

Town Manager's Report Monday, March 26, 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 6, the smaller brush truck, is at Greenwood Emergency Vehicles, Inc. for a pump repair. The Fire Chief reports that the problem is either a substantial pump repair (\$2-3K), or a pump replacement will be needed at approximately \$6k. We should hear back on this early this week. Due to the upcoming brush season, we would treat this as an emergency repair.

Personnel: Firefighter Brett Mills is reporting for his first day on the CFD today. A second candidate has accepted a conditional offer of employment, and will be going through the pre-employment checks over the next two weeks.

PLANNING & LAND MANAGEMENT

Health Division

Metropolitan Area Planning Council Wellness Grant: The Health Division has been awarded a grant of approximately \$9,000 from MAPC to undertake a project which will review and recommend zoning, design guidelines, plans and/or other municipal standards that affect the built environment, for inclusion of health elements and opportunities for guideline development that would improve public health. The project will also assist the Town in developing a plan for identifying ADA accessible trails, with a particular focus on the use of OPDMD (Other Power Driven Mobility Devices). The grant was awarded to the towns of Concord, Acton and Carlisle, which have formed a working group with the towns of Lincoln, Stow and Maynard to seek grant funding to develop enhanced regional public health programs.

Board of Health Regulation for Keeping of Animals: The Board of Health, at a public hearing held March 20, voted to adopt revisions to Article 12, Minimum Standards for Keeping of Animals. The revised regulation is available in the Health Division office and has been posted on the Town website.

Building and Inspections Division

TD Bank Proposed for West Concord: TD Bank has started the review process with the Town, seeking to demolish the West Concord Mobil gas station at 1112 Main Street. The

current gas station use on this site is a legal pre-existing, non-conforming use, and the new proposed bank cannot be permitted without first seeking a review and recommendation from the Planning Board, and a special permit from the Concord Zoning Board of Appeals.

West Concord Dance Arts: The Building & Inspections Division is in the process of issuing building permits to allow the Dance Prism dance company to renovate half of the former Hamwey Carpet building in West Concord. The Dance Prism presents dance programs such as The Nutcracker, Alice in Wonderland, and Cinderella.

Also: The Concord Youth Theater will be remodeling and relocating to 358 Baker Avenue. The Concord Youth Theatre, founded in 1976 as Act/Tunes, is a non-profit educational organization committed to teaching young people skills not only essential for performance on the stage, but even more critical to their success in school, work and social settings.

Planning Division

Planning Board Site Visit: Last Monday night, the Planning Board conducted a site visit to 80 Squaw Sachem Trail, located at the corner of Squaw Sachem Trail and a private unimproved “paper street”. The paper street has long been used by neighbors and residents as a cart path/walking trail and provides access to the former railroad right-of-way and various trails to conservation lands and to Egg Rock.

Planning Board: Tuesday night, the Planning Board resumed the public hearing on the 2-lot Definitive Subdivision application for 80 Squaw Sachem Trail. After a review of the opinion rendered by Town Counsel on the rights of the owners to make improvements to the paper street, and a lengthy discussion about the proposed plan, the Board opened the hearing to public comments. The hearing was continued to April 10, when draft conditions will be considered. In a related matter, the Board denied the ANR for 80 Squaw Sachem Trail, determining that the paper street has not been constructed and cannot be considered adequate to serve as frontage for ANR purposes. The Board endorsed ANR plans for 445 and 41A Lowell Road and 88 Crescent Road, and made a favorable recommendation to the Board of Appeals on the application for work in the flood plain at 76 Hawthorne Lane. The meeting concluded after the Board reviewed draft motions for the Zoning Bylaw Amendment articles on the Annual Town Meeting Warrant.

Historic Districts Commission: On Thursday night, the HDC met with Town Counsel and the Town Clerk to receive training on Open Meeting Law regulations and requirements. The Commission also reviewed the visibility of a potential project at 197 Barrett’s Mill Road, approved outstanding minutes, and reviewed potential agenda items for upcoming meetings and discussions.

