

Town Manager's Report Monday, August 22, 2011

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: Work continues on floor 1 project at Station 1, and the Chief is in the process of planning landscaping improvements to the front of the station.

Personnel: The hiring process to fill the vacancies created by our recent retirements will be underway shortly.

LIGHT DEPARTMENT

Street Lights: During the week of August 15, Light Plant crews started the installation of 50 Watt MH streetlight fixtures as required by the April Town Meeting vote. The crews installed forty-six streetlights during this past week and Light Plant staff is currently working on a full deployment schedule to meet the wishes of the Town Meeting vote. Below is the list of roads completed last week:

Alden Road, Anson Road, Bolton Street, Brook Trail Road, Deacon Haynes Road, Edgewood Road, Fitchburg Turnpike, Garfield Road, Hayward Mill Road, Hill Crest Road, Martha's Point Road, Old Marlboro Road, Old Pickard Road, Plainfield Road, Powder Mill Road, Raymond Street, Shore Drive, Sudbury Road (from Powder Mill Road to Fitchburg Turnpike), The Valley Road, and Wheeler Road.

POLICE

New Police Officer: Michael McGrath began his duties as a Concord Police Officer today. Officer McGrath holds a Bachelor of Science degree from Endicott College in Criminal Justice and attended and graduated from the Western Massachusetts Police Academy (45th MPTC) in August, 2010. He worked as a part-time police officer with the Town of Hubbardston, MA since November 2010. Officer McGrath brings to the position strong communication and problem solving skills, and a positive attitude. We feel that he will be a great addition to the Department and to the Community.

PUBLIC WORKS

2010/2011 Sidewalk Program: Project Contractor Allied Paving completed top course pavement installation for the Lowell Road sidewalk from Lindsay Pond Rd to #1127 Lowell Rd. Additionally, fine grading, base gravel and binder course paving has been completed between #1127 Lowell Rd and #1007 Lowell Rd. Work scheduled for the week of August 22 is expected to include loaming & seeding of areas which previously received top course pavement and cleanup of recently paved areas, along with base gravel installation of the remaining unpaved areas.

2011 Roads Program: Project contractor, Lazaro Paving Corporation, is scheduled to submit the 2011/2012 paving project schedule for CPW review. A preconstruction meeting is also scheduled with Lazaro during the week of August 22. Construction activities are anticipated to begin the first week of September with initial work planned in the Whittemore, Fielding, Union, Hubbard neighborhoods.

Monument Street Retaining Wall: As mentioned previously, Concord Public Works has elected to delay the startup of construction activities for the Monument Street wall reconstruction project to minimize impacts to Hutchins Farm during their busy harvest season. This adjusted project timeline will allow for contract award and project submittal reviews in the fall/winter of 2011 and a spring/summer construction schedule. Because this project is partially funded by Community Preservation Act funds and must adhere to a 30 month timeline for project completion, project award and contracting will take place before November 2011 to meet CPC requirements.

Minuteman Household Hazardous Waste Collection: Concord Public Works provided two people to staff the August 20th hazardous waste collection at the Minuteman Hazardous Products Facility at 60 Hartwell Ave. in Lexington. Concord is one of eight municipalities that staff the hazardous waste collections at the Minuteman Hazardous Products Facility. There are eight collections each year, and each municipality on the inter-municipal agreement staffs one collection.

Hazardous waste collection is included in the curbside program subscription fee. Curbside subscribers can attend one hazardous waste collection per year at no cost. Pre-registration is required and free passes (for up to 25 gallons or lbs. of hazardous waste) can be obtained at Concord Public Works during business hours. Non-curbside subscribers may also attend the hazardous waste collections and pay the vendor, Clean Harbors, directly.

CPW is also in the early stages of once again coordinating the hosting of a hazardous waste collection in Concord next June. The last Concord hazardous waste collection in June 2010 was very successful and was attended by 163 residents. Like the last event, this would be a satellite site collection under the Minuteman Hazardous Products Facility program. Minuteman's contract with Clean Harbors allows for one satellite collection per year.

Wastewater Treatment Plant Operations Contract: Following a Request for Proposals advertisement with proposals received on July 29, 2011, Public Works staff members are

evaluating the proposal received by incumbent Woodard and Curran. Depending on favorability of the proposal, CPW has structured the RFP to allow for an option of a short-term award for a two year period or a four year contract period with the option for three additional two year renewals. The current contract expires on November 30.

Wastewater Planning Task Force (WWPTF) Meeting: The WWPTF is scheduled to meet on Wednesday August 24 at 7:30 AM to review ongoing task force efforts relative to finalizing the alternatives analysis for the investigation and creation of additional wastewater capacity as approved by Annual Town Meeting in 2009. The meeting agenda includes: a discussion around the wastewater capacity alternatives analysis decision matrix; an update on the site investigation to create additional capacity at the existing wastewater treatment plant through a supplemental groundwater discharge permit or an increase to the existing NPDES surface water discharge permit; and an update of wastewater reuse/conservation and partnership opportunities.

Fire Hydrant Field Survey: River Valley Construction has contacted the Water/Sewer Division and requested authorization to perform a field survey of our existing hydrants. They were retained by one of our hydrant vendors to do this survey in all communities served for the purpose of identifying a specific make and model number of hydrants which are involved in a specific parts recall. It was communicated to CPW Water and Sewer that the repairs are strictly preventative in nature and do not compromise the existing hydrant performance. Most of the work does not require any operation of our hydrants, simply a visual inspection. However, the contractor does intend to replace faulty hydrant stems at a couple dozen hydrants. A Water Division operator will accompany contractor during this work.

Route 2A Pumpstation Rehabilitation Project: MA DEP provided final approval of the design for the pumpstation upgrade, completed by Stantec Consulting Engineers. Construction bids have been advertised with bids due September 1.

New Sewer Service Installation: A new sewer service is being installed across Elm Street, in the vicinity of 369 Elm Street. Work should take two days and will result in minor traffic delays.