

Town Manager's Weekly Report

Monday, May 4, 2009

To: Board of Selectmen
From Christopher Whelan, Town Manager

- FIRE CHIEF SWEARING-IN CEREMONY.** The traditional ceremony for swearing-in newly appointed Fire Chief Mark Cotreau has been scheduled for Monday, May 18 at 6:00 p.m. in the Hearing Room of the Town House. Town Clerk Anita Tekle will administer the Oath of Office. Light refreshments will be served. The public is invited. The Selectmen's meeting will go forward that evening at the usual time.
- EMERSON PLAY-STRUCTURE WORK COMPLETE.** The playground at Emerson Field has officially re-opened and is once again swarming with children. An informal ribbon-cutting ceremony is scheduled for Friday, May 8, 2009 to mark the occasion. The playground has been closed for several months while the old play-structure was removed and the new one installed.
- MADD AWARD FOR OFFICER SOLE.** Officer Brian Soll was nominated by the Concord Police Department for outstanding performance in detecting and apprehending drunk drivers in 2008 and will receive MADD's (Mothers Against Drunk Driving) Drive for Life award on May 13. All of the award winners will be recognized at the breakfast event at the Devens Common Center in Devens Massachusetts on Wednesday, May 13, 2009. Brian has been a wonderful addition to the Department.
- COMMUNITY POLICING FUNDS AT-RISK.** Police Chief Len Wetherbee reports that the elimination of Community Policing Funding from the House Ways & Means committee budget for FY2010 will significantly impact his department's ability to maintain community programs and services in Concord. These funds have been received for more than 5 years and have helped support the development of positive relations with youth in the community, collaboration on the Regional High School Television programs, working with youth leaders to discourage underage drinking and to prevent drinking and driving. The grant program has also supported after-school programs and training for police regarding school safety, domestic violence prevention and victim-assistance, the Restorative Justice Program, Concord Neighborhood Network and other community-involvement programs. The annual hours lost include:

Officer Training	152 hours
School Safety Programs	24 hours
Traffic Safety Programs	127 hours
Senior Citizen Safety	24 hours
Directed Patrols for Alcohol Enforcement	50 hours
Youth Initiatives	50 hours
C4RJ/DVVAP	40 hours

TOTAL COMMUNITY POLICING LOST 467 Hours

In addition a key funding source for equipment purchases such as motorcycles, which is used specifically for traffic enforcement, will be eliminated.

5. **MBTA PUBLIC HEARINGS ON DRAFT TRANSIT PLAN.** The MBTA will be holding three public meetings and one hearing to solicit input regarding the Draft Program for Mass Transportation. The plan defines the 25-year vision for public transportation in eastern Massachusetts. The meeting closest to Concord is scheduled for Wednesday, May 13; 6:00 PM – 8:00 PM Waltham Government Center Public Meeting Room, 119 School Street.

Public Works Department

Administration

7. **Public Works Week Celebration scheduled** - Concord Public Works is hosting its 3rd event for the 8th grade students from the Middle School, on Wednesday May 20, showcasing the valuable work performed by public works staff throughout the year. Four buses containing a total of 200 students will tour the New Artificial Turf Playing Fields, where a presentation will explain all about the artificial turf installation; next, Tree Warden Pete Flynn will explain about the care of Concord's trees, including information about the Asian Long-Horned Beetle. Then, the Wastewater Treatment Plant will be visited, along with Warner's Pond Dam, where the Engineering Division will explain about the dam reconstruction project and surveying. Finally, the Public Works Facility on Keyes Road will showcase a recycling exercise, water conservation and catch basin cleaning. A pizza lunch will then be served to the students at CPW's riverfront park. Concord water will be served and all plates, cups, napkins and food scraps will be composted. Selectmen are encouraged to attend. The event will begin at 8:30 a.m. and will run until 1:30. Public Works Week will be celebrated this year from May 17- 23.

