

Town Manager's Report
November 4, 2014

To: Board of Selectmen
From Christopher Whelan, Town Manager

--NUCLEAR METALS SUPERFUND SITE INC.--

The Proposed Remedial Action Plan for the Nuclear Metals Superfund Site is scheduled to be released for review in the next few weeks. Public comment and involvement regarding this plan will be the focus of two upcoming events. They are:

A **Public Meeting** on the Proposed Remedial Action Plan for the Nuclear Metals, Inc. Superfund Site will be at **6:30 PM on Wednesday, November 12, 2014 at the Concord Town Hall Meeting Room (22 Monument Square, Concord, MA)**

The Concord Board of Assessors – Public Forum

The Concord Board of Assessors announces proposed property values for FY15 tax purposes. The FY15 proposed valuations are available for review on the Town's website at:

http://concordma.gov/Pages/ConcordMA_Assessor/FY2015

Copies of the proposed value listings are also available for public use at the Main and Fowler branch libraries, the Council on Aging office at the Harvey Wheeler Community Center and the Town House first floor counter. A copy of a property record card is available upon request from the Assessing Office, 978-318-3070 or via e-mail at assessing@concordma.gov.

The Board of Assessors will conduct a Public Forum at the Town House Hearing Room, Thursday, November 6th, beginning at 7 PM.

2014 TOWN GOVERNMENT SURVEY

As of Monday, November 3rd, there have been 828 residents who have completed the Concord Town Government Survey. Thanks go out to all residents who have responded. If you haven't had a chance to complete the survey, there is still time. The survey process will end this Friday, November 7th. The results from the survey will help the Town better provide programs and services to residents.

For any questions or additional information, please contact Jon Harris, Budget and Purchasing Administrator for the Concord Finance Department at 978-318-3039 or jharris@concordma.gov.

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

- **Community Services:**
 - Community Services received and responded to 97 emails, 19 phone calls and had 4 home/office visits all related to requests for assistance this week.
 - 25 Beacon Santa applications were distributed from the Community Services Coordinator to Concord families this week.
 - Community Services provided assistance and made referrals associated with housing issues, financial assistance, rent payments, fuel assistance applications, utility bill payments, food stamp applications, Beacon Santa applications, transportation issues and holiday donation information.
 - Community Services collaborated with the following groups: Concord Carlisle Community Chest, Hugh Cargill Trust, Open Table, Minuteman Arc, Concord COA, SMOC, SNAP, Concord/Hudson Elks, Masonic Angel Fund, Concord Housing Authority, Gaining Ground Farm, Chelmsford Public Schools, Westford Public Schools, Wilmington Health Dept., Concord Planning and Development and VA Housing Specialist Case Management.
 - **The SMOC –Fuel Assistance Program (LIHEAP)**
 - Eligible households receive assistance paid directly to their heating vendor, includes oil, elec., gas, propane. The program is designed to help low-income people afford the cost of heat in the winter months. Eligibility is based on gross annual income and family size.

- Contact Aileen Buford, MSW –Community Services Coordinator at 978.318.3034 or abuford@concordma.gov to determine eligibility and to request an application.
- **Recreation Programs**
 - The 6th Annual Halloween Party which was held on Friday, October 24th at the Hunt Recreation Center was a great success with 218 6th graders in attendance.
 - On November 5th at 7am the Recreation Department will be accepting registrations for the popular Musical Theater program. In the past this program has sold out in an hour. This is the first time registration will be available online. The Recreation Department will have extra staff on hand to accommodate the busy demand.
 - The Recreation Commission voted unanimously on October 28, 2014 to write letters of support to the Community Preservation Committee for the funding of Phase 2 of the Natural Playscape at Ripley and the CC at Play project.
- **Beede Center Update**
 - To help our members stay fit and healthy through the holiday the “The Beede Center Holiday Campaign” for members will begin. Members have 9 weeks from November 8th through January 11th to achieve 30 visits in order to earn a Beede T-Shirt. Those members that want to participate will get a punch card to track their visits. The members are always excited to participate in the program. Approximately 250-300 members participate in the campaign—most of them reach their goal and proudly wear their shirt.
 - This past Sunday, October 26th, the Beede Center hosted a Master’s Swim Meet produced by the Concord Carlisle Friends of Swim and Dive. Approximately 85 master swimmer’s participated in the event. The pools were closed to members from 7 am to 12 Noon. The event raises money for the High school Swim Team. Assistant Aquatics Coordinator, Erin MacDonough worked with the group organizing the meet and coordinating the volunteer high school swim team members that assist in running the meet. The meet was a successful event and will help support the needs of the Concord Carlisle High School Swim and Dive Team.
 - This Saturday, November 1st, the Otters Swim Team will hold their first inter-squad meet to help prepare the team for their upcoming meet

season. The meet will begin at 6 pm after the facility closes so that it does not interfere with member use.

