

# Town Manager's Report Monday, April 7, 2014

**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**

### **Natural Resources Division**

**Natural Resources Commission:** At the April 2 meeting the NRC heard the following matters: a Notice of Intent (NOI) to install a synthetic turf athletic field and renovate the existing fields at Concord-Carlisle High School; an NOI to construct an addition at 21 Hawthorne Lane; an NOI to renovate the site at 1411 and 1435 Lowell Road into the maintenance facilities for Middlesex School; and, an NOI to install a gas line and solar panels, construct a porch and deck and associated tree removal at 280 Silver Hill Road. The Request for Determination of Applicability for 163 Lindsay Pond Road to determine the extent of wetlands and Riverfront Area was continued to the April 16 NRC meeting, as was the Abbreviated Notice of Resource Area Delineation for 1888 Main Street to also confirm the extent of wetlands. The after-the-fact driveway reconstruction project at 24 Off Harrington Road was continued to the April 30 meeting.

**White Pond Watershed Management Plan:** DNR staff met with members of the White Pond Advisory Committee and representatives from ESS, consultant on the project, to review data collected to date, discuss preliminary observations and recommendations, and evaluate next steps. The consultants have completed 95% of the field work, with additional groundwater seepage data to be collected after the ice melts. The water quality has been found to be quite good, similar in nature to Walden Pond, and nutrient input areas have been identified. Town parcels in the watershed are being evaluated for best use to improve water quality and potential projects are also being evaluated for conceivable impacts.

**Trails Committee:** The Trails Committee is nearing completion of their first trail guide for the Hapgood Wright Town Forest. Minor edits to the map will be completed in the next couple weeks with completion and distribution of the guide anticipated for May.

**Baseline Documentation Reports:** DNR staff, the Conservation Restriction Stewardship Committee, and LSI, consultant on the project, have been working diligently to complete Baseline Documentation Reports (BDRs) on the Town-held Conservation Restrictions. To date, nine BDRS have been submitted to the landowners to review, four are nearing completion, four are under staff review, and four additional BDRs are still to be developed.

## Health Division

**Healthy Concord/Better Designed Streets for All:** Healthy Concord will host a breakfast for Town leaders on May 16 with guest speaker Mark Fenton. Mark Fenton is a public health, planning, and transportation consultant who advocates for better designed communities that promote more active lifestyles. Mark works with organizations and communities around the country to build environments, policies, and programs that help to create places where more people walk, bicycle, and take transit more of the time. Active community designs lead to economically, environmentally, and socially thriving cities, towns, and rural settings where people of all ages, abilities, and incomes lead long, vibrant lives. Mark will speak to town leaders about a new vision for creating healthier streetscapes, and provide guidance specific to Concord on ways to make our streets friendlier for bicyclists, pedestrians and drivers.

**Free Tick Testing for Residents:** Concord Health Division is pleased to offer a new service to residents—if you are bitten by a tick, the tick may be submitted for free testing during 2014 to determine if it is carrying pathogens that cause Lyme Disease, Babesiosis, and Human Granulocytic Anaplasmosis (HGA). Tick testing will be performed by the Laboratory of Medical Zoology (LMZ) at the University of Massachusetts. If you should find a tick biting you, carefully remove it using tweezers and place in a sealable plastic bag. Submitting a sample is easy: go to [www.TickReport.com](http://www.TickReport.com), complete a testing submittal form and receive a sample number, place the tick with sample number in an envelope and mail it to the LMZ address indicated on the form. You will receive your results by email within 5 business days. Brochures describing the program will be available around Town in mid-April, but samples may be submitted beginning April 1. Please contact the Concord Health Division at 978-318-3275 for more information. This program is funded through a Governor's Community Innovation Challenge Grant.

**Tick Talk:** The Middlesex Tick Task Force will host a public forum on April 30, *Let's Talk About Ticks*. The event will feature Dr. Alfred DeMaria, MDPH State Epidemiologist, who will speak on tick-borne disease awareness and prevention; Kurt Upham, President of ohDeer, Inc., who will speak on landscaping ideas to reduce tick exposure in your yard; and Dr. Stephen Rich of the University of Massachusetts Laboratory of Medical Zoology, who will speak on a new program offering free or low cost testing of ticks to determine if the tick carries the pathogens that cause Lyme disease, Anaplasmosis or Babesiosis. The event will be held Wednesday April 30 from 7-9 p.m. at the Lincoln Schools Auditorium, 6 Ballfield Rd. in Lincoln. The event is free and all are welcome to attend.

## Planning Division

**New Town Planner to Start April 14:** Elizabeth Hughes will be returning to Concord as Town Planner on April 14. Elizabeth worked for the Town of Concord from 1998 until 2004 in the Senior Planner position in the Planning Division, then left for the Town of Boxborough where she further honed her planning and project management skills working for the Boxborough Planning Board and Board of Appeals. The Town Planner position will be

responsible for the Plan Review process for the Planning Board and Board of Appeals, in addition to tackling other planning-related projects.

