



TOWN OF CONCORD

Town Manager's Report

FEBRUARY 17, 2015

TOWN MANAGER'S PROPOSED FY16 BUDGET

The budget document is available for public review on the Town website, at:

[http://www.concordma.gov/pages/ConcordMA_Finance/books/FY16DraftGeneralBudget/FY16%20Online%20Town%20Manager%20Budget%20\(2-12-15\).pdf](http://www.concordma.gov/pages/ConcordMA_Finance/books/FY16DraftGeneralBudget/FY16%20Online%20Town%20Manager%20Budget%20(2-12-15).pdf)

Finance & Administration

By: **Tony Logalbo, Finance Director**

Contact: finance@concordma.gov

PUBLIC HEARINGS ON PROPOSED BUDGETS

The Town Manager's Proposed Budget for FY2016 will be among the 21 Articles scheduled for the Finance Committee's Public Hearing next Monday evening at the Town House beginning at 7 PM. The budget for the town's operating departments is proposed at \$21,114,013, a 3.7% increase that is in conformance with the Budget Guidelines issued by the Finance Committee last November 30th.

Right-click and select "open hyperlink" to view the Finance Committee's November 30, 2014 report, at:

[http://concordma.gov/pages/ConcordMA_BComm/FY2016%20Guideline%20memo%20\(revised%20Dec%20%2018%202014\).pdf](http://concordma.gov/pages/ConcordMA_BComm/FY2016%20Guideline%20memo%20(revised%20Dec%20%2018%202014).pdf)

The total General Fund Budget at the Finance Committee's Guideline is \$94,858,701, a 4.0% increase over the current year. The Concord-Carlisle Regional School Committee is proposing a budget resulting in a Concord assessment share that conforms to the Finance Committee Guideline. The Concord Public Schools (CPS) Committee (grades K-8) is proposing a FY16 budget that exceeds the Finance Committee's Guideline by \$702,197 and that represents a 6.48% increase over the FY15 CPS budget. The Finance Committee will review its FY16 Budget Guidelines at its March meetings and will issue its Report to the Town Meeting that will be mailed to every household no later than 10 days prior to the start of the Annual Town Meeting on April 12th.

ADDITIONAL PUBLIC HEARINGS

The Public Hearing schedule continues on Wednesday, February 25 at 7 PM, with the joint hearing of the Finance Committee and School Committee on school budgets (Concord Public Schools, Concord-Carlisle High School and Minuteman High School) for FY15 and related warrant articles. Also, the Finance Committee will hear the recommendations of the Community Preservation Committee on allocation of CPA funds for FY16 (Article 30).

On Monday, March 2, the Board of Selectmen will hold a Public Hearing covering 12 articles, including three citizen petition articles. Then on Tuesday, March 3, the Planning Board will conduct its hearing on ten zoning articles.

The Public Hearings will conclude with the Monday, March 16 Finance Committee Hearing on the Enterprise Budgets operated as Town departments under the Town Manager's direction (Water, Sewer, Solid Waste, Beede Swim & Fitness Center Funds, and the Light Fund). The Enterprise Budget document is in preparation and public notice will be provided when it is available.

NOTICES & MEETINGS

Public Hearings on 2015 Annual Town Meeting Warrant begin next Monday, February 23rd.

Town Meeting starts Sunday, April 12th at 1:00 PM.

Voter Registration Deadline

Registration of unregistered residents to vote in Town Election of March 31st and for participation and voting at Town Meeting – **the deadline is March 11th until 8:00 P.M.**

THE TOWN MEETING WARRANT

The Town Meeting Warrant can be viewed at:

http://www.concordma.gov/pages/ConcordMA_BOS/2015%20Town%20Meeting/2015%20Warrant%20for%20Website.pdf

The listing of Articles to be heard at each hearing appears on page 2 of the Warrant.

Highlight each link and click "open hyperlink".

Electronic presentations that are made on any Article will be available on the 2015 Town Meeting website shortly after each Hearing. Snow dates are listed on the Warrant cover, but residents are also urged to check the Town website in the event of inclement weather that could result in postponement of a scheduled hearing.

The Concord Public Works Snow Fighting Team prepares to battle the elements. The team has worked tirelessly to keep Concord's streets and sidewalks safe.