- The construction project is on the slow track for now until the HVAC units arrive mid-November. The work on the outside area way continues with a focus on trenching for drainage and landscape repairs.

- **Concord Free Public Library**

- **Halloween Party @ CFPL**
- Approximately 30 – 35 children attended a Halloween party last week at the Fowler Branch Library. Branch Librarian, Theresa Maturevich did a terrific job in creating games and activities of interest to multiple ages.



Mystery Night 2014



Many residents turned out on Halloween to hear mystery authors, Paul Doiron & Archer Mayor.

- **New Special Collections Exhibition and Lecture Series**
- *"This man grew according to the need": Concord and Abraham Lincoln.* The opening ceremony will take place on Friday, November 7, 2014 at 6:30 p.m. in the Main Library Lobby and will begin with a musical

reception featuring a variety of the music Lincoln loved. Immediately following this performance Professor Daniel Shealy will present the opening lecture, "'The pulse of twenty millions throbbing in his heart': Abraham Lincoln and Concord's Civil War." The exhibit will run from November 7, 2014 through February 28, 2015 and is free and open to the public during regular library hours.

Concord historian Doris Kearns Goodwin graciously agreed to read Lincoln's Gettysburg Address. Visitors will be able to hear her recording in the Art Gallery.

- **Veterans Service Officer:**

- VSO training conference at Leominster- Monday through Thursday. Topics: MVSOA meeting, Elder Affairs, Home Base, Mass. Soldiers Home, NE Center for Homeless Vets, Veterans Court, Dept. of Vet. Services, VA Hospice, Move Vet, State Annuity Program, Marine for Life Program, NE VA Healthcare, Vet Centers, DVS General Council, Women's Veterans Network, full day of VA benefits training, Board of Veterans Appeals
- Concord veteran seeking employment at West Roxbury VA. Seeking contact information.
- "Low income subsidy" application from social security for Concord veteran resident eligible for reduced healthcare costs.
- Concord Park resident seeking information relative to VA aid and attendance benefit.
- Everett Gardens resident filing medical bills paid under Chapter 115 benefit.
- Abbott Lane resident requesting copy of military records. Request made to St. Louis, MO for copy of record.
- Raymond Road resident filing medical bills paid under Chapter 115 benefit.
- Concord Mews resident filing pay check stubs for off-set of Chapter 115 benefit.

- **Youth Services:**

- Youth Services initiated a community-wide meeting to meet/greet/reconnect with organizations and individuals connected to youth substance abuse prevention and care. The roundtable discussion gave participants an opportunity to share past practices and highlight

what is currently being done at the individual organization level to address this issue. Participants strongly agreed that there is value in leveraging each other's efforts and resources to identify, publicize and develop programs and services to address youth substance abuse behavior. A November meeting date is being planned.

- **Senior Services**

- The Concord Carlisle High School Junior Class will once again be serving a Thanksgiving meal for Concord seniors on Saturday, November 22nd at Noon. The COA is accepting phone reservations until November 13th. This event is offered free of charge.
- South Middlesex Opportunity Council (SMOC) is now taking applications for fuel assistance. The COA is an intake site for low income seniors who live in Concord. Please call the COA at 978-318-3020 to obtain an application.
- Harvey's Treasure Chest Annual Holiday Fair is scheduled for Saturday, November 15th from 9am to 2pm at the Harvey Wheeler Community Center. Proceeds benefit the Concord Friends of the Aging.
- Board member, Jan Kenneally is compiling a history of the COA. If interested in helping with this project, please contact Volunteer Coordinator, Carol Dromgoole at the COA.

