

Town Manager's Report
Monday, May 6, 2013

To: Board of Selectmen
From Christopher Whelan, Town Manager

Town Manager's Office

- a. **The Town Governance Study Committee** held its first meeting on Thursday, May 2 at the Town House. Sally Schnitzer was elected chair and Tom Swaim, Clerk. The Committee will be meeting every two weeks to study how Town government works in Concord and to consider recommending changes or improvements.
- b. **Drop-off/Swap-off.** The Public Work Department reported that this year's recycling event may have been the largest ever. Additional containers were added to accommodate all of the recycled materials that were collected, including metal, Styrofoam, construction materials and paper. Full statistics will be available later in the week. The excellent spring weather contributed to another highly successful event.
- c. **Sandy Pond Road.** Residents of Sandy Pond Road south of Route 2 are experiencing heavy truck traffic associated with the Route 2 Crosby's Corner Reconstruction Project. Contact will be made with the contractor and with the Town of Lincoln to see if construction activity on that residential street can be limited.
- d. **Bruce Freeman Rail Trail.** Good news was received last week concerning construction funding for the Bruce Freeman Rail Trail in Concord and Acton. Funding for most of the trail in Concord and Acton has been moved up to 2016, with the bridge over Route 2 near the Acton town-line scheduled for 2017. Trail designer Greenman Pedersen, Inc. is in the processes of bringing the engineering plans to 100% completion.
- e. **Water Bottle Ban Bylaw.** Public Health Director Susan Rask reported that Cumberland Farms on Thoreau Street is no longer selling bottled water in plastic PET bottles of 32 ounces or less. That means that all vendors in Concord are in full compliance with Concord's bylaw, adopted at the 2012 Annual Town Meeting and upheld at the April 2013 Town Meeting.

Municipal Light Plant – Dave Wood Director

Concord Light Participates in Musketequid Earth Day Festival. On April 27th, Concord Light participated in the Musketequid Earth Day Festival. Concord Light set up its energy efficient lighting display at the Festival, and answered a steady stream of questions from attendees who were interested in compact fluorescent and LED lighting products.



Concord Light's Business Customers Install High Efficiency Lighting. Concord Light congratulates the following customers who have completed lighting upgrades in their facilities:



lighting upgrades in their facilities:

- a. The Beede Center replaced metal halides in the natatorium and compact fluorescents in the lobby and stairwells with LED lighting. Sophisticated lighting controls will lower light levels to save even more energy when daylight meets lighting needs. The Beede Center received a \$11,881 rebate from Concord Light.

- b. Nashoba Brook Bakery upgraded to high efficiency fluorescent lighting throughout the facility. LED bulbs replaced incandescent and compact fluorescent bulbs in the café and offices. Concord Light contributed a rebate of \$1,757 towards the cost of the project.



Nashoba Brook Bakery

**Finance Department, Anthony Logalbo
Finance Director**

PUBLIC NOTICE (repeated from April 29th weekly report)

Town of Concord \$3,360,000 million bond issue scheduled for sale on Thursday, May 16, 2013

The Town of Concord has scheduled a bond sale for Thursday, May 16, 2013 at 11 A.M. Sealed bids will be accepted at First Southwest Company, 54 Canal Street, 3rd

floor, Boston, Massachusetts, on \$3,360,000 of General Obligation debt with serial maturities from June 1, 2014 through June 1, 2021 as detailed in the Preliminary Official Statement dated May 2, 2013. In connection with the sale, the Town has applied for a rating on the bonds from Moody's Investors Service, Inc. The Town has not contracted for the issuance of any policy of municipal bond insurance or any other credit enhancement facility. The most recent sale of long-term debt was a \$2,785,000 issuance bid on May 16, 2012. In connection with that sale, Moody's Investors Service assigned its highest rating of Aaa and concurrently affirmed the Aaa rating assigned to the town's outstanding rated long-term debt. The Town's credit rating has been unchanged at Aaa since 1987.

