

# **Town Manager's Report**

## **Monday, July 30, 2012**

**To: Board of Selectmen**  
**From Christopher Whelan, Town Manager**

**Following are some of the matters reported on this week by various Town Departments:**

### **FINANCE**

#### **Treasurer's Office**

**Property Taxes Due August 1:** Fiscal Year 2013 first quarter preliminary taxes are due in the Collector's Office Wednesday, August 1. Taxpayers are reminded that the Finance Department summer office hours (through August 31) are Monday through Thursday 8:30AM – 5:00PM and Friday 8:30AM – 12PM.

If submitting a property tax payment through a personal banking online payment system, taxpayers are asked to verify that the bill properly identifies either the current fiscal year tax bill number or parcel number. It is important that online payments include current billing information to properly credit payments. Making an online payment through your personal banking system generates a paper check which is mailed to the Town, sometimes without adequate identification.

The Town provides for online payments through the Town's website that credit your account as soon as you successfully submit your payment. The taxpayer has the choice of either paying electronically from a checking account or by credit card. While there is no charge to the customer for payments from a checking account, there is a fee charged by the credit card company when using MasterCard, VISA, or Discover. The applicable credit card fee is displayed on the payment screen for the customer to approve before finalizing the payment transaction.

To process a payment online, go to [www.concordma.gov](http://www.concordma.gov) and click on "Online Payments". With bill and checkbook/credit card in hand, complete the necessary fields on each screen to process your payment. Print out the receipt documentation for your records.

### **FIRE**

**Personnel:** On July 25 the CFD hosted a CPR Instructor class. Concord Fire staff completing the CPR Instructor course included: Mike Pimentel, Peter Ostroskey, Marcus Jackson, Wanda Rupelt, Billy Nelson and Charlie Baker. This additional complement of instructors will help the Concord Fire Department more effectively deliver CPR classes, both internally and within the community.

## LIGHT DEPARTMENT

**Concord Businesses Install Energy Efficient Lighting:** Since Concord Light launched its High Efficiency Lighting Program in June, six Concord businesses have been awarded rebates totaling almost \$50,000 to replace their existing lighting with more efficient equipment. And, more projects are in the pipeline! Businesses can learn more about this program on the Town web site at:

[http://www.concordma.gov/pages/ConcordMA\\_LightPlant/CommercialLightingLandingPage](http://www.concordma.gov/pages/ConcordMA_LightPlant/CommercialLightingLandingPage)

**Willard Solar PV System:** The solar photovoltaic system on the roof of the Willard School has now generated more than 100,000 kilowatt hours of electricity, enough to power a Concord home with median electricity usage for 12 years. By reducing the school's need for electricity generated by burning fossil fuels, the PV system has prevented more than 50 tons of carbon dioxide from entering the atmosphere.

## PLANNING & LAND MANAGEMENT

### Health Division

**Healthy Communities RFP for Consultant Services:** Three proposals for consultant services were received in response to the Healthy Community Planning Project RFP. The Steering Committee will interview two of the respondents and hope to select a consultant by mid-August to work with the Steering Committee to plan and facilitate the public outreach and data gathering process.

**Weekly Mosquito Update:** In the past week, mosquitos positive for Eastern Equine Encephalitis (EEE) have been found in Sudbury, Westborough and Canton, and mosquitos positive for West Nile Virus (WNV) have been found in Newton, Malden, Medford, Tewksbury, and Shrewsbury. Despite finding a EEE-positive mosquito in Sudbury, there is no change in the risk level, which remains low, for Sudbury or surrounding towns at this time. There have been no human or animal cases of WNV or EEE in Massachusetts so far this year. Nonetheless, residents are reminded that personal protection measures such as bug repellent, wearing long sleeved clothing and staying indoors during peak mosquito hours from dusk to dawn are important in preventing disease.

### Planning Division

**Planning Board:** At last Tuesday's meeting, the Planning Board discussed achievements in 2011-2012, and goals for the 2012-2013 year. The Board then met with the consulting engineer for the Nashawtuc Country Club, which is proposing the installation of 3 paddle tennis courts and the expansion of the clubhouse to allow for an auxiliary kitchen on the ground floor. After discussion, the Board voted to recommend that the Board of Appeals grant the Special Permit and Site Plan Approval for the project. The Board also met with the development team for the Millbrook Tarry application to review a revised concept plan based on various board, committee and staff input. The Applicant will need to submit fully engineered plans before a recommendation by the Planning Board can be made.

**Interviews Underway for ZBA Administrative Assistant:** First round interviews are being held for the Administrative Assistant to the Board of Appeals/Historic Districts Commission. Over 100 applications were received and reviewed. Eleven candidates have been invited for the first round of interviews.

### **Natural Resources Division**

**Natural Resources Commission:** At the NRC meeting on July 25, the NRC issued Orders of Conditions for four projects: demolishing and reconstructing a single family home and detached garage at 333 Bedford Street; replacing a culvert, repaving the driveway, and removing trees at 1385 Old Marlboro Road; removing an existing tennis practice area and installing three raised paddle tennis courts at 1861 Sudbury Road; and constructing five new faculty houses with site improvements at 1411 Lowell Road. Applications for Arista Development to demolish an existing gas station and construct a bank at 1112 Main Street, and for Concord Public Works to replace a failed culvert and clean out a second culvert at Sleepy Hollow Cemetery, were heard and continued to August 15 for additional information.

