



OLD NORTH BRIDGE

**TOWN OF CONCORD**

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

**Select Board Agenda**

Monday, December 18, 2023 at 6:00 PM

Town House, Select Board Room, 22 Monument Square

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86070370409?pwd=VituumVud2puSjdTSUlpUENkemIvUT09>

Meeting ID: 860 7037 0409

Passcode: 778228

Dial In Toll-Free: 877 853 5257

#	Time*	Agenda Item
I.	6:00 PM	Public Comment: Public Comment is limited to up to 15 minutes, with no more than 3 minutes allocated to any one speaker. Public Comment is limited to items that are not on the agenda.
II.	6:15 PM	Consent Agenda <ul style="list-style-type: none"> <li>a. Meeting Minutes               <ul style="list-style-type: none"> <li>i. November 20, 2023</li> </ul> </li> <li>b. Town Accountant Warrant: November 30, 2023; December 7, 2023</li> <li>c. Gift Acceptance from the Concord-Carlisle Community Chest to the Council on Aging Outreach Worker Gift Account in the amount of \$12,712.00 and to the Council on Aging Social Services Coordinator Gift Account in the amount of \$5,905.50</li> <li>d. Retroactive Approval for a Sunday Entertainment License for 51 Walden Performing Arts Center for Sunday, December 17, 2023 from 2:00 PM to 5:00 PM for the Opera 51 Performance</li> <li>e. Committee Nominations:               <ul style="list-style-type: none"> <li>i. Tanya Barteveyan of 62 Prescott Road to the Concord Center Cultural Task Force for a term to expire December 31, 2024 or at the completion of the work of the task force</li> <li>ii. Richard Fahlander of 399 Old Bedford Road to the Concord Center Cultural Task Force for a term to expire December 31, 2024 or at the completion of the work of the task force</li> </ul> </li> <li>f. Amended Concord Center Cultural Task Force Charge</li> <li>g. Letter of Support for Regional Transportation Grant</li> <li>h. Ratification of the Intermunicipal Agreement for the 250<sup>th</sup> American Revolution Celebration</li> </ul>
III.	6:20 PM	Committee Appointments

		<p>a. Lynda Ferrari of 20 Damon Street to the West Concord Advisory Committee to complete an unexpired term to expire May 31, 2024</p> <p>b. Timothy Whitney of 315 Lexington Road to the Historic Districts Commission as a designee of the Planning Board for a term to expire January 1, 2026</p>
IV.	6:25 PM	Town Manager's Report
V.	6:35 PM	Chair's Report
VI.	6:45 PM	Select Board Liaison Reports
VII.	7:00 PM	<p>Authorize Town Manager to determine appropriate action with regard to Massport response to Public Records Request for documents relating to Hanscom North Airfield Project and to direct Special Counsel accordingly</p> <p>Presenter: Henry Dane, Select Board Chair</p>
VIII.	7:15 PM	<p>Determine whether to participate in and fund Air Quality Study of Hanscom North Airfield</p> <p>Presenter: Mark Giddings, Concord Representative on the Hanscom Field Advisory Committee</p>
IX.	7:25 PM	<p>Approve 2024 Annual Select Board License Renewals</p> <p>Presenter: Shannon McAndrew, Executive Assistant to the Select Board</p>
X.	7:35 PM	<p>Update on Fiscal Year 2025 Budget and Discuss Consolidated Town Budget Article for Annual Town Meeting</p> <p>Presenters: Kerry Lafleur, Town Manager and Anthony Ansaldi, Chief Financial Officer</p>
XI.	7:55 PM	<p>Review Annual Town Meeting Warrant Articles and Sponsorship:</p> <ul style="list-style-type: none"> <li>- Article to Authorize Borrowing for Solar located at the Landfill and CCHS</li> <li>- Article to Amend the Town Fossil Fuel-Free Bylaw to align with State Guidance</li> <li>- Article to Appropriate Funds to the 250<sup>th</sup> American Revolution Anniversary Celebration</li> </ul>
XII.	8:15 PM	Communications and Documents of Interest for Information but Not Discussion
XIII.	8:15 PM	Adjournment

*\*Times are approximate and subject to change*

**Upcoming Meetings:**

**Tuesday, January 2, 2024 (if needed)**

Monday, January 8, 2024

Monday, January 29, 2023



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.

**Town of Concord  
Select Board  
Minutes  
November 20, 2023**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting both in-person at 22 Monument Square on the 2<sup>nd</sup> floor in the Select Board Room and via Zoom at 5:30 PM on November 20, 2023.

Present were: Henry Dane, Chair; Mary Hartman, Clerk; Terri Ackerman, Linda Escobedo (via Zoom), and Mark Howell

**Call to Order**

Select Board Chair Henry Dane called the meeting to order at 5:30 PM.

