



OLD NORTH BRIDGE

# TOWN OF CONCORD

TOWN HOUSE - P.O. BOX 535  
CONCORD, MASSACHUSETTS 01742

## Annual Town Meeting Preview Meeting

Saturday, December 2, 2023 at 9:00 AM

Town House, Public Hearing Room, 22 Monument Square

### Join Zoom Meeting

<https://us02web.zoom.us/j/81661984686?pwd=Nm5VSEhqaXVCUkNEVlVYUmRyZ2svUT09>

Meeting ID: 816 6198 4686

Passcode: 301231

Dial In Toll-Free: 877 853 5257

#	Time*	Agenda Item
I.	9:00 AM	<p><b>Welcome &amp; Overview</b></p> <ul style="list-style-type: none"> <li>- Chair’s Remarks</li> <li>- Vote to Open the Annual Town Meeting Warrant on Saturday, December 2, 2023 at 9:00 AM and close the Warrant on Wednesday, January 3, 2024 at 4:00 PM</li> </ul> <p>Presenter: Henry Dane, Select Board Chair</p>
II.	9:10 AM	<p><b>Town Moderator</b></p> <ul style="list-style-type: none"> <li>- Moderator’s Remarks</li> <li>- Article to consider the formation of a Town Meeting Study Committee</li> </ul> <p>Presenter: Carmin Reiss, Town Moderator</p>
III.	9:20 AM	<p><b>School District</b></p> <ul style="list-style-type: none"> <li>- Concord Public Schools Operating Budget</li> <li>- Concord Public Schools Capital Budget</li> <li>- Concord-Carlisle Regional School District Budget</li> <li>- Article regarding the Amenities Building at Concord-Carlisle High School</li> </ul> <p>Presenter: Dr. Laurie Hunter, Superintendent of Schools</p>
IV.	9:30 AM	<p><b>Public Works Commission</b></p> <ul style="list-style-type: none"> <li>- Water System Improvements: Nagog Pond Infrastructure Improvements and PFAS Mitigation</li> <li>- Article to Create a Stormwater Management Enterprise Fund</li> </ul> <p>Presenter: Alan Cathcart, Public Works Director</p>

V.	9:40 AM	<b>Personnel Board</b> <ul style="list-style-type: none"> <li>- Personnel Bylaw Amendments</li> </ul> <p>Presenters: Bill Mrachek and Liz Cobbs, Co-Chairs of the Personnel Board</p>
VI.	9:50 AM	<b>Planning Board</b> <ul style="list-style-type: none"> <li>- MBTA Communities Multi-Family Zoning Bylaw Amendment</li> <li>- Two-Family in Residence B Zoning Bylaw Amendment</li> <li>- Floodplain Conservancy District Zoning Bylaw Amendment</li> <li>- Site Plan Review Zoning Bylaw Amendment (may not move forward)</li> <li>- Parking Requirements Zoning Bylaw Amendment (may not move forward)</li> <li>- Zoning Bylaw Housekeeping Amendments</li> </ul> <p>Presenter: Linda Miller, Chair of the Planning Board</p>
VII.	10:00 AM	<b>Agricultural Committee</b> <ul style="list-style-type: none"> <li>- Article to petition changes to previously approved Home Rule Petition regarding a checkout bag charge</li> </ul> <p>Presenter: Liza Bemis, Co-Chair of the Agricultural Committee</p>
VIII.	10:10 AM	<b>Diversity, Equity, and Inclusion Commission</b> <ul style="list-style-type: none"> <li>- Article to consider naming the new Concord Middle School Ellen Garrison Middle School</li> <li>- Article to consider the formation of a Task Force to review and update the charges, policies, and protocols of the Historic Districts Commission and the Historical Commission</li> </ul> <p>Presenters: Andrea Foncerrada and Joe Palumbo, Co-Chairs of the DEI Commission</p>
IX.	10:20 AM	<b>Citizen Petition</b> <ul style="list-style-type: none"> <li>- Town Meeting Voting Reform</li> </ul> <p>Presenter: Constantine Gonata</p>
X.	10:30 AM	Adjournment

*\*Times are approximate and subject to change*

<b>Upcoming Meetings:</b>		
Monday, December 4, 2023	Monday, December 18, 2023	<b>Tuesday, January 2, 2023</b>



The Town of Concord endeavors to make public meetings accessible to all members of the community. To request a meeting accommodation or modification, please contact our ADA Coordinator Megan Zammuto, [mzammuto@concordma.gov](mailto:mzammuto@concordma.gov) or 978-318-3006. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.



