

TOWN OF CONCORD
 SELECT BOARD
 AGENDA
 OCTOBER 18, 2021
 6:30PM
 22 MONUMENT SQUARE
 HEARING ROOM

Join Zoom Meeting

<https://us02web.zoom.us/j/84092395810?pwd=TnMyWmprWHBlZ21CczdQM0EvWVVFZz09>

Meeting ID: 840 9239 5810

Passcode: 865209

#	Time	Agenda Item
1.	6:30pm	Call to Order
2.		Consent Agenda <ul style="list-style-type: none"> • Town Accountant Warrants: October 7, 2021; October 14, 2021 • One day special liquor license application for the sampling of wines and sale by the bottle/case for off-premises consumption: Terroir Wines LLC at 29 Walden Street on October 23, 2021 from 11:00am-4:00pm • Gift Acceptance: Middlesex Savings Charitable Foundation c/o Mike Kuza gift totaling \$75,000.00 for support of emergency equipment <ul style="list-style-type: none"> • \$50,000.00 to the Police Department • \$25,000.00 to the Fire Department
3.		Committee Nominations: Kathleen Fasser of 46 Arrowhead Road, Michele Cardinal of 95 Hubbard Street, Dan Schrage of 24 Mallard Drive, Laura Davis of 330 Garfield Road, Norman Abbott of 97 Mildred Circle, Phil Posner of 223 Laws Brook Road, and Nick Pappas of 1743 Monument Street to the Transportation Advisory Committee for terms to expire on April 30, 2024
4.		Committee Appointments: Pam Rockwell of 1810 Main Street, Len Rappolli of 34 Everett Street, and Fred Seward of 158 Spencer Brook Road to the 2229 Main Street Advisory Committee for terms to expire April 30, 2024
5.		Town Manager Appointments with Select Board Approval: Yannis Tsitsas of 33 Brook Trail Road to the Board of Assessors for a term to expire April 30, 2024. Ed Nardi of 29 Academy Lane to be reappointed to the Natural Resources Commission for a term to expire April 30, 2024. Susan Livingston of 39 Wilson Road to be reappointed to the Board of Assessors for a term to expire on April 30, 2024
6.	6:35pm 7:00pm 7:25pm 7:45pm	Focused Meeting: Volunteer Committees <ul style="list-style-type: none"> • Accomplishments to Date • What Remains to be Done • Supporting volunteers • Support from TMO • Discuss possible changes to APP 10 • Role of SB Liaison • Streamlining Committees

7.	8:15pm	Adjourn to Executive Session: Pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(2), to conduct a strategy session in preparation for contract negotiations with non-union personnel (Town Manager)
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Note: All times are approximate and subject to change.

October 18 Focused Select Board Meeting

Topic: Volunteer Committees

The 2021 Select Board Goals, in the Governance Section, include these items:

5. Provide guidance and resources for all Town volunteers serving on boards and committees to improve consistency and efficiency of public meetings and hearings. Restart annual training session for board/committee members on OML, ethics, and meeting management.

8. Recruit new committee volunteers that reflect all segments of Concord's citizenry; revisit the Green Card assignment and appointment process as needed. Implement the committee volunteer process drafted in 2021. Ensure that all volunteers are acknowledged for their willingness to serve.

9. Review/revise current committee structure; consider consolidation or elimination of existing committees and review APP10.

Potential Issues to be Discussed:

1. What did we accomplish last year and what remains to be done? (20 mins)
Volunteer cards-not Green Cards
2. Supporting volunteers (10 mins)
 - a. Restart annual training session for board/committee members on OML, ethics, and meeting management.
 - b. Improve acknowledgement for applicants (Who? How?)
 - c. Recognition of Volunteers – Restart annual gathering to hand out certificates of appreciation for volunteers completing their service on our boards/committees
 - d. Recruit new committee volunteers that reflect all segments of Concord's citizenry
 - e. microsite?
3. Support from TMO (10 mins)
 - a. Provide quarterly reports to Appointing Officials of all current applicants and by request as needs come up throughout the year.
 - b. Provide quarterly reports, and by request as needs come up throughout the year, to Appointing Officials listing all the current members on each Town board and committee, with the end date of the present term being served, and if eligible for re-appointment.
 - c. Provide a web page, updated quarterly, showing all the volunteers on each Town board and committee, with the end date of the present term being served.
 - d. Work with vendor or IT to improve the acknowledgement for applicants (per 2b above)
 - e. List committee vacancies on every regular SB meeting agenda? Or announce at every mtg?

