

# Town Manager's Report Monday, May 13, 2013

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

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

## **PLANNING & LAND MANAGEMENT**

### **Health Division**

**Health and Building Inspections Offices - Temporary Relocation Continues for Week of May 13:** Emergency clean-up and renovations (necessitated by rodent infestation) continue; the Health and Building Inspections Offices will remain in the first floor meeting room at 141 Keyes Rd. **There is no access to the 2<sup>nd</sup> floor offices and limited access to the street address files – requests for files will be filled the next morning for the week of May 13.** We expect to relocate back to the 2<sup>nd</sup> floor offices on Monday, May 20 and have full access by May 21. We apologize for this inconvenience and ask for the public's patience and understanding.

**Tick-borne Illness Prevention:** The Concord Health Division has received a \$1,000 mini-grant from the Massachusetts Department of Public Health to fund construction of trail boxes to be placed at walking trail parking lots. The boxes will contain rack cards with information about preventing tick-borne illnesses. The grant will fund construction of 40-50 boxes which will be used in Concord and also shared with partner towns Acton, Bedford, Carlisle, Lincoln, Wayland and Weston. These partner towns are members of the recently-formed Middlesex Tick Task Force, whose goal is to increase awareness of tick-borne diseases in our towns, to educate residents about effective prevention measures, and to promote inter-town collaboration on prevention efforts in Middlesex County. Partner towns will conduct a multi-component public education effort during summer 2013. Toward this end, the Concord Library is hosting a display of educational material about tick-borne illnesses in recognition that May is Lyme Disease Awareness Month.

**Healthy Concord Planning Project:** Public Health Director Susan Rask and project consultant Jill Block attended the May 6 Board of Selectmen's meeting to update the Selectmen on progress being made with the Healthy Concord Planning Project. The Steering Committee is meeting actively to develop and prioritize projects which will respond to the concerns and desires expressed by residents during the public outreach phase of the project.

## **Planning Division**

**Historic Districts Commission:** The HDC held a rescheduled public meeting on Wednesday, May 8, in the Hearing Room at the Town House. The Commission reviewed and approved the continued application to construct an addition and new garage at 59 Elm Street, and reviewed a new application to replace a fence at 352 Sudbury Road. The HDC also continued their review of the updated Guidelines – all member comments have now been submitted and staff will be compiling them into a final document. The Commission plans one final review of this document on June 6, after which it will be made available for review and comment by the public before it is approved.

**Small Grants Program:** The Planning Division is working with the Concord Housing Development Corporation in seeking new applications for the second round of the Small Grants Program, which provides funding of up to \$3,000 for income-eligible property owners to make necessary accessibility improvements and safety repairs. Funding is awarded three times a year in February, June and October. Applications for this funding round are due into the Planning office by Friday, May 31.

**FEMA and Flood Plain Info available on Town's Website:** Many thanks to Senior Planner Julie Vaughan for developing a web page with FAQ's and many links to new and preliminary FEMA flood information; there is a link to this information found on the front page of the Town's website under Links for Businesses (see [www.concordma.gov](http://www.concordma.gov)). We know that GIS Coordinator Matt Barrett is working on adding the preliminary flood information to the Town's GIS data and we hope to add a link to this information as well.

**Planning Board:** The Planning Board met with the newly formed Millbrook Tarry Task Force on Tuesday night to make introductions, briefly discuss the project and Task Force scope and schedule the first regular meeting of the Task Force for Thursday, May 23 (location to be determined). The Planning Board also reviewed two ANR plans: one showed the combining of two parcels into one for the Trinity Episcopal Church on Elm Street and River Street and the second showed a proposed conveyance that changes lot lines but not frontage on Main Street and Central Street. The Planning Board also finalized a positive recommendation to the Board of Appeals for the redevelopment of 50 Beharrell Street.

