

Town Manager's Report

Monday, January 13, 2014

To: Board of Selectmen
From Christopher Whelan, Town Manager

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

FIRE

Station 1 Renovation: This week members were busy preparing for the radio system upgrade switch-over which is scheduled for the week of January 13.

The Station 1 emergency generator is scheduled to be delivered on site this coming week. Once on-site the unit must be connected and tested. Project will be completed by Mid-February.

Unusual Emergency Responses: The CFD was very busy this past week with many responses to burst pipes resulting from the frigid temperatures. Of note was a burst pipe at Emerson Hospital which forced the closure of the ER for a few hours.

Personnel: Lieutenant Ed Conlin officially retired as of January 2. We wish Ed the best in his retirement!

PLANNING & LAND MANAGEMENT

Natural Resources Division

Natural Resources Commission: At their meeting of January 8, the NRC heard the following matters: a Notice of Intent (NOI) for 310 Lexington Road to demolish and reconstruct a single family house; an NOI for 89 Heath's Bridge Road to construct a carport, two additions, and a deck; an NOI for 768 Elm Street to replace the septic system; an NOI for 190 Southfield Road to construct a garage; a Request for Determination of Applicability for tree removal at 94 Elm Street; and an NOI to replace a culvert headwall at 495 Monument Street. An Order of Conditions was issued to 310 Lexington Road and Certificates of Compliance were issued for parking lot improvements at 52 Main Street and construction of a single family house at 324 Bedford Street. No new applications were received for the January 22 NRC meeting. The NRC also voted to accept and recommend approval to the Board of Selectmen of a 4.57-acre Conservation Restriction at 506 Old Bedford Road. Also this week, the Department of Environmental Protection held a site visit at Keuka Road in response to the appeal of the Order of Resource Area Delineation denial issued by the NRC in November.

McGrath Farmstead: Natural Resources Director Delia Kaye and Administrative Assistant Denise Gibbons joined Budget and Purchasing Administrator Jon Harris at the McGrath Farmstead pre-bid meeting. Twenty-two people came for a walkthrough of the house, white barn, greenhouse, and the lands to be included with the lease, and to learn more about the bid process. To date, 36 Requests for Proposals have been issued to interested bidders. Proposals are due to the Finance Office by 2pm on January 24.

Middlesex Tick Task Force: Natural Resources Director Delia Kaye attended a presentation from Dr. Barbara Roth-Schechter of the Dover Lyme Disease Committee to learn more about Dover's approach to reducing tick-borne illnesses in their community. Dover has adopted a three-pronged approach: personal protection, which includes tucking socks pants into socks, tick checks, and tick repellents; property protection (planting deer resistant plants, surrounding play areas with dry mulch and moving play structures into sunny spots, and "tick tubes"); and deer management, or hunting, on Town lands.

Building Inspections Division

What a Year! The Building Inspections Division issued 925 building permits in 2013. This was a 26% increase over the number of building permits issued in 2012 and is the greatest number of building permits issued in any year since 1928 when Concord first started issuing permits for construction. The overall construction value of all these building permits that were issued in 2013 was \$142.6 million (this includes the \$90+ million Concord-Carlisle High School project). Compare this to \$68.8 million of construction value in 2012. This \$142.6 million in construction value in 2013 is more than 2011 & 2012 values combined.

The value of "new residential dwelling units" built in Concord went from \$15.7 million last year to \$23.5 million in 2013. This was a 50% increase. This residential construction value represents fifty-five (55) new single family dwelling units permitted in 2013. Of these fifty-five (55) new dwellings, thirty-five, or 64%, were the result of "tear downs" (the demolition of an existing house to allow the construction of a new, often larger, home).

Over this past year, \$30.7 million dollars were also spent on alterations or additions to existing single family residential homes in Concord. This is a 68% increase over 2012. The Building Inspections Division collected \$783,883 in permit fees in 2013.

Health Division

PapaRazzi Restaurant Water Pipe Break: Public Health Director Susan Rask responded to a burst water line in the kitchen at PapaRazzi, 768 Elm St., on Saturday Jan. 4. A portion of the kitchen was partially flooded. The Public Health Director provided oversight while the kitchen was cleaned up and contaminated food was discarded, and the restaurant was able to re-open for dinner service.

Concord Teacakes Relocation: Health Inspector Gabrielle White is in the process of completing the final inspections for the build-out of Concord Teacakes' commercial kitchen at its new location on Domino Drive.

Wellness Coordinator: Wellness Coordinator Catherine Joyce, R.N., begins work this week. Her job duties will be shared between the Health Division, where she will work four hours per week, and the Concord Council on Aging, where she will work twelve hours a week. At the Health Division, she will initially work on public health emergency preparedness planning and tick-borne illness prevention efforts.