4. Discuss potential changes to APP 10 (20 mins)

- a. Discuss revising APP 10 so a volunteer can serve on 2 committees
- b. Discuss revising APP 10 to allow for more than 2 terms for some/all committees

5. Role of the SB Liaison (10 mins)

- a. Not main job of SB, discouraging SB candidates
(Main job is to set town-wide policy and give guidance to TM)

- b. Liaison's main jobs: keep an eye on things, be a resource for Committee's questions, help fill vacancies, encourage non-selected candidates to apply for another committee, startup for new committees. (Anything else?)

- c. Must liaison go to every mtg? Can touch base w Comm Chair and/or read the minutes

- d. Develop liaison handbook?

6. Streamlining or Consolidating Committees (20 mins)

- a. What do other towns do?

- b. Set up a streamlined chart based on mission/goals

- c. Recommendations from SMT

- d. Consider creating 1 Task Force to review the Charter and charge of every committee and to recommend to the SB any opportunities for streamlining / consolidation

- e. Possible warrant article resolution to rec SB decrease # committees from 65 to 50?

Adopted:	2/27/79
REVISED:	1/12/98
REVISED:	6/18/12
REVISED:	10/21/19
REVISED:	11/18/19
REVISED:	4/9/20

Town of Concord APP #10

Town Board, Committee, and Task Force Appointment Policy

The Select Board and Town Manager have jointly adopted this policy concerning the appointment of members to Town boards, committees, and task forces. Please refer to this policy when considering or suggesting an individual for appointment to a Town board, committee, or task force.

Distribution: All Department Heads
All Committee, Board and Task Force Chairs
Town Clerk

I. General

This policy has been jointly adopted by the Select Board and Town Manager, and is intended to cover all committees, boards, commissions and task forces (each, a "Committee") appointed by the Town Manager and Select Board (each, an "Appointing Authority"). This policy does not apply to Town employees.

II. Powers and Duties

Effective local government requires that all Committees respect the duties and responsibilities of other Committees and coordinate their activities to the greatest extent possible. It is in the overall best interest of the Town that each Committee carries out its responsibilities in a consistent and professional manner that is in harmony with the general policies promulgated by the Select Board.

The powers and duties of some Committees appointed by the Select Board or Town Manager are governed by State statute. These include: the Board of Appeals, Planning Board, Historic District Commission, Board of Health, Natural Resources Commission, and others. Once appointed by the Select Board or Town Manager, these Committees operate with a high degree of autonomy. However, it is in the best interests of the Town that these Committees be guided by the general policies promulgated by the Select Board to the extent possible.

Other Committees appointed by the Select Board or Town Manager serve as, among other things, advisors to the Select Board or Town Manager in the performance of their respective duties to the public. These Committees have the powers and duties delegated to them in their specific charges. Committees may be called upon to represent the Town in dealing with other local, regional, or State agencies to the extent requested by their Appointing Authority. When doing so, they shall take positions on all issues consistent with the views of the Select Board and Town Manager, and they shall keep their Appointing Authority fully informed concerning their activities.

III. Officers of Committees, Boards, and Task Forces

Each Committee shall annually elect from among its members a Chair and a Clerk. Certain Committees may also find it desirable to elect a Vice-Chair who may act in the absence of the Chair. In the case of new Committees, or Committees that have become inactive, the Appointing Authority may appoint a chair pro-tem to serve until the Committee itself elects a Chair for the balance of the current year.

Except in unusual circumstances, the chairmanship and the clerkship should rotate yearly amongst the Committee membership.

IV. Open Meeting Law and Minutes

All Committees shall operate in accordance with the Open Meeting Law (MGL Ch. 39, sect. 23a-c) and shall keep minutes of their proceedings. Each Committee shall establish its own procedures for approval and submission of minutes to the Town House on a timely basis. Committees are strongly urged to prepare, review and approve minutes as expeditiously as possible in order to maximize the public's access to information concerning Committee activity. In most instances, Committee minutes should be reviewed and approved within six weeks of the original meeting date. All Committees shall submit electronically a copy of approved minutes to the Town Clerk and to the Select Board immediately upon approval.

Committees are reminded that "draft" copies of the Committee's minutes are considered a public record and must be made available to the public upon request, even when the Committee has not yet had the opportunity to review and adopt the minutes.

