

Town Manager's Report

Monday, January 27, 2014

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

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

FINANCE

Audited Financial Statements for June 30, 2013 Available: The annual audit of the Town's financial statements has been completed and will be presented to the Board of Selectmen at its meeting this evening, Monday, January 27 at 6:30 P.M. Representatives of the audit firm, Melanson Heath and Company, will make a summary presentation to the Selectmen. The full document is available on the town's website at: http://www.concordma.gov/pages/ConcordMA_Finance/Concord%20MA%20Final%20FS13.pdf (Highlighting the link and clicking "open hyperlink" will open the document.)

Reminder from the Tax Collector and Assessors about Tax Payment Due Date and Abatement Application Deadline: Property tax payments must be received in hand by the Tax Collector no later than 4:30 PM, Monday, February 3 at the Town House in order to be considered timely and avoid penalty charges, in accordance with State law. Applications for abatement are timely, by State law, if postmarked by February 3 and mailed to the correct address. Information from the Tax Collector is available at: http://www.concordma.gov/Pages/ConcordMA_Collector/index
Or contact the Treasurer-Collector at: collector@concordma.gov

For online payments, go to: <https://unipaygold.unibank.com/Default.aspx?customerid=540>
For information about your assessed valuation, contact the Assessing Office at: assessing@concordma.gov
Or visit the website at: http://www.concordma.gov/pages/ConcordMA_assessor/index

LIBRARY

Friday Flicks: The Friday Flicks at Fowler film series resumed on 1/24 with approximately 35 people attending the German film, *The Lives of Others*. This Friday the Friends of CFPL will show the French film, *The Well-Digger's Daughter*. Please see the complete film listing at <http://www.concordlibrary.org/FridayFlicksPostcard2014.pdf> All films begin at 7:00 p.m. and everyone is welcome to attend.

Lending Seed: The Concord Seed Lending Library will be hosting a special event on Wednesday, January 29 from 7:30 – 9:00 p.m. at the Fowler Branch Library. Meighan Matthews of [Growing for Good](#) and Linda Ugelow of [Dancing Tomato Farm](#) will discuss soil

health, building the garden site, fencing, season extenders, seed ordering, starting seedlings at home, and more... The Concord Seed Lending Library will officially open for the season on Saturday, February 1 with Dr. Deborah Bier presenting a talk entitled, "What's the Fuss About Heirloom Seeds" The talk will take place on 2/1 from 2:00 – 4:00 p.m. in the Fowler Branch's lower level meeting room.

CCHS Student Study Day 1/26/14: Many students visited CFPL over the 12 hour period. As part of the Healthy Concord initiative, we were pleased to offer a drop-in session on relaxation techniques with Catherine Collins, nurse certified health education specialist to which seven students participated.



Above (R) Two students enjoy a quiet study spot in the stacks.

Book Discussion Groups: Karen Pettyjohn, Librarian at the Thoreau School, led this month's discussion of the BookMarkers, a book discussion group for 4th/5th grade students. 12 children came for the program, which was based on the Percy Jackson books. Snacks of Greek foods and activities using the story as an inspiration added to the fun. A wonderful time was had by all.

The Fowler Branch is pleased to offer a new drop-in book discussion group for adults called "Book-a-Mystery." The first discussion in the series will take place on 1/29/14 from 2:00 – 3:00 p.m. at the Fowler Branch and will be based on the book Defending Jacob by William Landy. Copies of the book are available by request at the Fowler circulation desk.

PLANNING & LAND MANAGEMENT

Health Division

Healthy Concord presents *Building Resilience, All Ages-All Stages:* The Healthy Concord project will host a Community Forum on Saturday March 1, *Building Resilience, All Ages-All Stages.*

Stress is a common state for many of us, brought on by the demands of work, school, family, traffic, illness, the economy, and so much more. We can't eliminate some of these factors, but we can change our response to them. This program will provide participants of all ages and stages of life strategies and tools for navigating and taking control of our demanding world by developing skills for personal and community resilience. The Keynote speaker will be Dr. Ronald Siegel, author of *The Mindfulness Solution: Everyday Practices for Everyday Problems*, and Assistant Clinical Professor of Psychology at Harvard Medical School. Dr. Siegel will provide an introduction to Mindfulness and how it can be an effective tool for dealing with stress and anxiety in our lives. There will also be three breakout sessions:

- Mindfulness and Parenting, with Mary Ann Christie Burnside, Ed.D., a developmental psychologist who specializes in mind-body wellness and relational health;
- Digital Tools for Mindfulness, with Pam Ressler, R.N. who is the founder of Stress Resources in Concord, Massachusetts, a firm specializing in building resiliency for individuals and organizations through tools of connection, communication and compassion; and
- Integrating Mindfulness Practice Into Your Daily Life.

