

Town Manager's Report Monday, September 26, 2011

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

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

LIGHT DEPARTMENT

Concord Light Open House: Concord Light is hosting an Open House on Saturday, October 1 from 10:00 AM to 2:00 PM to celebrate Public Power Week. This event is open to Concord residents and their families. Concord Light celebrates National Public Power Week the first week in October along with more than 2,000 electric utility companies that collectively supply electricity on a not-for-profit basis to over 43 million residents and businesses. This country-wide program marks the importance of public power to local citizens, state government, and national officials. Concord Light will have displays with information on energy conservation, CFL / LED lighting, solar power, how electricity gets to your home as well as bucket truck rides, demonstrations on pole climbing, working in a utility vault, and building an electric circuit. Children can ride a bicycle generator to see if they can produce enough energy to turn on a light bulb. A drawing for energy conservation-themed door prizes will be held and refreshments will be served including cider, coffee, donuts, and BBQ.

Northeast Public Power Association (NEPPA) Customer Service Award: Concord Light is proud to announce that Barbara Janowsky, Senior Department Clerk, received the Northeast Public Power Association's (NEPPA) Carol A. Tracey Customer Service Award for exceptional customer service. She was presented with the award at NEPPA's 2011 Customer Service Conference at the Colonial Inn in Concord. Congratulations, Barbara! Barbara has worked at Concord Light for 10 years and consistently provides excellent customer service. She handles collections for the light plant's electric accounts and is effective in these efforts while being compassionate and fair in dealing with her customers. Her customers appreciate Barbara's help and frequently send her thank you letters with some noting that Barbara's assistance have been a turning point in their lives. Concord Light is a NEPPA member, an organization serving New England electric utilities owned and operated by the communities they serve. The organization offers training and educational programs, provides a network for information sharing, and acts as an advocate for public policies and legislation to aid its public utility members. The Carol A. Tracey Customer Service Award is given to employees of NEPPA members who deliver outstanding service to their customers on an ongoing basis.

Laurel Street UG conversion: The underground electrical design for Laurel Street has been completed and crews have begun the installation of the underground wiring. Once the new underground electrical distribution system is complete, crews will convert individual homes on Laurel Street to the underground system. Once finalized, all overhead electric facilities on Laurel Street will be removed.

New Solar PV Systems in Town: Residents on Main Street and Riverdale Road installed solar photovoltaic systems on their roofs in September and received rebates from Concord Light. Six solar PV systems have been installed in Concord in 2011, bringing the total Town-wide to eighteen. More installations are in the pipeline.

House of Representatives Citation: The Light Plant received a House of Representatives Citation from Cory Atkins in recognition of CMLP's work during Tropical Storm Irene. This is a testament to the Light Plant's hard work during emergencies, as well as day to day operations.



PLANNING & LAND MANAGEMENT

Natural Resources Division

Natural Resources Commission: At their meeting on September 21, 2011, the NRC issued three Orders of Conditions, among which the Concord Country Club obtained an Order for the after-the-fact removal of ½ acre of trees and shrubs within the 100-foot buffer zone and vernal pool habitat. The Commission required the area to be restored and prohibited future alteration of the area except for the removal of invasive species. The

Commission also issued an Order for the after-the-fact removal of ½ acre of trees at 455 Old Road to Nine Acre Corner within the riverfront area. This area was also required to be restored.

The Commission heard the Notice of Intent application for 9 Independence Court to construct access ramps to convert the existing building into a sushi restaurant. An Order should be issued at the October 5 meeting.



Emerson-Thoreau Amble Bridge (photo): The Conservation Crew has been working diligently with Jim Macone to construct the bridge over the Mill Brook, located behind the Police Station. The first bridge is nearing completion, as is witnessed in the picture above. Once completed, staff will be constructing the second bridge, in the Hapgood Wright Town Forest, to replace the bridge that was destroyed last year.

Planning Division

300 Baker Avenue: Last Thursday, plan review staff from each division met with the development team for 300 Baker Avenue to review and comment on the proposed 50,000 SF, 2-story medical office building. This site has an existing approval for a 130,000 SF office building and a 70,000 SF office building; neither has been built. The proposed 50,000 SF medical building and potential extended stay hotel (which will require a Zoning Bylaw Amendment) will replace the approved-but-not-built office buildings. Staff recommended that the development team explore ways to remove the stormwater and drainage infrastructure from the floodplain area, add landscaping around the building and to the parking lot, incorporate crosswalks or other measures for safe pedestrian circulation into the site design, and pursue energy conservation and water saving methods wherever possible. It is anticipated that the application will be filed with the Planning Board, Zoning Board and Natural Resources Commission in October.