Upon the dissolution of any Committee, either by action of the Appointing Authority, or pursuant to an expiration date provided in the Committee's charge, all records, documents, correspondence and files concerning the Committee's work shall be promptly turned over to the Town Clerk for appropriate filing and archival storage.

V. Participation in Town Government

Effective Town government requires active and informed citizen participation. The work of every Committee is inter-dependent with that of others. To foster informed decision making in the Town, the Select Board and Town Manager believe it appropriate that every Committee have as full representation of its membership as possible at the following regular governmental functions:

- Town government Coordination Meetings (September & December)
- Finance Committee budget hearings
- Planning Board hearings on Town Meeting warrant articles
- Select Board's hearings on Town Meeting warrant articles
- Town Meeting

The objective is not to enforce uniformity or adherence to a majority view, but to assure understanding of all issues relating to the work of the Committee on which an individual serves and an understanding of Town government in general. Broad participation is essential to maintain an open Town Meeting and to avoid domination by those having only a limited range of knowledge or special interests.

VI. Conflict of Interest

All Committee members are subject to the requirements of Massachusetts General Laws, Chapter 268A, Conduct of Public Employees. The statute covers:

- (a) Gifts or receipt of compensation or gratuities from anyone other than the Town
- (b) Offers or promises to influence official acts
- (c) Financial interest in contracts or other particular matters
- (d) Acting as agent or attorney before a Town Committee
- (e) Unfair advantage in relation to a particular matter

If a prospective Committee member has any question concerning a potential conflict of interest under MGL ch. 268A, the member shall raise the question in advance of appointment. Those members currently serving should discuss questions of conflict with the Committee chair and the Appointing Authority as soon as possible. The State Ethics Commission is a useful resource for information concerning the application of the law, and Committee members are expected to follow guidance provided by the State Ethics Commission. Subject to review by the State Ethics Commission, the Appointing Authority will make the final determination concerning conflict of interest, with the assistance of Town Counsel as appropriate.

In addition, all Committee members must avoid the appearance of conflict of interest in all matters coming before the Committee. Committee members shall seek guidance from the State Ethics Commission as appropriate, and file with their Committee chair and the Appointing Authority written notice of facts potentially creating the appearance of a conflict of interest as required.

VII. Appointment Policy and Procedures

(a) General

It is the policy of the Select Board and Town Manager to seek the best qualified persons to serve on each Committee. The Select Board and Town Manager will endeavor to develop a pool of persons interested in serving on each such Committee from at least the following sources:

1. Green cards on file
2. Personal knowledge
3. Recommendations from Town organizations or individuals
4. Suggestions from the Committee having a vacancy
5. Suggestion by prospective appointee(s)
6. Research of skills available in Town
7. Individual responses to publicity regarding vacancies (new green cards)

It is the policy of the Select Board and Town Manager to enlarge the general pool of applicants through active solicitation of Town organizations and through publicity in the press and on community access television. The timing and extent of specific active solicitations shall be determined by the Appointing Authority based on its judgment as to appropriateness and need.

In accordance with the vote on Article 47 of the 1978 Annual Town Meeting, the Select Board and Town Manager shall make a special effort to seek out roughly equal numbers of women and men as candidates for appointments over which they have authority, and will make appointments in accordance with the Massachusetts Equal Rights Amendment which states, in part, that "Equality under the law shall not be denied or abridged because of sex, race, color, creed, sexual orientation or national origin."

Term of Office

8. Unless otherwise prescribed by statute, Town Meeting vote, or specific Committee charge, three years shall be the standard term of office for Committee members.
9. Except as provided in section VII(c) below, those appointed to a three-year term as a full member of a Committee shall be limited to two (2) full consecutive terms.
10. Except as provided in section VII(c) below, those appointed to a full-member Committee term of five (5) years or longer shall be limited to one (1) full term.
11. A partial term to fill a vacancy shall not be considered to be a full term.
12. Before reappointment to a second term, the individual contribution of the member's value to the Committee and his or her attendance record shall be reviewed by the Committee chair. Attendance of less than 75% of all Committee meetings shall prejudice reappointment.
13. All terms, unless prescribed by statute, shall terminate at the end of the month following Town Meeting, or May 31st, whichever is earlier.
14. The terms of office on Committees shall be set on a staggered basis in the interest of fostering continuity of knowledge and experience on all Committees. The Appointing Authority shall determine the year in which a given term expires at the time of appointment.
Exception: *Ad hoc* committees appointed for a specific responsibility, at which time the charge to the Committee should include a specific time frame for submission of the Committee's final report and dissolution of the Committee.
15. With the consent of the Committee chair, a Committee member may take a leave of absence from Committee meetings and responsibilities not to exceed 90 days. For an absence longer than 90 days, the Committee member should resign and otherwise face removal under section VII(l) below.
16. Each Committee member shall hold office until his or her successor has been appointed and qualifies, unless his or her office shall become vacant by reason of resignation or removal.
17. In the event of a declared emergency and if the Moderator reschedules Town Meeting after May 31, all appointed members of committee whose terms would otherwise expire, shall remain in office until the close of the rescheduled Town Meeting.

