

Town Manager's Report Monday, April 2, 2012

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

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

FIRE

Personnel: Our bi-annual Lieutenants exam took place last week. The majority of the candidates put much effort in studying for the exam, typically at least 6 months in advance. We were pleased and appreciative to have the management at 100 Newbury Court provide a quiet environment for this important test to be administered.

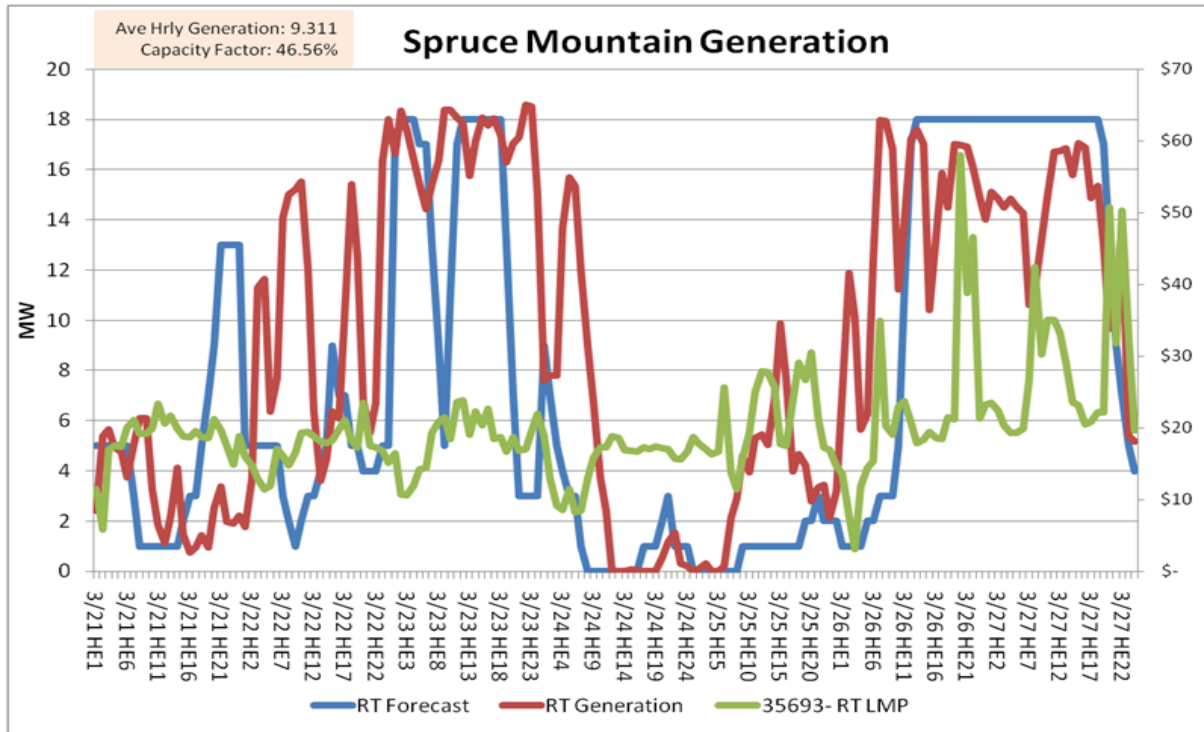
Emergency Management: At the request of Concord Academy staff, the CFD facilitated a tabletop exercise for the management team at the Academy. The exercise was productive and much was learned by all parties.

LIGHT DEPARTMENT

Home Energy Audits: In 2011, Concord Light provided no-cost home energy audits to eighty-six customers upon request, 25% more than in 2010. Members of this larger group of 2011 audit customers reached by Concord Light have carried out audit recommendations that will save about 22% more energy than reported by 2010 audit customers at this time last year.

Tree Trimming: Light Plant crews have begun annual trimming of trees near overhead power lines. This year, Concord Light will be trimming in many areas in Town as part of a project to increase electric system reliability, reduce outages and improve public safety.

Spruce Mountain Wind Turbine Farm, Woodstock, ME: As previously reported, Concord Light is now purchasing wind energy from Spruce Mountain located in Woodstock, Maine. Concord Light's share of the output is approximately six million kilowatthours per year or 3% of our energy needs. The price of 9.925 cents per kilowatthour, for capacity and energy over the next fifteen years has been agreed to and CMLP's share will be approximately 9% of the output or about 6 million kilowatthours per year. When factoring in the attributes the net price per kilowatthour is 4.9 cents. Below is a depiction of the hourly output between March 21 and March 27.



