

Town Manager's Report **Monday, November 15, 2010**

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: Bid opening for the new ambulance is Wednesday, November 18.

Emergency responses: Last week the Fire Department was called to a residence on Old Marlboro Road while the State Bomb Squad evaluated a suspicious package – the package was found to be harmless. The Department also responded to a building fire on Hubbard Street on November 9. The cause of the fire was ashes and creosote that dripped down into the cavity below the fireplace hearth. The fire was quickly extinguished, and damage was limited to the first floor ceiling and second floor hearth area.

LIBRARY

Fowler Project: The Fowler renovation is progressing well with the installation of the curved front windows taking place; the stone retaining wall is under construction; the installation of the walkway and front entryway are nearly complete; the elevator installation, rough mechanical, plumbing and electrical work are all complete; the woodwork and shelving installation is currently taking place in the new children's room; and the first coat of paving and exterior painting will be complete by Thanksgiving,



New Fowler Windows near the staircase to the lower level.



Woodwork and shelving installation in the new Fowler Children's Room.

New Policies in Effect: The Library is implementing two new Library Committee/Town Manager-approved policies related to Internet use and Library-owned Kindle circulation. The new Internet policy will automatically load on all public Internet terminals and will require users to click that they comply prior to the beginning of each session. The Library will begin loaning 5 Kindle eBook readers beginning the week of November 22nd, and all patrons must have a signed Kindle Borrower's Agreement prior to checking out a device.

Parking Issues: The Library Director reports that railway commuters parking all day in the Sudbury Road municipal parking lot continue to impact the availability of parking spaces for library users. Library staff will be exploring available options with public safety staff.

LIGHT DEPARTMENT

Power Supply: Contract preparations continued to move forward this week with a target bid date of November 15 for a five megawatt block of wholesale energy covering the years 2013-2015 and possibly 2016. Versions of the EEI (Edison Electric Institute) contract have now been executed with NextEra (Florida Power), Dominion (Virginia Power), Constellation (parent of Baltimore G&E) and TransCanada (gas pipeline and energy company) in anticipation of them bidding on a portion of Concord Light's wholesale energy needs for the years listed above.

2011 Rates: 2011 rates were discussed at the Light Board meeting this past Wednesday. A public rate hearing has been scheduled for November 30 at 7:30 p.m. at the Town House to discuss a proposed 3.8% increase in electric rates needed to provide a modest return of 1.5% to Concord Light. In addition to the 3.8% increase, the Board is proposing the 2nd and 3rd tiers of the residential rate be increased by half cent/kwh and one cent/kwh, respectively, in an effort to provide a strong energy conservation price signal. As of January 1 all rates will be increasing an additional 3-4% as the Rate Stabilization Fund credit will be decreased

Smart Grid/ Fiber: As part of the Smart Grid project, the contractor has now completed the installation of 12,650 feet of aerial cable and started the installation of underground fiber. They also started splicing operations in the Phase 1 area.

Power Outage: On Friday evening at approximately 5:00 p.m. Circuit 219-533 tripped. This circuit is one of our two 115kV transmission lines that supplies power to the Town. Circuit 219-533 directly feeds Transformer #2 at Station 219. When this circuit tripped the load (1/2 of the town) automatically transferred onto Transformer #1. When this happened the customers that are fed off of Transformer #2 would have experienced a power interruption. The duration of the interruption would be measured in seconds and most would have thought of it as a power dip.

The trip was caused by a problem at an NStar Substation. Due to the damaging situation, NStar had to trip the transmission line. NStar was able to bring the system back to normal operation by 8:30 p.m.

West Concord Underground System Upgrade Project: A power outage is scheduled for all of Beharrell Street and for the following addresses on Commonwealth Ave: #66, #74, #84, #86, #88, #92, #96, #98, & #100. The outage is scheduled for early Friday, November 19 from midnight to 6:00 a.m. All the customers affected by the outage have been notified. The purpose of this outage is to upgrade electrical facilities on Beharrell Street as part of the West Concord Business District Electric System Upgrade Project.

PLANNING & LAND MANAGEMENT

Planning Division

Facility Managers Meeting: On Tuesday at their monthly meeting, staff facility managers discussed the potential for solar installation(s) at the Beede Center (and perhaps also the Hunt Gym and CPW buildings), which would likely be financed via the Sawyer Trust Fund. Planning staff and the facility managers are also working on weatherization projects at the Town House and West Concord Fire Station in the near future, and a weatherization audit at the CPW/DPLM complex which is anticipated to lead to further energy-saving weatherization in the future. Planning staff is also working to get Mass Energy Insight up and running before the end of the year. The promises to allow for much clearer tracking of energy usage trends and energy conservation efforts as we move forward.

Planning Board: The Planning Board heard a presentation and had a lengthy discussion on the potential Zoning Bylaw Amendments proposed by the West Concord Task Force, which include the creation of a Village District within the Business corridor that would not permit residential use on the first floor, the elimination of the combined residential/business/industrial special permit provision of the bylaw, and the creation of an overlay district for the 50 Beharrel Street development that did include a residential use but required approval at Town Meeting. The Board also discussed the newest iteration of the Formula Business Bylaw, which leaves out a numerical cap on the number of businesses allowed, includes a provision that would allow businesses to receive a permit if they become formula business neutral and is focused exclusively on West Concord.