(b) Appointments for Additional Terms

Members who have served a three-year term on the Records & Archives Committee may be re-appointed to additional terms indefinitely. For other Committees, the Appointing Authority may re-appoint a Committee member to serve one or more terms on the Committee beyond what is permitted under section VII(b) above where one or more of the following obtains:

1. Through service on the Committee, the member has developed extensive and valuable background knowledge and experience concerning specific matters before the Committee that are expected to be ongoing Committee matters in the future and which will be difficult adequately to pass on to new members.
2. A Committee member has skills and expertise, (such as an uncommon advanced degree in a field directly relevant to the Committee's charge) that make the member's continued service on the Committee of special value to the Town.
3. The departure of the member from the Committee will result in an absence of important institutional knowledge or know-how regarding the ongoing activities of the Committee that will not be furnished by other Committee members, such as where all members of the Committee would be new appointees if the member in question is not reappointed.

It is intended that re-appointments under this section VII(c) shall be rare. In each such case, the appointment shall specifically reference this section of this Appointment Policy.

(c) Dual Committee Appointments

In general, individuals shall be limited to service on only one Committee at a time, especially in the case of a statutory or regulatory Committee. Exceptions shall be made for instances in which, by law or specific Committee charge, a Committee member serves as a representative on another Committee (e.g. the Board of Health representative on the Council on Aging), or serves on a joint Committee formed from other Committees.

(d) Committee Transfers

In general, a member of one Committee shall only be considered for appointment to another Committee upon completion of the current Committee term of office.

(e) Eligibility for Appointment

All residents of the Town of Concord aged 18 and over are eligible for appointment, except the following:

1. Town employees whose service on a given Committee, in the judgment of the Appointing Authority, would create the appearance of a conflict of interest. Example: an employee of the Public Works Department should not be appointed to the Public Works Commission, but may, however, be appointed to the Council on Aging, Recreation Commission, or other Committee where appointment would not create an appearance of conflict.
2. The Town Manager, Concord Public School and CCRHS Administrators, and Town department heads (these individuals exert a significant influence over public policy by virtue of their positions, but may be eligible for ad hoc Committees where such representation is required by the charge). Additionally, municipal officials may serve on a committee where their office is specified as a member by the committee charge.
3. Elected Municipal Officials (Select Board, School Committee members, Town Moderator, Housing Authority Commissioners), except that elected officials may serve on temporary, ad hoc Committees.
4. Relatives, spouses, or business associates of existing Committee members whose appointment, in the judgment of the Appointing Authority, would create the appearance of a concentration of power or viewpoint or a conflict of interest.

(f) Criteria for Selection

Actual appointments from the pool of applicants shall be made by the Select Board and Town Manager on the basis of:

1. the level of applicant's interest in serving and interest in the work of the Committee;
2. the need for diversity on the Committee, taking into account the educational and professional background of the applicant, as well as the need for diversity among all committee members in terms of neighborhood representation, gender, age, and other demographic characteristics.
3. special skills needed by a particular Committee.

(g) Residency

In most instances, Committee members should be residents of the Town of Concord. There may be occasional exceptions when an individual's unique skill or experience supports the appointment of a non-resident and would be beneficial to the Committee's work; however, this should be relatively rare. Non-residents shall not be eligible for appointment to any Committee responsible for exercising statutory or regulatory authority.

In the event a Committee member becomes a resident of another community, the member or the Committee chair shall promptly notify the Appointing Authority. The Appointing Authority may, upon the request of the Committee chair, permit the non-resident member to continue to serve until the subsequent May 31, except in the case of statutory and regulatory Committees.