# FY25 CPS OPERATING BUDGET

- The FY24 Concord Public School's budget was \$45,047,176
- At this time, the FY25 Superintendent's recommended Concord Public School's budget is \$46,602,943.
- This is a 3.45% increase over FY24; it is \$87,229 above the Concord Finance Committee Guideline of 3.26%.
- The School Committee will vote the General Fund budget in December.



# FY25 CPS OPERATING BUDGET

Expense Category	FY24 Budget	FY25 Proposed Budget (12-5-2023)	\$ Difference FY25/FY24	% Difference FY25/FY24
District Administration	1,658,620	1,764,568	105,948	6.4%
Instructional Leadership	35,551,580	37,084,470	1,532,890	4.3%
Other School Services	3,180,909	3,290,871	109,962	3.5%
Maintenance	3,567,505	3,686,528	119,023	3.3%
Fixed Charges	253,442	226,216	(27,226)	-10.7%
Community Services	105,132	108,023	2,891	2.7%
Fixed Assets	318,686	330,500	11,814	3.7%
Programs with Other Districts	411,302	111,766	(299,536)	-72.8%
<b>Grand Total</b>	<b>45,047,176</b>	<b>46,602,943</b>	<b>1,555,767</b>	<b>3.45%</b>



# FY25 CPS CAPITAL BUDGET

- This article authorizes the Town to raise and appropriate funds for construction, renovations, repairs, and related work at various Concord Public School facilities. The CPS capital plan has identified \$900,000 in FY25 capital needs. This amount is included in the Town Manager's capital budget.



# FY25 CPS CAPITAL BUDGET

- FY25 CPS Capital Projects Include:
  - Maintenance vehicle replacement: Dump truck/sander, and compact tractor
  - Campus upgrades to Thoreau School
  - Items related to life, safety, and health repairs (Alcott fire panel/alarms replacement, Alcott WIFI, bus radio upgrade)



# FY25 CCRSD OPERATING BUDGET

- At this time, the FY25 Superintendent's recommended Concord-Carlisle Regional School District budget is \$39,085,301.
- Concord's operating assessment is \$23,234,852 and the debt assessment is \$2,990,420.
- The School Committee will vote the General Fund budget in December.



# FY25 CCRSD OPERATING BUDGET

DESE FUNCTION	DESE FUNCTION DESCRIPTION	FY24 REQUESTED BUDGET	FY25 REQUESTED BUDGET	Change (\$) FY25 BUD vs. FY24 BUD	Change (%) FY25 BUD vs. FY24 BUD
1000	DISTRICT ADMINISTRATION	1,626,630	1,701,705	75,075	4.6%
2000	TEACHING & INSTR. SUPPT.	20,492,291	21,019,982	527,690	2.6%
3000	OTHER SCHOOL SERVICES	2,936,055	3,399,887	463,832	15.8%
4000	MAINTENANCE & OPERATIONS	2,098,900	2,324,240	225,340	10.7%
5000	FIXED CHARGES	4,346,715	4,456,572	109,856	2.5%
7000	FIXED ASSETS	356,218	391,900	35,682	10.0%
8000	DEBT SERVICE	4,006,047	3,913,137	(92,910)	-2.3%
9000	OUT OF DISTRICT TUITIONS	1,948,242	1,877,880	(70,362)	-3.6%
	<b>TOTAL</b>	<b>37,811,098</b>	<b>39,085,301</b>	<b>1,274,203</b>	<b>3.37%</b>



# FY25 CCRSD OPERATING BUDGET & DEBT BUDGET

Assessment Comparison w/o Debt	Concord	Carlisle	Total
FY2024	22,302,834	6,942,949	29,245,783
FY2025	23,234,852	7,169,299	30,404,151
<b>Difference</b>	<b>932,018</b>	<b>226,350</b>	<b>1,158,368</b>
	<b>4.18%</b>	<b>3.26%</b>	<b>3.96%</b>
Assessment Comparison w/ Debt Service	Concord	Carlisle	Total
FY2024	25,357,846	7,893,984	33,251,830
FY2025	26,225,271	8,092,016	34,317,288
<b>Difference</b>	<b>867,426</b>	<b>198,032</b>	<b>1,065,458</b>
	<b>3.42%</b>	<b>2.51%</b>	<b>3.20%</b>