The conference will also feature exhibits from a host of other organizations in Concord that provide resources and programming that promote personal and community resiliency. The conference will be held Saturday, March 1 from 10:00 a.m. to 12:30 p.m. at Emerson Umbrella for the Arts, 40 Stow St., Concord. All are welcome to attend. The event is free. Registration is not required but is suggested; those interested in attending may register at: <https://building-resilience.eventbrite.com>. More information is also available on the Healthy Concord Facebook page at: <https://www.facebook.com/HealthyConcordMA>

Planning Division

Historic Districts Commission: The HDC met on Thursday to review two continued and one new application for Certificates of Appropriateness within the Historic Districts. Of the two continuances, the signage at Bondir, 24 Walden Street, was continued to the next meeting to allow further time for the applicant's to revise the lighting design, and a new addition, windows, and location of a proposed garage were approved for 445 Lowell Road. However, other changes at 445 Lowell Road, including the design of the garage, demolition of the existing garage, roofing, and proposed new terrace, were continued to the next meeting to allow time for the applicant to develop more of the details. The new application for lighting at 51 Lang Street received approval for the lighting attached to the house, while the landscape lighting was continued to provide time to develop a more appropriate lighting design for the Historic Districts. The Commission also discussed a future application for new lighting at the Town House and reviewed potential light fixture designs.

Battle Road Scenic Byway Committee: The newly-formed BRSB Committee met on Tuesday evening in Lincoln to discuss next steps and priorities moving forward. The Committee is working with its member communities to raise hire a consultant to help

develop branding and a logo for the byway; Members are also considering whether other Massachusetts designated Byways may want to partner with the BRSB Committee to develop a common theme and branding style that will help visitors more readily identify Byways in the Commonwealth. The Committee is preparing an application for technical assistance from the MAPC in developing a website, creating a more readily accessible list of sites and resources on the Byway, and developing a plan for moving forward. Members also discussed possible projects to create “gateways” and other similar projects which could impact the Byway in the future.

ConcordCAN Coffee: Board of Selectmen member Elise Woodward presented an update on the Town’s and Selectmen’s sustainability initiatives at the ConcordCAN coffee on Tuesday. Director Marcia Rasmussen (and other Town staff from Concord Public Works) attended the Coffee to provide additional information as needed.

Natural Resources Division

Natural Resources Commission: At the January 22 NRC meeting, the Commission heard the following matters: the continued Notice of Intent (NOI) for 24 Off-Harrington Avenue for an after-the-fact driveway reconstruction; the continued NOI for 108 Laurel Street to demolish and reconstruct a single family house; and the continued NOI for 89 Heath’s Bridge Road to construct a carport and additions to the existing single family house. The Commission issued Orders of Conditions for a septic system repair at 768 Elm Street and for constructing a garage at 190 Southfield Road. The Commission also issued a Certificate of Compliance for 262 Sandy Pond Road. One new application was received this week for the February 5 NRC meeting: a Request for Determination of Applicability for 163 Lindsay Pond Road to determine the extent of Riverfront Area on the property.

McGrath Farm: Nine responses to the Request for Proposals were received in the Finance office by the RFP deadline. The Town Manager has appointed a review committee to evaluate the proposals over the next several weeks and submit a recommended candidate for the farmstead for approval.

Building Inspections Division

Life-safety Inspections Seminar: Laurie Livoli and Ray Matte attended a seminar for building officials on Thursday, January 24, 2014 in Middleton, MA, earning required credit hours. This particular seminar was for “Periodic Inspections” required by Mass General law and the Massachusetts State building Code for various types of occupancies. Amongst the many town officials in attendance, only 10-20% raised their hands that they were conducting these required inspections. These types of inspections occur weekly throughout Concord and include: restaurants, theaters, daycares, schools, etc. Inspections include egress components, hazardous materials, fire safety, etc. Concord is included in the percentage of communities who meet the applicable laws. The meeting was intended to educate building officials as well as town administration/management on how to implement inspections and reinforce the legal requirements for these types of life safety related inspections.

POLICE

Operational Services: On Monday January 20, Officer Burgess responded to a Coolidge Rd residence and spoke with the homeowner who reported a past theft of property. Officer Burgess interviewed the owner who provided details of where the property was kept and who had access to it. Several viable leads are being followed up on and the case is under active investigation

On Monday January 20, Officer Hodgson conducted a motor vehicle stop on Church Street. Officer Hodgson learned that the plates on the motor vehicle were stolen, along with the fact that the vehicle they were on was not properly insured or registered. The operator was summonsed to Concord District Court on larceny charges, along with operating an unregistered and uninsured motor vehicle. The vehicle was towed from the scene.

On Tuesday January 21, Sergeant Morahan responded to the Beede Center for a report of a past larceny. Sgt. Morahan learned that \$200 had been stolen from a locker inside the facility. Sgt. Morahan interviewed several witnesses and the case is currently an active investigation.

The Department (along with Beede management) would like to remind all citizens to make sure your valuables are secure while utilizing the Beede Center facilities. There have been several thefts from there recently and the items being stolen have not been secured in a locked locker.

On Wednesday January 2, Sgt. Morahan interviewed a subject who came to the Station to report past domestic abuse. As a result of the interview, the subject who was identified as the abuser was identified and summonsed to Court on charges of domestic assault and battery.

Community Services: Beginning on Tuesday January 28, the Department will have an intern from UMass Lowell for the spring semester. Brandon Levesque, from Maynard, will be with us to observe the daily operations of the Department along with being exposed to as much of the Department's operations as possible. In addition, Brandon will be assigned several small projects during his time with us.

Administrative Services: Renovations and upgrades to the Communications Center are coming to an end. Communications staff members have returned to working in the main area, and other renovations are continuing. While there is still much work to be completed, the project is going along smoothly.