Select Board Clerk Mary Hartman confirmed the members present were Chair Dane, Ms. Ackerman, Ms. Escobedo (via Zoom), and Mr. Howell.

**Executive Session under G.L. c. 30A, § 21(3) to discuss strategy with respect to litigation – per and polyfluoroalkyl substances (PFAS) settlement**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to enter an Executive Session under G.L. c. 30A, § 21(3) to discuss strategy with respect to litigation – per and polyfluoroalkyl substances (PFAS) settlement, and to reconvene in Open Session at 6:00 PM.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Public Hearing – Fiscal Year 2024 Tax Classification**

The Select Board moved from the Select Board Room to the Public Hearing Room for larger space for attendees.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to open the Public Hearing for the Fiscal Year 2024 Tax Classification at 6:00 PM and to continue the Public Hearing to 7:00 PM.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

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Chair Dane explained that there was a clerical error in the legal advertisement in the Concord Bridge regarding the start time of the Public Hearing, so the Select Board opened and continued the Public Hearing to its intended start time.

**Public Comment**

Joe Palumbo of 90 Black Horse Place and Co-Chair of the Diversity, Equity, and Inclusion Commission appeared before the Select Board to thank them for their vote to cover the Tercentenary Markers. Mr. Palumbo continued that residents are asking questions regarding indigenous voices on this matter and the Commission would like to reiterate that they hear from indigenous voices that these markers cause them harm and hurt.

Tanya Gailus of 62 Prescott Road appeared before the Select Board and commented on the value of individual artists in Town and to keep this in mind with different committees, opportunities, etc. for participation.

**Review and Approve Concord Center Cultural District Task Force Charge**

Mimi Graney, Economic Vitality Manager, appeared before the Select Board and presented the proposed Concord Center Cultural District Task Force charge. Ms. Graney explained that there are two cultural districts in Town, one being Concord Center, and that the former Concord Center Cultural District Committee fell into an inactive status. Ms. Graney continued that the proposed Task Force would be charged for one-year to administer the year's cultural district grant funding and to determine the best course of action for this group moving forward, such as consolidating the work into another cultural organization or existing Town committee.

Ms. Escobedo asked a question regarding the proposed membership being three members compared to other committee's that typically have around five members.

Mr. Howell also raised concern on the membership, reminding the Select Board of Tanya Gailus's remarks in the Public Comment period and noting that the two member quorum that would come from a three member Task Force could cause issues with Open Meeting Law violations.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Concord Center Cultural Task Force charge with the amendment of increasing the membership from three to five members.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Consider the Removal of Parking Meters in Concord Center and West Concord**

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Mimi Graney, Economic Vitality Manager, appeared before the Select Board and presented a memorandum regarding the removal of parking meters in Town. Ms. Graney explained that there are 339 individual parking meters, with two different types of parking meters, one being the currently inactive street meters and the other being the meters that exist in the MBTA Commuter Rail parking lots. Ms. Graney continued that there likely would need to be a Request for Proposal process to determine the cost of removal, as the Public Works Department is not presently equipped to remove the meters.

Ms. Ackerman asked what the downside was to not removing the parking meters.

Ms. Graney responded that challenges that the parking meters pose are making snow removal more difficult, potentially causing safety hazards for people who are mobility challenged, and visual aesthetics. She went on to inform the board that she created this memorandum in response to a request from the Select Board Chair.

Mr. Howell noted that if the cellular reception in Town was not so poor, the parking meters likely would have worked as intended. Mr. Howell continued that he is concerned about removing the parking meters without revisiting the goals of the Parking Management Plan.

Ms. Escobedo reiterated Ms. Graney's point regarding safety hazards for people who are mobility challenged and that she is focused on ADA access and improving this access in Town.

Upon a motion duly made and seconded, it was **voted:** to authorize the Town Manager to take the necessary steps to remove all on-street parking meters as listed in the memorandum included in the Select Board meeting packet.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – No

The vote passed 4-1-0.