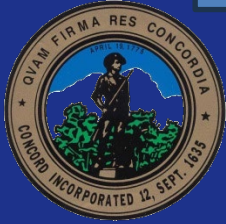
# FY25 CCRSD CAPITAL ARTICLE

- This article authorizes the District Treasurer to borrow for construction and design of the high school amenities building as determined by the School Committee based on an updated budget figure from Gale Associates Inc. who completed the FY19 CCRSD Feasibility Study. The estimated project cost is \$2,340,000.*



## FY25 CCRSD CAPITAL ARTICLE (cont'd)

- CCHS is currently out of compliance and has been for many years with the plumbing code, which requires a certain number of bathrooms based on the seating capacity of the stadium. Aside from the non-compliance, ADA accessibility is a major concern, as patrons with disabilities attending games at the CCHS stadium do not have access to adequate accessible bathroom facilities.

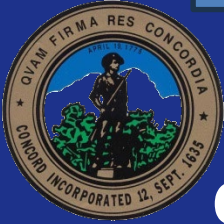


## ARTICLE XX: Classifications

# Ratify Personnel Board Classification Actions

### Purpose of Article:

To determine whether the Town will vote to ratify the Personnel Board's actions to amend positions to align with the 2023-approved Classification and Compensation Plan.

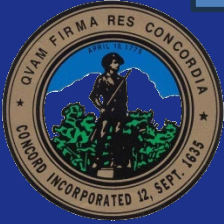


## ARTICLE XX: Classifications

**Classification Action** = Amendment to Plan which:

- Adds or deletes a job title
- Assigns a title to a salary range
- Reassigns a title from one salary range to another

Existence of title on Plan does **not** approve funding; funding is subject to limitations of approved General Fund & Enterprise Fund budgets



## ARTICLE XX: Classifications

### Classification Actions necessary when:

- Town Manager creates new position
- Duties of existing position change in significant manner
- Position title needs to be updated

## ARTICLE XX: Classifications



### Per Personnel Bylaw:

- Personnel Board assigns titles & salary ranges as needed
- Salary grade assignments based on Town's standardized system for grouping positions
- If Class & Comp Plan amended, subject to ratification at next Town Meeting



## ARTICLE XX: Classifications

### Actions Subject to Ratification:

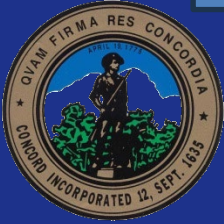
- TBD



## ARTICLE XX: Classifications

Actions maintain appropriate job titles and salary ranges in order to:

- attract & retain competent employees
- comply with pay equity laws



## ARTICLE XX: Classifications

### Ratify Personnel Board Classification Actions

Anticipated Motion:

That the Town take affirmative action on Article XX as printed in the Warrant



## Article XX

### **Purpose of Article XX:**

To adopt, in accordance with the Select Board and the Personnel Study Task Force Recommendations, a revised Bylaw for the Personnel Board.



## Expected Presentation Outline:

- Review of reason for Bylaw Update
- Identification of major changes: what is new, what is left out
- Comparison of the recommendations from the PS Task Force
- Outline of public comments/ Select Board recommendations
- Summary of intention re: Bylaw Update
- Time Request: (max time of 10 minutes for presentation at TM)

# TOWN OF CONCORD DIVERSITY, EQUITY & INCLUSION COMMISSION



**FOCUS**



**CHAMBER OF  
COMMERCE**



**PUBLIC  
SAFETY**



**TOWN  
GOVERNMENT**



**CONCORD PRIDE  
2024**



**CLIMATE and  
CULTURE**



## 2023-2024 ACTION PLAN



## AUTHORIZE NEW MIDDLE SCHOOL NAMING ...WHY ?

Ellen Garrison was born in Concord, Massachusetts , daughter and grand daughter of enslaved men. Her Grandfather Cesar Robbins was a Patriot of Color who stood at the Old North Bridge

Ellen attended Concord public schools and spent her life as an educator teaching the formerly enslaved people, Almost a century before Rosa Parks, Ellen became one of the first African Americans in the United States to challenge the legitimacy of the Civil Rights Act of 1866. It is believed that Ellen's lawsuit was later cited as precedent in the Rosa Parks case

Ellen Garrison would be the first alumni of the Concord Public Schools and the first person of color to have a public building named after them in nearly 400 years in Concord,

AUTHORIZE NEW MIDDLE SCHOOL NAMING – NAME THE NEW CONCORD MIDDLE SCHOOL ELLEN GARRISON MIDDLE SCHOOL

ARTICLE XX.

