

# Town Manager's Report Monday, January 14, 2013

**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:** On December 21, Brett Mills graduated the Mass Fire Academy recruit school. Brett performed well above average both academically and in practical evolutions. Peter Ostroskey started the Academy January 7 and is slated to graduate in April.

**Other Items:** The ambulance has seen an increase in emergency responses for flu-like symptoms. The CFD is in touch with State and local public health officials to monitor the State trends. Thanks to the Health Department for making a second round of flu vaccines available to our first responders.

## **LIGHT DEPARTMENT**

**Home Energy Audits:** Concord Light commends seventy-one customers who had no-cost home energy audits in 2012, sponsored by Concord Light. Customers who are interested in reducing their home's energy use are invited to call ECHO at 1-888-772-4242 to schedule a home visit by an energy auditor to identify measures that will save money on electricity and heating and improve home comfort.

**Emerson Hospital Switchgear Upgrade:** On Friday, January 4, CMLP crews completed the first major step to the replacement of Emerson Hospital's aging switchgear. The crews unloaded and assembled new state-of-the-art switching equipment that was custom engineered for Emerson Hospital and their electrical needs.

The gear is manufactured by the very reputable S&C Company in Chicago, Illinois. It had been designed to accommodate two electrical supplies for redundancy; a 10 cycle (less than .17 seconds) transfer scheme should one electrical feed experience a failure; provisions for fiber optics and the many communication options associated with it; as well as a sealed circuit breaker tank that does not involve any fusing or external parts that would need to be maintained over the life of the unit.

The next steps to be performed during the coming weeks include installing the new cables to connect the gear to the hospital, performing acceptance testing and finally converting for the old system to the new. We are excited to complete this project for an exceptional

community asset which will provide Emerson Hospital with one of the most reliable electrical systems possible.



**Energy Efficient Appliance and Lighting Rebates:** In 2012, Concord Light provided over \$25,000 in rebates to two hundred and ninety-four Concord residents and businesses which purchased 878 energy efficient compact fluorescent and LED light bulbs and 335 Energy Star-rated appliances such as window air conditioners, dehumidifiers, refrigerators, dishwashers and washing machines.

**Solar Installations Taking Place this Winter:** Concord Light congratulates three customers who had solar photovoltaic (PV) systems installed on their roofs in December and are now generating solar electricity for use in their homes. All of these customers took advantage of the solar PV rebate offered by Concord Light. 2012 is the first year that solar installations continued to take place during the winter in Concord, and confirms the accelerating pace of solar PV adoption in Town. Nineteen solar PV systems were installed in Concord in 2012, compared to seven in 2011. More installations are scheduled to be completed in January. Information on Concord Light's solar PV rebate can be found at [http://www.concordma.gov/pages/ConcordMA\\_LightPlant/Rebates%20and%20Programs](http://www.concordma.gov/pages/ConcordMA_LightPlant/Rebates%20and%20Programs).

## **PLANNING & LAND MANAGEMENT**

### **Health Division**

**Bottle Bylaw Compliance:** Health Division staff was focused on enforcement of the bottle bylaw last week, which became effective January 1. Over 100 compliance checks have been completed at almost all businesses and most organizations throughout Town. A number of written warnings have been issued to businesses and organizations that were found to be not in compliance with the bylaw at the time of inspection. Re-inspection of these entities will begin this week and, as provided by the bylaw, non-criminal citations will be issued if businesses and others are found to be in non-compliance at the time of re-inspection.

**Influenza and Flu-like Illness:** Massachusetts is experiencing an elevated incidence of seasonal influenza, which has received much media attention. The Health Division has

received numerous phone calls from residents and employees about the availability of flu vaccine. Administrative Assistant Karen Byrne and Health Inspector Gabrielle White quickly responded to flu concerns: scheduling a second employee flu clinic; providing information on prevention of influenza and information on disinfection practices for public buildings to help prevent spread of disease; and updating the Health Division website with influenza educational resources. The link to this information is:

[http://www.concordma.gov/pages/ConcordMA\\_health/FLU](http://www.concordma.gov/pages/ConcordMA_health/FLU)

## **Planning Division**

**Historic District Commission:** At the January 3 meeting, the HDC reviewed and approved Certificates of Appropriateness for a new garage, additions, lighting and other alterations at 276 Main Street; a new chicken coop at 197 Barrett's Mill Road; a new storm door at 404 Monument Street; a masonry wall at 597 Monument Street; and the removal of a tennis court and regrading at 68 Great Meadows Road. Commission member Stephen Newbold was elected to serve as the new Chair, Dennis Fiori was voted to serve as the new Vice Chair, and Jack Clymer will serve a second term as Secretary.

**West Concord Historic Resource Survey:** Senior Planner Lara Kritzer and Historical Commission Member Electa Tritsch met with Massachusetts Historical Commission staff and consultants ttl-architects on Friday to tour West Concord and review the areas proposed for current and future survey projects. The consultants have submitted a draft survey plan for review which outlines proposed survey goals and priority areas for survey over the next decade. The areas of highest priority will be surveyed this spring as part of the current grant work, which is funded through a combination of CPA funds and Massachusetts Survey and Planning Grant Funds. This project is scheduled to be completed by the end of June.