**Historic Districts Commission:** The HDC met Thursday to review five applications for changes within the Historic Districts. The HDC approved Certificates of Appropriateness for window changes at 201 Lexington Road and new paint colors for 29 Munroe Place. The HDC also reviewed applications for a new safety mirror at 2 Independence Court and a new house at 427 Lowell Road; continuing both applications to allow time for the Applicants to revise plans and collect additional information on their projects. Lastly, the Commission reviewed an application for changes to the building and site at 502 Main Street and continued the discussion to allow time for a site visit to the property.

**Battle Road Scenic Byway Committee:** The Battle Road Scenic Byway Committee met on Thursday, March 27, in Lincoln. The Committee was joined by representatives of the Mass. Dept. of Transportation (MassDOT) who provided information on the State's byway programs and possible future funding sources. MassDOT has recently completed a brochure for Western Massachusetts' Byways and provided information on their process in developing logos and signage. The Committee then discussed the possibility of making connections with Mass DOT's biking and other community programs. The Committee also discussed the status of the Minuteman Vocational School project and its potential impact on the Byway; the status of the Byway's application for staff and project assistance from the MAPC; and local projects occurring along the Byway in member communities. The next Byway Committee Meeting is scheduled for Thursday, April 24 at 11:00AM in the Lincoln Town Hall.

**MBTA/MassDOT Approves Bruce Freeman Rail Trail Crossing for Commuter Rail!:**

This week the Town received notice that MassDOT/MBTA has approved the revised plan to cross the commuter rail in West Concord near the mini-high platforms and behind the former West Concord Supermarket. With this notice in hand, the BFRT Advisory Committee and the engineering consultant, Greenman-Pedersen, Inc. is ready to move forward with the 75% design plans. Special thanks to CPW Director Rich Reine and Town Engineer Bill Renault for assisting with this effort.

**POLICE**

**Operational Services:** On Monday, March 31, Officer Mearn responded to Emerson Umbrella for a report of a past theft of a painting. Officer Mearn learned that an unknown individual(s) took the painting sometime over the weekend of March 28. The painting was on display and appeared to be the only one taken. Video footage of the building is being reviewed and several leads are being investigated.

On Monday, March 31, Detective Morrison issued a summons to a subject from Annursnac Hill Road for disorderly conduct, witness intimidation, and operating to endanger. The summons resulted from an incident that took place relative to call earlier in the day. Based on the subject's action and blatant, reckless conduct, a summons and subsequent arrest warrant were sought and granted.

On Saturday, April 5, Officer Harrington and Officer Reinold responded to Emerson Hospital for a report of an individual visiting the Hospital causing a disturbance. Officers located the subject and learned that the subject had exposed himself in a public area to a staff member. Upon further investigation, officers learned that the subject was disabled and in need of medical assistance. Officers secured treatment for the subject in the Emergency Department and the subject will be summonsed to Concord Court on charges of open and gross lewdness relative to the exposure.

**Community Services:** On Monday March 31, Officers from the dayshift and evening shift responded to Lowell Road to assist Carlisle Police in a pursuit involving a car-jacking suspect. The suspect had already exchanged gunfire with the Carlisle officers and was wanted on several charges prior to entering Concord. The suspect vehicle crashed at the Rite Aid Pharmacy on Lowell Road and the subject ended up car-jacking another vehicle in order to escape Concord. Officers continued to pursue the suspect until he crashed in Bedford, where he was arrested. All officers involved in the pursuit showed great restraint and poise dealing with an extremely difficult situation. Their actions were highly heroic and commendable.

**Administrative Services:** On April 2nd, Concord PD's newest Dispatcher, Sean Connell started work for the Department. Sean comes to us highly recommended from Fidelity where he worked in their security department. Sean begins his training at the State's Dispatch Academy on April 7.

## **PUBLIC WORKS**

**Water Main Flushing Activity:** Spring Water Main Flushing begins Monday, April 7. Flushing will be taking place Monday-Thursday from 9 AM-3 PM from April 7 through April 17. The area of Town most directly affected will include White Pond Neighborhood, Old Marlboro Rd., Plainfield Rd., Williams Rd., Caterina Hts., Sudbury Rd., ORNAC, Southfield/Riverdale neighborhood, and Stow/Everett neighborhood. Please see [http://concordma.gov/Pages/ConcordMA\\_Water/flush](http://concordma.gov/Pages/ConcordMA_Water/flush) for detailed information.

**MassDEP Water Resources Management Program Regulations:** MassDEP is proposing to amend the Water Resources Management Program regulations (the Water Management Act regulations) to incorporate a new methodology for calculating "safe yield" and the concept of "streamflow criteria" as developed through the Sustainable Water Management Initiative, and to clarify WMA permitting requirements and processes. MassDEP Public hearings and presentations are scheduled during the month of May with the comment period ending on June 10, 2014. Locations and times can be found on the DEP's website. The proposed regulations have the potential to impact the Town of Concord's water system and are under review by CPW staff.