Use of Proceeds

The bonds will finance the following projects pursuant to authorizations approved by the Concord Town Meeting:

- A. Debt service to be paid within the property tax levy limit***
- **School Building Improvements** \$ 725,000
Pursuant to Article 27 of the 2011 Annual Town Meeting
 - **Road engineering and design – Main Street** \$ 50,000
Pursuant to Article 36 of the 2011 Annual Town Meeting
 - **Road Improvement Program** \$ 950,000
Pursuant to Article 26 of the 2012 Annual Town Meeting
 - **Police/Fire Station Improvements** \$ 700,000
Pursuant to Article 27 of the 2012 Annual Town Meeting
 - **Land Acquisition – 51 Laws Brook Road** \$ 535,000
Pursuant to Article 2 of the April 24, 2012 Special Town Meeting
- B. Debt service supported from enterprise fund revenues***
- **Water System Improvements** \$ 400,000
Pursuant to Article 23 of the 2010 Annual Town Meeting

Approximately \$1,325,000 of the bond proceeds will reimburse the general treasury for project expenditures incurred to date and for which no short-term Bond Anticipation Notes had been issued.

The bonds will be awarded to the underwriter offering the lowest true interest cost to the Town over the life of the bonds through June 1, 2021. The award will be made

upon the recommendation of the Treasurer and the approval of the Board of Selectmen at the May 20th meeting of the Board.

The Credit Review statement from Moody's Investors Service will be available on the Town website (concordma.gov) as soon as it is received, expected by Tuesday, May 14. The Preliminary Official Statement prepared in connection with the bond issue is available on the Town website at:

http://www.concordma.gov/pages/ConcordMA_Finance/Preliminary%20Official%20Statement%2005022013.pdf or use the link under "News and Notices" on the website front page. Questions concerning this document can be addressed to Anthony T. Logalbo, Treasurer, Town of Concord, by telephone at 978-318-3090, or by e-mail at alogalbo@concordma.gov.

High School bond issue planned

The Concord-Carlisle Regional School District is planning to take bids on a \$32.5 million bond issuance which will finance about one-half of the expected local cost of the new Concord-Carlisle High School. The tentative bid date is Wednesday, May 22. The High School budget for FY14 (the year beginning July 1, 2013) included the projected first-year debt service cost of this issue, and both Concord and Carlisle town budgets have also included each town's expected assessment share. Debt service each year of the 25-year debt repayment schedule will be shared by the two towns in the same proportion as the operating budget – according to the enrolled student ratio. For FY14, Concord's share will be 72.85% (refer to page 33 of the April 2013 Concord Finance Committee Report, available online and distributed by US Mail to each Concord household on April 11th).

Questions about the High School project financing may be addressed to finance@concordma.gov.

1. Planning & Land Management – Marcia Rasmussen Director

Building Inspections Division

- **Building Inspections and Health Offices Temporarily Relocating for Week of May 6th**: Due to an emergency situation in the attic at 141 Keyes Road (squirrel infestation has resulted in the need to remove insulation and ceiling tiles), the Building Inspections and Health Offices will be relocating from the 2nd floor to the First Floor Meeting Room. **There will be no access to the 2nd floor offices, including the street address files, beginning Wednesday, May 8th until Monday May 13th**, provided clean-up activities proceed as scheduled. We apologize for this

inconvenience and ask for the public's understanding.

- **Building Permit Issued to Concord Municipal Light Plant:** The permit for the addition of the cold storage warehouse for CMLP was issued this week.

