

# Town Manager's Report Monday, October 1, 2012

**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**

- **Influenza Clinics:** The Health Division, in conjunction with the COA will hold its annual seasonal influenza clinic for seniors at the Harvey Wheeler Community Center on Friday, October 12, 2012 between 10 am – 12 noon. Emerson Hospital Home care will administer the vaccines.

The Health Division is also working with Emerson Hospital Home Care to coordinate an Employee Flu Clinic scheduled for Tuesday, October 30, 2012. Administrative Assistant Karen Byrne is working out the logistics with EHC and will send a memorandum out to Town Employees once that is complete. As in years past, pre-registration will be required and instructions for that will be forthcoming. As always, Sharon Malone, Nursing Manager and Janine Andrews RN from Emerson Home Care continue to be excellent partners in this service.

- **Food Borne Illness:** The Health Division was contacted by the Massachusetts Department of Public Health late Tuesday of a confirmed case of Scombroid food poisoning; which is a type of seafood poisoning commonly occurring in tuna. The person was treated at Emerson Hospital and reported dining at Twin Seafood in Concord. Assistant Public Health Director Stan Sosnicki conducted a preliminary inspection – all tuna was removed from the cases and set aside for possible testing. MDPH Food Protection Manager Kim Foley contacted the Health Division and initially advised that State Inspectors felt testing of that particular batch would not be necessary and that the State would follow up directly with the wholesalers in Boston, where the fish originated. However, after receiving conflicting information from affected parties, Inspectors from MDPH (in conjunction with Public Health Inspector Gabrielle White) conducted an onsite inspection of the facility on Thursday. Follow up measures will be forwarded to the Health Division as required.
- **Food Recall Inspections:** Public Health Inspector Gabrielle White conducted compliance checks of all Concord retail establishments for removal of recalled peanut butter, tahini and cashew products in accordance with a request from Massachusetts Department of Public Health Food Protection Program. On September 24, 2012, Sunland, Inc. announced a voluntary recall of its Almond Butter and Peanut Butter, which it has now expanded to include its Cashew Butter, Tahini and Roasted Blanched

Peanut Products, as these products have the potential to be contaminated with *Salmonella Bredeney* (see <http://www.sunlandinc.com/788/html/pdfs/SunlandRecall.pdf>).

This recall is limited to products manufactured between May 1, 2012 and September 24, 2012. Please note that there is an ongoing investigation, and the list of recalled products may change as time goes on.

- **Stone Soup Dinner:** The Permit to Operate a Temporary Food Event for the 2012 Stone Soup Dinner taking place at Verrill Farm on Sunday, September 30<sup>th</sup> was issued this week. This event is held each year to raise funds to assist local farmers. Local food establishments participants this year include: Verrill Farm, Debra's Natural Gourmet, the Cheese Shop, Colonial Inn, Serafinas, 80 Thoreau, Slow Pokes BBQ, Vincenzo's and Trails End Café.

### **Planning Division**

- **Wayfinding Grant Application Submitted:** Planning Division staff coordinated grant writing efforts to prepare an application to the DHCD Massachusetts Downtown Initiative. The grant will fund up to \$10,000 toward technical assistance on various economic development activities. The Town's application seeks technical assistance to develop a wayfinding program for the newly created Concord Center Cultural District that takes into consideration the historic nature of Concord Center. Grant awards will be announced in January 2013.
- **Sustainable Concord Coffee:** Concord resident and NH professor Paul Kirschen presented information about planning for adaptation to climate change (are we planning for and anticipating that weather patterns will be more dramatic, ocean elevations rising and other weather extremes) at Tuesday's Sustainable Coffee. Director Marcia Rasmussen added information about the efforts currently underway to address climate changes that create more extreme temperatures and flood/drought conditions – highlighting the work of Public Works in implementing stormwater management regulations and considering water balance needs (groundwater recharge and wastewater treatment issues), Fire and Police planning for emergency preparedness, Planning review of new development to require low-impact development solutions, etc. This will likely be an area of concern to be examined in the next Comprehensive Long Range Plan (2017).

### **Natural Resources Division**

- **Natural Resources Commission:** At the NRC meeting on October 3<sup>rd</sup>, the following matters will be presented to the Commission: a Notice of Intent for Daniel Horvath to reconstruct the boardwalk at Old Calf Pasture (20A Lowell Road) as his Eagle Scout Project; a Notice of Intent for 63 Monument Street to demolish and reconstruct a garage; a Notice of Intent for 30 Oak Street to demolish and reconstruct a single family house; and, a Notice of Intent for 120 Channing Street to construct an addition and bulkhead, and install an underground propane tank. The Commission anticipates closing and issuing Orders of Conditions for 68 Laurel Street, to construct a garage, and 262 Sandy Pond Road, to construct an addition. The Millbrook Tarry Condominium Association, Inc. has withdrawn its Notice of Intent application for site improvements at 91-107 Lowell Road at this time, and intends to resubmit at a later date.