Tobacco Control: The Concord Board of Health would like to remind the public that January 2014 marks the 50th anniversary of the U.S. Surgeon General's first comprehensive report on the dangers of smoking and tobacco, a landmark document that signaled the start of the nation's public health campaign against tobacco and its health consequences. Board member Alan Woodward, M.D., recently authored an article published by the Massachusetts Medical Society, *Physician Focus: Smoking, Tobacco, and Health* which can be accessed at:

<http://www.massmed.org/News-and-Publications/Physician-Focus/Physician-Focus-Print--Smoking,-Tobacco,-and-Health/#.Usru57R8x6Y>

The article states in part "We have made great progress over five decades in reducing tobacco use: In 1964, 51 percent of adult males and 33 percent of adult females were smokers. Recent reports show the rates to be half as much: 22 percent for males, 16.5 percent for females. That's progress, but it's not enough. In 2014, tobacco is still the leading cause of preventable disease and premature death in the U.S., each year accounting for some 443,000 deaths, or one of every five deaths, according to the U.S. Centers for Disease Control. Tobacco use also claims a huge part of our nation's health care expense – at \$96 billion in direct medical costs annually. Nearly 44 million adults still smoke, and the concern is greatest with youth, as nearly all tobacco use begins in childhood and adolescence, when the brain is more susceptible to addiction".

In early 2014, the Board of Health plans to consider revisions to its tobacco regulation to further restrict youth access to tobacco and nicotine delivery products, and to address the use of e-cigarettes in public places.

Planning Division

Historic Districts Commission: The HDC met on Thursday in the Town House Hearing Room to review one continued and four new applications for Certificates of Appropriateness and approved the exterior changes to the front and rear facades of 24-28 Walden Street; new windows and trim at 36 Bow Street; new windows at the Mill Brook Tarry (97-107 Lowell Road), and new solar panels at 350 Sudbury Road. The Commission also reviewed a proposed addition, windows and garage at 445 Lowell Road and continued the discussion to January 23 to allow time for a site visit to the property. The HDC also held their annual elections, electing Dennis Fiori as Chair; Jack Clymer as Vice Chair, and Terry Gregory as Secretary.

Historical Commission: The CHC also met on Thursday evening with Nancy Grohol of the Thoreau Farm Trust to discuss the installation of new solar panels at Thoreau Farm; to

review and approve a new house marker application for 47 Lowell Road; and review requests for comment on two items: a potential new cell antenna installation at 12 Monument Street and proposed changes at Hanscom.

Warrant Articles Submitted to Amend Zoning Bylaw and Inclusionary Housing Bylaw:

The Planning Board submitted nine warrant articles for consideration at the 2014 Annual Town Meeting – eight zoning bylaw amendments and one amendment to the Inclusionary Housing Bylaw (last amended in 1992) to add a provision for consideration of affordable dwelling units required in certain special permit developments in the Zoning Bylaw. Additionally, three zoning bylaw amendments relative to redevelopment of the Millbrook Tarry site were submitted by petition as sponsored by Owner/Developer Jim White.

POLICE

Operational Services: On Monday January 6, Officer Soll and Office Walsh responded to the Best Western on Elm Street for a report of a disturbance in the lobby. Officers arrived to find that a female subject had gotten into a disagreement with the clerk and threw her luggage across the lobby before leaving. Officers located the subject and provided transportation to the train station. No criminal charges were sought in the incident.

On Tuesday January 7, Officer Shelley responded to Emerson Hospital for a report of a past larceny. Officer Shelley learned that a vendor who was doing work at the Hospital had tools stolen from a storage container. Officer Shelley filed a report and several leads are being followed up on.

On Tuesday January 7, Detective Shea met with a subject who came into the Station to report a larceny from her residence. The resident reported that several items had been stolen from inside her home over a short period of time. Detective Shea is following up on several leads including locating the missing items. A report was filed and criminal charges are imminent.

On Friday January 10, Sergeant Connell and Officer Shelley responded to the Concord District Courthouse for a report of a subject being disruptive. Officers spoke to several witnesses whom informed them that the subject was making several threatening statements to employees, including threatening to set off a bomb. Officers determined that the subject had already left the premises and there was no imminent threat. Officers subsequently located the subject and arrested the party, whom was brought back to the Station for processing.

On Friday January 10, Sergeant Morahan reported the recovery of items that had been stolen from a subject in Cotuit, MA. The items were discovered as part of a search warrant that had been executed on a motor vehicle that was involved in another crime. Criminal charges are pending against the subject that committed the theft.

Administrative Services: On January 6, renovations and upgrades began to the communications center. All new equipment, which includes new radios for both the

dispatchers and cruisers, are being installed. These upgrades will enhance services and safety for the community and the Department.