- **Department of Planning and Land Management**

- **Building Inspections Division**
- Building Inspector Training: All three building inspectors attended an educational seminar sponsored by the Massachusetts Building Commissioners and Inspector Association. The seminar dealt with the 2009 International Existing Building Code (our current code) and how it has been amended for use in Massachusetts.
- Building inspection activity: Due to the increased number of construction permits being issued (for building, electrical, plumbing, gas and mechanical work), daily site inspections by building inspection staff are at a high level - each day building inspectors are carrying-out 12 inspections on average.
- **Natural Resources Division**
- Bruce Freeman Rail Trail: This week Natural Resources Director Delia Kaye and DPLM Director Marcia Rasmussen walked a portion of the future rail trail with two residents of the Jennie Duggan Road

neighborhood and a member of the BFRT Advisory Committee to discuss tree preservation and protection as it relates to layout and construction of the future trail. Additionally, the section of MassDOT responsible for reviewing the bridge work completed and submitted its comments, requesting additional hydraulic information for the Nashoba Brook and Assabet River bridges.

- **Planning Division**

- Community Preservation Committee: The CPC met with four more applicants on October 27th to discuss project applications for funding consideration at the 2015 Annual Town Meeting:
- Continued restoration of the windows, gutters, and door at the Wright Tavern (2 Lexington Road);
- Interior restoration of the Old Manse (269 Monument Street);
- Completion of Phase II of the natural and accessible playscape at Ripley; and
- Junction Village Affordable Assisted Living development.
- The third public meeting to discuss CPA funding requests will focus on the five applications submitted by the Town for the Regional Housing Services office, the Bruce Freeman Rail Trail; a Feasibility Study to dredge Warner's Pond; restoration of the historic slate roof at 141 Keyes Road; and funding support for a proposed archeology program/project at McGrath Farmstead. This meeting will be held next Wednesday, November 5, at 8AM in the Selectmen's Hearing Room. The Committee will also hold its annual public hearing on Monday, November 24 in the Willard School Auditorium at 7:30 PM.
- Planning Board: On October 28th, the Board met with members of the Zoning Board of Appeals to discuss potential Zoning Bylaw amendments. The Boards came to an agreement that the method of determining the height of a structure should be the same for all residential zone districts and that the Planning Board would move forward with a Bylaw amendment for zones Residence A and AA. The Boards then discussed potential methods to address mansionization of smaller homes in Town and whether implementation of Floor Area Ratios in the Residence B and C zone district would be helpful. ZBA member Matt Johnson offered to look further into how other communities have implemented similar bylaws for the Planning Board to consider. Other bylaw amendments moving forward include: updating the definition of Boarding House so it is consistent with State Law; updating the Personal Wireless, Wetlands

Conservancy District, Residential Cluster, PRD, and Earth Removal Bylaw to include reference to the Town's Wetland Bylaw, and; adding reference to the required frontage when utilizing the Lot Width exception.

- **Health Division**
 - Soil testing for proposed new house lots near 625 Lowell Rd.: Assistant Health Director Stan Sosnicki witnessed soil testing for 3 new house lots at 625 Lowell Rd. (at the intersection of Lowell Rd. and Barrett's Mill Rd.). These lots were created through the State's Subdivision Control Law known as "approval not required" plans because each lot has the required frontage on a public way.
 - Annual Barn Inspections: In her capacity as the town's Animal Inspector, Health Inspector Gabrielle White continued MDAR-required barn inspections this week. Approximately 80 properties that hold permits to keep animals must be inspected annually; this work is conducted primarily during the month of October. The number of required inspections has almost doubled compared to five years ago; in 2009, 45 properties required inspection.
- **Concord Public Works**
 - CPW - Administration, Engineering, Highway and Grounds, Solid Waste and Recycling, Water and Sewer
 - **Mill Brook Watershed Flood Plain** - Concord Public Works has received approval from FEMA on the technical submittal for a Letter of Map Revision (LOMR) for the segment of Mill Brook from Crosby Pond Dam to Main Street. The revision proposes to lower the flood plain between 3-4 feet within this stream thread based on the development of a Hydraulic and Hydrologic model which was calibrated with data gathered during recent flood events.
 - CPW is now required to place a legal notice with the Concord Journal on Thursday November 6th which will begin the statutory 90 day appeal period. It is anticipated that the Town will receive the official LOMR approval letter within 30 days of the closure of the appeal period (approximately March 6, 2015). Draft maps depicting the revision will be made available for review in CPW's Engineering Division office, 133 Keyes Road, 2nd floor. Any questions on the LOMR can be directed toward Town Engineer, William Renault at (978)318-3210.
 - **2014/2015 Road Program** - Project contractor Lazaro Paving completed drainage installation, reclamation, grading and first course pavement

installation on Powder Mill Road and Seven Star Lane in October. Both roads will remain at binder course pavement grade until Spring to allow for settlement. CPW and Lazaro are evaluating schedules to determine if any additional contact work will be completed prior to winter shut down.