Concord Mews Affordable Housing Lottery: Planning Division Staff met with representatives of the new Concord Mews development and Regional Housing Services Office staff on Wednesday to tour the two completed buildings at the Concord Mews, and further discuss the process for monitoring the 88 affordable housing units available at the new 40B development. The affordable units will include a mix of one, two, and three bedroom apartments, and 10 townhouse structures that will be made available to households which are at or below 80% Area Median Income. Concord Mews is now

accepting applications for these units, and further details on the affordable income levels and requirements can be found on the Planning Division's webpage at www.concordma.gov/pages/ConcordMA_Planning/index

Harrington House landscaping: DPLM staff met with the Harrington House residents to begin a preliminary discussion about proposed improvements and maintenance needed of the landscape for this historic property.

Natural Resources Division

Natural Resources Commission: At their regularly scheduled meeting of March 21, the Natural Resources Commission heard the following matters: a Notice of Intent to construct two houses at 445 and 41A Lowell Road and a Notice of Intent to construct a house on Lot 2 Southfield Road. After discussion, these matters were continued to the April 4 NRC meeting. The Commission issued Orders of Conditions for the after-the-fact removal of trees and invasive species management at 88 Crowell Farm Road, and to raze and reconstruct a single family house at 1723 Monument Street. The NRC also issued a Certificate of Compliance to Concord Oil for soil remediation work.

SuAsCoShaw DEP Network Meeting: DNR staff attended the DEP Network Meeting held at 141 Keyes Road regarding the newly implemented NPDES Pesticide General Permit (PGP) for point source discharges of pesticides to waters of the U.S. In response to a 2009 decision by the U.S. Sixth Circuit Court of Appeals (*National Cotton Council, et al. v. EPA*) in which the court found that point source discharges of biological pesticides, and chemical pesticides that leave a residue, into waters of the U.S. were pollutants under the Clean Water Act (CWA), EPA now requires NPDES permits for these types of discharges. A NPDES permit is required for projects such as mosquito and other flying insect pest control; invasive species control, including weed and algae control; animal pest control, and forest canopy pest control that exceed annual treatment area thresholds.

Water Chestnut Harvesting: DNR staff met with the Department of Fisheries and Wildlife, the Town of Lincoln, the Hop Brook Protection Association, and the Concord Land Conservation Trust to coordinate this year's water chestnut harvesting efforts. Concord will have the water chestnut harvester from July 9 through the 20 to harvest water chestnut in the Sudbury River from Route 2 to Fairhaven Bay. If anyone is interesting in assisting with this effort by hand-pulling water chestnut, please contact the Division of Natural Resources at 978-318-3285.

Conservation Crew: The job announcement for two Conservation Crew seasonal positions was posted last week, with applications due to the Human Resources Department by April 20. The Conservation Crew performs trail maintenance, invasive species control projects, and general land management on conservation lands between May and September.

POLICE

Operational Services: On Sunday March 18, officers responded to Walden Pond to assist a hiker who had become lost in the woods near the rear of the pond. Concord Officers were able to locate her and return her safely to her vehicle.

On Monday March 19, officers responded to a report of a motor vehicle crash at the Nine Acre convenience store. The involved vehicle had struck a pole which was attached to the building. The Building Department was advised and responded. It was determined that there was no structural damage to the building.

Calls for service continue to the Emerson Hospital Emergency Department. On Thursday March 22, officers were dispatched for a report of an intoxicated male who had left the Emergency Department on foot and was walking in traffic on Rte. 2. The involved individual was located near the John Cuming Building and placed into protective custody.

Community Services: Officers Reinold and Toumayan completed their three week training class on domestic violence. The class was held at the Concord Police Department and was put on by the Domestic Violence Victim Advocate Program (DVVAP).

Over the past week Sgt. Jack Kennedy and Officer Keith Harrington continued their liquor license inspections. These were conducted with all licensed establishments in Town to ensure they are in compliance with local laws. Tuesday, there will be a meeting with all the license holders to review inspections procedures and to debrief our underage drinking operation.

Administrative Services: Finalists for the position of Public Safety Dispatcher have been interviewed and the Chief expects to submit a request this week to the Town Manager for a job offer to one candidate.

The Safety Officer/Inspector recruitment was posted on Friday for internal candidates. The deadline for applications is Wednesday, April 4.

