and a turnkey service option are now available to Concord businesses wishing to upgrade to more efficient lighting in their facilities. Information on the new High Efficiency Lighting Program is at:

http://www.concordma.gov/pages/ConcordMA_LightPlant/CommercialLightingLandingPage.

The High Efficiency Lighting Program offers:

- A rebate of up to 50% of the lighting upgrade cost or up to \$525/kW of reduced demand, whichever is less, up to a maximum of \$25,000 per customer over the life of the Program.
- A turnkey service for businesses that wish to use it. Concord Light has pre-qualified two lighting contractors who offer no-cost lighting audits and lighting upgrade price quotes, complementary rebate application preparation, and lighting installation at the price quoted.

Use of the turnkey service is not required in order to receive a rebate.

Rebates will be provided for eligible projects on a first come, first served basis while funds last. Concord Light expects strong demand for the rebates, so businesses are advised to submit applications promptly. Rebate applications must be approved before installation begins to ensure that funds are reserved for the project.

PLANNING & LAND MANAGEMENT

Building and Inspections Division

Concord Outfitters Proposed Move: The Concord Outfitters store, located in West Concord since 1999, is proposing to move from their current location on Commonwealth Avenue to a new site at 115 Commonwealth Avenue. The old Tony the Tailor building is proposed to be torn-down to make room for the new retail space. The new building will be built in compliance with the new West Concord Village zoning bylaw requirements.

Switch to Eco-friendly @ 141 Keyes Road Building: Staff are trying to “clean up their act” at the DP&LM building at 141 Keyes Road. As of last week, staff started the switch to a line of organic eco-friendly cleaning products for the building. The hope is that this change will result in a better working environment for all employees and visitors to the building.

Health Division

Public Health Intern: The Health Division welcomes summer public health intern Kyle Bogaert, whose public health practicum project will be to gather and analyze health status indicator data. The data will provide a snapshot of Concord resident’s health and will be used to identify diverse health issues which may be of importance as Concord moves forward with its Healthy Communities planning project. Kyle is completing a Master’s in Public Health degree at Boston University School of Public Health and is also a graduate of Concord Academy.

Beach Sampling Results: Concord's three semi-public beaches at Annursnac Hill, Silver Hill, and White Pond, have been sampled for the past four weeks and continue to meet water quality requirements for swimming. The Health Division contracted with G& L Laboratories to perform water sample collection and analysis services.

Public Works Commission: Assistant Health Director Stan Sosnicki was requested to appear at a Public Works Commission meeting to provide technical guidance on a request to modify a sewer improvement fee. A hair salon leased business space at the Colonial Inn; the applicant was required to complete a Sewer Review prior to being allowed to begin construction of the salon. Stan Sosnicki completed the Sewer Review and forwarded his findings to the Water and Sewer Department which determined the sewer improvement fee. The Public Works Commission agreed that the Sewer Review was completed in accordance with their requirements, and decided not to modify the sewer improvement fee.

Virginia Road Housing Issue: On Friday, June 8, Public Health Director Susan Rask and Assistant Health Director Stan Sosnicki assisted the Concord Police in responding to a suspected housing issue. Upon inspection, numerous violations of the housing code were found, including conditions deemed to endanger public health, and the house was determined to be unfit for human habitation. An enforcement order was issued to the property owner, ordering him to have the tenants vacate the premises and to secure the property. The property may not be re-occupied until it is brought into full compliance with all requirements of the housing code.

Planning Division

Regional Accessibility Plan Meeting: Planning, Health, Natural Resources and GIS staff met this week with consultants from Community Preservation Associates to discuss data needs, priorities and the timeframe for the Regional Accessibility Plan. Community Preservation Associates was selected as the consultant for this project, which involves the towns of Acton, Concord and Carlisle, in response to a Community Transformation Grant received by the 3 towns from MAPC. The consultants will work with the 3 towns to develop a regional plan for identifying ADA accessible trails, with a particular focus on the use of OPDMD (Other Power Driven Mobility Devices) and to review and recommend zoning, design guidelines, plans and/or other municipal standards that affect the built environment for: a) inclusion of health elements; and b) opportunities for guideline development that would improve public health. A report with recommendations and strategies for implementation will be prepared by September 2012.

