



Operational Status Reports & Departmental Updates

For the Week Ending January 6, 2023

Town Manager and General Administration

Finance

The IRS has issued its standard mileage rates for 2023. Beginning on January 1, 2023, the standard mileage rates for the use of a car (also vans, pickups and panel trucks) will be:

- 65.5 cents per mile driven for business use, up 3 cents from the midyear increase settings for the second half of 2022.

Town Clerk

- The voter registration deadline for the January 19, 2023 Special Town Meeting is 5:00pm on Monday, January 9th.
- 2023 Census forms were mailed to households on January 4th. Residents are asked to please sign and return your census form as soon as possible. The back of the form has a roster-style vote by mail application form for voters' convenience. The deadline to apply for a vote by mail ballot for the February 16th Special Town Election is February 9th and the deadline for the March 28th Annual Town Election is March 17th. A vote by mail application form is also available online: [KM 654e-20220928075320 \(concordma.gov\)](https://www.concordma.gov/km-654e-20220928075320)
- The 2023 Town Caucus will be held on the evening of January 30th at 7:00pm in the Town House to nominate candidates for three offices appearing on the Annual Town Election ballot: Moderator: 1 seat; Select Board: 1 seat; School Committee: 1 seat.
- Candidates for town office may also take out nomination papers at the Town Clerk's Office and gather signatures of at least 50 Concord voters. Nomination papers are now available and must be returned by 5:00pm on Tuesday, February 7th.

Public Safety Department

Police Department

Activity Log December 22- December 29

Log items	740
Traffic Enforcement	36
MVC investigated and/or paper exchanges	12

Motor Vehicle Stops 65

Arrests 2

Community

- On December 22, Chief O'Connor retired after a thirty-six-year career in public safety. The community came together to congratulate and thank him for his service at a breakfast reception. Tom Mulcahy was appointed on December 23. We wish both well as they begin their new roles.
- Officers assisted with the return of the annual Christmas Eve caroling in the town center.
- Less lethal training was conducted for department staff on December 27, providing officers with additional options to assist in the de-escalation of violent situations, to minimize the risk of serious injuries to those involved as well as officers.



Minuteman Media Network

- MMN is gearing up for the Special Town Meeting Jan 19, at 7:00PM at the High School. We always learn from last year's event and look for improvements, this year is no exception. We will be allowing for greater control by the Town's admin team of the PowerPoint presentations, both for slide advancement, but also for when to start the slides on the large screens. Both the Gym and the auditorium will have the open captioning screens, and the Assisted hearing devices will be tested and ready later this week. The control room equipment has been setup, tested and is ready for the MMN team to get some practice.
- Mark did some end-of-year data housekeeping.
- Tory, working with the Concord COA, reimagined the Public Station's daily playlist.
- Matt completed a major project documenting the Carlisle rebuilding of the famous castle park. <https://youtu.be/5UYkh3LILSk> Nice job Matt!



Recreation

General Recreation Department Updates

- The next Recreation Commission meeting will be on 1/4/23 at 7:00P via zoom.
- Upcoming Recreation Events:
- 2/11/23 [Winter Wonderland](#)
- 3/11/23 [Shamrock Ball](#)
- 4/7/23 [Egg Hunt](#)

Employee of the Month

The December employee of the month is Jodie Surprenant

Location

Beede Swim and Fitness Center

Position Title

Recreation Clerk

Programs

Administrative oversight of *all* Beede programs and memberships

Time with Concord - 7 months



Jodie acts as a front-line staff member at Beede and is often the first person our customers interact with when they walk through the door or call us on the phone. Jodie leads with kindness through every interaction she has. She is patient and thorough when explaining Beede’s offerings and rules, regardless of how many times she does so throughout the day. She is always ready to step in and help her fellow employees with projects while managing a busy front desk. Most notably, Jodie has gracefully handled customer questions and feedback as the Center has worked through an unprecedented staffing shortage and various pool closures over the past six months. We are lucky to have Jodie on our Concord Recreation team and thank her for a job well done.

Hunt Recreation Center Updates

- The Department has started the process of interviewing for a new, full time Recreation Supervisor. The position is [posted](#) and will be open until filled.
- Summer camp positions have been posted and interviews will start at the turn of the year. We will need to fill 48 positions this summer in order to run camp at full capacity for 9 weeks (serving over 2000 campers). All jobs can be found on the Town website.

Beede Center Updates

- The Beede Center hosted it’s first annual Swim with Santa event on 12/17/22. Tickets sold out with 40 families in attendance. Lots of fun was had by all!
- For the month of December, the Beede Center is offering 15% off personal training packages for new clients and one free session for any returning client that purchases another training bundle. Interested in learning more? Contact Cathi Ellis at 978-287-1009.
- Lifeguard applications have increased from 7 in October to



24 applications in December. The marketing campaign and free LG classes have provided a great return! Beede is still at about 60% of our needed staff, up from 30% at the end of October.

- The Beede Center is hosting four days of winter vacation programming over the holiday school break. 66/80 spots have been registered. Participants will enjoy structured and unstructured time in the pools along with crafts, field trips to Emerson Park and STEM activities.
- The Beede Center is a pick-up site for FREE COVID-19 test kits, provided by the Town. Anyone is welcome to come in to get a kit if they need it.
- The Beede Center partnered with the Concord Firefighters Relief Association and acted as a drop-off site for their toy drive as well as a drop-off site for the Town's Gift Card donation event in December. Anyone who donated a toy will receive \$5 off their January membership fee. A reminder to all regular status Town employees that you (*and your family*) are eligible for a discounted membership at the Beede Swim and Fitness Center! For \$50/month for a family membership or \$10/month for a single membership, you gain access to an 8-lane lap pool, a warm-water pool, a children's play pool with slides and spray features, a diving well, and two fitness rooms; one for weight training and one for cardiovascular exercise. The facility is open approximately 100 hours each week Monday-Friday 5:30A-9:00P and weekends 7:00A-6:00P. Never seen the Beede Center? Check out our welcome video by [clicking here](#). **Interested in signing up for a membership? Contact our Membership Coordinator Kathy Nutter at KNutter@concordma.gov or 978-287-1013.**

Facilities

Facilities has worked on a number of projects including the installation of new HVAC units for 37 Knox Trail, a new therapy pool pump and heat exchanger delivered for Beede Center. The installation of doors in the planning office and the repairs of a leak to the Hunt Gym roof leak and continued painting at the Police station.