(h) Role of Committee in Appointments

Each Committee is expected to:

1. Encourage individuals to complete green cards
2. State the qualifications they are looking for in appointments
3. Make suggestions to the Appointing Authority on potential members

Committees may invite prospective members to attend meetings to familiarize themselves with the work of the Committee. Committees shall not make any representation to candidates concerning the likelihood of appointment nor provide their suggestions on candidates to the Appointing Authority with any rank order, nor take any vote with respect to candidates.

(i) Selection Procedures

1. The individual member and the Committee chair shall notify the Appointing Authority in writing as soon as a vacancy occurs.
2. A notice will be prepared for release to the press and for public posting pursuant to the 1996 Town Meeting vote under Article #12.
3. No action will be taken on a vacancy for at least two weeks after the announcement of the vacancy.
4. For Select Board appointments, nominations shall be made at one Board meeting, and formal action will not be taken until a subsequent Board meeting.
5. For Town Manager appointments that are approved by the Select Board, the request for appointment shall be made at one Board meeting, and action on the request shall be taken not later than the next Board meeting.
6. Except in unusual circumstances, the Appointing Authority shall endeavor to make appointments within two months of the announcement of a vacancy.

(j) Orientation Procedure

Upon appointment, all Committee members shall present themselves at the Town Clerk’s office in order to take the oath of office. The Town will provide the new Committee member with an informational packet referred to as the “Committee Handbook” which shall include: a copy of the Committee charge or relevant administrative code, and copies of the Open Meeting, Public Records, and Conflict of Interest laws.

It shall be the responsibility of the Committee chair to provide for the orientation of new members to familiarize them with the work of the Committee, current projects, and Town government operations in general as they may impact the Committee’s work.

(k) Removal from Committees

As provided in the Town Charter, the Select Board may remove, after such hearing as the Select Board deem advisable, any Committee members appointed by the Board. Further, the Town Manager may remove any Committee member appointed by the Town Manager for cause, with or without a hearing. “Cause” shall include, for example, the repeated failure to attend Committee meetings, the commission of an ethical violation (as found by the State Ethics Commission) or a violation of the Open Meeting Law, as found by the Office of the Attorney General, if the Town Manager believes such action to be necessary to preserve public confidence in Town government.

VIII. Conflicts with Law

In case of a conflict between any provision of this Appointment Policy and the laws of The Commonwealth of Massachusetts or the Town Charter, Massachusetts law or the Town Charter, as the case may be, shall take precedence.