PLANNING & LAND MANAGEMENT

Building and Inspections Division

Welch's Corporate Offices to Stay in Concord: Welch's Corporation, currently located at 575 Virginia Road - 3 Concord Farms, has decided to remain in Concord at the end of their lease, but will be relocating. Last week the Building & Inspections Division issued a building permit to allow the interior demolition for Welch's new 85,000 sq. ft. corporate offices at 300 Baker Avenue, where they are taking over space formerly occupied by Solid Works. Welch's will be combining their corporate offices with their technology center at 300 Baker Ave.

Maybe it's the Weather; Maybe it's a Better Economy: The Building & Inspections Division reports that new home construction is taking off! The Division has issued over twice as many building permits for new homes than a year ago at this time (7 this year compared to 3 last year).

Planning Division

Friendly 40B on Durkin Land: On Friday, Planning and Land Management staff met with developers of a potential "friendly 40B" project on the John Durkin land between the Lalli Woods and Elm Court projects on Elm Street. In order to qualify as a "friendly 40B", the project will first need Local Initiative Program (LIP) approval by the Board of Selectmen and the State. The project consists of 4 duplexes with attached garages; there will be 2 affordable units and 6 market rate units, all of which will be for sale.

Parking Management Plan Update: Town staff submitted comments on the proposed survey and a list of potential stakeholders to consultant Nelson-Nygaard early last week,

with a follow up conversation later in the week about outreach and meetings to be scheduled. On-line surveys about parking issues for Concord Center (including the Thoreau Street/Depot area) and for West Concord should be available by the week of April 9. A public meeting/workshop to discuss initial findings and learn more about parking issues will be scheduled for early/mid May.

Bruce Freeman Rail Trail (BFRT): The right-of-entry permit from the State was finally delivered which allowed Greenman-Pedersen, Inc., consultants for the next phase of design of the BFRT in Concord, to begin initial survey work last week and this week. They are walking the entire length of the right-of-way to compare the existing site conditions with the 25% design plans to determine what remains and what has changed in the past four years.

Natural Resources Division

Natural Resources Commission: New applications received for the April 4 meeting include: a Notice of Intent to demolish and reconstruct a single family house at 925 Lowell Road; amending an existing Order to change the footprint of the proposed new single family house at Lot 10A Martin Road; and replacing a failed septic system at Ching Dynasty (794 Elm Street). Continued hearings to be heard on the 4th include: a Notice of Intent to repair the drainage and repave the parking lot at Crosby's Market at 181, 195, and 203 Sudbury Road; a Notice of Intent to construct two new single family houses at 445 and 41A Lowell Road; and a Notice of Intent to construct a new single family house on Lot 2 Southfield Road.

Rogers' Land: Natural Resources staff held a neighborhood meeting at the former Rogers' Land on Harrington Avenue to initiate discussion with neighbors regarding the future use of the property for community gardens, agriculture, and passive recreation. The neighbors expressed concerns with potential traffic, lights, noise, and smells, but were generally supportive of the Town's goals. Additional meetings will be held as the project progresses. A site clean-up is being held Tuesday morning, April 3 to pick up large debris left from past farming practices. All are welcome to participate. If you have any questions, please contact the Division of Natural Resource at 978-318-3285.

Health Division

Housing Conference and Housing Complaints: The Public Health Director and Assistant Director recently attended the annual Massachusetts Environmental Health Association seminar on housing issues and pending changes to the State housing code. While staff attended this conference, Health Office staff ironically received calls from tenants and property owners regarding housing complaints in Concord and Lincoln. Staff was subpoenaed to appear in court regarding one location, and circumstances at another location called for the Health Director to perform an inspection and follow up related to a complaint of insufficient heat.

Local Agriculture Conference: Staff attended the Northeast Harvest Agricultural Conference hosted by the Massachusetts Farm Bureau. The conference covered topics on small farms and agriculture including bringing products to market, specialty foods, developing commercial kitchens, farmers markets, and raising backyard animals. This

information is relevant to many of the Division's regulatory responsibilities regarding food service, especially as staff works with businesses to promote local agriculture.