PUBLIC WORKS

Business Recycling Event: The spring 2012 business recycling event is scheduled for Friday, April 6, from 9 - 12. Similar to previous collections, the event will be held at the parking lot of Normandy Real Estate Partner's 300 Baker Ave. Ext. location. CPW also partners with the Chamber of Commerce for this event. The vendors are Complete Recycling Solutions (CRS) and Doc Shredding Corp.

These events are a great opportunity for Concord businesses to properly dispose of old computers, printers, fax machines, other electronics, and fluorescent light bulbs.

DropOff-SwapOff: The spring DropOff-SwapOff is scheduled for Saturday, May 5, 9:30-3:00. This event will once again be held at 133 Keyes Road. A special early SwapOff has been scheduled for Friday, May 4, 11-2, subject to favorable weather. The early SwapOff option was implemented in an effort to reduce traffic on Saturday and provide an opportunity for residents to bring items for SwapOff if they are unable to do so on Saturday. The May 5 DropOff will again include an unwanted medication & sharps collection.

Monument Street Retaining Wall: Project Contractor Tasco Construction has completed the traffic management work, including the installation of jersey barriers, temporary paving/lane shifting and temporary line painting. The initial installation of the modular “slide rail” sheeting system was completed the week of March 12 and allows the wall reconstruction to be completed in 20-60 foot sections while continuing to support two-way traffic on Monument Street. Dismantling of the first section of wall, concrete footing installation and wall mock up construction continued within the weeks of March 12 and 19.

Town-wide Sign Inventory: CPW conducted a project kick off meeting of the Town-wide sign inventory project with consultant Vanasse Hangen and Brustlin, Inc. (VHB). The project will inventory sign and post locations, sign type, overall condition, connections and sign height. In addition, the project will evaluate compliance with federal requirements on signage retroreflectivity, size, and letter heights. The project will also compare the Town’s Traffic Regulations with actual field conditions, and develop an updated specification for the Town’s street signage, posts and hardware. Street signage specification development will begin within April, and is expected to be completed for a PWC meeting within May. Field data collection for the project is expected to begin within June and extend into August.

2012 Rain Barrel Program: Through a bulk purchasing agreement with the Barrel Depot, a choice of three aesthetically pleasing rain barrels (whisky and tan or moss colored plastic) are offered to Concord residents at the discounted rate of \$129 and \$79, respectively. Two moving display barrels will be located at high visibility Town building locations through the order deadline of Wednesday May 19. Barrels must be picked up at 135 Keyes Road on Tuesday May 22 from 4-7pm. Visit www.barreldepot.com to order or call Melissa at the Water and Sewer Division for more information 978-318-3250.

Turtle Crossing Signs: Working with students and staff at Thoreau School and following Board of Selectman approval, the Concord Public Works Highway Division is coordinating the installation of four new signs and posts notifying motorists of the presence of Blanding’s Turtles and nesting activities. The new signs will be located on Monsen Road, the Peter Spring and Cranefield Road intersection, the intersection of Butternut Circle and Mallard Drive, and Minuteman Drive.

FEMA Hazard Mitigation Grant (HMGP): Concord Public Works has submitted application packages for two substantial grant funding requests totaling over \$750,000 as part of the HMGP for drainage improvements and culvert replacements at Lowell Road/Westford Road and Fitchburg Turnpike. The FEMA HGMP provides grants to state and local governments to implement long-term hazard mitigation measures after a major disaster declaration. FEMA has informed the Town that over \$18 million in grant funding will be available following the recent declarations. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters, and to enable mitigation measures to be implemented during the immediate recovery from a disaster.

2012 Winter Maintenance Budget: 56% of the \$513,000 winter maintenance budget appropriation, not inclusive of the \$165,000 deficit funding, has been expended through March 20, 2012. These expenses relate to personnel and material expenditures resulting

from the approximate 14 responses experienced thus far this season. The Concord Public Works winter maintenance team once again excelled in providing exceptional snow and ice treatment and snow removal operations over the 2011/2012 season in an effort to keep roadways, sidewalks and public ways safe for Concord's traveling public.