**Consent Agenda**

- a. Meeting Minutes: November 6, 2023
- b. One Day Liquor Licenses:
  - i. Open Table New Years Eve Fundraiser for All Alcoholic Beverages on Sunday, December 31, 2023 from 8:30 PM to 12:15 AM at the Scout House, 74 Walden Street
  - ii. Concord Youth Theatre Annual Cabaret Fundraiser for Wines & Malt Beverages Only on Saturday, January 6, 2024 from 7:00 PM to 11:00 PM at Concord Youth Theatre, 53 Church Street
- c. Town Accountant Warrant: November 9, 2023; November 16, 2023
- d. Committee Nominations:

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- i. Kate James of 45 Estabrook Road to the Concord Center Cultural District Task Force for a term to expire December 31, 2024 or at the completion of the work of the task force
- ii. Jerry Wedge of 109 Heaths Bridge Road to the Concord Center Cultural District Task Force for a term to expire December 31, 2024 or at the completion of the work of the task force
- iii. Carole Wayland of 6 Abbott Lane, Apartment 6 to the Concord Center Cultural District Task Force for a term to expire December 31, 2024 or at the completion of the work of the task force
- iv. Ross Jacobson of 16 Belknap Court to the Economic Vitality Committee for an extended term to correctly stagger terms to expire May 31, 2027
- v. Tim Hult of 20 South Meadow Ridge to the Concord Middle School Building Committee for a term to expire at the completion of the project

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Committee Appointments**

There were no Committee Appointments at this meeting.

**Town Manager's Report**

Deputy Town Manager Megan Zammuto presented the Weekly Operations Report for the week ending November 17, 2023. The full Weekly Operations Report can be viewed on the Town Manager's webpage on the Town website here – <https://concordma.gov/3239/2023-Town-Manager-Weekly-Operation-Report>.

**Consider Sponsorship of the Hanscom North Airfield Community Forum  
to take place on December 6, 2023**

Ms. Ackerman noted of the Hanscom North Airfield Community Forum taking place on December 6, 2023 that the Select Board has been invited to sponsor.

Ms. Escobedo noted that currently, on the flyer for the event, there is no Zoom dial-in number and asked that this be included. Ms. Escobedo continued that it is important to include dial-in numbers for all Zoom meetings for accessibility.

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Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to be a sponsor of the Hanscom North Airfield Community Forum to take place on December 6, 2023.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Review Affidavit for 10A Attawan Road and Review and Approve Conveyance of Land for 162 Plainfield Road**

Delia Kaye, Natural Resources Director, appeared before the Select Board and presented the affidavit for 10A Attawan Road. Ms. Kaye explained that Town Counsel’s response to the Select Board’s prior concerns was to use an affidavit rather than a Confirmatory Deed for the property, which will keep the property protected through the care of the Natural Resources Commission. Ms. Kaye noted that there is no Select Board vote required for this item.

Ms. Kaye continued to the Conveyance of Land for 162 Plainfield Road, noting that at the 2023 Annual Town Meeting, Town Meeting approved the conveyance of 258 square feet of land (Parcel B) from the Town conservation parcel at 14Y Plainfield Road to the 162 Plainfield Road landowners, so that this request is to formalize the deed conveying Parcel B and a Memorandum of Understanding between the Natural Resources Commission and the 162 Plainfield Road landowners.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve and authorize the execution of the deed for Parcel B Conveyance, 162 Plainfield Road.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Review and Approve Amendments to the 2024 Annual Town Meeting Calendar**

Chair Dane noted that the Planning Board has requested to change the date of the Planning Board Public Hearing from Wednesday, March 13, 2023 to Tuesday, March 12, 2023.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the amended 2024 Annual Town Meeting Calendar as included in the Select Board meeting packet.

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Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Chair's Report**

There was no Chair's Report at this meeting.

**Select Board Liaison Reports**

Mr. Howell reported on:

- Historic Districts Commission – Discussions were had to gain a better understanding of the covering of the Tercentenary Markers, which was approved by the Select Board at the last meeting. Mr. Howell continued that the covering of the markers would require a Certificate of Appropriateness application with the Historic Districts Commission and an application would need to be submitted soon for their December meeting. Alternatively, he noted that the HDC Chair had pointed out that the Select Board had the authority to remove the signs temporarily for maintenance purposes. Mr. Howell noted that he had proposed the covering of the signs because it was a less permanent approach while the DEI Commission and Historical Commission continued to look into alternatives, but alternatives have not yet been decided.

Upon a motion duly made and seconded, it was **voted:** to remove the Tercentenary Markers for temporary maintenance while the Town proceeds with the Historic Districts Commission process.

Roll Call Vote:

Chair Dane – No  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

The vote passed 4-1-0.

- Concord Middle School Building Committee – Recently had a tour of the new construction, which is coming along nicely.
- Natural Resources Commission – Working on the Warners Pond Task Force charge in which there has been significant community input in the process. The Commission will be discussing an amended version of the charge at their next meeting in early December and will be posted on the Commission webpage for community review.
- Personnel Board – Working on amendments to the Personnel Bylaw, which the Board will hear more about at the Annual Town Meeting Preview Meeting.

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For the sake of time, the remainder of the Select Board Liaison Reports were tabled until the next meeting.