Solar Siting Committee: Thursday night, the Solar Siting Committee met to review the comments received at or since their Open House the prior Wednesday, and to discuss how best to incorporate the feedback into the next draft of their report. The Committee decided to include all comments and letters as written in an appendix of the report, and to briefly

summarize the nature of the comments for each site within the report. They will meet to review their draft report on Tuesday, October 4 at 7:00 p.m.; they are hopeful that this will be their last meeting.

Health Division

Senior Flu Clinic: Emerson Hospital Home Care, in conjunction with the Concord Board of Health & the Council on Aging will be holding an Influenza Clinic for Concord Residents 65 years or older on Friday, October 14, 2011, 9:00 am – 12 noon, at the Harvey Wheeler Community Center, 1276 Main Street. There is no charge for the flu vaccine. Participants are asked to bring their Insurance Card to the clinic. A press release announcing the Senior Flu Clinic as well as a general public awareness article (in anticipation of flu season) was sent to the Concord Journal.

MetroWest Public Health District Implementation Grant: A majority of the 13 towns involved in the MDPH planning grant investigating creation of a regional public health district have collectively decided not to pursue the MDPH district implementation grant funding. The towns decided that the requirements that had to be fulfilled as part of the grant conditions would require more time and effort than the funds supplied by MDPH would cover. The towns agreed to continue discussions to determine if other agreements to share public health services, such as inter-municipal agreements, can be reached.

Building and Inspections Division

Marabello Farm on Barrett's Mill Road: The Building Inspections Division has approved the opening of a new farm stand located at the Marabello Farm at 874 Barrett's Mill Road. The new farm stand operation will be called Concord Nurseries.

Trails End Café Opens: The new Trails End Café has opened for business at 91 Lowell Road. They will be serving breakfast and lunch, Monday thru Friday.

The Concord Youth Theater: The Concord Building Inspections Division is working with the Concord Youth Theater, the owner of 50 Beharrell Street, and their architect to bring their space up to code to allow them to re-open in part of an old warehouse at this location. Two weeks ago the owner of the building and the Concord Youth Theater were directed to immediately discontinue their assembly use of the building based upon building and fire code violations.

POLICE

Operational Services: On Monday September 19, Officers responded to the silent alarm at the Papa Razzi restaurant. Upon arrival officers located a rear door that was ajar and learned that the "crash bar" on the door had been activated. Officers searched the premises and located a window on the second floor that had been smashed out, allowing entry to be gained into the building. Nothing was taken from inside and the break is currently under investigation.

On Friday September 23, officers responded to the Sushi House on Elm Street for a vehicle that had struck the building. Upon arrival officers determined that one of the employee's had

backed into the building, passing through a wall in the process. The building has been shut down pending repairs. The incident is under investigation.

On Sunday evening, officers responded to Main Street at Church Street to a motor vehicle crash. A tow truck and a motor vehicle were involved. The tow truck struck the foundation of the West Concord Union Church. The Building Department is investigating whether structural damage to the building exists. The crash is under investigation.

Administrative Services: On Monday September 19, the Department installed a new fingerprint scanning system. This system is now integrated in the IMC computer system and will allow the processing of arrested persons to be much more efficient.

On Thursday September 22, the Department received and installed an automatic license plate reader system for one of its cruisers. The funding for this system was obtained through a grant issued by the Executive Office of Public Safety. The system allows for review of data in the field at a much a faster pace than an individual could perform manually. This function can be critical when looking for a missing person, a wanted criminal, a stolen vehicle, or simply monitoring the motor vehicle traffic that passes through Town.

On Monday September 19, Officer Michael Bordenca started with the Police Department. He has been assigned to an administrative schedule for the past week. Beginning next week he will be assigned to our Field Training program to begin his formal training period. He joins us after working as a Special Police Officer for the Carlisle Police and a full-time Dispatcher in the Town of Lexington.

PUBLIC WORKS

Crosby's Corner Project Environmental Permitting: The Town of Concord was recently notified that the Army Corp of Engineering (ACOE) issued a permit related to Section 404 of the Clean Water Act to discharge dredged and/or fill material into approximately 70,374 square feet of waters of the United States including jurisdictional wetlands associated with the Elm Brook and Mill Brook and associated tributaries as part of the Route 2 Crosby's Corner Interchange Safety Improvement Project. This permit represents a key milestone in completing the design and permitting of this project and a final permitting step which will allow project advertisement and bidding to proceed.

