

Town Manager's Report

September 9, 2014

To: Board of Selectmen
From Christopher Whelan, Town Manager

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

- **Senior Services –**
 - The Council on Aging has sent their September newsletter to every Concord household that has at least one resident aged 60 or older. This is an annual effort to ensure that all senior residents are familiar with the activities and services of the COA. The costs of the extra production were covered by the Concord Friends of the Aging. Residents who want to continue to receive the monthly newsletter will need to call the COA at 978-318-3020 to arrange to remain on the mailing list.
 - The COA would like to remind everyone that September is Emergency Preparedness Month. We encourage residents to create a network of neighbors, friends and relatives that could assist you in an emergency. Seniors should be especially mindful of the need for extra medication, hearing aide batteries, back up oxygen and food for service animals.
 - Harvey's Treasure Chest, the gift shop located at the Harvey Wheeler Community Center will be re-opening on Monday, September 8th. The hours of operation are from 10:30am to 2:00pm. This is the gift shop's 10th anniversary and all are welcome to come by and shop!

- **Recreation Department –**
 - Enrollment in the After School program is up 10% from last year with 34 new families while Carousel Preschool's enrollment is up 27%. The department is recruiting new staff to meet the demand for those families on the waitlist for Before and After School.
 - Online registration has been very active for basketball and fitness programs. We are still helping customers setting up online accounts; however the overall response has been very positive.
 - The Recreation Department is busing planning events for the Middle School population. These chaperoned dances provide a safe evening for grades 6th through 8th while proceeds support Summer Camp Scholarships or the Concord Carlisle Community Chest.

- **Veterans Services –**

- The first week of September was a short week as a result of labor day. The week was spent closing out the month of August with the town treasurer and with the Department of Veterans' Services in Boston. Veterans' services picking up pay check stubs of clients who didn't get them to the VSO by the end of August.
- Assisting Concord resident who has a 90 year old mother/veteran who is moving from an assisted living facility in Concord to assisted living in Burlington.
- Assisting veteran who has suffered from a stroke who is unable to speak and needs physical assistance paying bills.

- **Beede Center Report -**

- The Beede Center reopened for business Tuesday, September 2nd after a 10 day shutdown. At the close of Business on Saturday the building was still a work in progress. The plumber was still hanging urinals; the tile vendor was in re-grouting in the showers and replacing tiles on the pool deck. Compass Facility Services had an overwhelming amount left to clean as they could not access many of the areas until the vendors finished. Compass performed a miracle over Sunday and Monday and upon opening- the building looked beautiful. The members were very complimentary even noticing the new Lobby furniture.
- Swim program registration begins for members this coming Monday. Historically the fall season's first day of swim registration is busy and chaotic. In anticipation of this, extra front desk staff has been scheduled. It will be interesting to see the impact brought about by the addition of a web registration option -online vs. walk-ins.
- Construction continues both inside and outside. The new domestic hot water system is online. Outside the area way preparation continues as the foundation wall insulation was stripped and sandblasted in preparation for cutting the opening required for connections for the Air Handling Unit 2 to be located in the east storage room. The tin workers continue to connect the ductwork for both air handling units. One new boiler is on line heating the pool water. The breaching and flue

installation continues in preparation for the other two boilers coming on line.

- **Community Services –**

- Community Services worked with 3 Concord families to complete their Fuel Assistance Re-Certification Applications. Anyone under the age of 60 interested in applying for Fuel Assistance please contact Aileen Buford, Community Services Coordinator 978.318.3034 abuford@concordma.gov for income eligibility requirements and application process information.
- Community Services distributed Back to School Backpacks to 4 Concord Families. Anyone in need of a backpack for an elementary or middle school student please contact the Community Services Coordinator 978.318.3034 abuford@concordma.gov.
- The Community Services Coordinator assisted 10 Concord families this week with various services, including utility bill payment, food and clothing resources, housing improvements and health and safety issues.
- A special THANK YOU to Mark Howell and Leslie Koplow in the IT department for providing the Community, Youth and Veteran's Services Departments with a brand new printer/ fax/ scanner. We are very happy to have such a wonderful multifunction machine to assist with our daily work tasks.