Health Division

Proposed Warrant Article – by Petition: The Board of Health has been asked to hear a proposed draft warrant article relating to the ban of the sale of drinking water in single-serving PET-bottles (12 oz or less) by a local resident; the proposed bylaw would direct the Health Division to act as the enforcing agent of the ban. This is scheduled under the discussion portion of the November 16 meeting.

80 Thoreau: Design plans for the restaurant layout out and equipment for "80 Thoreau", the new restaurant proposed for the Thoreau Street "Depot" has been approved by the Public Health Inspector. The owner has been working closely with Division staff to ensure that the design meets all requirements of the food code. The next step in his process is to obtain approval from the Building Department for a construction permit. If all goes well, the owner anticipates a spring opening.

Natural Resources Division

Warner's Pond Watershed Management Plan Evaluation: Natural Resources staff and members of the Warner's Pond Stewardship Committee met to review the four proposals submitted for the

Warner's Pond Watershed Management Plan and selected two firms to interview. Interviews will be held on November 23 with a recommendation for selection to be forwarded to the Town Manager shortly thereafter.

POLICE

Support Services: Last week, the department assisted both middle school buildings with their annual school safety student lock-down drills. The Police Chief complimented both facilities on their performance during the drills, which were carried out without any problems.

Crime/Traffic: Related to the Fire department report above, last week a resident reported receiving a package from the US Post Office from an unknown person in Kuwait. The resident had no idea who would send this or what it possibly contained. The Bomb Squad was contacted and responded to the house. Public safety staff were able to x-ray the package at the scene, and it was found to contain perfume.

An 87 year old driver crashed into the building at 290 Baker Ave, Concord Woods Dental Building. The offices inside were open for business when this occurred. There were no injuries. The building sustained some damage, but the Building Inspector determined that the building may remain open while repairs are made.

Professional Development: The Police Lieutenant first round interviews will be held on Tuesday and Wednesday this week. Eight (8) candidates will be interviewed in this first round.

PUBLIC WORKS

Engineering and Administration

Artificial Turf Fields Update: Field 2 at CCHS has now reached substantial completion with minor punch list items remaining to be completed. Work on Field 1 continues with all turf material now removed and installation of new turf material nearly completed. The contractor will begin installation of turf adjacent to sidelines followed by installation of inlaid lines. Following completion of turf installation, infill material will be added.

Access Management System: The Public Works Department is working with the Police and Library to install an electronic access management system to several CPW facilities, the Police facilities and Library which will provide improved access management and security. Installation of the new system is ongoing.

Ripley Baseball Field Construction: Project contractor, David White and Sons, Inc. is requesting certificate of substantial completion for the construction of the premier baseball complex at Ripley Field. A site walk will be scheduled with representatives of CC Youth baseball and the project designer, for substantial completion inspection.

2010 Road Program: Paving contractor Lazaro Paving continued paving work the week of November 8 within the Ministerial Drive/Tarbell Spring Road neighborhood, completing asphalt curb and top course pavement installation. Only punch list items remain within the neighborhood, including loaming behind the curbs and driveway apron work. Additionally, asphalt curbing on MacArthur Road was completed the week of November 8 with top course pavement installation and incidental driveway apron work scheduled to be completed the week of November 15.

Nashawtuc Bridge: Project contractor Spinelli Development completed repair of the eroded bridge abutment areas with the installation of stone armament the week of November 8. The project was funded at 75% through FEMA reimbursements for damage sustained during the March/April 2010 extreme flooding events. The project is at substantial completion.

Water and Sewer

Water Forum Participation - At the request of the League of Women Voters, Alan Cathcart, Water and Sewer Superintendent, was invited to present an overview of the Concord Water Supply System at a recent public forum series entitled “Life in the Balance - Trouble Waters”. This series has encompassed topics on a variety of national and local water related areas of interest including water rights, protection, and wise water use.

Water Reservoir Rehabilitation - The Concord Public Works, Water Division is developing a Request for Proposals for engineering design services (including hydrogeologic expertise) for the rehabilitation of two treated water storage tanks and the development of satellite wells at multiple water supply sites. Engineering design services shall include the evaluation and preparation of structural, mechanical, electrical, and instrumentation systems required for associated improvements, as needed.

Highway and Grounds

Whittemore Road Drainage Improvements and Water Main Replacement:

Temporary paving performed by Public Works staff has been completed in the middle section of roadway, with the 2010 Road Program contractor scheduled to complete grading and temporary paving in the larger areas of roadway adjacent to Sudbury Road.

FEMA Reimbursement: Staff continue to work with FEMA representatives in an effort to finalize 75% reimbursements for time and materials related to Concord Public Works emergency protective measures during the March/April extreme flooding events. Unofficial totals for which the town is eligible for 75% reimbursement for both Highway/Grounds and Water and Sewer is approximately \$90,000. These totals do not include pending reimbursement for damage to infrastructure which is coordinated and completed through a separate FEMA reimbursement program.