Engineering

8. **Route 62 Main Street Reconstruction** – CPW staff attended a Pre-Construction meeting on April 29th at Mass Highway District 4 offices to discuss project details including scheduled mobilization of project contractor, E.H. Perkins. The draft schedule has mobilization, safety signage and erosion control beginning over the next few weeks in May; the stone retaining wall near the Damon Mill will be rebuilt during the month of June; work on the drainage system, water lines and catch basins will occur in July and August; reclamation/recycling of the existing asphalt surface will take place in mid-September and the binder course of pavement installation to be completed in late fall. The final top-course pavement layer, structure adjustments, landscaping, driveway aprons and final cleanup is scheduled to occur in the 2010 construction season.
9. **Route 2 Paving (American Recovery and Reinvestment Act of 2009 Project)** – The Commonwealth of Mass is using some of its federal stimulus money to resurface sections of Route 2 in Concord. The resurfacing project is scheduled start in May with full construction scheduled to begin early June. The work includes: Resurfacing Route 2 from Walden St to Sudbury Rd, and from Old Road to Nine Acre Corner to Elm Street, including the signalized intersections. New loops will be installed to trip the signals when vehicles are waiting. Some median barriers will be replaced and new guard rail installed. Some existing drainage will be rebuilt. A permanent traffic-counting station will also be installed. Work will be performed at night from 9 pm to 5 am. No weekends or holidays. Non-roadway work may occur during daylight hours, although night-time and day-time work will not be allowed during the same period. No detours are planned. One lane in each direction will remain open during construction operations.
10. **Cambridge Turnpike/Crosby Corner** - CPW conducted a working meeting with Mass Highway's design engineer to discuss the drainage design for the Route 2/Crosby's Corner Project on May 1st. Mass Highway is proposing to investigate areas for infiltration within

grassed sections of the new roadway layout to mitigate the additional storm water volume generated by the increase in pavement from the project. CPW is not convinced that the additional measures being employed will ensure no additional flooding impacts will occur at Cambridge Turnpike and will continue to work with Mass Highway to review options to mitigate the existing and proposed conditions relative to Crosby's Corner construction improvements.

- 11. NPDES Phase II MS4 Permit Stormwater Permit** - CPW submitted the year 6 annual update in accordance with the May 1 EPA deadline. Major updates to the program in 2008-2009 include the development of an Illicit Discharge Detection and Elimination program and public outreach through the development of a Stormwater education webpage on the Town's website.
- 12. Nashawtuc Bridge** - A Notice of Intent for the parapet wall repair is being prepared for the submittal to the NRC. CPW plans to present the project at the May 20th NRC hearing. Work is scheduled to begin to prepare the bridge walls in a June/July 2009 time-frame.
- 13. Pine Street Bridge** - The bridge decking is nearly complete, and Mass Highway's contractor, MAS, plans to install base course and binder course pavement on May 15. CPW will coordinate paving of Upland Road to coincide with top course paving of the bridge, probably in early June. Project completion is anticipated for end of June 2009.

Solid Waste and Recycling

- 14. Drop Off-Swap Off** - The spring Drop Off-Swap Off is scheduled for this Saturday, May 9th, from 9:30-3:00 at the Public Works site on Keyes Road. This is a joint effort between CPW and REUSIT. REUSIT provides 100-120 volunteers for the event. CPW is working closely with the police dept. on the traffic plan for the event in an effort to minimize congestion and waiting. Reusable shopping bags will be distributed to all attendees of the Drop Off portion of the event to discourage the use of disposable plastic bags.
- 15. Energy Audit** - American Development Institute (ADI) has conducted an energy audit for nine municipal and school buildings. This project is funded through the Sawyer Trust. A designated team of building managers is currently reviewing the energy audit recommendations and a meeting has been scheduled for May 26 with ADI to review the document, with a plan to implement as many improvements as possible before the fall/winter heating season.
- 16. Compost Site** - The compost site and paint shed on Walden Street opened on Saturday, April 4th, from 9-3. The compost site and paint shed will be open to residents every Saturday through November.

Highway and Grounds

- 17. Town wide sweeping schedule** - The town-wide street sweeping program to pick up winter sand has been completed, well-before the Memorial Day target date. Collecting this winter sand keeps it from draining into rivers and streams, reduces particulate air pollution, and improves safety for cyclists. Regular sweeping will now continue in the 3 village areas on Friday and Monday mornings.
- 18. Sleepy Hollow Deeds Building Restoration** - Restoration of this historic building utilizing internal work forces continues. Recent efforts include foundation reinforcement, interior framing, insulation, window replacement and restoration and lighting and electrical upgrades.

Water and Wastewater

- 19. Water Main Work** - Starting on Wednesday, May 6th, water main work will be performed near the intersection of Barrett's Mill Road and College Road. Work is schedule to take approximately one week. A traffic management plan has been coordinated with Concord

Police Department. CPW will close College Road at the intersection of Barrett's Mill Road. "Detour" signs will be placed to guide motorists around Annursnac Hill and Strawberry Hill Roads back down to Barretts Mill. On Barretts Mill Road, there will be police officers to control the traffic in alternating lanes around the construction. CPW will move the sign board up onto College Road at Annursnac Hill Road during the construction, to warn people that the road will be closed at the end.

20. **Sewer Main Repair** - During the week of May 4th, National Water Main Cleaning Co. will be performing non-invasive sewer repair work along Walden Terrace.
21. **Spring Water Main Flushing Completed** - Due to a combination of effective flushing program communication activities and a generally improved water quality as measured throughout the distributions system - attributed to water treatment efforts - NO water quality complaints were received during the April flushing event, which has now been completed.