MOTOR VEHICLE EXCISE TAX DUE

Excise tax bills issued January 22nd are due and payable by Mon, Feb 23rd. On January 22nd, the town issued 13,889 motor vehicle excise tax bills for calendar year 2015. Excise tax bills are issued by each city and town based on files prepared by the RMV. The bill period is a calendar year.

All vehicles registered and garaged in Concord as of Jan. 1, 2015 should have received a bill issued by the town on Jan. 22, 2015. It is possible that bills for vehicles newly registered in Dec. were not included by the RMV in this bill file and will be billed in a file to be received from the Registry by March. At that time, it is likely that some taxpayers will receive two bills simultaneously: a 2014 tax bill (prorated for the number of full months or partial months from the registration date to December 31, 2014), and a full year 2015 tax bill.

Taxpayers who think they should have received a 2015 calendar year bill but have not are urged to contact the Board of Assessors, assessing@concordma.gov; phone: 978-318-3070.

Excise tax bills can be paid online.

As vehicles are registered during the year, excise tax bills are issued for the remaining portion of the calendar year (prorated in full months counting the month of registration). Similarly, vehicles removed from registration (by trade-in sale or loss) are eligible for partial refund of excise tax paid for the calendar year. See the Assessing Division website at concordma.gov for instruction: http://concordma.gov/pages/ConcordMA_assessor/MVEABATE.

HEALTH DIVISION

Routine Health Division Activities—Health Division staff provided the following services in addition to their regular duties:

Woods Hill Table, 24 Commonwealth Ave.: The initial food service inspection has been performed. Gabrielle White continues to consult with owner, staff, and builder on final items to comply with final inspection, scheduled for February 18th.

Annual Rabies Clinic: All residents are welcome to attend the annual rabies vaccination clinic which will be held Saturday March 14 from 1-2:30 p.m. at the Public Works Building, 133 Keyes Rd. Vaccine will be administered to dogs from 1-1:45; all dogs must be on a leash. Cats will be vaccinated from 1:45-2:30; all cats must be in a cat carrier.

Beach water sampling: Administrative Assistant Karen Byrne has begun the process of renewal of the contract with G&L Laboratories for beach water quality sampling for summer 2015, and has sent letters to owners of the three semi-public beaches inquiring whether they wish to participate in the 2105 program.

PLANNING & LAND USE

By: Marcia Rasmussen, Director

Contact: mrasmussen@concordma.gov

Zoning Board of Appeals: At the meeting on February 12th the Board heard the continued presentation by Symes Development for a proposed 22-unit Planned Residential Development off Commerford Road. The application failed to receive a unanimous vote for approval (1 Yes-2 NO). The Board also granted a Special Permit to Millbrook Tarry for relief from parking requirements to allow an expansion of the Trail's End Café.

Planning Division: The Planning Division recently completed a review of all the Planning Board and Zoning Board of Appeals application fees in a dozen adjacent and nearby communities; a new fee schedule for all applications to the Planning Board and Zoning Board of Appeals will be implemented on March 1st.

Historical Commission: The CHC met on Thursday with the Heywood Meadow Stewardship Committee to provide comments on the revised design for the new stone steps at Heywood Meadow. The Commission also reviewed a proposed demolition at 169-171 Commonwealth Avenue, reviewed the status of the Archaeology Program with Brandeis and the Wheeler Harrington House Studies, and discussed potential subjects for a series of future articles on historic sites and structures in Concord.

Planning Board: The Planning Board met on February 10th with members of the Historic Districts Commission to discuss proposed zoning bylaw amendments that will have a potential impact on the height of structures in the Residence A and AA zone districts and the massing of structures in the Residence A, B and C zone districts, along with a general discussion to explore potential zoning bylaw revisions that could help preserve and protect properties in the Historic Districts. The Board also discussed planning for the March 3rd Public Hearing on proposed Zoning.

FIRE DEPARTMENT

The winter weather pattern continues to impact the ways the CFD delivers services. With the extreme cold, high snow depth, and high winds even the most mundane emergency responses become more problematic. **If you are able to do so in a safe fashion, please clear out your neighborhood fire hydrant. Thank you!** There have been many roof collapses in the state resulting from the heavy snow loading. Flat roofs with snow buildup should also be cleared if you can safely do so.