From: Patricia Kent <patricia.kent@comcast.net>

Sent: Friday, October 15, 2021 12:31 PM

To: Terri Ackerman <tackerman@concordma.gov>

Cc: Stephen Crane <scrane@concordma.gov>; Matthew Johnson <mjohnson@concordma.gov>; Henry Dane <hdane@concordma.gov>; Susan Bates <sbates@concordma.gov>; Linda Escobedo <lescobedo@concordma.gov>; Althouse, John <althouse49@gmail.com>; Anderson, Janet <janders31@comcast.net>; Bailey, Isabel <isabelvbailey@gmail.com>; Baryames, Beth <bbaryames@gmail.com>; Bitman, Leslie <lbitman57@gmail.com>; Brennan, Bobbie <bobbiebrennan@mac.com>; Clayton, Helene <heleneclayton@comcast.net>; Crowley, Nancy <nmcrowley1@yahoo.com>; Eleanor Garvey <elliengarvey1216@gmail.com>; Delker, Lynn <lynndelk@aol.com>; Delker, Wayne <wldelker@gmail.com>; Duncan, Lucinda <lucindaduncan44@gmail.com>; Dunn, Cosette <cocodunn131@comcast.net>; Epling, Ann <anneppling@gmail.com>; Ferrante, Lea <lea@ferrante-photo.com>; Fleming, Pat <patfleming1@comcast.net>; Foster, Laurie <lfoster3701@gmail.com>; Furth, Eileen <eileenfurth@yahoo.com>; Green, Faxon <faxon@faxongreen.com>; Greene, Claire <crgreene21@comcast.net>; Greeneberg, Ann <ann_greenberg@hotmail.com>; Haber, Sabrina <robsabrina@gmail.com>; Hellman, Tanya <tanyahellman@comcast.net>; Carlene Hempel <carlenehempel@hotmail.com>; Suzanne Fontaine <sfontaine20@icloud.com>; Hoey, Amy <athoey@gmail.com>; Keane, Linda <lmkeane85@gmail.com>; Kehoe, Dorrie <dorriekhoe@comcast.net>; Kobos, Kathy <khkobos@aol.com>; Krohlow, Faith <fkrohlow@gmail.com>; Kundert, Beth <lirk@alumni.brown.edu>; Lang, Ginger <ginger.r.lang@gmail.com>; Langan, Caroline <carolinelangan@omcast.net>; cynthiapkatz@gmail.com>; cynthiapkatz@gmail.com>; LeClaire, Elizabeth <lizeclair@ymail.com>; Lehmann, Alice <alicerun1@comcast.net>; Lekorenos, Christen <clekorenos@yahoo.com>; Lowitt, Marilyn <Marilyn.Lowitt@verizon.net>; Donald Macdonald <theresa876@aol.com>; Magee, Barbara <barbaracmagee@gmail.com>; McCloy, Caroline <cmccloy8187@gmail.com>; Menger, Sydney <smenger@comcast.net>; Merna, Meghan <megkav01@gmail.com>; Miller, Dorcas <dorcas@tiac.net>; Monaghan, Joanne <Joanne.Monaghan@gmail.com>; Barbara Morse <bamorsefaep@comcast.net>; Muller, Susan <suecmuller@gmail.com>; Orr, Ian <ian@ferrante-photo.com>; Owen, Martha <m.owen@cmowen.us>; Prewitt, April <april.prewitt@gmail.com>; Quackenbush, Ellen <equackenbush206@gmail.com>; Robitaille, Jill <jb.robitaille190@gmail.com>; Saalfield, Melissa <mjc.saalfield@gmail.com>; Satterthwaite, Bill <billsatt@icloud.com>; Satterthwaite, Sallie <salliesatt@comcast.net>; Senes, Renee <rsenes@gmail.com>; Sillari, Olivia <ofochi@aol.com>; Swaim, Betsy <betsyswaim@icloud.com>; Toussaint, M. Lou <mloutoussaint@gmail.com>; Valentine, Noelle <noelle_valentine@hotmail.com>; Venne, Kathy <kfvenne@gmail.com>; Viskin, Sue <susan.viskin@gmail.com>; Young, Karen <youngklc4951@gmail.com>; Zivalic, Leah <Leah.zivalic@gmail.com>; Zuffante, Nancy <nancy.zuffante@gmail.com>; Nancy Kerr <nancy.kerr@gmail.com>; Nathaniel Welch <nwelch54@icloud.com>; richardfahlander@gmail.com>; richardfahlander@gmail.com>; Edward Perry <nedperry10@gmail.com>

Subject: Re: WCGT Concerns' about Safety at JP

Terri,

On behalf of the WCGT, thank you for getting back to us regarding this recent development of BFRT-AC convening the JP stakeholders "in an effort to facilitate an inclusive process" to make recommendations to the Select Board.

We realize this is a complicated situation and that there are lots of opinions regarding

solutions to this issue. WCGT is firm on its commitment to keep Junction Park beautiful and to the safety of all who use the park. We do not however have a unified solution to this problem.

We look forward to being present at the Monday October 25th BFRT-AC and Select Board meeting.

Sincerely,

Patricia Kent, President of WCGT

reOn 10/12/2021 9:23 PM Terri Ackerman <tackerman@concordma.gov> wrote:

TO: West Concord Green Thumbs Board (Patricia Kent, Ellen Quackenbush, Renee Sense, Tanya Hellman, and Cosette Dunn)

Thank you to the Green Thumbs and everyone else who has written to the Select Board about safety concerns at Junction Park.

I am writing today to let you know about a recent development. The Bruce Freeman Rail Trail Advisory Committee has offered to convene all Junction Park stakeholders in an effort to facilitate an inclusive process. Their goal would be to provide recommendations to the Select Board in timely fashion. Tasks could include data gathering, public meetings and site visits, and consultation with appropriate Town departments.

The BFRT-AC will be meeting with the SB on October 25 to discuss this idea. We will invite public comment as well.