- **Town-wide Sign Modifications** - In order to meet Federal Requirements for the management and maintenance of traffic signage, CPW completed a town-wide sign inventory in 2013. A parallel project track was also identified, which would update the Town's Traffic and Parking Regulations documents. Some discrepancies with the parking regulations and signs were known to exist which precipitated CPW's plan to update the town's Traffic and Parking Regulations document. After comparing the field data collected to the written regulations, certain discrepancies with the speed regulations in town were also identified. CPW and CPD will present plans to reconcile the discrepancies to the Town's written traffic regulations and field traffic signage through a Public Information Meeting with the Public Works Commission on November 12th.
- Phase I of the work will involve replacing specific speed limit signs on the following streets: Barrett's Mill Rd, Conant St, Elm St, Fairhaven Rd, Fitchburg Tpke, Lexington Rd, Lowell Rd, Main St, Bedford St, Old Bedford Rd, Monument St, Old Marlboro Rd, Old Pickard Rd, Old Road to Nine Acre Corner, Powder Mill Rd, Strawberry Hill Rd, Sudbury Rd, Thoreau St, Upland Rd, Virginia Rd, Walden St & Williams Road. CPD and CPW will also be scheduling neighborhood on-site morning public outreach meetings on select streets over the next 45 days to discuss the project with residents.
- **Winter On Street and Municipal Lot Parking Restriction** - To ensure snow removal operations can be conducted in an efficient manner, residents, businesses and motorists are kindly reminded that in accordance with Article IV, Section 6 of the Town of Concord Traffic Regulations "No person shall allow, permit or suffer any vehicle registered in his [sic] name other than one acting in an emergency, to be parked on any street or municipal lots for a period of time longer than (1) hour between the hours of one A.M. and six A.M of any day during the months of November, December, January, February and March". Any person violating this regulation shall be subject to a penalty consistent with the Town of Concord Parking Violation Fines.
- **Snow and Ice Disposal Bylaw** - Disposal of Snow on Town of Concord Roads and Sidewalks – As the winter weather approaches, CPW would

like to remind all residents, businesses and institutions that in accordance with Town Bylaw voted under Article 43, 1963 ATM, "No person shall put any snow or ice in any public place or upon any part of a public street or sidewalk. Whoever shall violate this bylaw shall pay a fine up to \$200 per offense as specified in Appendix A of the Regulations for the Enforcement of Town Bylaws under M.G.L. Chapter 40, §21D and the Bylaw for Non-Criminal Disposition of Violations adopted under Article 47 of the 1984 Town Meeting, as amended".

- Please inform your snow removal contractors that pushing snow across the roadway and sidewalk creates a serious hazard for motorists and pedestrians and seriously impacts CPW's Snow removal operations.
- **October 18th Drop-off – Swap-off Update** - The October 18th Drop-Off-Swap-Off event was well attended. There were 893 vehicles which visited the Drop-Off portion of the event alone. Among the materials collected for recycling were four 30 yard roll-off containers of scrap metal and four containers of construction & demolition materials, a truckload of children's items, two and a half truckloads of household goods and 193 1/2 bags of Polystyrene foam board. The next Drop-Off-Swap-Off event is scheduled for May 9, 2015 and planning and coordination is now underway with REUSIT and CPW.
- **2014 Southfield/Riverdale Road Water Main Replacement Project** - Onyx Corp (Acton, MA) has replaced approximately 7,400 feet of water main and 2,300 feet of drainage infrastructure within the Southfield-Riverdale neighborhood. The only work remaining involves the installation of water services from the new main to each individual property line in the upper end of Riverdale Road (between Sudbury Rd/Garden Rd) and Riverdale Circle. All trenches have been paved for winter and site clean-up including loaming and seeding within the right-of-way is planned to be completed before the end of November. Concord Public Works will return to the neighborhood next construction season to perform permanent roadway improvements.
- **Cottage Lane Water and Sewer Extension** - Milestone Excavation is in the process of extending a new 8-inch water main approximately 155 feet along Cottage Lane terminating at new hydrant assembly along with a new 8-inch sewer main approximately 150 feet along Cottage Lane including two new sewer manholes. This work is being performed in conjunction with the redevelopment of 17 Cottage Lane.