

Town Manager's Report Tuesday, September 24, 2013

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

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

PLANNING & LAND MANAGEMENT

Building Inspections Division

Historic Issues Meeting: John Minty attended the Historic Issues meeting this week to learn more about the Concord Historical Commission's efforts to revised Concord's "Demolition Delay Bylaw".

Health Division

Medical Marijuana Regulations: Health Director Susan Rask attended an educational meeting sponsored by the Massachusetts Health Officer's Association and Dept. of Public Health to discuss implementation of new State Marijuana Regulations. The regulations address a wide variety of issues, including registration of physicians, qualifying patients, personal caregivers, and dispensary agents; the physician-patient relationship; the two-phase application process to become a Registered Marijuana Dispensary (RMD); the cultivation, preparation, laboratory testing, and dispensing of marijuana; secure home delivery; guidelines for personal caregivers; DPH's inspection and enforcement role; and advertising and packaging restrictions. The regulations neither mandate nor prohibit involvement or regulation by cities and towns.

Influenza Clinics: The Health Division, in conjunction with the COA, will hold the annual seasonal influenza clinic for seniors at the Harvey Wheeler Community Center on Monday, October 21, 2013 1:00 pm – 3:00 pm. Emerson Hospital Home care will administer the vaccines.

The Health Division Administrative staff also coordinated an Employee Flu Clinic with Emerson Hospital Home Care for Wednesday, October 23, 2013 between 10 am – 12:30 pm at 141 Keyes Road – 1st Floor Conference Room. Administrative Assistant Karen Byrne has sent out a memorandum to all Town Employees outlining the pre-registration requirements as well as an informational memorandum on useful tips and suggestions on maintaining a healthy work environment during the 2013-2014 Flu Season. This year, Karen is working with EHC Tricia McGeon RN and Nursing Manager Sharon Malone to ensure smooth service. EHC continue to be excellent partners in assisting the Town in carrying out this important preventative health initiative to Town residents and employees.

Planning Division

Historic Districts Commission (HDC): The HDC reviewed six new applications for Certificates of Appropriateness at the Thursday meeting. Three certificates were issued for work including demolition of an existing structure and construction of a new carriage house at 41 Monument St.; new fencing and walkways at 37 Bedford St.; and, installation of a new stone patio at the rear and right side of the house at 532 Lexington Road. All other applications were continued to the October 3 meeting (Colonial Inn's rear entrance revisions, a new house at 310 Lexington Road, and multiple revisions to 398 Main Street). Two site visits were scheduled for October 2 at 8:00 a.m. and 8:30 a.m. for 398 Main Street and 310 Lexington Road, respectively.

Housing Conference on Chapter 40B: Director Rasmussen attended a Ch.40B Housing Conference to learn more about recent revisions to the Comprehensive Permit Guidelines (updated May 2013) and local response to 40B projects that may be re-emerging in the recovering housing market (i.e., seeking modifications to the original comprehensive permit decision or marketing affordable units when fewer households can obtain mortgages).

Regional Minuteman Advisory Group Interlocal Coordination (MAGIC) Meeting: Representatives from the 13 MAGIC communities attended Thursday's meeting (Director Rasmussen and resident K.C. Winslow were Concord's representatives in attendance). Subregional updates included the FEMA meeting debriefing, CrossTown Connect Transportation Management Association (Acton, Boxborough, Maynard, Westford, Concord, Stow and Littleton) and a Regional Housing Services Office for Hudson, Stow, Boxborough, Bolton and Littleton. The group also heard MAPC updates on legislative actions for Water Infrastructure, Zoning and Active Streets and began scheduling a workshop for early October concerning Sustainable Water Management initiatives and directives.

Natural Resources Division

Natural Resources Commission: At their meeting on September 18, the NRC heard the following matters: an Abbreviated Notice of Resource Area Delineation (ANRAD) for Keuka Road; a Notice of Intent (NOI) for additions at 88 Southfield Road; an Amended NOI to demolish and reconstruct the single family house at 310 Lexington Road; an NOI to relocate the barn at 40 Squaw Sachem Trail (Lot 1); an NOI to demolish and reconstruct the single family house at 40 Squaw Sachem Trail (Lot 2); an NOI to construct a screen porch at 50 Wayside Road, an NOI to upgrade a failed septic system at 955 Lexington Road; and Request for Determination of Applicability (RDA) to install a solar array at 38 Philip Farm Road.

New applications received this week for the October 2 NRC meeting include: an after-the-fact NOI to construct a greenhouse at 109 Seymour Street; an RDA for invasive species management at 64A Sudbury Road; an NOI to construct a pool at 1533 Monument Street; An NOI to demolish and reconstruct a single family home at 216 Southfield Road; an RDA to construct additions at 100 Walden Street; an RDA to construct additions at 350 Plainfield

Road; and an NOI to install communication conduits at 1437-5 Monument Street. The NRC will also hear the continued matter of the after-the-fact driveway reconstruction at 24 Off-Harrington Road.

Heywood Meadow: Director Delia Kaye met with Heywood Meadow Stewardship Committee (HMSC) members and GCG Engineering to review and refine survey and design drawings to be used for Phase 2 of the wall reconstruction. This phase of work would restore 200 feet of the cement-capped stone wall on the west side of Heywood Meadow that is parallel to Lexington Road, and remove 180 feet of a cement capped stone wall along Heywood Street. Much of the discussion centered around constructing of a “stile” through the wall at the Town center end of the meadow to bring more people into and through the meadow, as well as improving the safety of the corner at Heywood Street and Lexington Road. Director Kaye also met with HMSC member Susan Clark and John Bakewell of Carlisle Arboriculture to review a pilot project for invasive species control at the meadow this fall.

POLICE

Operational Services: On Wednesday, September 18, Officer Soll responded to a report of a motor vehicle collision involving a motorcycle. Upon arrival, Officer Soll learned that the motorcycle was struck while waiting for a traffic light to change. He also learned that the other vehicle involved left the scene. Later that day, the operator of the other vehicle called to report his involvement. No injuries were reported and a report was filed.

On Saturday September 21, Sgt. Kennedy and Officer Harrington responded to a White Ave residence for a report of a domestic disturbance. Officers arrived and separated both parties in an effort to determine what had happened. Officers learned that one of the subjects had been thrown to the ground, a fact that was corroborated by witnesses. That individual was arrested and brought to the Station for processing.

Community Services: On Saturday September 21, Officer Holsinger assisted with the Wounded Warrior Soldier Bicycle Ride which began and ended at the National Park on Monument Street. The event was a success and no issues were reported. The ride covers several neighboring communities.

Administrative Services: The Department was awarded a grant from the Executive Office of Public Safety’s Highway Safety Division in order to increase traffic enforcement during “key” times of the year. The grant allows the Department to increase patrols for speeding offenses, seatbelt violations and drunk driving offenses. This grant and the accompanying mobilizations mirror the national campaign that is seen in radio and television ads across the country.