Firefighter Matt Vickery graduated February 6, 2015 from the Mass. Fire Academy's recruit class. He placed well above average in his class. Newly hired firefighters Jimmy Mazzola and Chuck Hopkins have been assigned to the Mass Fire Academy 9 week recruit school.

Firefighter David Nichols, one of Concord's fire investigators, has been assigned to the National Fire Academy for two weeks to take part in an in-depth Fire cause and analysis course. This broad-based curriculum is required for Regional Investigation team membership.



HEALTH & HUMAN SERVICES DIVISIONS



By: Dick Krug

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The Veterans' Services office has been busy during the last two weeks. Earlier this month, there was a five-day training conference held in Yarmouth, MA. This was the second of four conferences which all town's Veteran's Agents are required to attend. The fulfillment of this requirement ensures that the Town of Concord employs a certified Veteran's Service Officer (VSO) which is a new regulation in the State of Massachusetts.

Regular veterans' service business included assisting a local veteran with VA healthcare, and checking on one individual's specific 'veteran status' category. In addition, assistance with VA eye glasses, identification cards, ambulance bills and financial assistance for veteran funeral services were begun this period. The VA has also been busy assisting veterans seeking employment and work opportunities over the past few weeks.

Youth Services

By: Jennifer Clarke, Coordinator

Contact: jclarke@concordma.gov

The Secret Life of a Massachusetts Teen: Thursday, February 26 @ 7p.m. CCHS Auditorium. "The Secret Life..." is a high-energy presentation by Jon Mattleman for large groups that actively focuses on what teens are really thinking, what they fear, why they do not share their fears, and how parents can more effectively support their teen. Jon Mattleman established *Youth/Family Resources*, a consulting firm delivering a range of services to youth, parents, and families. He has 30 years of experience as a mental health counselor and trainer. The Concord Carlisle High School Parent's Association is proud to sponsor this free community event- adults only.

Youth and Stress Program: Wednesday, February 25 from 3:30-5:50 pm. CC Youth Services, in collaboration with the Center for Parents and Teachers and Healthy Concord, invites you to participate in a community conversation about youth and stress. Join leaders from Concord schools, community organizations, youth, and adults in a structured conversation designed to identify the practices and policies that result in stress for our youth and our families, and strategize how we can address these together. Registration and information can be found here: http://www.concordma.gov/pages/concordma_news/.

By: Laura Lunig, Rec. Services Director

Contact: llunig@concordma.gov

The 8th Grade Valentine's Day Party which was held on Saturday, February 7, was a great success. There were 124 students 'well behaved' Concord students in attendance.

Summer Camp Registration is now available at the Hunt Recreation Center, 90 Stow Street and online at [Http://summercamp.concordma.gov](http://summercamp.concordma.gov).

There is a 15% discount if you register your child during the week of February 23rd. Call the Recreation office at 978-369-6460 for more details.

Council on Aging

By: Ginger Quarles, Director

Contact: gquarles@concordma.gov

The COA would like to remind residents of three support groups that we are currently offering. Our caregiver support group is for those caring for loved ones with Alzheimer's or related dementias. Our Grief Support group is designed for seniors who have experienced the loss of a spouse or partner. Each of these groups meet once a month. Our "Beat the Blues" learning and peer support group designed to help seniors improve their mood has had several cancellations due to winter weather so it is not too late to join the current session. This group meets weekly. All of these groups meet at the Harvey Wheeler Community Center and there is no charge. Please call the COA at 978-318-3020 for more information.

Trained SHINE (Serving the Health Information Needs for Everyone) volunteers remain available to assist seniors with insurance related questions. Please call to arrange a time to speak with one of our 3 wonderful counselors.

The COA is available to help Concord residents with concerns they have about their aging parents or relatives. Many questions and concerns emerge as we try to assist our loved ones as they age. We would be happy to assist you with resources that may help to ensure their safety and independence.

Human Services

By: Aileen Buford, Human Services Coordinator

Contact: abuford@concordma.gov

The Community Services Coordinator continues to assist residents with the process of applying for fuel assistance through the **LI-HEAP/SMOC** fuel assistance program. Anyone under the age of 60 should the office for more information and to receive an application packet. Anyone interested in applying for the **Good Neighbor Energy Fund** through the Salvation Army should contact us as well at (978)318-3034. This program is specifically for those who have a gross annual income between 60-80% of the State Median Income Level. Income guidelines are the key determining factor for acceptance in the program. The award consists, generally, of \$275.00 paid directly to the utility company for the home.