- **Concord Free Public Library**

- Congratulations to all children and teens who participated in this year's summer reading program and read a collective total of 77,365 minutes.
- As part of the 2014 Concord Ag Day, Enid Boasberg, co-founder of the Concord Seed Lending Library, will demonstrate three methods of saving seeds. The program will take place on Saturday, September 13th at 3:00 p.m. on the lawn of the Fowler Branch Library, 1322 Main Street. All are welcome to attend.
- The next round of oral history interviews is scheduled for the week of September 22nd as follows: (9/24) Jack Clymer, Kate Flora (9/25) Astrid Williams, Tony Logalbo, (9/26) Fred Lovejoy
- CFPL will be hosting an informal reception for new full-time Branch Librarian, Theresa Maturevich on Wednesday, September 10th from 3:00 – 4:30 p.m. at the Fowler Branch Library, 1322 Main Street, Concord. All are welcome to attend. For more information see the following article:

<http://concord.wickedlocal.com/article/20140902/NEWS/140909477/12437/ENTERTAINMENT>

- At the Fowler Branch Library on 9/8 @ 7pm David Wood, Curator at the Concord Museum, will present a talk on the museum's current exhibition, "The Shot Heard Round the World: April 19, 1775". Wood will discuss the important events of that day and share slides & stories of the historical objects on display at the museum through September 21st.
- September is library card sign-up month and residents are encouraged to stop by for a new or replacement card anytime. If you are unable to stop by during regularly scheduled library hours the Minuteman Library Network now offers online registration for e-cards which are valid for 30 days and can be used to access digital media collections. <https://library.minlib.net/selfreg>
- **Department of Planning and Land Management**
 - **Natural Resources Commission:** At the September 3rd NRC meeting, the September 3rd NRC meeting, the Commission heard the following matters: the continued Notice of Intent (NOI) for a 22-unit Planned Residential Development at 140 Commerford Road; the continued NOI to demolish and reconstruct a single family house at 84 Bruce Road; an NOI to construct additions to the dwelling at 300 Main Street; and, a Request for Determination of Applicability to remove trees at 243 Heath's Bridge Road. The Commission issued an Order of Conditions for site work at 91 Everett Street. Certificates of Compliance were issued for a pond restoration at 124 Nashoba Road, installation of a generator at 209 Walden Street, driveway construction at 221 Balls Hill Road, landscaping at 300 Main Street and, renovations at 126 Lowell Road. An appeal of roadway repairs on Off Harrington Avenue was filed with DEP this week.

The Commission also accepted, with great appreciation, two easements over 121 and 131 Harrington Road to connect two Town-owned lands, the Rogers Land at 6A Harrington Road and Marshall Farms at 141 Harrington Avenue, to provide public and agricultural access between Town lands along the Assabet River.

 - **Conservation Coffee:** The Division held the first Conservation Coffee of the season. The next coffee will be held October 7th at 7:30 a.m. in the first floor conference room at 141 Keyes Road.
 - **Old Calf Pasture:** Staff held a pre-quote meeting for 2014 and 2015 invasive species management at Old Calf Pasture. Quotes are due to the Division of Natural Resources by noon on Wednesday, September 10th.

- **Building Inspections Division**
 - **Building permit activity:** The number of building permits issued year to date is up by 5.6% over a year ago at this time.
 - **Middlesex School:** Certificates of Occupancy have been issued for the fully renovated Lebaron-Briggs and Robert-Winsor dormitories. Students have started moving in.

- **Planning Division**
 - **Black Horse Place PRD (formerly Commerford Rd PRD):** The Planning Board forwarded their recommendation for approval of the 22-unit PRD (3 to 1) to the Zoning Board of Appeals. The recommendation includes 50 conditions that were developed in coordination with all Town departments. The ZBA will hear this application on Thursday, September 11th.
 - **Middlesex School Residence Hall:** The Middlesex School has submitted to the Planning Board a Site Plan Review application for a temporary construction access road to build a new residence hall for faculty and students that will have 2 small parking areas and a subsurface drainage system. The project also includes a new guard house with a split driveway along the main driveway; a series of new walkways; and, replacement of existing decks and docks at the boathouse on Bateman's Pond. The project includes work within wetland jurisdiction areas. The Planning Board will be opening the public hearing on this application on September 30th.
 - **Historic Districts Commission:** The HDC met on Thursday night to review four continued and four new applications for changes within the Historic Districts. During the meeting, the Commission approved Certificates of Appropriateness for the removal of the existing sign and replacement of the wall lettering at 13 Walden Street; new windows and paint colors at 47 Lexington Road; new gutters at both 42 Bow Street and 69 Lexington Road; and the paving and walkways for 427 Lowell Road. The Commission also reviewed the proposed new construction at 5A Barretts Mill Road, alterations to the lighting at 48 Monument Square; new fencing and trim at 47 Lexington Road; and new additions, windows and paving at 300 Main Street. All three of these also reviewed projects were continued to the next meeting on September 18th to allow the Applicants time to amend and further develop their plans.
 - **Regional Housing Services Office:** Planning Division and RHSO staff met to review questions about utility allowances and affordable

rent for the Concord Mews; two projects with the Concord Housing Authority involving HOME funds (renovations to existing units and build-out of 4 additional units at Peter Bulkeley); and two potential CPA projects for additional funding needed for the 4 previously noted CHA units and funds to 'buy-down' an affordable unit from 120% to 80%. The RHSO staff also presented information about the Regional Housing Services Office to the MAGIC communities.