Best regards,
Terri

From: Ellie Garvey <elliegarvey1216@gmail.com>

Sent: Thursday, October 7, 2021 1:35 PM

To: Suzanne Fontaine <sfontaine20@icloud.com>

Cc: Cynthia Katz <cynthiapkatz@gmail.com>; Stephen Crane <scrane@concordma.gov>; Patricia Kent <patricia.kent@comcast.net>; mjohnso@concordma.gov <mjohnso@concordma.gov>; Terri Ackerman <tackerman@concordma.gov>; Jane Hotchkiss <jhotchkiss@concordma.gov>; Susan Bates <sbates@concordma.gov>; Linda Escobedo <lescobedo@concordma.gov>; Althouse, John <althouse49@gmail.com>; Anderson, Janet <janders31@comcast.net>; Bailey, Isabel <isabelvbailey@gmail.com>; Baryames, Beth <bbaryames@gmail.com>; Bitman, Leslie <lbitman57@gmail.com>; Brennan, Bobbie <bobbiebrennan@mac.com>; Clayton, Helene <heleneclayton@comcast.net>; Crowley, Nancy <nmcrowley1@yahoo.com>; Delker, Lynn <lynndelk@aol.com>; Delker, Wayne <wldelker@gmail.com>; Duncan, Lucinda <lucidaduncan44@gmail.com>; Dunn, Cosette <cocodunn131@comcast.net>; Eppling, Ann <anneppling@gmail.com>; Ferrante, Lea <lea@ferrante-photo.com>; Fleming, Pat

<patfleming1@comcast.net>; Foster, Laurie <lfoster3701@gmail.com>; Furth, Eileen <eileenfurth@yahoo.com>; Green, Faxon <faxon@faxongreen.com>; Greene, Claire <crgreene21@comcast.net>; Greeneberg, Ann <ann_greenberg@hotmail.com>; Haber, Sabrina <robsabrina@gmail.com>; Hellman, Tanya <tanyahellman@comcast.net>; Carlene Hempel <carlenehempel@hotmail.com>; Hoey, Amy <athoey@gmail.com>; Keane, Linda <lmkeane85@gmail.com>; Kehoe, Dorrie <dorriekehoe@comcast.net>; Kobos, Kathy <khkobos@aol.com>; Krohlow, Faith <fkrohlow@gmail.com>; Kundert, Beth <lrk@alumni.brown.edu>; Lang, Ginger <ginger.r.lang@gmail.com>; Langan, Caroline <carolinelangan@omcast.net>; LeClaire, Elizabeth <lizleclair@ymail.com>; Lehmann, Alice <alicerun1@comcast.net>; Lekorenos, Christen <clekorenos@yahoo.com>; Lowitt, Marilyn <Marilyn.Lowitt@verizon.net>; Donald Macdonald <theresa876@aol.com>; Magee, Barbara <barbaracmagee@gmail.com>; McCloy, Caroline <cmccloy8187@gmail.com>; Menger, Sydney <smenger@comcast.net>; Merna, Meghan <megkav01@gmail.com>; Miller, Dorcas <dorcas@tiac.net>; Monaghan, Joanne <Joanne.Monaghan@gmail.com>; Barbara Morse <bamorsefaep@comcast.net>; Muller, Susan <suecmuller@gmail.com>; Orr, Ian <ian@ferrante-photo.com>; Owen, Martha <m.owen@cmowen.us>; Prewitt, April <april.prewitt@gmail.com>; Quackenbush, Ellen <equackenbush206@gmail.com>; Robitaille, Jill <jb.robitaille190@gmail.com>; Saalfeld, Melissa <mjc.saalfeld@gmail.com>; Satterthwaite, Bill <billsatt@icloud.com>; Satterthwaite, Sallie <salliesatt@comcast.net>; Senes, Renee <rsenes@gmail.com>; Sillari, Olivia <ofochi@aol.com>; Swaim, Betsy <betsyswaim@icloud.com>; Toussaint, M. Lou <mloutoussaint@gmail.com>; Valentine, Noelle <noelle_valentine@hotmail.com>; Venne, Kathy <kfvenne@gmail.com>; Viskin, Sue <susan.viskin@gmail.com>; Young, Karen <youngklc4951@gmail.com>; Zivalic, Leah <Leah.zivalic@gmail.com>; Zuffante, Nancy <nancy.zuffante@gmail.com>; Nancy Kerr <nancy.kerr@gmail.com>

Subject: Re: WCGT Concerns' about Safety at JP

You don't often get email from elliegarvey1216@gmail.com. [Learn why this is important](#)

Hello,

I am a frequent user of Junction Park, both walking and biking. I don't think you are ever going to get EVERYONE to walk their bikes. When there are no other pedestrians in the park, I ride through (slowly). If there are other people there, I walk my bike. I have observed that most people, bikers and walkers, are respectful and move carefully. I have not noticed more than a handful of people ever using the park unsafely. Yes, the signage could be clearer, and placed more prominently. Maybe the signs should use the phrase "common sense." We should be welcoming bike riders to West Concord, especially when the Rt 2 bridge opens. Junction Park and the rail trail are the newest gems in West Concord; we can be safe and welcoming at the same time.