Health Division

- **Food Service Plan Reviews & Approvals:** Final review for the new CCHS Kitchen Design plan was completed by Public Health Inspector Gabrielle White on 5/3/13; approvals and notifications were forwarded to John Flaherty, Business Manager, Concord Public Schools and Lisa Pecora-Ryan (OMR Architects).
- **Permit Renewals & Licenses:** Administrative Assistant Karen Byrne processed all of the renewal licenses/permits for food establishments, retail stores, hazardous waste, swimming pools, animals, tanning beds, motels, etc., whose licenses expire on May 31st. This continues to be a challenging endeavor due to the unfortunate glitches that the permit management software continues to have despite concerted efforts to rectify them with the vendor for many years.
- **Food Safety Training Seminar:** Susan Rask and Gabrielle White attended FDA sponsored Food Safety Training this past week on managing retail food safety and conducting food facility plan reviews.

Planning Division

- **Bruce Freeman Rail Trail:** Good news this week for future construction of the Bruce Freeman Rail Trail in Concord (Phases 2C and 2B). On Thursday, the Boston Metropolitan Planning Organization approved Statewide funds (from Transportation Enhancement and Congestion Mitigation/Air Quality sources) for construction of Phase 2C (Commonwealth Ave. south to either Powder Mill Road or the Sudbury town line) in 2016 and Phase 2B (Wetherbee St. in Acton over Route 2 to Commonwealth Ave. in Concord) in 2017. Amendments to the current contract with the Trail design consultant, Greenman-Pedersen, Inc., will be finalized this month to allow additional survey and design work to proceed for the Phase 2C portion of the trail. AECOM, design consultant for Phase 2B, is continuing work on the 25% design plans for the portion of the trail over Route 2.

West Concord Advisory Committee Open House: The West Concord Advisory Committee is hosting an Open House at the Harvey Wheeler Community Center beginning at 5:30 pm on Thursday, May 16th to discuss the changing face of West Concord. Preservation Consultant Anne McCarthy Forbes has been invited to share her knowledge and photographs of West Concord's past while the Advisory Committee will be sharing plans of recently reviewed projects proposed in West

Concord (such as 50 Beharrell redevelopment, 1112 Main Street/TD Bank, and 114 Commonwealth Ave.).

Natural Resources Division

- **Natural Resources Commission:** At the May 1st meeting, the NRC heard the following matters: a Notice of Intent for 50 Beharrell Street for mixed-use development; an Abbreviated Notice of Resource Area Delineation at Keuka Road; a Notice of Intent for 24 Off Harrington Road for after-the-fact driveway reconstruction; an Amended Notice of Intent for 88 Martin Road for retaining walls, stairs, and an irrigation system; a Request for Determination of Applicability for MassDOT to fix a wash out area adjacent to Route 2; a Notice of Intent for 73 Musketaquid Road to renovate the existing house and demolish and reconstruct the garage; and a Request for Determination of Applicability for 445 Powder Mill Road to fix stairs adjacent to White Pond. After discussion, the applications for 50 Beharrell Street and 73 Musketaquid Road were continued to the May 15th meeting for additional information. The projects at 24 Off Harrington Avenue and Keuka Road were continued to the June 5th NRC meeting, as well as the Concord Public Works Sleepy Hollow culvert replacement project.

Five new applications were received this week for the May 15th NRC meeting: a Notice of Intent for Concord Country Club, 246 ORNAC, to remove trees along the access driveway and at the southern side of the 7th Fairway; a Notice of Intent for New England Deaconess Association, 100 Newbury Court, for after-the fact tree and brush removal and roof repairs; a Notice of Intent for 26 Elm Street to extend an existing rear deck, remove an existing enclosed porch, and construct a one-story addition; a Request for Determination of Applicability for 313 Silver Hill Road to remove invasive species; and an Abbreviated Notice of Resource Area Delineation for 755 Walden Street to confirm the wetland resource areas adjacent to Goose Pond.

- **White Pond Watershed Management Plan:** Division of Natural Resources staff issued a Request for Proposals this week for a comprehensive watershed management plan at White Pond. The goal of this plan is to document existing conditions, identify and prioritize problems, and develop recommendations to improve ecological health and enhance recreational opportunities at the pond. Proposals are due by 2:00 pm on Thursday May 30.