- **Historical Commission's Archeology Project:** The Historical Commission is working with Brandeis University to develop an archeology project that will examine portions of the McGrath Farmstead. Planning staff and Concord Free Public Library staff met with a member from the Historical Commission to discuss storage for any artifacts recovered during excavation and administering access to the artifacts once they've been catalogued.

- **Health Division**

- **Healthy Concord:** Dr. Dan Siegel, clinical professor of psychiatry at UCLA School of Medicine, executive director of the Mindsight Institute, and author of *The Mindful Brain*, *The Developing Mind*, and *Parenting from the Inside Out* spoke to Concord K-12 teachers on August 27. This presentation was partially funded by Healthy Concord.
- **Mosquito Surveillance:** The first human case of West Nile Virus (WNV) in Massachusetts was diagnosed the week of August 18 in a resident of Middlesex County. In general, there have not been high levels of WNV or Eastern Equine Encephalitis (EEE) activity across the state this summer. For EEE, there have been no human and 1 animal case diagnosed; MDPH Risk Level remains at remote to low for most towns, with Concord at Low Risk. For WNV, there has been 1 human and no animal cases diagnosed and MDPH Risk Level remains at Low across most of the state, including Concord. Nonetheless, residents are reminded that, as we move into the later part of mosquito season, most mosquito populations are beginning to decrease but older mosquitoes are also more likely to carry virus. When overnight temperatures are cooler, mosquito activity is concentrated during the pre-dusk and early evening hours. It is particularly critical at this time of year to use mosquito repellent and use clothing to reduce exposed skin.

- **Concord Public Works** - Administration, Engineering, Highway and Grounds, Solid Waste and Recycling, Water and Sewer
 - **Hazard Waste Collection in Concord** - Concord Public Works is sponsoring a hazardous waste collection on Wednesday, September 24th, from 3:30 PM - 7:30 PM at the 133 Keyes Rd Concord Public Works Facility. This collection will be open to residents and businesses. Curbside program subscribers can receive a free pass for up to one load of hazardous waste (25 lbs. or 25 gallons) by calling (978) 318-3240 or stopping by Concord Public Works at 133 Keyes Road during business hours. Non-curbside subscribers and businesses can participate and pay the vendor, Clean Harbors, directly (checks only, payable to Clean Harbors). Businesses must pre-register by calling (781) 380-7121.
 - This is a great opportunity to properly dispose of a variety of household hazardous waste including cleaning products, chemicals, pesticides, herbicides, solvents, bleach, flammable liquids, lighter fluids, anti-freeze, and other hazardous products. For a complete list of acceptable products, visit www.concordma.gov or contact Concord Public Works at (978) 318-3240.
 - **Main Street at Elm Street Roadwork** – On Monday September 8th, additional construction improvements to the Town’s drainage system will take place at the intersection of Main and Thoreau Streets. This work will finalize drainage system upgrades in advance of future final course paving for this segment of Elm Street. An alternate lane traffic pattern will be in place. Motorists are asked to seek alternate routes if possible during construction.
 - **Lowell Road Gas Main Installation** – Contractors for National Grid are scheduled to begin construction shortly consistent with those conditions noted in the Board of Selectman’s Grant of Location. The project involves the replacement of approximately 2,700 feet of 4” gas main on Lowell Road from building #1400 northerly to building #1764 toward the Concord/Carlisle town line.
 - **Thoreau Street Sustainable Infrastructure Retrofit** – CPW has finalized the design for the new pocket park area at 97 Thoreau Street located on both public and private property through the generous cooperation of the DiGiovanni family. The project will install two planting areas and a custom designed tree-box filter with tree grate. A portion of the roadway run-off

will be captured within the tree-box, treated and then infiltrate into the ground. Between the planting areas there will be a porous paver area that will include a new water fountain/filling station, a Big Belly solar trash compactor, two wooden chairs, and a recycling bin. An interpretive sign will also be installed within one of the planting areas highlighting the sustainable infrastructure design principals of the tree-box filter and porous pavers as well as a map depicting the locations in Concord of water fountains. CPW has worked with several stakeholder groups in designing this pocket park including Concord on Tap and several gardeners and garden clubs in Concord. Currently, CPW's Engineering Division is ordering materials for the project and finalizing installation contract details. Construction is scheduled for the fall.