Planning & Land Management Department

Natural Resources Division

22. **Spring fever:** Spring brings a surge of proposed projects to the Natural Resources office and also the inevitable violations. Fortunately, one violation was resolved without any filing needed, and a wetland application will be submitted for a second violation which is expected to be approved after-the-fact.
23. **Intern, Crew, and Rangers:** The Natural Resources office has been preparing for the seasonal expansion of staff. Seven applications were received for an intern to assist with Conservation Restrictions. Eric Kloss, a former Conservation Crew member is returning in mid-May. The second Crew and one Ranger position have been posted and applications are being accepted.
24. **Wetlands Bylaw:** The NRC and staff were pleased with the passage of the wetland bylaw and are grateful to the citizens, boards, and officials that put so much time and effort into the bylaw's development and approval by Town Meeting. The next step will be for Town Clerk Anita Tekle to renumber sections for consistency and then send to the Attorney General for review and approval. The Bylaw becomes effective once approved by the AG (or 90 days after it is received by the AG's office) and posted by the Town Clerk.
25. **Walden Biodiversity 2:** E.O. Wilson, Harvard scholar and the "father of biodiversity" is turning 80 this summer. To celebrate his birthday, naturalist Peter Alden is reviving Biodiversity Days, a weekend spent sparking a love of nature and identifying as many species as possible in Concord, Lincoln, and Carlisle (as well as other areas around the world). This year, the goal is to identify 2009 species (last count was 1,905) over the July 4th weekend at Estabrook Woods, the Town Forest and Brister's Hill, Fairhaven Bay, and other town and private lands. Peter is working with the Walden Woods Project to sponsor the event.

Planning Division

26. **Facility Managers Meeting:** Facility managers had their monthly meeting on April 21st, at which Rod Robison gave an update on the status of the cleaning products inventory and the potential for selecting vendors from the Green Purchasing Program list of state contracts that will be available in July 2009. Senior Planner Julie Vaughan distributed LEED (Leaders in Energy and Environmental Design) standards for green cleaning products as a guide for future decision-making. In addition, the LEED reference guide for Existing Buildings includes a section on drafting a green purchasing policy, which will be a resource for the facility managers as they amend the existing APP 49 to Buy Green – another topic of discussion at the meeting.
27. **Town Building Energy Audit:** a draft Energy Audit Report was emailed from American Development Institute (ADI) to Senior Planner Julie Vaughan on April 21st. Earlier that day, the facility managers requested that ADI present their findings at the next facility managers meeting

on May 26th and members of the Employee Efficiency Team (EET) and Comprehensive Sustainable Energy Committee (CSEC) be invited to attend. ADI submitted another draft Energy Audit Report on April 29th, which Julie distributed to all interested parties for comment. In light of received comments, two additional meetings have been scheduled: 1) May 7th – meeting of facility managers to provide feedback on the Energy Audit Report, and 2) May 11th – meeting with ADI to discuss necessary modifications to the report based on feedback received. The goal is that ADI will then have enough time to make adjustments/amendments to the report accordingly prior to their presentation of findings on May 26th.

28. Demolition Delay for the Caesar Robbins House at 324 Bedford Street: The Historical Commission received word that the Trustees of Reservations is interested in the potential relocation of the Caesar Robbins house to the grounds surrounding the Old Manse, which is close to the house's original location. Tom Beardsley, Director of the Old Manse, has cautioned that there are still hoops to go through, but hopes to schedule a meeting in the next few weeks between the Trustees and the Historical Commission to discuss this further. In the meantime, members of the Drinking Gourd Project have been provided direct contact with the Trustees to provide additional historical information and Lara Kritzer has completed additional research on the building's original location and subsequent owners.

29. Community Preservation Act Signs - The CPC is considering developing permanent signs for those locations which have received a significant amount of CPA funding. Staff will be working with CPC members and Crosby Designs on the proposed new text and design hopes to have a sample of the signage ready for review at the CPC's next meeting on May 11, 2009.

Health Division

30. H1N1 Influenza Update: The response to H1N1 Influenza began April 24th, with regular monitoring of news outlets and CDC/WHO websites for updates on the spread of the virus beyond the Mexican border. By Sunday night, coordination phone conversations were already underway with Fire Chief Cotreau and Emerson Hospital. A press release was issued on Monday morning and a new section of the Health Department website was created to serve as a single community resource for information regarding H1N1 influenza. Throughout the week, Brent has kept in close communication with Chief Cotreau, Emerson Hospital, and the Massachusetts Department of Public Health. Emerson has coordinated their response with the Town response effort, by inviting the Chief and Brent to participate in at least a half dozen meetings and conference calls since Monday afternoon (27 April). In addition, Emerson requested that Brent brief the entire Emerson Senior Leadership Team Friday on the Town's response status and overall strategy.