**Planning Board:** At the January 8 meeting, the Planning Board resumed discussions on the 8-lot Definitive Subdivision at 9B Monsen Road, and the proposed redevelopment of 50 Beharrell Street and 13B Commonwealth Avenue. The Monsen Road project was continued to the January 22 meeting, and an extension of time was granted by the Applicant to January 25 to allow time to file a decision with the Town Clerk. The discussion with the development team for 50 Beharrell was productive, but no conclusions have been reached. The Planning Board is awaiting the 3<sup>rd</sup> party review of traffic/parking before they make any recommendations on the layout/pedestrian features/parking/1-way use of Beharrell Street. They are also awaiting Town Counsel review of the draft easement language. In addition, the Planning Board has asked the Applicant to add features to the building to enhance its presence at the pedestrian level, and to provide mock ups showing the building with different colors, materials and detailing. The application has been scheduled for the Planning Board meeting on February 5, at which point any progress regarding these items will be discussed.

**2229 Main Street Reuse Planning:** Director Marcia Rasmussen attended a meeting of the 2229 Main Street/NMI Site on Wednesday to learn more about the Reuse Planning Process and the status of EPA reporting and planning for this Superfund site.

## **Natural Resources Division**

**Natural Resources Commission:** At its meeting of January 2, the NRC discussed the Notice of Intent application for Concord Public Works to replace and clean out culverts in the Sleepy Hollow Cemetery, which was continued to February 6 for further evaluation. The Commission continued their discussion for 276 Main Street for a new driveway, additions, decks, and patio; and, an after-the-fact Notice of Intent for 676 Monument Street for tree clearing. These matters were continued to January 16 at which time the Commission anticipates closing the hearings and issuing Orders of Conditions. The Commission also discussed the Abbreviated Notice of Resource Area Delineation to determine the extent of wetlands at Keuka Road. The Town has selected a firm to perform a third party review of the delineation and continued the matter to February 6. The Commission heard the Request for Determination of Applicability to remove seven trees at 121 Holden Wood Road and issued a Negative Determination, authorizing this work to proceed. Lastly, the Commission heard a Notice of Intent Application for an addition and deck at 22 Monsen Road, continuing the matter to January 16 to issue an Order of Conditions. One new application was filed for the January 16, 2013 NRC meeting for 189-191 Hawthorne Lane to replace the septic system.

**Barrett/McGrath Farmland:** Division staff issued a Request for Proposals for portions of the Barrett/McGrath farmland this week, which was farmed by Patrick McGrath until his unexpected passing last summer. The parcel next to the informal parking area, and the School Department parcel on the corner of Barrett's Mill and Strawberry Hill Roads, will both be licensed for three years. The asparagus, raspberry, and blackberry beds next to the farm stand will be licensed for one year. Bid documents were mailed to over 30 interested farmers. Responses to the RFP are due by 2:00pm on Friday, February 8.

**Open Space and Recreation Plan:** Division staff held a kick off meeting with students from the Conway School of Landscape Design to assist with the update of the 2004 Open Space and Recreation Plan. This will be a three to four month process. One component of the project is to hold two community meetings, one in early February and the second in late February/early March. A town-wide survey will also be distributed in February. The Division is looking for as much input from the community as possible to assist with the creation of the Town's vision regarding open space and recreation for the next five years. Interested parties should contact the Division at 978-318-3285.

## **Building Inspection Division**

**Zoning Board of Appeals:** Thursday night, the Zoning Board of Appeals accepted the continuance request for the proposed redevelopment project at 50 Beharrell Street and 13B Commonwealth Avenue. The Board then granted the following: a renewal of a special permit for the car wash at 24 Westgate Park; a special permit for a new structure which will exceed the gross floor area of the existing structure by more than 50% at 28 Laurel Street; a special permit for the conversion of an existing guest house into an additional dwelling unit at 264 Musketaquid Road; and a special permit to authorize the stabling and boarding of mules at 38-40 aka 50 Williams Road. The Board then opened the public hearing for the proposed "friendly 40B project" at 1257 Elm Street. After a presentation by the development

team, the Board continued it to February 28, 2013. Last but definitely not least, after lengthy discussion and extensive public comment, the Board approved (with extensive conditions) the special permit and site plan for the proposed TD Bank at 1112 Main Street.

## **POLICE**

**Operational Services:** On Thursday January 10, Officer Walsh responded to an Author's Road residence for a report of a past larceny. The homeowner noticed that several items had been taken from the residence over last few months. Several leads are being followed up on, as the case is under investigation.

On Sunday January 13, Sgt. Troiano and Officer Hodgson responded to Emerson Hospital, North 5, for a report of a patient in possession of illegal narcotics. Upon arrival, officers located the involved party and conducted a search that resulted in the seizure of several items including illegal syringes and what was believed to be either cocaine or heroin. Due to the fact that the subject was a committed patient, a summons was issued related to the drug charges.

**Community Services:** Officers continue to conduct special traffic enforcement activities which supplement normal patrol staffing. Most recently on Friday January 11, Officer Young was assigned to traffic enforcement aimed at targeting certain areas in Town. In two hours, he issued several citations and issued one criminal summons (for operating with a suspended license). These enforcement activities are having an impact on several key areas within Town.