



# TOWN OF CONCORD

*Office of the Interim Town Manager*

## Operational Status Reports & Departmental Updates

*For the Week Ending March 25, 2022*

### Town Manager & General Government

#### Facilities

- The Facilities team began framing new offices at the Hunt Recreation building and performed plumbing repairs at Fire Station 1 in Concord Center. Assistance was provided to the MMN team by installing new HDMI and CAT5 cables at Town House. In addition, a Roof Top Unit motor replacement was completed at the Beede Center.

#### Town Manager's Office & Human Resources

- TMO & HR staff hosted the first meeting in a series of meetings with the Insurance Advisory Committee (IAC) this week. The IAC is an employee group made up of both Union and Non-Union Employees for the purpose of discussing health insurance issues. While this process is mandated under Massachusetts General Law when plan design changes are being contemplated, it is hoped that this, or a similar, group will want to meet periodically throughout the year to discuss various employee benefits issues and concerns. For now, the IAC is reviewing the FY23 health insurance offerings. The first meeting was well-attended, and participation was terrific! Three additional meetings have been scheduled in March and April.

### Emergency Services

#### Police Department:

- 801 log entries which included 186 Traffic enforcement/motor vehicle stops, including 2 arrests
- On March 18, the Concord Police Department took an initial report of a driver being struck with a "pellet" while driving on Sudbury Rd. Additional reports were received with locations of Sudbury Rd. at Thoreau St. and on Stow St. by Emerson Field. The case appears to be related to an Instagram "challenge" which has resulted in similar incidents throughout the country. The matter remains under investigation. No further incidents were reported later in the week.
- On March 18 a report was made to the Carlisle Police Department of a missing 15-year-old girl, Eloa de Oliveira. The Concord Police Department has been aiding the search efforts.
- On March 21, Officers were assigned to the area Main St. and Commonwealth Ave and provided handouts to vehicles stopped at red lights reminding people of the hands-free law.
- March 23 was School Crossing Appreciation Day. A luncheon was held at the station, and flowers were given to each of the guards along with a coin which commemorates the 150<sup>th</sup> anniversary of the department.
- The Town's overnight parking restriction will end March 31, 2022. Thank you to all for adhering to these restrictions which are most helpful for our CPW and contracted plow crews.
- Chief O'Connor and Lieutenant Kevin Monahan attended the New England Regional Command College hosted by the Federal Bureau of Investigation held March 13-18 which covered a variety of topics with a focus on law enforcement best practices.

## Department of Planning & Land Management

### Economic Vitality & Tourism

- **Patriots' Day Happenings:** Working with the Town Public Ceremonies Committee and Public Information and Communications Manager Erin Stevens, all known events happening in April around Patriots' Day are now shared publicly through the Town Website, [www.VisitConcord.org](http://www.VisitConcord.org), and on social media. Email blasts will be going out to all businesses via the EVT Division, the Concord Chamber of Commerce, and the Concord Business Partnership this week. Further, direct email will be sent to any residents who have subscribed to receive this type of information.
- Next week, the Visitor Center begins a new program with the Colonial Inn, called *Between Us Sisters*. Tour guides Amy and Stefanie will be portraying Louisa and Mae Alcott in a 90-minute theatrical presentation that includes Tea and Cake served by the Inn. This program is particularly geared to those with limited mobility who might not otherwise be able to take part in the traditional historical walking tour.



### Natural Resources Division

- **Assabet River Bluffs Acquisition:** Marcia Rasmussen, Delia Kaye, Will Holden (Town staff), and Polly Reeve (CLCT) met with State representatives last Friday for a site walk/visit as part of the Land and Water Conservation Fund grant application. Delia is also working with Sustainability Director Amanda Kohn to develop an MVP grant application for the same project, which is due May 5. Both grants are requesting \$500,000. The Town may receive one, but not both, of the grants.
- **Seasonal Staff:** Ranger and Conservation Crew interviews will be held this week and next week. The Division is seeking to hire two individuals for each of the positions. This is a seasonal work opportunity from May to September.

### Building Inspections

- **Annual Life Safety Inspections at Middlesex School:** This week Local Inspector Gary Smith has been conducting the annual inspection of all dormitories and buildings classified as an Assembly use at the Middlesex School. The Annual Inspection is a life safety inspection to verify that all the exit signs, emergency lighting, and exit doors are working properly and all egress paths and stairways are clear and free of any obstructions, as well as to confirm that the elevators have been inspected and that the Building Inspections office has received documentation of all generators, fire alarm and fire sprinkler reports.

## Health Division

- **Concord Middle School wastewater discussion:** On Wednesday, Health Division staff, including former Public Health Director Susan Rask, now working with the Town as a Professional Project Specialist, in conjunction with other town staff from Concord Public Works, met with Nitsch Engineering to discuss the proposed on-site disposal system design for the new Concord Middle School Project which is located within the Town's Groundwater Conservancy District and Zone II of a public drinking water well (Jennie Duggan).
- **COVID Update in Concord Public Schools:** Public Health Nurse Tricia McGean has been working with the Concord Middle School nurses and Superintendent Laurie Hunter on the increasing number of Covid-19 cases that seemed to run hand-in-hand with the return from February school vacation week and two outside events held shortly afterwards. As of March 20, there were approximately 88 confirmed positive cases in Concord Public Schools overall with 54 confirmed positive cases in the middle schools; and an additional 22 Covid positive cases overall as of March 22.

## Planning Division

- **Planning Board meeting of March 22:** The Board opened a public hearing for the Sunnyside Lane Definitive Subdivision Plan and discussed the 8 requested waivers to the Subdivision Rules & Regulations Design Standard and the issues and concerns raised in the Town Planner's report. The Applicant will be marking out the proposed 18-foot pavement and drainage swale width along Sunnyside Lane for review by Board members. The public hearing was continued to April 5 at 7:00 pm for further discussion on the proposed pavement width.

The Board had further discussion on the development of Site Plan Rules & Regulations. The Town Planner will be preparing a draft document for the Board to review at the April 19 meeting.

The Board also reviewed and discussed a memo prepared by the Town Planner regarding the MBTA Communities legislation and the draft guidelines prepared by DHCD. The Board will be submitting a letter to the Select Board with comments on the draft guidelines for submission to the DHCD by the March 31 deadline.

- **Bruce Freeman Rail Trail and Concord Prison Outreach:** Town staff and a member of the BFRTAC met with representatives from Concord Prison Outreach to discuss efforts to highlight/interpret the existing prison cemetery (circa 1878) located along the BFRT and discover/acknowledge the names and backgrounds of the 121 men buried there.

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## Human Services

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### **Recreation/Beede Center:**

- Parking Restriction at the Beede Center will begin next week. This restriction asks Beede Center members to display a placard while parking to assist staff with identifying people who are not authorized to park in the lot.
- Recreation will be welcoming in the Belmont Aquatics Team this spring at the Beede Center. We are very excited about the new relationship!
- Construction is underway at the Hunt Recreation Center for two new offices on the main floor of the facility. Recreation is also hard at work hiring for summer camp and White Pond staff; staff are reviewing applications as they come in.
- The Rideout Information Planning Meeting will be 3/30/22 to discuss proposed additions to the baseball/softball facilities. The meeting is hosted by the Recreation Commission and facilitated by the CC Youth Baseball/Softball group.

### **Public Information/PEG Services:**

- The Select Board room now has an internal connection to the MMN control room which allows less prep time and a cleaner path for any hybrid meetings hosted at the Town House. In addition, MMN is continuing to work to tag and document high value equipment with Concord Town Asset tags