**Continued Public Hearing – Fiscal Year 2024 Tax Classification**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to reopen the Public Hearing for the Fiscal Year 2024 Tax Classification.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

Meredith Stone, Town Assessor, appeared before the Select Board and provided a presentation on the Town Classification for Fiscal Year 2024. Ms. Stone's full presentation is included in the Select Board meeting packet.

Chair Dane then discussed a timeline of which the Select Board has considered the implementation of the residential exemption over the past year. Chair Dane continued that if the Town believes in having economic diversity and allowing many elderly residents to continue living in Concord, the residential exemption makes sense and is beneficial for the Town.

Ms. Hartman commented on how the problem that the Town must address is spending, and lowering the Town's spending is the best way to lower taxes.

The Select Board then took public comment. The below comments have been summarized, but the full duration of the public comment period can be viewed in the meeting recording on Minuteman Media Network's YouTube channel here – <https://www.youtube.com/watch?v=arzplySfVk&t=9573s>.

Breht Feigh of 149 Spenser Brook Road, Mark Martines of 66 Alfrord Cricle, Mark Rigazio of 142 Chestnut Street, Joel Laurin of 134 Southfield Road, and Scott Smigler of 1266 Monument Street all commented on an opposing view of the residential exemption and urged the Select Board to halt on the implementation of the exemption and consider implementation in Fiscal Year 2025 or 2026. Mr. Feigh also noted of petition that has been created and signed by residents urging the Select Board to halt on the implementation.

Mari Weinberg of 26 Hillside Avenue, Mike Mahoney of 29 Concord Green, Stephan Bader of 7 River Street, David Hessel of 30 Concord Greene, and Tanya Gailus of 62 Prescott Road all commented in a favorable view of the residential exemption, citing the need for economic diversity and personal stories of how much the exemption will mean to the residents that will significantly benefit from it.

John Boynton of 72 Chestnut Street, Lindsay and Scott Gillis of 80 Alfrord Circle and James Nairus of 341 Mattison Drive then commented in an opposing view of the residential exemption, noting that the residential exemption will only encourage greater spending and that higher valued homes are facing the burden of the greater spending.

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Ellen Quackenbush of 206 Prairie Street, Margaret Wright-Gaudet of 62 Maple Street, Pamela Dritt of 13 Concord Greene, Jim Ricker of 68 Shore Drive, Jane Prentice of 15 Fern Street, and Joan Densberger of 17 Concord Greene all commented in a favorable view of the residential exemption, noting that the exemption is a more fair way to distribute taxes amongst the full community and urge the Select Board to move forward with implementation. Mr. Ricker continued that he would like to see the implementation of the exemption stimulate more dialogue amongst residents especially regarding the Town's spending.

Mark White of 233 Independence Road asked a question regarding the number of applicants.

Mr. Howell responded that the Assessors Office has currently received 3,500 applications, and that the tax rate was modeled under the assumption that the final total number of applications received would be closer to 4,000. Mr. Howell continued that any residents who own their home and live in it as their primary residence should apply for the exemption because their total tax bill will be lower even if they do not see a net gain from the exemption.

Ms. Ackerman thanked everyone for their comments and participation in the Public Hearing. Ms. Ackerman continued and clarified that the vote for the Concord Middle School and the residential exemption are two completely separate votes and actions taken by the Town and should not be tied together.

Ms. Hartman also thanked everyone for their comments and participation in the Public Hearing. Ms. Hartman noted that there is currently a lot of misinformation about the residential exemption spreading. Ms. Hartman continued that at this point, it would be unfair for all of the applicants who already applied for the exemption to put a halt on the implementation.

Mr. Howell added that there is value in using the residential exemption as a tool, even if it is imperfect, but that the Town must take the necessary time and steps to adapt to this tool.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to close the Public Hearing for the Fiscal Year 2024 Tax Classification.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to select a residential factor single rate.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

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Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to not grant an open space discount.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to adopt a residential tax exemption of 10% in concert with the vote taken by the Select Board on August 7, 2023.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to not adopt a small commercial exemption.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Discuss and Finalize comments compiled for the Mass Housing Response Letter for the Thoreau Residences 40B Application**

Chair Dane presented a draft letter that has comments compiled to be submitted to Mass Housing in response to the Thoreau Residences 40B application.

Ms. Ackerman noted that the Transportation Advisory Committee’s comment letter should also be included.