PUBLIC WORKS

2014 Pavement Markings: CPW's Engineering Division is in the process of extending the 2013 Pavement Markings contract with Markings Inc. of Pembroke for the 2014 season. The pavement markings contract has an option for renewal for 2 years in one year increments. This will be the first renewal option. The contractor will apply pavement markings including center lines, fog lines, crosswalks, stop bars, and other miscellaneous markings Town-wide. The contractor is anticipated to start work on or about April 1 (weather permitting) to apply pavement markings along the Patriot's Day Parade Route. The remainder of the pavement markings in Town will be reapplied throughout the spring and summer of 2014. This work is done at night to minimize impacts to traffic.

2014 Crack Sealing: CPW has selected candidate streets, and completed preparation of the 2014 Crack Sealing bid documents. The project was advertised in the Central Register and Concord Journal at the end of January with a bid opening scheduled for February 28 at 10:00 AM. The roads tentatively scheduled for crack sealing are broken up in to two groups the base bid, and additive alternatives which may be included if funds are available. The following roads or portions of those roads are part of the base bid; Musketaquid Road, Simon Willard Road, Musterfield Road, Attawan Road, Laurel Street, Everett Street, Grove Street, Domino Drive, Damon Street, Ministerial Drive, Lapham Road and Loring Road. The following roads or portions of the roads are additive alternatives; Wright Road, Heywood Street, Heath's Bridge Road, The Valley Road, Holden Wood Road, Holden Lane, West Circle, East Circle, Martha's Point and Oxbow Drive. If awarded the selected contractor will seal cracks in the above listed roads with a hot-poured asphalt fiber compound which has been designed especially for improving strength and performance of asphalt pavements, which in turn extends the life expectancy of the road. The anticipated start date will be in early summer.

2014/15 Roads Program: CPW is in the process of selecting candidate streets for recommendation for the upcoming 2014/2015 Roads Program. The preliminary plan proposes an overlay treatment on a 1,000 foot section of Bedford Street between Powers Road and Partridge Lane, mill and overlay treatments on Monument Street (Monument Sq. to Flint Bridge), Old Bedford Road (Lexington Road to 1,200' south of Meriam Road), Spencer Brook Road (Town Line to Westford Road), Barnes Hill Road (Lowell Road to Estabrook Road), Estabrook Road (Barnes Hill Road to Cedar Way), Lowell Road (Barrett's Mill Road to Hugh Cargill Road) and reclaim treatments on Seven Star Lane, Belknap Street (RR to Thoreau and Thoreau to Main) and Powder Mill Road (from Sudbury to Plainfield). The Engineering Division is expected to begin survey the week of January 13 for streets receiving a reclaim treatment. Designs are expected to be advanced over the upcoming months in preparation for the Public Work Commission briefing and public meeting.

Main at Thoreau Traffic Signal Improvement Signal subcontractor Daigle Electric is tentatively scheduled to return to Town Tuesday January 14th to begin installation of the

Opticom® emergency preemption system at the intersection. Work is anticipated to extend over two days and will include partial lane closures.

Elk River Water System Contamination The recent accidental release of a very hazardous chemical into the Elk River at Charleston, West Virginia has gained national attention. Such a tragedy highlights the importance of drinking water protection and source reliability. It is important to highlight that Concord's water system is served by seven different "sources" of water which are located in three different watersheds. This deliberate strategy provides essential diversity of our supply and an extra degree of resiliency not afforded by many systems.

Waste Management Contract - Revenue Sharing Provision: The Town's contract with Waste Management for the curbside program contains an index-based revenue share provision which can offset expenses when the paper market is strong. The index for the revenue-share calculation is currently based on the #6 New England News, however due to low mill buying volume, #6 New England News is being declassified as a paper grade classification. CPW is currently in discussions with Waste Management to obtain an equally favorable revenue-sharing provision utilizing #8 New England News as an index.

Landfill Report: The MassDEP requires communities with closed landfills to submit a report summarizing any activities performed at the landfill every two years. The "two-year landfill report" is due on February 14, 2014. CPW is currently finalizing this report for timely submittal to the DEP. The report will be inclusive of routine maintenance, the utility scale solar development project, landfill inspection and landfill monitoring, which consists of quarterly soil gas monitoring and semi-annual groundwater and surface water monitoring.

Winter Maintenance Response: All CPW crews continue their commitment to excellence with their outstanding response to winter weather emergencies. Crews have been extremely busy with inclement weather requiring twenty winter maintenance responses to date. This has included three major snow events and numerous significant icing events. For comparison, last season at this time CPW crews responded to ten winter maintenance events. In addition cold temperatures have contributed to numerous water service freeze ups resulting in requests for CPW assistance.