

# Town Manager's Report

## Monday, February 3, 2014

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

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

### **FIRE**

**Station 1 Renovation:** The radio project continues to progress. Last week, crews installed the new mobile radios in all fire apparatus. The satellite receivers are connected and ready to be operational upon switchover. The tower crew has stripped old equipment off the antenna tower and reorganized existing needed equipment. New antenna cable will be going up this week. The new CFD portables ordered had to be returned as they were not to our specs. They have been re-ordered.

### **PLANNING & LAND MANAGEMENT**

#### **Planning Division**

**Wheeler-Harrington Management Plan Project Now Underway:** On Friday afternoon, DPLM Director Marcia Rasmussen, Senior Planner Lara Kritzer, Assistant Natural Resources Director Lori Capone, and Deputy Town Manager Doug Meagher met with members of the Historical Commission and project consultants from CRJA-IBI Group to kick off the Wheeler-Harrington Management Plan Project. Over the next nine months, the consultants will be studying the historic house, its cultural landscape (Harrington Park), and completing an environmental assessment of the property in order to develop a complete picture of the site, its needs, and its potential for future community uses. Separate reports on the historic structure, environmental assessment and cultural landscape will also be produced as part of this work and made available for review.

**McGrath House Renovations:** Director Marcia Rasmussen assisted Facility Maintenance Supervisor Jim Macone (and a kitchen specialist with Home Depot) with kitchen design/layout and selection for the new apartment; ordered appliances for the apartment; and, prepared a request for an affirmative recommendation from the Comprehensive Sustainable Energy Committee to use Sawyer Trust Funds for insulating the first floor of the new apartment.

#### **Building Inspections Division**

**TD Bank Building Permit Issued:** A building permit has been issued to TD Bank allowing the construction of their new bank at 1112 Main Street (on the corner of Baker Avenue),

West Concord. This project required Natural Resources Commission, Planning Board and Board of Appeals review and approval. The projected cost of construction for this new bank building is **\$1.2 Million**.

**Middlesex School Dorm Issued Full Building Permit:** Middlesex School has now been issued a full building permit for Site Plan Review to renovate the Robert-Winsor dormitory at Middlesex School. The projected cost of this renovation is **\$1.76 Million**. LaBaron-Briggs dormitory is slated to be the next dormitory that will undergo renovation this coming summer.

### **Health Division**

**Bottled Water Bylaw Inspections:** Health Division staff has begun conducting inspections for compliance with the Town's bylaw, *Drinking Water in Single-Serve PET Bottles*. All retailers who hold food service licenses from the Health Division will be inspected. The Health Division expects that approximately 100 sites will be inspected within the next month.

**Emergency Planning:** Public Health Director Susan Rask met with staff from Emerson Hospital and Fire Chief Mark Cotreau to review Emerson's Hazard Vulnerability Assessment. The hospital annually performs this self-assessment to determine how well they are able to respond to a variety of emergencies. The Town's Emergency Management Director must review this document because it relates to Concord's ability to provide services to the hospital during different types of emergencies. Because the assessment examines the hospital's ability to respond to pandemics, epidemics, and terrorism events, it is recommended that the Public Health Director participate in the review.

### **POLICE**

**Operational Services:** On Tuesday January 28, Officer Young took a report from a Concord resident who reported that she might have been the victim of a telephone scam. The scam involved the resident being told that she needed to purchase virus protection software for her computer. The resident actually sent the money via Western Union but then realized it might have been a scam. Several leads are being followed up on.

On Wednesday January 29, Officer Young received a call from Concord Resident reporting fraudulent use of a credit card. The resident reported that an unknown subject tried, unsuccessfully, to make purchases on the internet. A report was filed and the resident notified the credit card company and cancelled the card.

On Wednesday January 29, Sergeant Flynn and Officer Dirienzo responded to Concord Health Care for a report of a patient possibly abused by the staff. Sergeant Flynn interviewed the reporting party and the staff in order to determine the nature of the abuse. A report was filed and the case is currently being followed up on by detectives.

**Administrative Services:** On Thursday February 6, the Department bids farewell to Sergeant John Kennedy. Sergeant Kennedy has been a member of the Department since 1981. During that time he has held a variety of position including Department Prosecutor,

Sergeant and, recently, Acting Police Chief. Sergeant Kennedy is retiring to start a new position with Lasell College. The Department wishes him the best going forward in all his endeavors.