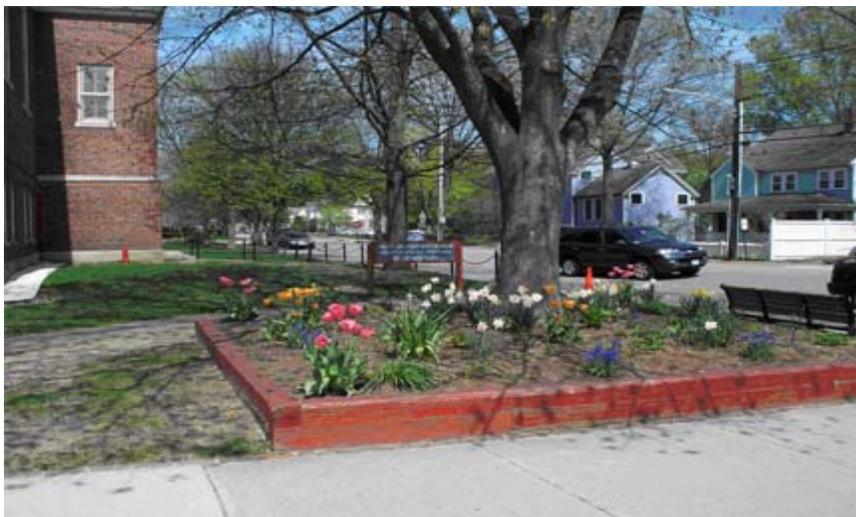
31. Mass in Motion Grant Program: The Health Division, working with the Planning Division submitted a Mass in Motion grant application for \$60,000 to build capacity at the municipal level to create a sustained approach for active living and healthy eating with a long term goal of reducing the burden of chronic disease. The grant, if awarded, would fund a year-long assessment and planning process that would include a significant amount of community outreach to develop the appropriate social, policy, and environmental changes necessary for Concordians to live healthier.

32. Starmet: Brent attended a meeting organized by Chief Cotreau with DEP, DPH, and EPA regarding the disposition of the Starmet facility, should it be vacated in accordance with the Attorney General's order. Discussion centered on site security and fire protection. A concern remains with both the Chief and Brent about the amount of beryllium dust left behind and what risks are posed by those particles. Brent is going to follow up with a BU School of Public Health professor who is interested in the site and its contamination.

- 33. Housing Complaint** – Hunter’s Ridge Road: The Health Department has filed an application for a Criminal Complaint in the Northeast Housing Court against the owner of a house on Hunter’s Ridge Road who refuses to comply with an order to correct violations of the State Sanitary Code. The property was originally inspected in March, as the result of a complaint filed by the tenants, and the owner was given 30 days to comply. A Probable Cause hearing has been scheduled for May 13th in Lawrence to determine whether a criminal complaint should be issued.
- 34. Temporary Food Event Training:** Stan Sosnicki attended a two-day FDA training on the key elements for conducting thorough application reviews and inspections of temporary retail food establishments/events. The training focused on the necessary storage, preparation, and sanitary requirements that must be followed by temporary events and how they are both alike and different from permanent establishments. The speakers were from all regions of the FDA, and brought experience inspecting and approving food booths at events as diverse as the Salt Lake City Olympics and the Inauguration. With the number of temporary establishments in a prime tourist location like Concord, the knowledge gained at this training will be an asset to the Department’s operations.

Building and Inspections Division

- 35. Verizon noise complaint:** The Building Inspections Division received a complaint this week regarding the noise being generated by the new Verizon cell tower A/C and emergency generator equipment that has just been installed at 400 Annursnac Hill Road. Verizon’s counsel has been notified that the equipment noise is a violation of their May 14, 2007 Board of Appeals special permit. It is anticipated that Verizon will need to hire a noise consultant to help them design measures to mitigate the noise.
- 36. 33 Beharrel Street:** Brent Reagor and John Minty conducted a re-inspection of the “J. H. Klein Wassink” woodworking shop located at 33 Beharrel Street. This second visit was necessary to confirm that the noise abatement steps taken by the company were successful, in reducing the noise levels at their property line. Previously sound levels were measured at 14 db’s over ambient at the property line, which exceeds the standard 10 db requirement. Noise levels were brought into compliance after the installation of sound-attenuating material on the equipment.



Bulbs in bloom at the Hunt Gym planted last fall by students in the after-school program.



New Play Structure as it nears completion.



Mulch is installed to provide cushioning.



The Play Structure re-opened for use during the first week of May.