Food assistance applications through the SNAP program are also available by contacting the HS office. In addition, the Concord food pantry, offered by the Open Table organization, offers a community dinner and a food pantry open to residents on Thursdays starting at 4:30pm.



Planning & Land Use

By: Marcia Rasmussen, Director

Contact: mrasnussen@concordma.gov

Tips for Homeowners in Removing Snow & Ice

- ◆ Use a snow rake for pitched roofs. Try to shave the snow down to a 2 or 3 inches on the roof instead of scraping the roof clean, which will risk damage to your shingles or other roof covering. Shovel snow from flat roofs throwing the snow over the side away from the building.
- ◆ Remove large icicles carefully if they're hanging over doorways and walkways. Consider knocking down icicles through windows using a broom stick.
- ◆ Wear protective headgear and goggles when performing any of these tasks.
- ◆ Keep gutters and drains clean, free of ice and snow and keep downspouts clean at ground level.
- ◆ **Don't** add your weight or the weight of equipment to the roof.
- ◆ **Don't** use a ladder since ice tends to build up on both the rungs of the ladder and the soles of your boots.
- ◆ **Don't** use electric heating devices like hair dryers or heat guns to remove snow and ice.
- ◆ **Don't** use open-flame devices to remove snow and ice.
- ◆ Make sure smoke alarms and carbon monoxide detectors are working.
- ◆ Check outside fuel and dryer exhaust vents, making sure that they are not obstructed by snow or ice.
- ◆ Never use cooking equipment intended for outside use indoors as a heat source or cooking device.
- ◆ Never use your oven for heat.
- ◆ Clear snow away from furnace and dryer exhaust vents to prevent carbon monoxide poisoning.
- ◆ Ice dams can cause major damage to a home or building. Ice dams occur after a heavy snowfall, followed by several days or even weeks of very cold weather. An ice dam is a wall of ice that forms at the edge of the roof, usually at the gutters or soffit. When it forms, the water backs up behind the ice dams and creates a pool.

How to Recognize Problems with Roofs

- ◆ Sagging roofs or Severe roof leaks
- ◆ Cracked or split wood members
- ◆ Bends or ripples in supports
- ◆ Sheared off screws from steel frames
- ◆ Sprinkler heads that have dropped down below ceiling tiles
- ◆ Doors that pop open

Beede Center

By: Pamela Higgins

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Like all the Town buildings, the Beede Center is doing its best to defend against this brutal February. There have been numerous small pesky leaks due to ice and snow. The front entrance, sidewalks and parking lot are clear, but like everyone we are wondering where the snow from the approaching blizzard will go. However, the Beede Crew has been preparing for the inevitable.

With everyone wishing and hoping for spring, the Spring/Summer Recreation Brochure just went to the printer. It is scheduled to arrive on people's doorstep the first week in March. Parents looking for recreation opportunities for this summer will find many excellent options for their children. Jon Straggas has spent countless hours perfecting the publication.

Readers will notice many exceptional photographs found in the upcoming Beede brochure which were taken by Jon. He spent many years working as a graphic artist and sports photography is a passion of his. The Recreation Department is fortunate to have Jon on staff.



Library circulation colleagues thank the Concord community

CONCORD FREE PUBLIC LIBRARY

By: Kerry Cronin, Director

Contact: kcronin@concordma.gov

During the week of January 26th the library hosted its first "Food for Fines" program. Despite losing 1.5 days due to weather related closures, we managed to collect and deliver approximately 6 boxes to Concord's Open Table food pantry.

Our circulation colleagues thank the Concord community for the feedback we received during recent focus groups. CFPL will host a new *Teen Conversations Series* several times a year on timely topics of interest to high school students. Our kick-off event will be on 2/23 with Lauren Zou, 2011 CCHS and recent Columbia University graduate, who will discuss her internship with Google. Among the topics covered will be Google features to assist you throughout the day, as well as an overview of such innovations as Google cardboard, smart watches, and smart cars. Teens are welcome to join us for an engaging discussion about these emerging technologies and to learn more about the unique work atmosphere at Google.

The advertising period for the Head of Reference position vacancy closed on Feb. 12th; nine applications were received. The Library personnel also plan to issue a request for proposals for a new library web site later this month—information is forthcoming regarding this venture.