Chair Dane responded that he would incorporate their comments and also include a copy of their comment letter.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the letter to Mass Housing with the amendments as discussed and to authorize Chair Dane to sign the letter on behalf of the Select Board.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye

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Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Communications and Documents of Interest for Information but not discussion**

**Adjournment**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to adjourn the meeting at 9:12 PM.

Roll Call Vote:

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Ms. Escobedo – Aye  
Mr. Howell – Aye

**Meeting Materials:**

[Select Board Meeting Packet for November 20, 2023](#)

[Select Board Meeting Recording for November 20, 2023](#)

**Town of Concord**  
**Finance Department**  
*memorandum*

**TO:** Kerry A. Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Jr., Chief Financial Officer  
**SUBJ:** Concord – Carlisle Community Chest Gift  
**DATE:** December 4, 2023



Please place on the Select Board's agenda this donation to be allocated to the following **Council on Aging** Gift accounts:

Concord – Carlisle Community Chest, Inc.  
19 Main Street, Suite 2  
Concord, MA 01742

Outreach Worker COAORW 4510086-4850	\$ 12,712.00
Social Services Coordinator SOCSVC 45100059-4850	\$ 5,905.50
	Total \$ <u>18,617.50</u>

Accepted: \_\_\_\_\_  
*Clerk*

Date: \_\_\_\_\_

# Town of Concord



## BATCH 989 PAYMENTS PROOF - SUMMARY

CLERK : 4819msimard      BATCH NUMBER : 989  
BATCH PROCESSING DATE : 12/04/2023

TENDER TYPE	QTY	TOTAL AMOUNT
CHECK	2	18,617.50
TOTAL :		18,617.50

Handwritten notes and stamps: "DEC - 4" in red, "7" in blue, and a signature.

# Town of Concord



## BATCH 989 PAYMENTS PROOF

CLERK: 4819mstjmar  
 BATCH PROCESSING DATE: 12/04/2023  
 BATCH NUMBER: 989

RECEIPT LINE	YEAR	BILL CHARGE DESCRIPTION	TYPE	CATEGORY	PRIN PAID	CUST #	NAME	PROPERTY ID	TOTAL AMOUNT
3799	2024	2024 3799	MS	Misc	Cash Receipts	CUSTOMER	0.00	0.00	12,712.00
1		REVENUE: COAORW COA OUTREA			12,712.00				
		REVENUE: 45100086 4850							
		CASH: 99000000 100802							
1		CHECK			12,712.00	DESC: CC Com Chest FY24 2 of 2			
									MEMO: Concord-Carlisle Community Che
									REF2: 12/05/2023
3800	2024	3800	MS	Misc	Cash Receipts	CUSTOMER	0.00	0.00	5,905.50
1		REVENUE: SOCSVC SOCIAL SVC			5,905.50				
		REVENUE: 45100059 4850							
		CASH: 99000000 100802							
1		CHECK			5,905.50	DESC: CC Comm Chest FY24 2 of 2			
									MEMO: Concord Carlisle Community Che
									REF2: 12/05/2023
TOTAL RECEIPTS: 18,617.50									
TOTAL PAYMENTS: 18,617.50									
TOTAL PRINCIPAL PAID: 18,617.50									
TOTAL INTEREST PAID: 0.00									
TOTAL INTEREST HELD: 0.00									

Concord-Carlisle Community Chest, Inc.

19 Main Street, #2  
Concord, MA 01742  
978-369-5250

Cambridge Trust Company  
53-59/113

7820

11/14/2023

PAY TO THE ORDER OF TOWN OF CONCORD/COA

\$ \*\*18,617.50

Eighteen thousand six hundred seventeen and 50/100\*\*\*\*\* DOLLARS

PROTECTED AGAINST FRAUD

TOWN OF CONCORD/COA  
COUNCIL ON AGING  
PO BOX 535  
CONCORD, MA 01742

*James Belfrage*  
*Jennifer C. Ubbelohde*

⑈007820⑈ ⑆011300595⑆ ⑈3251926868⑈

© 2021 INTUIT INC. 1-800-433-8310

MEMO

Concord-Carlisle Community Chest, Inc.

7820

11/14/2023

TOWN OF CONCORD/COA

Date	Type	Reference	Original Amount	Balance Due	Payment
06/15/2023	Bill		18,617.50	18,617.50	18,617.50
			Check Amount		18,617.50

*Coa Outdred Water*  
*Socid Servia*  
*Coordinator*

\$12,712. 45100086-8M - COA OEW  
 \$5,905.50 45100059-8M - SOC SVC

Cambridge Trust Prin

18,617.50



**Town of Concord**  
Finance Department  
22 Monument Square  
P.O. Box 535  
Concord, Massachusetts 01742

December 4, 2023

Concord – Carlisle Community Chest  
19 Main Street, Suite 2  
Concord, MA 01742

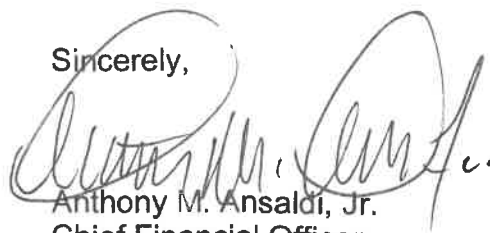
**Re: Council on Aging Gift Accounts**

This will acknowledge your gift totaling \$18,617.50 made to the allocated to the following Council on Aging Gift Accounts:

Outreach Worker	\$12,712.00
Social Services Coordinator	\$ 5,905.50
	<hr/>
	\$18,617.50

Thank you for your generous contribution.