- **Old Calf Pasture:** New England Wildflower Society began their third annual treatment of buckthorn at Old Calf Pasture this week, and will continue treatment next week. Treatment includes retreatment areas of treated in 2010 and 2011, as needed, as well as expanding treatment to other portions of the pasture.

## **FIRE**

- **MCI Concord:** The Fire Chief attended an annual community meeting with MCI Concord and Northeast facilities. There was a general discussion of what services the Fire Dept. provides and how each organization interacts.

## **POLICE**

### **Operational Services**

On Tuesday September 25, officers conducted a motor vehicle stop on Monument St. A 48 year old Waltham resident was arrested by Sgt. Flynn and charged with Operating under the Influence of Liquor and operating with a suspended license.

On Wednesday September 26, a 51 year old Concord resident was arrested on Academy Ln. by Sgt. Flynn and charged with Operating after Suspension. The subject had exited his vehicle after being observed driving and had fled on foot before he was apprehended.

### **Community Services**

On Saturday September 29, Sgt. Kennedy and Officer Bordenca provided an escort for the motorcycle ride to benefit D.V.S.N. which traveled through Concord on Route 2 while enroute to several other participating D.V.S.N. communities.

On Saturday September 29, Officer Reinold assisted with the Kicks for Cancer soccer tournament held at CCHS. Several surrounding communities participated in the event, and although a large crowd gathered, no issues or incidents were reported.

On Sunday September 30, officers assisted with traffic and parking related issues at the League of Women Voters 3<sup>rd</sup> Congressional Candidates forum which took place at CCHS. There was a moderate turnout and no issues were reported with the event.

### **Administrative Services**

The Department started the installation process of 10 new mobile laptop computers in their cruisers. The computers are more streamlined and take up less space in the cruisers. They are also more ergonomically friendly.

## **LIGHT DEPARTMENT**

**Electric Vehicle Charging Stations:** There has been increased interest from customers regarding electric vehicle charging stations. One customer is interested in a 240 volt charging system for a Tesla that has been purchased and should be arriving shortly and a second inquiry came from a large customer who is contemplating three charging stations for employee use.

At the present time Concord Light has connected charging stations for one Chevy Volt, one Nissan Leaf and one Tesla in addition to the one previously mentioned. In addition, Concord Light has purchased a charging station and will be installing the station in the West Concord Depot parking lot.

For customers wishing to charge electric vehicles only during off peak hours, Concord Light does offer an off peak rate which is about one third the cost per kilowatthour of our regular residential rate.

### **Concord Public Works**

**DropOff-SwapOff Event** - The fall DropOff-SwapOff is scheduled for Saturday, October 13th, 9:30 AM - 3:00 PM. There will also be an “early SwapOff” on Friday, October 12th, from 11:00 AM – 2:00 PM, weather permitting. The early SwapOff was developed in an effort to alleviate traffic on Saturday and provide residents with another option to bring in items for SwapOff, should they not be able to bring items to SwapOff on Saturday. Please note that labor will not be provided for unloading and browsing / removal of items is not permitted at the early SwapOff.

Once again, Sharps and unwanted medications will be collected at the Drop-off portion of the event on Saturday, October 13th. For a complete list of items collected and additional information, [click here](#) or call (978) 318-3240.

**Sleepy Hollow Culvert Restoration** – The Project proposes the replacement of an existing/deteriorated CMP culvert, as well as the cleanout of an existing stone box culvert adjacent to the Sleepy Hollow Cemetery. Currently the flooded block culvert condition has caused the loss of significant flood plain within the area which the project as currently designed would alleviate. CPW-Engineering began the Notice of Intent submittal requirements, attended a meeting for Natural Resources Commission (NRC) on July 25, 2012, and has been involved with multiple meetings/site walks involving members of the NRC, NHESP, and abutting residents that have a keen interest in the project. CPW has continued the NRC hearing to November 7, 2012 to allow the Engineering Division time to gather additional field data on water quality and water and sediment depths within the impoundment to evaluate alternatives to address questions from the NRC and NHESP during the permitting of the project and the project’s goals. Proposed plan revisions are scheduled to be resubmitted for the November 7th public hearing.