### **Building and Inspections Division**

**New Electrical Inspector Hired:** The Building Division has hired Brian Smith as the Town's new part-time electrical inspector. Brian is an electrical instructor at Shawsheen Valley Regional Technical High School in Billerica. He is also a licensed "electrical testing administrator", allowing Brian to administer electrical code exams in the State. He will be taking over for Dick Leonard who retired this past June.

**Welch's Corporate Offices:** Last week, the Building and Inspection Division issued building permits allowing Welch's to renovate and move into 85,000 sq. ft. of existing office space at 300 Baker Avenue. Welch's is currently located at 575 Virginia Road/3 Concord Farms. They will be utilizing space formerly occupied by Solid Works. Welch's will be combining their corporate offices with their technology center at the 300 Baker Ave. location. The value of this construction work is \$2.1 million.

**Concord Mews:** The Building and Inspections Division has issued a certificate of occupancy for the first six (6) "town house" units within this 350 unit, 40B rental project. The project is more than 3/4 built, with only 7 town house structures remaining to receive occupancy permits. More than half of the 350 units have been leased to date.

### **POLICE**

**Operational Services:** On Friday July 27 officers responded to a Monument Street residence for a past house break. Officers processed the scene and are currently developing information and following up on leads.

On Friday July 27, officers responded to a Main Street residence for a house break in which the owner confronted an individual possibly involved. Officers completed their investigation and, on Saturday, recovered evidence nearby, including items taken from the break. A composite sketch of the suspect was completed, and detectives are developing information.

On Friday July 27, officers located a homemade, partially detonated, explosive device in the Depot area of Thoreau Street. Officers contacted the Fire Marshall's Office, which responded and deemed the device safe. Officers determined that the device was similar to those portrayed in a "how to" video currently circulating the Internet.

**Community Services:** On Saturday July 28, officers assisted with the annual sidewalk sale in Concord Center. Traffic was routed around the event which was held in Monument Square from 9AM-4PM.

Officers assisted the Veterans Assisting Veterans Motorcycle Ride Saturday evening. The ride began at Hanscom Air Force base and ended in Lowell.

## **PUBLIC WORKS**

**Water Supply Demand Management Plan:** In mid-July, water system demand ramped up from 3 million gallons per day (MGD) to well over 3.5 MGD. On Friday, July 13, the rehabilitation of the Rt. 2A pump station reached substantial completion and the DEP authorized this new facility to be placed on-line, providing an additional .5 MGD. This additional source and the recent round of precipitation have resulted in the elimination of an immediate need for a water ban on all outdoor watering. Despite the addition of the Nagog Pond supply, Concord Public Works continues to encourage customers to use water wisely as conditions can change rapidly.

**NPDES Wastewater Discharge Permit Issuance:** Concord recently received the draft issuance of its NPDES wastewater discharge permit for the existing wastewater treatment facility operating under permit MA 100668 which allows a discharge of 1.2 Million Gallons per Day (MGD). Concord Public Works staff is in the process of reviewing existing and newly proposed conditions during the 30 day comment period which ends on August 11. Specifically, CPW is examining closely the proposed permit limits related to aluminum and the rationale utilized by the EPA to support this newly created limit within Concord's Permit. CPW and its wastewater consultants have expressed concerns that the process used by the EPA to establish this limit may be flawed and will result in additional significant costs and negative impacts on the Town's sustainable practices relative to use of chemicals, energy, resources and sludge generation with questionable benefits to the environment. In addition, the new permit contains substantial changes to administrative reporting and recording keeping which are overly prescriptive and detailed and in CPW's opinion may not be necessary in a NPDES permit. Lastly, in recent correspondence with the EPA, the Town requested a delay in the issuance of this draft permit while the Wastewater Planning Task Force is engaged in wastewater alternatives analysis to provide additional treatment capacity for the Town, consistent with Town Meeting approval. This delay and request would provide the necessary time for the Town to complete the required steps to support a flow increase request and develop an integrated water resources plan. Unfortunately, this request was not accommodated. Comments relating to this important community need will also be included in the Town's response.

**Thoreau Street Paving (Sudbury to Walden Street):** Roadway improvements have begun with milling work taking place during the week of July 23. Work related to castings and drainage structures will continue over the next week followed by installation of an asphalt leveling course and final course paving scheduled during the week of August 13, weather permitting.

**Landfill Post Closure LFG and Groundwater Monitoring Contract:** Environmental Compliance Services Inc. (ECS), has been awarded the landfill monitoring contract for the next one-year term, effective 9/1/12. As is the case for many municipalities with closed landfills, the MassDEP (Massachusetts Department of Environmental Protection) requires that landfill gas (LFG) within the soil be monitored quarterly and ground water be monitored semi-annually at the former landfill site at 755 Walden Street.

**Cambridge Turnpike Improvement Project, Design, Permitting and Public Involvement:** Following a contract award to the Louis Berger Group (LBG), CPW staff has begun working with LBG and their consulting team in the design and permitting phase of this project including an active public outreach/public involvement component. The first step will be the circulation of an informational update and resident and stakeholder survey which will also be made available on the Town's website. While many of the major issues related to the roadway impacts have previously been identified, the survey has been designed to gather additional data relative to the personal experiences, priorities and issues with the existing roadway and drainage system, so that our existing data can continue to be built upon.