Zoning Board of Appeals (ZBA): Last Thursday, the ZBA accepted the withdrawal without prejudice request for the CCHS project and the continuance requests for the special permit, variance and site plan application for the Bradford Mill at 23-53 & 8A Bradford Street, the Groundwater Conservancy District special permit application for 316 Heath's Bridge Road, and the special permit and site plan application for the Millbrook Tarry at 91-107 Lowell Road. The Board then granted a renewal of a special permit to allow new owners to continue the use of a caretaker's apartment within an existing detached barn at 281 Fairhaven Hill Road.

MassHousing Partnership Housing Workshop and Some Interesting Numbers:

Director Rasmussen was one of three panel speakers at the 6th annual MHP Housing Workshop invited to discuss Cottage Housing and Innovative Zoning. She shared the table with Concord Riverwalk developer Dan Gainsboro and planner/architect Don Powers. Some interesting facts about Planned Residential Developments (PRD) in Concord that were discovered: 25 PRD's have been permitted and built since 1976; 209 of the 311 acres developed as PRD have been permanently protected as open space; a total of 336 dwelling units have been built under the PRD; 139 since 1987 when the bylaw was amended to require affordable housing units – and 61 of the 139 built have been designated affordable (this includes both units in the subsidized housing inventory and those considered Concord affordable (or above 80% area median income)).

Natural Resources Division

Natural Resources Commission: At the next NRC meeting on June 20, the Commission will hear the following matters: a Notice of Intent to convert the Mobil station at 1112 Main Street into a TD Bank; an Amendment request to increase the footprint of the proposed new single family house and remove eight trees at Lot 10A Martin Road; an Amendment request to replace a culvert, repave the driveway, and remove trees at 1385 Old Marlboro Road; a Notice of Intent to install a closed drainage system in front of 121 Virginia Road; a Notice of Intent to demolish and reconstruct a single family house and detached garage at 253 Sudbury Road; and a Notice of Intent to construct an in-ground swimming pool, pool house and other amenities at 495 Monument Street.

Senior Walking Program: The first walk of the newly established Senior Walking Program was very well attended. A dozen participants walked the Battle Road on June 7. The group will be holding their second meeting on June 21 at the Harvey Wheeler Community Center at 2:00 to discuss the next trail walk. All are welcome.

POLICE

Operational Services: On Tuesday June 12, officers responded a doctor's office on Baker Ave. for a report of a larceny from the office. Officers determined that this has been an ongoing situation involving approximately \$500 being stolen. Officers are following up on several leads.

On Tuesday June 12, officers responded to the area of Bedford Street for a report of a missing child. Officers worked in conjunction with the child's mother and they were able to locate the child without incident. Officers ensured that the juvenile arrived home safely.

On Friday June 15, officers responded to Walden Rehabilitation on Main Street to assist staff with a patient whom had become combative. Officers were able to calm the subject down and assist with having the subject transported to Emerson Hospital for a medical evaluation.

Community Services: Training continues for all officers for high risk domestic violence cases. CMAST (Central Middlesex Assessment for Safety Team), a collaboration of the 8

towns served by the Concord District Court, will complete training this coming week at the Acton Police Department. Other core members of this team include the District Attorney's Office, Concord District Court Probation Department, and Domestic Violence Services Network (DVSN). Sgt. Jack Kennedy is the Department representative.

Administrative Services: Crossing Guard Ginger Landini's last day of service as a Crossing Guard is this Tuesday. **Ginger has served with the Police Department as a Crossing Guard for 47 years.**