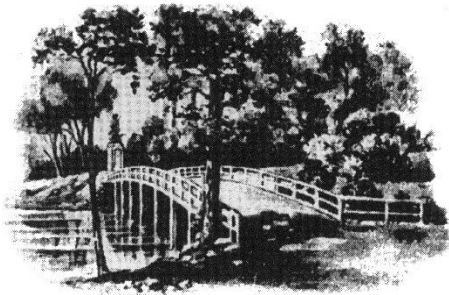
Sincerely,



Anthony M. Ansaldi, Jr.  
Chief Financial Officer

cc: Town Manager

This gift is deductible for federal income tax purposes to the extent allowed by law. No goods or services were provided in return for this gift. The Town's Tax Exempt ID number is 04-6001121. Gifts made to the Town are deductible in accordance with IRC section 170(c)(1).



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

To: Concord Select Board

From: Shannon McAndrew, Executive Assistant to the Select Board

Date: December 18, 2023

Re: Sunday Entertainment License – 51 Walden Performing Arts Center

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Included in your packet is a Sunday Entertainment License application for the 51 Walden Performing Arts Center located at 51 Walden Street. The application is for the performance of opera, *Così fan tutte*, on Sunday, December 17, 2023 from 2:00 PM to 5:00 PM. The application is complete with payment.

I am requesting that the Select Board retroactively approve the application for the Sunday Entertainment License as the application was received via USPS while I was out of the office before the last Select Board meeting on Monday, December 4, 2023.

# Application for License for Public Entertainment on Sunday

Form 90

12/1/23

(Date)

Hon. Henry Dane Chairman of Board of Selectmen, Concord

Dear Sir:

The undersigned, in accordance with chapter 136 of the General Laws, as amended, hereby requests a license for

a performance of Mozart's opera  
Così fan tutte, in concert format

(Insert Description of Entertainment)

in or on the property at No. 51 Warden St. Street  
(Name of Building)

on Dec 17, 2023 from 2 P.M. to 5 P.M.  
(Date)

The concert or entertainment above mentioned is to be in keeping with the character of the Lord's Day and not inconsistent with its due observance.

Licensee or

Authorized representative

51 Warden, Eng.

Charles Wayland

(Sign name legibly)

Home Address,

6 Abbot Lane Apt. 6  
Concord, MA 01742

## PROGRAM OF CONCERT OR ENTERTAINMENT

No.	Name of Artists, Orchestra or other Entertainment	Nature of Entertainment	Description of Costume to be worn
	<u>Opera 51</u>	<u>opera</u>	<u>not costumed</u>

THIS APPLICATION AND PROGRAM MUST BE SIGNED BY THE LICENSEE OR AUTHORIZED REPRESENTATIVE OF ENTERTAINMENT TO BE HELD, NO CHANGE TO BE MADE IN THE PROGRAM WITHOUT PERMISSION OF THE AUTHORITIES GRANTING AND APPROVING THE LICENSE.

THE FEE OF \$ \_\_\_\_\_ TO ACCOMPANY THIS APPLICATION AND PROGRAM WHEN FORWARDED TO THE COMMISSIONER OF PUBLIC SAFETY FOR APPROVAL.

**Town of Concord  
Concord Center Cultural District Task Force  
Charge**

**Background and Purpose**

The Concord Center Cultural District was created by the Massachusetts Cultural Council in January of 2016. The cultural district is intended to heighten public awareness of the unique cultural features and resources of the district. Concord Center is the town's civic center and primary neighborhood shopping area with a wealth of historical points of interest and other cultural resources. Creation of the district will boost visits to the district, promote commerce and support local artists.

To consolidate entities working on overlapping efforts, this Task Force is established on a temporary basis with a one-year term (January through December 2024) to oversee the administration of grant resources specific to the district and to recommend an existing entity that can facilitate the Concord Center Cultural District on a permanent basis.

**Membership**

The members of the Concord Center Cultural District Task Force shall be appointed by the Select Board for a one-year term. The Task Force will be comprised of three members who represent cultural institutions in the district and members of the arts community.