**Southfield/Riverdale Water and Roadway Rehabilitation:** CPW's Engineering and Water/Sewer Divisions finalized design for a coordinated bid of water main and drainage rehabilitation in the neighborhood. The bid opening for the project is scheduled for May 2,

with an on-site pre-bid meeting planned for April 22. Project work is planned to begin in late May/early June and be completed by the end of the construction season in November. The Engineering Division will complete the design of the separate roadway bid in late summer, after additional sub-base testing is completed during the water main/drainage infrastructure project. The roadway project will be bid in the early fall, with roadway reconstruction work scheduled to take place in the spring of 2015.

**2014/2015 Roads Program:** CPW's Engineering Division began work for the Fiscal Year 2015 Roads Program bid. The Division staff completed ground survey for planned reclaim streets and is also preparing to layout the locations for pavement coring and sub base testing which will be used to confirm the design strategies. Neighborhood outreach meetings were also conducted for all proposed streets the week of March 31 and will continue into the week of April 7. The project is tentatively scheduled for a late May bid. Construction is planned to begin in early July.

The proposed plan includes reclaim treatments on Seven Star Lane and Belknap Street (RR to Thoreau St & Thoreau Street to Main Street), mill and overlay treatments on Old Bedford Road, Spencer Brook Road (Town Line to Westford Road), Barnes Hill Road (Lowell Road to Estabrook Road), Estabrook Road (Cedar Way to Barnes Hill Road), Lowell Road (Barrett's Mill Road to Hugh Cargill Road) and patch replacement Farmer's Cliff Road and an overlay treatment on an 800' section of Bedford Street.

**Residential Rain Garden (NPDES MS4):** The Engineering and Water & Sewer Divisions are collaborating on the development of a residential rain garden program. The program is aimed at gardeners within the Town to recommend the use of rain garden planting areas in lieu of standard planting beds. Rain gardens are depressions on a property laid out to collect, treat and infiltrate stormwater. The stormwater can be generated from a rooftop or driveway, etc. To begin the rollout of the program, staff discussed the long term sustainability, water quality improvement and stormwater mitigation aspects of rain gardens with local community members interested in participating. Members of the local watershed group OARs and community proponents attended a walking tour at the recently completed Junction Park bioretention area on April 3. If you are interesting in participating in the program, please contact CPW's Engineering Division.

**Pot hole Patching:** CPW's response is continuing into the spring season with daily repairs made Town-wide. Immediate pothole issues will continue to be addressed on a daily basis while a systematic approach to document and repair roadway defects will be ongoing over the next month to ensure all areas of Concord's roadway network have been inspected and repaired as necessary.

**Patriot's Day Preparations:** CPW Highway and Grounds crews are well into preparations for the Patriot's Day parade. Work includes assignment of supervised MCI crews on the parade route who will be raking the road sides in all celebration areas with CPW staff utilizing street sweeper equipment for roadway and sidewalk cleaning while also performing road side loaming and seeding, sign repairs and replacement, painting of all meter posts,

accessible ramp repairs and restoring the stone dust sidewalks. In addition preparation of the reviewing platform following winter storage is taking place.

**Recreation Field Prep:** Highway and Grounds Division staff have now started to prepare all recreation fields for spring use. This has been particularly challenging this year as many fields remained snow covered until the end of March. All playing fields are now being laid out and lined with the appropriate sports equipment being delivered and setup. Initially the fields being prepared are for lacrosse and soccer with baseball field preparations planned for late April. The synthetic turf fields have been operational since mid-March with the restrooms scheduled to be opened in mid-April when the threat of freezing temperatures has abated.

**DropOff – SwapOff Event :** The spring DropOff – SwapOff event is scheduled for Saturday, May 10, from 9:30 AM - 3:00 PM. There will also be an “early SwapOff” on Friday, May 9, from 11 AM -2 PM, weather permitting. The early SwapOff was developed in an effort to alleviate traffic on Saturday and provide residents with another option to bring in items for SwapOff, should they not be able to bring items to SwapOff on Saturday. Please note no assistance is provided for unloading, and browsing and removal of items is not permitted at the early SwapOff.

Once again, SHARPS and unwanted medications will be collected at the DropOff portion of the event on Saturday, May 10. For a complete list of items collected and additional information, residents can visit [www.concordma.gov](http://www.concordma.gov) or call (978) 318-3240.

**755 Walden Street Compost Site:** The 755 Walden Street Compost Site and paint shed opened for the season on Saturday, April 5. The compost site will be open each Saturday through mid-December; the paint shed will remain open each Saturday through October. The hours are 9 AM -3 PM on Saturdays, as in the past. Residents can drop off yard waste, brush, oil paint, usable latex paint, and pick up free compost and paint. Residents can visit [www.concordma.gov](http://www.concordma.gov) or call (978) 318-3240 for additional information.