Community Food Report: Health and Planning Division staff spent extensive time reviewing and providing comments on the draft of the Community Food Report, which should be available for public review in the next week or two.

POLICE

Personnel: The Police Administration has just completed a Public Safety Dispatcher interview process in which one candidate was offered, and accepted a conditional offer of employment. The next step in the process is background checking.

An internal selection process is currently underway to fill the Safety Officer position currently being handled by Lt. Tom Mulcahy.

PUBLIC WORKS

2011/2012 Roads Program: CPW held a pre-construction meeting in anticipation of the 2011 Roads Program resuming in the coming weeks. The general contractor, Lazaro Paving, will complete the work on Derby St., Central St., and Riverside Ave. This work includes reconstructing predetermined sidewalk ramps to meet American with Disabilities Act (ADA) guidelines. Additionally, Lazaro will be paving the top course of pavement on these streets once sidewalk work is complete. Concurrently, project sub-contractor, Fenton & Son, will be replacing antiquated catch basins on Thoreau St., in anticipation of the resurfacing scheduled to take place in early summer when the school year is complete. Lazaro anticipates paving the final course of pavement on Union St., Willow St., Hubbard St., and Fielding St. after the resurfacing of Thoreau St. in order to ensure proper drainage and seamless transitions. Once, Fenton is complete with the drainage work on Thoreau St. they will begin the replacement of the water main on Belknap St. (From Thoreau St. to Main St.) Both Lazaro and Fenton plan on resuming work the week of April 9. CPW- Engineering will notify the residents that work will resume in the Derby Street Area via door-hangers, while the CPW -Water & Sewer Division will conduct an on-site meeting with the residents of Belknap St. to properly coordinate and notify them of service interruption, scope of work, and to answer any questions. Once paving and utility work is complete, Lazaro will finalize with final cleanup. The project is currently on schedule with the original contract project completion deadline, of September 6, 2012.

Catch Basin Cleaning: Highway Division staff continue to make steady progress in cleaning, inspecting, measuring and photo documenting catch basins in East Concord as required by the Town's NPDES M4 federal stormwater permit. Crews have completed the cleaning of approximately 20 percent of all basins in this area utilizing the newly procured catch basin cleaning equipment which has proven to save considerable funding and results in a higher quality cleaning performed by Town forces.

Street and Sidewalk Sweeping: Street sweeping is ongoing with nearly the entire Town having received initial sweeping activities. Sidewalk sweeping will commence the week of

April 2 and will be accomplished in the early morning hours to avoid pedestrian conflicts. Due to the lower volumes of sand used during this past winter maintenance season, it is expected that quick progress will be made.

Sports Field Preparation: Playing fields and recreation areas are now being prepared for spring use to include baseball field maintenance, tennis court preparation, goal installations and general maintenance. The lining of soccer fields for spring use will commence during the week of April 2.

Tree Trimming and Take Downs: The CPW Park and Tree Division, tree crew has made significant progress in their take down of identified hazard trees within Concord. In addition, with the recent favorable weather, the crew coordinated and completed a major tree trimming project at the Waste Water Treatment site.

Deaconess Replacement Well Phase I: Denis L. Maher Company (Ayer, MA) has mobilized to the Deaconess well site to begin work which will include the installation of a 12 by 18-inch diameter gravel packed production well, well development, and 48 hour pumping test. Additional work will involve the rehabilitation of the existing gravel pack well. This effort is underway to re-establish permitted water withdrawal volumes at the Deaconess well site. Work is projected to be completed before the end of April.

Water/Sewer Service Work: As of April 1, licensed drain layers are authorized to begin seasonal water and sewer service installation/replacement work.

MassDOT Crosby's Corner Construction Contract Award: The MassDOT Board of Director's will hold a public meeting on Wednesday April 4 at which time the Board will vote to provide authorization to execute the contract entitled "Concord-Lincoln-Limited Access Highway Improvements at Routes 2 & 2A (Crosby Corner)" with D. W. White Construction, Inc. of Acushnet, MA in the amount of \$42,228,757. Town staff will also be in attendance at this meeting in the event questions arise.