**Duties and Responsibilities**

1. Administer the Massachusetts Cultural Council's Cultural District grant by soliciting and selecting appropriate projects that meet the funder's goal of stimulating new arts and culture activity and attracting creative businesses. Ensure compliance with funder requirements.
2. Recommend no later than August, 2024 to the Select Board a complementary entity such as within an existing town committee, a non-profit or other group, that can be granted a permanent charge to oversee the Concord Center Cultural District.

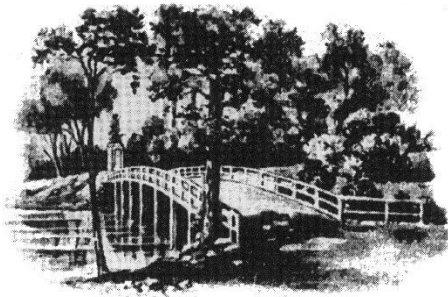
**Other Considerations**

The Concord Center Cultural District Task Force is responsible for conducting its activities in a manner that complies with all relevant State and local laws and regulations, including but not limited to, the Open Meeting Law, Public Records Law and

Approved: November 20, 2023  
Amended: December 18, 2023

Conflict of Interest Law. The Committee shall consult with the Town Manager concerning the allocation of town staff or financial resources toward this effort.

DRAFT



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

Mr. Thomas Schiavone  
Massachusetts Department of Transportation  
10 Park Plaza, Suite 4160  
Boston, Massachusetts 02116

Dear Mr. Schiavone,

We, the Select Board for the Town of Concord, are writing to express our enthusiastic and unanimous support for the Town of Concord's application to the FY24 MassDOT Regional Transit Innovation Grant.

Our committee has identified a critical need within the Town of Concord – the establishment of a local public transportation service for the general public. It is crucial for our community to expand mobility options for residents, employees, and visitors who cannot or choose not to use private vehicles for their everyday transportation needs.

The absence of a local public transit service impedes the mobility and freedom of many people who live and work in Concord, particularly seniors, low-income residents, people with disabilities, and employees of local businesses. Limited transportation options for non-drivers makes it difficult or impossible for many people to travel to and from our two MBTA commuter rail stations, local medical facilities (including Emerson Hospital), businesses, village centers, schools, cultural institutions, or community centers. As a result, opportunities for employment, access to healthcare, inclusion in civic life, and more are limited for those who do not have regular access to a car.

Microtransit is an innovative and cost-effective solution for delivering high-quality public transportation to suburban communities like Concord. The Select Board believes that a microtransit service could be an effective strategy for connecting people to destinations throughout our community. This approach has been successful in similar communities, including NewMo in Newton and CrosstownConnect in Wellesley, which have similarities to Concord's layout with dense village centers around transit stops surrounded by low-density suburban neighborhoods.

Establishing a local public transit service is an essential step towards ensuring that all members of the community, regardless of their mode of transportation, have equal access to essential services and opportunities. It is also a critical step towards meeting Concord's commitment to reduce greenhouse gas emissions 80% reduction by 2050 from the baseline established in 2008.

Moreover, public transit will play a pivotal role in enabling the production of more housing without overburdening our road infrastructure. By providing a viable alternative to private vehicle usage, public transit can alleviate traffic congestion and accommodate population growth more sustainably.

A microtransit service is an ideal starting point for the Town of Concord since it will allow the Town to provide transit service to the entire community immediately. As residents, workers, and visitors begin to use the service, the Town will be able to gather data on where transit-reliant populations are located and what their travel patterns are. This data can then be used to identify potential routes for future shuttles, fixed-route bus services, and other transit investments.

We believe that the proposed MicroTransit service aligns with our community's vision for enhanced connectivity, inclusive mobility, and environmental sustainability. The undersigned members of the Concord Select Board appreciate your consideration of the Town of Concord's MassDOT Regional Transit Innovation application for FY24.

Sincerely,

Henry J. Dane

Chair of the Select Board

INTERMUNICIPAL AGREEMENT FOR  
BATTLE ROAD 2025/250<sup>th</sup> CELEBRATION CONSULTANT TEAM

THIS AGREEMENT is entered into by and between the Towns of Arlington, Concord, Lexington, and Lincoln, hereafter referred to collectively as the “Municipalities,” this 1st day of November, 2023, as follows:

WHEREAS, the Municipalities desire to share the services and costs of a common Consultant Team for Battle Road 2025/250<sup>th</sup> Celebration to provide Marketing, Public Relations and Events Management (the “Consultant Team”); and

WHEREAS, the Town of Concord, is willing and capable of providing the support and oversight necessary to hire a Consultant Team; and

