

Town Manager's Report

Tuesday, October 15, 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

Regional Technical Rescue Team: Our Regional district 14 technical rescue team is in the process of expanding into the northern part of district 14 in which Concord is located. The technical rescue team is a group made up of firefighters from various departments with specialized training in the areas of dive rescue, below grade rescues, and confined space rescue. Most departments including the Concord Fire Department rely on regional resources, or larger communities that can financially support such specialized training, to call on in the case of a major event in one of these disciplines. After an interview process CFD Firefighter Billy Nelson has been placed on the regional team. Billy will have to undergo 78 hours of additional specialized training per year to maintain his place on the team. Billy will bring back valuable information from this ongoing training, and train the groups as appropriate. Concord will be better protected by being involved in this region approach.

PLANNING & LAND MANAGEMENT

Natural Resources Division

Baseline Documentation Reports: Nick Holland of Land Stewardship Inc. (LSI) has drafted six Baseline Documentation Reports (BDRs) for lands on which the Town holds Conservation Restrictions. These are presently being reviewed by staff and the Conservation Restriction Stewardship Committee. LSI has been contracted to complete 21 BDRs for the Town.

Building Inspections Division

Board of Appeals: At Thursday night's meeting, the Board of Appeals approved four applications: the amendment to the lot lines of a previously approved hammerhead lot at 115 Independence Road; additions to an existing house within the Flood Plain Conservancy District at 100 Walden Street; demolition and reconstruction of a non-conforming garage structure at 444 Main Street; and, an addition to a pre-existing non-conforming structure and lot at 204 Hubbard Street where the addition will be greater than 50% of the existing house.

Health Division

MDPH Emergency Preparedness Drills Conducted: The Health Division completed Emergency Dispensing Site call-down and site activation drills. These drills require notifying key town staff who serve in leadership roles in the event that the town needs to open an emergency dispensing site to administer medication or immunizations in a public health emergency. Completion of the drills meets required deliverables which are a condition for the Health Division to continue to receive MDPH Public Health Emergency Preparedness funding through Region 4A.

Innovative/Alternative Septic System Compliance: Owners of all Innovative/Alternative (I/A) on-site sewage treatment systems are required to have a contract with a licensed wastewater operator for operation and maintenance of their I/A system. Assistant Health Director Stan Sosnicki ordered the owner of an Amphidrome I/A system located at 65 Summit Rd. with a lapsed contract to immediately obtain a maintenance contract for this system. This system was installed in 2004 to obtain design flow credits and allow the owner to construct a 3-bedroom house on a half-acre lot in the Zone II of a public drinking well. Since its installation, the owner of this property has allowed the maintenance contract to lapse six times. The Assistant Health Director has also spent extensive time over the past eight weeks working with the design engineer and septic installers to replace a failed Perc-Rite I/A system at 17 Tanglewood Rd. These situations illustrate the extra time and effort required to ensure that I/A systems are operated and perform as required by state regulation.

Annual Barn Inspections: In her capacity as the Town's Animal Inspector, Health Inspector Gabrielle White continued MDAR-required annual barn inspections this week. Completing these inspections requires most of her staff time during the month of October. Note: In 2011, the Health Division issued 84 Animal Permits. So far in 2013, the Health Division has issued 109 Animal Permits, which represents a 30% increase in the number of permits in the past two years.

Planning Division

Millbrook Tarry Task Force: The MTTF met last week to review the redevelopment plans as they have been revised, to consider new information about the number of parking spaces needed (from a maximum of 286 as required under current zoning down to a low of 137 as suggested when parking spaces are fully shared), to review two memorandum about potential zoning bylaw amendments (the first prepared by Developer/Owner James White and the second by Director Marcia Rasmussen and Building Commissioner John Minty) that might be needed to allow the redevelopment currently envisioned and to prepare an outline for presentation to the Planning Board at its October 22nd meeting.

McGrath Farmhouse Renovations: Planning staff reviewed revised architectural concept plans for renovating the McGrath farmhouse and dividing the structure into a 3-bedroom unit and a 1-bedroom unit. These plans will be further refined and submitted to the Historic

Districts Commission for its November 7 meeting and the Board of Appeals for its November 14 meeting.

Community Preservation Committee: The CPC received nine applications for potential funding at the 2014 Annual Town Meeting. This year's proposals involve primarily Open Space and Recreation projects including the acquisition of the Rappoli land; restoration of the Town-owned Rogers Land; further work on the development of the Bruce Freeman Rail Trail; Renovation of the Playing Fields at Concord-Carlisle High School; and completing infrastructure and accessibility improvements in the new Natural Playscape at Ripley. The Committee received two applications for projects under Community Housing – further membership and future housing planning with the Regional Housing Services Office and the CHDC's proposal to Broaden Affordable Housing in Concord and two applications for Historic Preservation projects at Heywood Meadow and the Old Manse. The Committee will next meet on Saturday, Oct. 19 to conduct site visits to each project and will begin the project review process at their meeting on Monday, October 21.

Historical Commission: The CHC recently finished their work with ttl architects to complete a Historic Resource Survey Plan for West Concord and to begin expanding the existing survey with the completion of 76 individual house forms. With that work complete, the Commission is planning to move forward with their proposed revisions to the Demolition Delay Bylaw. Copies of the revised draft will be available online the week of October 15 and public hearings on the proposed changes have been scheduled for Wednesday, October 23, and Thursday, Nov. 21. In addition, the Commission will begin working on their CPA funded project in the next few months to complete architectural and environmental studies on the Wheeler Harrington House and Park in West Concord.

POLICE

Interim Chief Appointed: William Chase has accepted Town Manager appointment as Interim Chief of Police for the Department. Chief Chase retired from the Westwood, MA Police Department after ten years of service as Chief in that town. He also served as Police Chief in the town of Harvard, MA from 1995 to 2003. Prior that time, he served in Framingham, the US Dept. of Labor, and the Watertown Police Department. Chief Chase has two Masters Degrees - one in Public Administration and one in Criminal Justice, and he also has prior experience as an interim Chief.

Chief Chase's first official day on the job will be Monday, October 21.