



# TOWN OF CONCORD

## Town Manager's Report

Week Of: August 24 , 2015

### PLANNING & LAND MANAGEMENT DEPARTMENT

#### Planning Division Update

##### **Historic Districts Commission meeting of August 20:**

The HDC reviewed one continued and three new applications for changes within the Historic Districts. The Commission approved Certificates of Appropriateness for the installation of new fencing, a stone wall, and lighting at 25 Barnes Hill Road; new driveway paving at 25 Lowell Road; and the temporary installation of a storage container for Trinity Church at 81 Elm Street. The Commission also opened the public hearing for the proposed new market building and associated site changes at the Mill Brook Tarry, 91 Lowell Road, which was continued to allow time for a site visit and for the Applicants to produce additional materials. The Commission anticipates meeting with the Applicants again in September. In addition to the application reviews, the HDC continued refining draft Design Guidelines and discussed the creation of a user friendly presentation to guide applicants through the review process.

##### **Housing Production Plan Update Kick-Off Meeting:**

The Planning Division is pleased to announce the start of work on the Town's 2015 Housing Production Plan. DPLM Director Marcia Rasmussen and Senior Planner Lara Kritzer met with the Regional Housing Services Office and consultant Jennifer Goldson this week to review the scope of work and proposed schedule. An important part of this project is to gather community input on the community's affordable housing goals and needs, which will be done through an online survey available in mid-September and a public forum/workshop on October 6 at the Harvey Wheeler Community Center. More information on how the public can take part in shaping this plan will be sent out in early September and will be available on line.

**Middlesex School Landry Residence Hall:** On August 18<sup>th</sup> Town staff from DPLM, Engineering, Water/Sewer, CMLP, Police and Fire met with representatives from Middlesex School and the contractor for a preconstruction meeting for the new Landry Residence Hall. Town staff reviewed the construction safety precautions and tree protection measures required to be in place prior to commencing site work and the conditions of approval required to be met prior to the issuance of the building permit.

### White Pond Algae Bloom

A new algae bloom reported by residents over the weekend of August 15-16 prompted Health staff to conduct an inspection Monday morning. Inspector White walked the entire perimeter of the pond; a new bloom was identified by a bright green scum present in the north east section of the pond (Thoreau club sailing area). Photos of the bloom were sent to Vanessa Curran at MDPH who advised that the water use advisory be reinstated due to visual identification of blue green algal scum. The Advisory was posted in News and Notices and 10 signs were placed around the perimeter of the pond. MDPH took a water sample at the pond on Tuesday August 18. As in previous weeks, health staff fielded numerous phone calls from concerned residents to provide information on the status of the pond.



### FIRE DEPARTMENT

The CFD recently took delivery of a strut system which can be used to stabilize vehicles and other objects which are in an unstable situation. Examples of this would be car accidents where the vehicles are rolled over, down an embankment or perhaps on top of each other. The dealer is providing training to CFD crews before this equipment gets placed in service. The photo above shows the FD staff using heavy crane operations as part of the vehicle stabilization and recovery efforts. The photo below showcases the proper stabilization practice used on unstable vehicles. A big thanks to CBK towing of Boxborough and J.P. Carroll Auto Parts of Lexington for participating in this training!

The CFD held an entrance exam for prospective firefighters on Thursday night September 20, 2015. Out of 160 total applicants, 53 candidates qualified for the exam. The CFD currently has one firefighter opening to fill.





## PLANNING & LAND MANAGEMENT

BUILDING INSPECTION • PLANNING • NATURAL RESOURCES • BOARD OF HEALTH • ZONING

### NATURAL RESOURCES DIVISION

**New Benches at Cousin’s Park:** The Conservation Crew is constructing new benches for Cousins Park. One has been completed and a second will be completed next week.



**Bruce Freeman Rail Trail:** Division staff and DPLM Director Marcia Rasmussen met with representatives from MassDOT and consultant GPI to review the design for the Bruce Freeman Rail Trail. A Notice of Intent for the construction is anticipated to be submitted by late September.

**Natural Resources Commission:** New Applications received this week for the September 2<sup>nd</sup> NRC meeting include: a Notice of Intent (NOI for Concord Greene Condominium Association at 1024 Main Street to conduct an Aquatic Management Program consisting of herbicide and algaecide treatment to control nuisance and non-native plant and algae growth; an NOI for 211 Park Lane to construct a single family house; a Request for Determination of Applicability (RDA) for 74 Shadyside Avenue to demolish an existing single family house; and, an RDA to replace the septic system at 118 Wright Road.

### Flu Clinic Planning

At the request of the Human Resources Department, Karen Byrne has been working with Minuteman Nashoba Wellness Coordinator to gather information to determine whether services offered by the Minuteman Nashoba Health Group could enhance or expand how the town conducts its employee flu clinics. This information will be used to determine whether any changes will be made to this year’s clinic.

### BUILDING INSPECTIONS DIVISION

Building Permit activity remains high and is about 20% more than this time last year.

### HEALTH DIVISION

**Routine Health Division Activities**—Health Division staff provided the following services:

**Septic system permitting:** 3 septic system plan reviews; 7 septic field inspections; 7 Building Reviews and 5 Sewer Reviews completed. Discussion with three potential applicants for septic betterment loans to guide them through the application process; discussed loan close out procedures with two residents who are current loan recipients.

**Colonial Inn on Monument Square** - Repairs to the facility are underway as a condition of the temporary Permit to Operate granted to the new ownership of the inn. Four inspections were conducted this week to ensure that the construction taking place in the food service areas did not impact safe or sanitary food preparation. This allowed the inn to remain open and continue to serve a full menu to guests.