To determine whether the Town will urge the Select Board as outlined in Town of Concord APP # 43 Naming of Town Property to approve the naming of the publicly-owned property currently being built at 923 Old Marlboro Road in Concord, MA as ELLEN GARRISON MIDDLE SCHOOL or take any other action relative thereto.

## Review of Historic District Commission and Historical Commission...Why?

Both commissions were formed in 1960 and 1973 respectively and their charges have not been updated since 1982. ( 41 years)

The recommendation for review would focus primarily on ways to update the protocols and procedures of said commissions to ensure they reflect 21st-century priorities of the Town:

- Commitment to diversity, equity, inclusion
- Promote economic vitality, and
- Historic preservation that is welcoming and inclusive of all people

AUTHORIZE A TASK FORCE TO REVIEW AND UPDATE THE CHARGES, POLICIES AND PROTOCOLS OF THE HISTORIC DISTRICTS COMMISSION AND THE HISTORICAL COMMISSION  
ARTICLE XX.

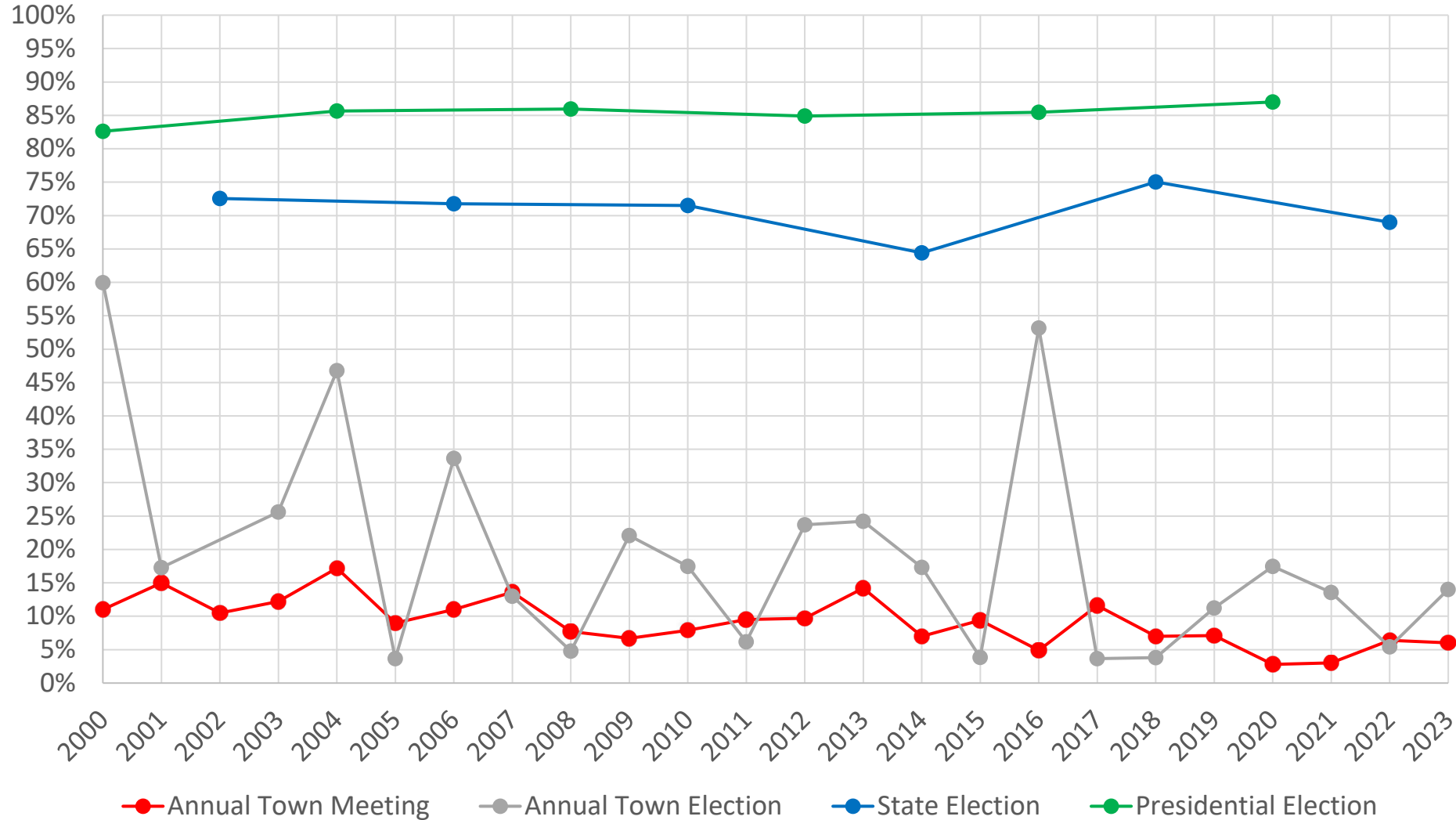
To determine whether the Town will direct the Selectboard, in close collaboration with the Diversity Equity and Inclusion Commission, to create a short-term task force that will conduct a full and complete review of the charges, policies, protocols and enabling legislation of the the Historic Districts Commission and Historical Commission, and recommend to the Selectboard any updates, changes, and improvements needed.