## **Natural Resources Division**

**Natural Resources Commission:** Applications received for the May 15 NRC meeting include: a Notice of Intent for 100 Newbury Court for the after-the-fact removal of trees and brush to perform roof repairs; a Notice of Intent for 26 Elm Street to extend the deck and construct an 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. Continued matters to be heard at the May 15 meeting include a Notice of Intent for 50 Beharrell Street to redevelop the site and a Notice of Intent for 73 Musketaquid Road to renovate the house and reconstruct the garage.

**Conservation Crew:** Natural Resources staff completed interviews for the Conservation Crew position this week. Ian Hunter will be returning May 20 as one of the crew members for another summer with DNR.

**Senior Walking Group:** The summer planning meeting of the Senior Walking Group was held this week. The summer walking schedule will be posted soon on the Division of Natural Resources webpage.

### **Building Inspections Division**

**Building Officials Training:** Inspectors Ray Matte and Laurie Livoli attended an all-day training session in Taunton last Wednesday. The training included Low Impact Foundations, HIC registration and Zoning updates. This type of training is a requirement for Building officials to stay up to date on international code changes.

### **POLICE**

**Operational Services:** On Monday May 6, Officer McGrath conducted a motor vehicle stop on Old Marlboro Road of a suspected drunk driver. Officer McGrath determined that the operator was intoxicated and placed the subject under arrest. The subject was transported to the Station for processing and charged with drunk driving (2<sup>nd</sup> offense) and operating with a suspended license, which was related to the previous drunk driving arrest.

On Tuesday May 7, Sergeant Troiano and Officer Moore responded to the area of Adin Drive for a report of two suspicious motor vehicles. Upon further investigation officers located several teenagers at the railroad bridge by Route 2. Officers determined that three (3) individuals were attempting to spray paint graffiti under the bridge. The three (3) involved will be summonsed to Concord District Court for trespass violations and attempting to commit a crime.

**Community Services:** Beginning on May 20 and ending on June 2, the Concord Police Department will be taking part in the Executive Office of Public Safety's Highway Safety Division sponsored *Click it Or Ticket* mobilization. The objective of this mobilization is to increase awareness of seatbelt usage and the consequences of not wearing a seatbelt. Officers will be enforcing the seatbelt laws and educating the motoring public when they stop vehicles for other offenses, such as speeding. Massachusetts laws do not allow for a vehicle to be stopped for a seatbelt violation alone when there is an adult operator.

The Concord Police Department was awarded a grant from the Executive Office of Public Safety's Highway Safety Division for targeting enforcement of pedestrian and bicycle safety in the Town of Concord. Officers will be dedicated to specific assignments that target crosswalk safety as well as bicycle safety throughout the Town. This enforcement action will take place each month over the next year.

## **PUBLIC WORKS**

**Public Works Week:** May 19-25 is National Public Works Week. The Town of Concord is celebrating this event on Wednesday, May 22 along with the entire 8<sup>th</sup> grade of Concord's Middle School.

The theme this year is "Because of Public Works...."

This is a wonderful opportunity to showcase the sustainable way that CPW supports the Town's infrastructure and enhances the quality of life for residents.

The following activities will occur:

### **CPW (133 Keyes Rd) -**

- **Stormwater Overview (CPW Yard)**
- **Catch Basin Cleaning Demonstration (CPW Yard)**
- **Hazardous and Medical Waste Disposal Presentation (141 Keyes Conference Room)**
- **Screening of Student Videos – Voting (Water/Sewer Garage)**

### **Wastewater Treatment Plant. (509 Bedford St.) -**

- **Tour and Wastewater Process Explanation**
- **Water Conservation Exercise**

### **Emerson Field -**

- **Best Management Practice for turf grass including ph Testing Exercise and Tree Warden information.**

**Video Contest** – The students will be provided with information about stormwater pollution prevention prior to the event. They will be creating their own "Two Minute" video public service announcement on that topic. A panel of judges will determine the winning video, with award presentation.

**Hands On – Interactivity** - Each segment will include a task that the students must successfully perform in order to receive a sticker. Students that have received a sticker for accomplishing each task will receive a special water bottle at the end of the day.