- Ellie Garvey

On Thu, Oct 7, 2021 at 11:19 AM Suzanne Fontaine <sfontaine20@icloud.com> wrote:

Hello

In regards to the bike riders not walking / riding through, I agree this does happen.

I do know also that my friends and I who ride always walk through. Please don't throw all bike riders into this mix. I walk the path and ride the path frequently. I agree the signage can be more up front. The route 2 overpass will bring new riders but I can't image that it will be overwhelming due to the mileage from the Boston direction. New riders bring income to the West Concord area as well

Thanks

Suzanne

Sent from my iPhone

On Oct 7, 2021, at 9:59 AM, Cynthia Katz <cynthiapkatz@gmail.com> wrote:

Hi Stephen, et al!

I can tell you from repeated observation that almost nobody--adults or kids--- walks their bikes through Junction Park. The "walk your wheels" pavement markings--one by the parking lot/train tracks and the other across the street from JP---don't do the trick, and the new signage installed is almost impossible to detect, especially if you're on a bike (already), and moving. If you're on the BFRT coming from the west, you won't even see/pass the pavement marker.

And I also wonder once the BFRT is connected via the Route 2 bridge, how local sidewalks will be impacted....even though I believe you aren't supposed to ride bikes on sidewalks, for kids (and sometimes adults) it is done probably because it seems safer than the road. But it puts pedestrians at risk.

Cynthia Katz
West Concord walker

On Wed, Oct 6, 2021 at 4:23 PM Stephen Crane <scrane@concordma.gov> wrote:

Hi Patricia. Were the potential conflicts between cyclists and pedestrians discussed with CPW In 2013 and, if so, what options were considered? It would be helpful for me to have more background as we look ahead to changes that may be needed.

In the meantime, the Town, primarily through the Transportation Advisory Committee (TAC), has spent a lot of time on this issue and solicited public input during its meetings on ways to approach it. As a result of those discussions, new "walk your wheels" pavement markings have been installed and new signage is being installed. These measures will help notify riders to dismount before entering the park in a way that is much more visible than the pre-existing signage.

Thanks for the note and we will continue to research options as we learn more about the level of use in the coming months.

From: Patricia Kent <patricia.kent@comcast.net>

Sent: Monday, October 4, 2021 9:06 AM

To: Stephen Crane <scrane@concordma.gov>; mjohnso@concordma.gov; Terri Ackerman <tackerman@concordma.gov>; Jane Hotchkiss <jhotchkiss@concordma.gov>; Susan Bates <sbates@concordma.gov>; Linda Escobedo <lescobedo@concordma.gov>

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Subject: WCGT Concerns' about Safety at JP

You don't often get email from patricia.kent@comcast.net. [Learn why this is important](#)

October 3,
2021

Dear Town Manager and

Members of the Concord Select Board,

In January 2021, the West Concord Green Thumbs wrote to you expressing our concern about safety for users of Junction Park. This concern is not only for the current conditions, but of even more importance and urgency, the fact that Bruce Freeman bicycle bridge over Route 2 is nearing completion and that will bring a significant increase in numbers of cyclists. That concern is magnified by the realization that on the Concord GIS map, the center path of Junction Park is now shown as part of the Bruce Freeman Rail Trail!

As you may know, the Green Thumbs joined with Concord Public Works in redesigning and completely renovating Junction Park. We were all proud when this well used and well-loved Park was opened in 2013. Since that time, the Green Thumbs has taken on the responsibility of maintenance of all of the gardens and shrubbery at Junction Park. This has given us a real opportunity to observe the combined use by both cyclists and pedestrians of all ages and mobility.

As this Park usage increases, we are more and more concerned about safety. We must let you know that we are extremely disappointed to note that almost ten months after writing to you we do not see any safety changes installed and evaluated at Junction Park. Simultaneously, we are aware that a significant increase in cyclists is expected.

We hope that Concord Government is not waiting for an accident to happen on this public space before taking action. We are counting on you.

Sincerely,

West Concord Green Thumbs Board (Patricia Kent, Ellen Quackenbush, Renee Sense, Tanya Hellman, and Cosette Dunn) and members

--

Cynthia

www.cynthia-katz.com

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Concord, MA 01742