**Junction Park Rehabilitation Project (West Concord Depot)** - CPW has commenced the revitalization of Junction Park. Upon installation of construction fencing, CPW and CMLP staff completed the installation of water and electric infrastructure the week of September 24th. The utility work was not included within the contract work which was awarded to Cali Corporation. CPW conducted the project preconstruction meeting with the contractor. Cali has begun preliminary contract work including material submittals and porous paver/curbing mock up construction. The project scope consists of installing a pervious paver/reservoir system, increasing greenscape, installing a bioretention area, trees, and planting beds, among other improvements. For safety, the park will be fenced off during construction with pedestrian detour posted.

**Roads Program Update** – Remaining top course paving and driveway apron work in the Derby/Riverside/Central Street neighborhoods was completed the week of September 24th. Only punch list items remain on the 2011/2012 Roads Program contract including: final cleanup and loam and seed installation. This work will be completed during the week of October 1st, weather permitting. Work on the 2012/2013 Roads Program has begun with drainage infrastructure repairs on Grant Street. Portions of Elsinore and Belknap Street will be repaired once Grant Street is complete. Lazaro Paving, will begin roadway reconstruction after the contract drainage work is complete. The paving will commence this fall, and be finalized in the spring of next year. The streets included in the 2012 Roads Program include (not in order of construction): Sudbury Road (from Train Tracks to State Route 2), Elsinore Street, Grant Street, Belknap Street (from Thoreau St. to Elsinore St.), Brooks Street, Byron Street, Pond Street, Laws Brook Road (House #328 to Acton Town Line), and Brook Trail Road. As with all substantial CPW Engineering Division projects, residents on affected streets will be notified prior to work commencing.

**2012 Pavement Markings** - The project contractor Hi-Way Safety Systems of Hanover Ma, will begin working the week of October 1<sup>st</sup>, to mark center and fog lines and other miscellaneous pavement markings in Town. This work is done overnight to minimize traffic impacts. If the weather does not cooperate the contractor will be rescheduled for later in the month.

**2012 Crack Sealing** - The project contractor will be returning to Concord in the coming weeks to complete the work included as part of the 2012 Crack Sealing Contract. Remaining sections of road to be crack sealed include a portion of Lexington Rd and Stow St. In total approximately 10 miles of roadway were crack sealed this year. Sealing of the cracks in pavements is intended to extend the life of the pavement at a minimal cost.

**Fitchburg Turnpike** – CPW's Engineering Division was notified that the Fitchburg Turnpike culvert replacement project was recommended by the Massachusetts Emergency Management Agency (MEMA) for approval to the Federal Emergency Management Agency (FEMA) as a Hazard Mitigation Grant Program (HMGP) project. The application developed an estimated project cost of approximately \$100,000, 75% of

which is reimbursable with federal funds. This is the first step in receiving grant funding approval.

**Route 2A Pump station Project** - Barbato Construction through their Subcontractor - Jasco Electric is completing the final phase of work planned for the Route 2A pump station construction improvements which includes the installation of a permanent MCC and generator switch. Stantec Engineers assisted CPW Staff in developing an operations and maintenance report which was submitted to DEP in accordance with Start-up Conditions.

**Sleepy Hollow Cemetery Granite Post and Chain** – Consistent with the design developed and presented during the Community Preservation Committee meetings, all materials for the installation of the Granite Post and Chain Project have been procured with delivery scheduled during late October. Following receipt of materials CPW Highway and Grounds Division staff will begin the installation of posts between the 1<sup>st</sup> and 2<sup>nd</sup> gate and 3<sup>rd</sup> and 4<sup>th</sup> gate.

**Massachusetts Water Works Association Community Award** – The Concord Public Works Water and Sewer Division has been notified that it has been selected to receive the Community Award for 2012. This award recognizes a community water system that exemplifies the highest standards of water works practices. The award will be presented to CPW at the Annual meeting scheduled for Friday November 9<sup>th</sup>, 2012.

**CPW Sustainability Initiatives** – Automatic shutoff faucets were procured and installed at the Artificial Turf Field bathhouses in September. This installation will ensure water is not inadvertently left running in the bathhouse restrooms. Additionally plans are now being made to install outside, wall mounted water bottle filler at the bathrooms at Doug White Field. This installation will provide field users and visitors with the ability to fill their individual water bottles and water jugs as well as supplying an additional field location for drinking water. This installation aligns with the recent approval of the ban on selling small personal water bottles in the Town of Concord by providing this additional option at the facility. The installation is scheduled to be completed this fall.