506 Old Bedford Road Utility Work: V.P. Holman Construction Inc. has installed over 400 feet of 8-inch new water main which will be used to serve the 506 Old Bedford Road Planned Residential Development (former Wayside Florist site).

Water Main Project: Fenton & Sons has installed temporary bypass water service to all impacted residents and has begun to install new 8-inch water main along Union Street, Fielding Street and Willow Street. The purpose of the project is to replace antiquated and undersized infrastructure. Replacing the 6-inch water main with 8-inch water main will improve water quality and fire flows and reduce the potential for water losses attributed to leaks. Replacing the old undersized sewer main will reduce the volume of wastewater

entering our municipal treatment facility and reduce the risk of local sewer surcharges by reducing storm water inflow and groundwater infiltration into the sewer system.

Wastewater Treatment Plant Inspection: The Massachusetts Department of Environmental Protection (DEP) performed an annual “unannounced” inspection of the Wastewater Treatment Plant on September 19. This inspection is done in accordance with conditions of The Town’s existing wastewater discharge permit. For the first time, this inspection included an inspection of one of CPW’s collection system pumping stations. No notable issues or concerns were identified by the DEP during the inspection.

Sidewalk Program: Sidewalk contractor Allied Paving Corporation completed the installation of binder course pavement for the new sidewalk between 1101 and 877 Lowell Rd. They also made substantial progress on the toe wall/slope construction in the vicinity of 857 Lowell Rd. The contractor also completed multiple miscellaneous punch list items. Starting the week of September 26, Allied Paving plans on completing the toe wall near 857 Lowell Rd, installing new wood faced guardrail at various locations on Lowell Rd, and weather permitting, pave the top course of sidewalk from 1127 Lowell to the beginning of the project area near 847 Lowell Rd.

2011/2012 Roads Program: Project contractor Lazaro Paving completed the pavement reclamation and fine grading/compaction of sub-base for Derby Street, Central Street, and Riverside Ave. CPW-Engineering completed survey and reviewed compaction testing results on these roads as well as Whittemore Street to ensure that the base material was graded and compacted properly. Due to rain, the paving has been tentatively re-scheduled for Monday September, 26, beginning within the Derby St. neighborhood. Lazaro anticipates moving onto Whittemore Street on Tuesday, September 27, weather dependent.

Guardrail Replacement Project: Approximately 800 linear feet of guardrail has now been replaced on the S-turns on Barrett’s Mill Road. Additional replacement of 500-600 linear feet near this location on Barrett’s Mill will be scheduled in the near future.

Slice and Seeding/Fertilizing: CPW’s Park and Tree Division has nearly completed the annual project of slice and seeding as well as fertilizing many Town properties including recreational playing fields. This annual maintenance helps to ensure the continued good health of the turf grass in these high use areas.

Route 117 Fitchburg Turnpike Culvert Headwall Replacement Project: The culvert headwall replacement project began on September 22 with traffic being delayed and/or detoured while work was undertaken. Two electronic sign boards were installed on September 16 to notify motorists of this future project. This project includes the installation of a pre-cast headwall which will replace the existing failed headwall. Additionally, an adjacent culvert which also exhibits signs of deterioration and failure will be temporarily repaired pending a scheduled permanent replacement/repair during the next construction season.

Business Recycling Event: The fall 2011 business recycling event is scheduled for Friday, Sept. 30. This semi-annual event will be held at the 300 Baker Ave. Ext. parking lot from

9:00 AM – 12:00 PM, and is a great opportunity for Concord businesses to recycle old computers, fluorescent bulbs, printers, and other electronics. Doc Shredding Corp. will be providing document shredding services (documents collected will be shredded at Doc Shredding Corp.'s Plainville, MA secure / alarmed facility). Cost will be \$5.00 per box.

Pre-registration is required for electronics recycling. Concord businesses can pre-register by calling Complete Recycling Solutions at 866 277-9797. For additional information, see:

http://www.concordma.gov/Pages/ConcordMA_Recycle/Registration%20Form%20Fall%202011%20Final.pdf

DropOff – SwapOff: The fall DropOff-SwapOff event is scheduled for Saturday, October 15. The event will run from 9:30 AM - 3:00 PM and will be held at 133 Keyes Road. There will also be an “early SwapOff,” on Friday, October 14 from 11:00 AM – 2:00 PM, weather permitting. This will be the second early SwapOff, under a pilot program that was developed last spring. The early SwapOff option was developed to help alleviate traffic on Saturday.