Both commissions were formed in 1960 and 1973 respectively and their charges have not been updated since 1982. The recommendation for revision and revised charges would focus primarily on ways to update the protocols and procedures of said commissions to ensure they reflect 21st-century priorities and the Town's commitments to diversity, equity, inclusion, promote economic, vitality, and historic preservation that is welcoming and inclusive of all people. The task force would be empaneled by June 30, 2024 with its report due to the Selectboard in no less than 90 days.

# Warrant Article on Town Meeting Voting by Special Election

# Very Low Town Meeting Voting Turnout

## Special Election Turnout higher than Town Meeting



## Article Text

“Beginning in 2025 and thereafter, all warrant articles for Town Meeting shall be presented to all registered voters in a Town special election to be held within three weeks of Town Meeting. The special election shall bind the town, any vote to the contrary in Town Meeting notwithstanding.”

## Legal Authority

Massachusetts Laws Chapter 39, §9A

“A town may provide by charter or by-law that the election of town officials ***and other matters to be determined by ballot*** shall take place in February, March, April, May or June before or after the annual meeting...”

No discernable prohibition anywhere in State laws on what the “other matters” may be

# Is Town Meeting a “Legislature?”

	US Congress	State Legislatures	Town Meeting
Absenteeism Rate	2% <sup>1</sup>	5-15% <sup>2</sup>	95% <sup>3</sup>
Partisanship	Yes	Yes	No
Committee Membership	Yes	Yes	No
Compensation	\$174K	\$91.5K (in Massachusetts)	0

<sup>1</sup>Low absenteeism aided by proxy voting in House of Representatives, turnout averaged over ALL measured not the *highest* turnout measure

<https://riponsociety.org/article/the-absentee-congress/>

<sup>2</sup>Wide range of absenteeism by state: “Why do Legislators Skip Votes? Position Taking vs Policy Influence” Adam Brown & Jay Goodliffe, Political Behavior (2017) **39**: 425-455

<sup>3</sup>Depending on data used, tabulated votes of a few hundred on contested measures (eg leaf blower article) vs 13,764 registered voters indicates 97.5% absenteeism rate

# Alternatives to live debate and deliberation

- Discussion in Concord Bridge
- Technology such as “Blackboard” enables thread creation & asynchronous discussions – used widely in Universities

**Create Threads**

*This information applies only to the Original Course View. Your institution controls which tools are available.*

A **thread** is a conversation within a forum that includes the initial post and all replies to it.

**Example:** You can create a forum that addresses a broad subject, such as "Addicted to Oil." Next, you create two threads containing the specific issues to be discussed, such as replacing oil usage with nuclear power, and the pros and cons of conservation. To ensure students post only to existing threads, consider disallowing thread creation in the forum settings.

**Example:** You create a forum and ask a question or provide the instructions or details in the description, such as "How can we reduce reliance on oil?" Then, students create threads for each solution to the problem of oil addiction. All members post to existing threads, comment on given answers or create new threads to present new solutions. In the forum settings, be sure you select the *Allow Members Create New Threads* option.

*If you enable thread grading, members can't create new threads.*

Forum: How can we reduce our reliance on oil?

Thread	Posts
Nuclear Power	Post A, Post B, Post C
Solar Power	Post 1, Post 2, Post 3
Conserve Power	Post X, Post Y, Post Z

Threads