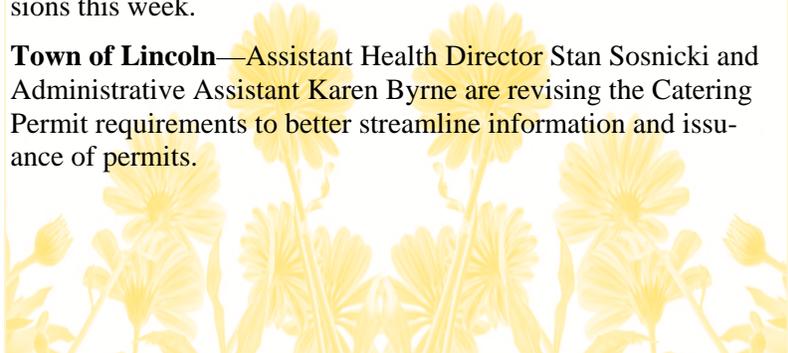
**New Leaf Café, 561 Virginia Rd.** -Three final build-out inspections were conducted at the new food service establishment. The facility will serve multiple buildings at the Middlesex Green complex and be open to the public. Final pre-operational inspections will take place with the food vendor next week for issuance of a Permit to Operate.

**Trinity Episcopal Church, 81 Elm St.** - Staff continue to work with the church’s representative towards licensing of the kitchen.

**Marriot Extended Stay Hotel, 320 Baker Ave.** - Staff continue to work with the architects and pool company for design of the semi-public pool at the hotel. Plans for the food service operation are expected to be delivered soon.

**Camp Inspections:** The final camp of the season was permitted and inspected this week. Most other camps are in their final sessions this week.

**Town of Lincoln**—Assistant Health Director Stan Sosnicki and Administrative Assistant Karen Byrne are revising the Catering Permit requirements to better streamline information and issuance of permits.





## CONCORD PUBLIC WORKS

ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • SOLID WASTE & RECYCLING • WATER & SEWER

### MBTA Railroad Bridge Replacement Project: Main Street Road Closure

Consistent with prior notifications leading up to this critical week, the MBTA railroad bridge replacement contractor is finalizing preparations for the closure of Main Street at the Wood Street MBTA railroad bridge. Closure is required to provide unconstrained site access for site preparation, demolition of the existing RR bridge and the “roll in” of the permanent railroad bridge, currently being constructed over Route 62. Based on the current schedule provided by MBTA and its contractor, the Main Street closure is scheduled to begin on Wednesday morning, August 26<sup>th</sup> and continue through Wednesday, September 2<sup>nd</sup>. This full road closure will employ detour signage, variable message boards, and police details at key locations.

**Fitchburg Turnpike Culvert Replacement, Roadway Detour** - Weather permitting, on **Saturday August 29<sup>th</sup>** Road Program subcontractor Fenton is scheduled to replace an antiquated culvert on Fitchburg Turnpike which falls in between Plainfield and Sudbury Roads. In order to complete this work safely and effectively, Fitchburg Turnpike will be closed and a detour will be utilized via Plainfield, Wheeler and Sudbury Roads. The detour will be established beginning at 6:00 AM on Saturday morning with the anticipation of opening the roadway by 5:00 PM, however depending on conditions and construction progress, detours may be in place through Sunday August 30<sup>th</sup>. There will be detail police officers at the detour points on Fitchburg Turnpike and advanced warning in the form of Variable Message Boards will be placed on site. Also, door hangers will be provided to the businesses and residents during the week of August 24<sup>th</sup> so they are aware of the detour and any potential impacts. Lincoln & Sudbury Police and Public Works have been notified and will provide additional outreach to their respective communities.

**Fall Curbside Solid Waste Disposal, Barrel Stickers** – fall curbside solid waste disposal barrel stickers will be available for sale at retailers and the Town House as of Tuesday, September 1<sup>st</sup> for subscribers to the Town’s curbside solid waste & recycling program. The fall barrel stickers are effective October 1, 2015 – March 31, 2016. The fall curbside invoices were mailed to subscribers on August 24<sup>th</sup> and are due on October 1<sup>st</sup>.

## HUMAN SERVICES DIVISIONS

RECREATION • COUNCIL ON AGING • COMMUNITY SERVICES • YOUTH SERVICES • VETERANS OUTREACH

The Community Services Coordinator received 15 phone calls, 30 emails and had 8 office visits all related to assistance requests. The focus of the requests were utility bill payment assistance, rental assistance, back to school supplies, transportation and food assistance.

A very big and heartfelt **THANK YOU** to all who donated backpacks and school supplies to the Back to School Backpack and School Supply campaign of 2015!! It was a HUGE success!! We received over 70 backpacks and enough school supplies to include some in each bag. We have started to give out the backpacks and will continue to do so up until school begins early September. If you know of anyone who might benefit from receiving a backpack, school aged K-8, please have them contact Aileen Buford in the Community Services office at 978.318.3034 or through a secure email at [abuford@concordma.gov](mailto:abuford@concordma.gov).

**HEATING SEASON IS COMING.** Anyone under the age of 60 interested in applying for fuel assistance please contact Aileen Buford, MSW for eligibility requirements and application details. SMOG fuel assistance season opens November 1<sup>st</sup>, 2015.

### Upcoming Events/Groups:

A De-Clutterers’ Group is starting October 7<sup>th</sup>, 2015, at Minuteman Senior Services, 26 Crosby Drive, Bedford, MA. Space is limited, Pre-registration is required. For adults, all ages. Free of charge. It’s a 10 week group, every Wednesday from 10:00am-11:30am. For more details or to register, please contact 781-221-7052 or [rsvp@minutemansenior.org](mailto:rsvp@minutemansenior.org) <http://minutemansenior.org/assets/media/documents/De-ClutterersGroupFlyer.pdf>