An **Unwanted Medication & SHARPS Collection** will also be held on October 15, and coincides with the DropOff portion of the DropOff-SwapOff event.

CPW SUSTAINABILITY INITIATIVES

The following bullets outline several examples of how CPW has incorporated sustainability techniques and practices into recent in-house design efforts and programs.

CPW's Engineering Division evaluates the suitability of Low Impact Development (LID) techniques within project designs to provide treatment, infiltration and rate control of stormwater runoff. Some examples of these designs include:

- **Virginia Road:** The Division began evaluation of solutions to correct a significant puddling problem on Virginia Road. The Division is currently designing an option which would install a bioretention area/rain garden within the ROW to redirect, treat and infiltrate stormwater at this location and eliminate the puddling area.
- **Lowell Road Sidewalk:** Within the development of the Lowell Road sidewalk extension project efforts were made to include the installation of over eight offline drywell structures designed to promote infiltration and groundwater recharge of stormwater runoff within the roadway area. Deep sump catch basins within the project area were also added to the project plan to upgrade the existing drainage system's treatment capabilities and to provide stormwater treatment at four direct wetland discharges that previously had no treatment. The drainage system within the project area is now providing an increase in stormwater infiltration as well as stormwater treatment when compared to the pre-construction condition.
- **Junction Park:** The Division identified the possibility of incorporating multiple low impact development techniques and infiltration measures into the park rehabilitation project's design. The use of the LID techniques allowed OAR/Intel groundwater recharge grant funding in the amount of \$68,000 to be directed to the project. The project's design

replaces the existing impervious brick hardscape with porous pavers to promote infiltration of stormwater on-site and also installs a bioretention area retrofit to treat and infiltrate the adjacent parking lot drainage.

- **Walden Street – Porous Pavement Parking Facility:** A porous pavement handicapped accessible parking facility was designed and constructed for the Town Forest during 2010 . The parking facility’s scope was developed to pilot the use of the porous pavement within Town. The Engineering Division plans to continue to monitor the pavement’s condition as it wears over the next few years to determine if additional porous pavement use is warranted.

Additional Sustainability Programs and Practices employed include:

- **Rideout Playground Dismantling and Recycling:** The recently dismantled playground equipment at Rideout Field was completely recycled. CPW crews coordinated the recycling of the wood, metal and plastic as well as the reuse of the existing wood chip base which was mixed in with the compost being prepared at the landfill.
- **Alt Wheels Conference:** The Highway Superintendent and Environmental Services Program Coordinator recently attended the “Alt Wheels” conference to gain insight into the latest availability of alternative energy vehicles. This included presentations by fleet operators who utilize these types of vehicles as well as presentations by manufacturers.
- **BioGrease Use in Fleet Maintenance:** An environmentally friendly biodegradable grease designed for heavy-duty use is used exclusively on the CPW fleet and an environmentally friendly lubricating oil is being piloted to replace the use of WD-40. In addition, trucks and vehicles in the CPW fleet utilize re-refined motor oil, and all waste oil is recycled.
- **Green Handsoap and Dispensers:** All restrooms in the CPW facilities at 133 & 135 Keyes Road are equipped with “green hand soap” dispensers while fleet mechanics use green hand soap in the fleet maintenance area.
- **Weed Pharm Organic Herbicide:** The Park and Tree Division have recently piloted the use of Weed Pharm for controlling crab grass and weeds. An alternative to traditional synthetic products such as Roundup, Weed Pharm is a food grade organic acid that has proved to be highly effective in controlling crab grass and herbaceous weeds.
- **Rhoma-Sol and Enviro-Slide Ultra Lubricants:** CPW’s Highway Division is currently evaluating the use of these “sliding agents,” used to lubricate truck beds and remove asphalt from hand tools and equipment. Both are 100% biodegradable.
- **Envirox Multi-purpose Cleaner:** CPW’s building maintenance staff are utilizing several environmentally preferable janitorial supplies including Envirox. This single-source, biodegradable solution can be used to clean glass, restrooms, carpet, tile, and many other surfaces minimizing the need for other products.