WHEREAS, each of the Municipalities has obtained authority to enter into this Agreement pursuant to G.L. c. 40, s 4A;

NOW, THEREFORE, the Municipalities, in mutual consideration of the covenants contained herein, intending to be legally bound, agree under seal as follows:

1. Term. The term of this Agreement shall commence on September 1, 2023 and shall expire on June 30, 2026, unless terminated earlier as set forth herein. On or before January 1<sup>st</sup> of each year during the Term of this Agreement, the Municipalities shall review this Agreement to ensure that the agreement continues to meet the needs of each municipality. The Agreement may be renewed for a subsequent two-year term for up to a total of four years as voted of each municipality through its respective Select Board by January 1 of the year of the expiring term. Renewal shall be accomplished pursuant to a written agreement of the Municipalities.

2. Lead Municipality. During the Term of this Agreement, the Town of Concord, shall act as the lead municipality. The Town of Concord shall perform or provide the following:

- a. Issue Requests for Proposals for a Consultant Team to provide as the services described in Exhibit A: Core Consulting Services, attached and incorporated herein;
- b. Proposals will be evaluated and consultant selected by a Committee consisting of two representatives from each municipality.
- c. Enter into contracts with the Consultant Team to provide said services described in Exhibit A: Core Consulting Services;
- d. Manage the Consultant Team contract;
- e. Receive invoices from the Consultant Team and make payments in a timely manner for services rendered;
- f. Administer the collection, accounting and use of funds provided by the Municipalities to fund the Consultant Team contract;
- g. Provide overall program oversight and related administration; and
- h. Provide conflict resolution in accordance with Section 10 below.

3. Duties of the Consultant Team. During the Term of this Agreement, The Consultant Team shall perform services as described in Exhibit A: Core Consulting Services for an annual allocation of hours indicated in Exhibit B: Fee Structure for an annual allocation of hours as indicated in Exhibit B: Fee Structure, attached and incorporated herein.

4. Funding Structure and Payment. The Town of Concord shall annually request funds from each municipality for the upcoming year by July 1, with payments due within 30 days of the written request, and each municipality shall provide the requested annual funding to the Town of Concord, pursuant to the Fee Structure, attached as Exhibit B: Fee Structure. Funding for supplemental services not included in Exhibit A: Core Consulting Services and for additional hours in excess of the allotted hours in Exhibit B: Fee Structure shall be requested separately, at the discretion of the Town of Concord and the individual municipality. The Town of Concord shall hold all funds in a separate revolving fund account in trust for each municipality and shall not disburse such funds for any purpose other than payment of invoices from the Consultant Team for services rendered and other program expenses. Any municipality may borrow or lend hours to other municipalities upon written agreement between the impacted municipalities, provided that the total number of hours available to the Consultant Team remains constant.

5. Subsequent Year Adjustments. The annual allocation of hours in Exhibit B: Fee Structure shall be reviewed and adjusted, if necessary, annually, three (3) months prior to end of each year of the Term of this Agreement. The Town of Concord shall provide to all municipalities a record of the actual hours of services provided to each municipality during the current year of the term and if necessary, propose an amended Exhibit B in order to make any adjustment for the following year of the term, which shall be adopted as the Municipalities may agree, in accordance with Section 14. If adopted, payment allocations shall be adjusted to reflect the adjusted proportion of hours worked per year per municipality.

6. Indemnification. Notwithstanding the final sentence of G.L. c. 40, s 4A, to the extent provided by law, each municipality (the "Indemnifying Municipality") separately agrees to indemnify the Town of Concord, including all officials, officers, employees, agents, services and representatives, from and against any claim arising out of the duties performed by the Consultant Team pursuant to the Agreement in or on behalf of the Indemnifying Municipality. As to any claim or occurrence, the express indemnification set forth above shall be town-specific: Arlington's obligations shall be limited to the services provided for Arlington; Lexington's obligations shall be limited to the services provided for Lexington; and Lincoln's obligations shall be limited to the services provided for Lincoln. The Indemnifying Municipality's obligation to indemnify under this Section shall be limited to and benefited by the immunities and the limits on liability that would be applicable under M.G.L. c. 258 and any other law or statute limiting the liabilities of municipalities as if the negligent act or omission had been made by an employee of the Indemnifying Municipality. Furthermore, the Indemnifying Municipalities shall not be liable for any claims arising from:

- a. Violations of state or federal civil rights statutes;
- b. Violations of state or federal discrimination statutes;
- c. Wrongful termination claims;
- d. Violations of any state or federal statute dealing with employment practices; and

e. Claims that are covered by any insurance policy.

7. Termination. The Towns of Arlington, Lexington and Lincoln, by a vote of its Select Board, may withdraw from and terminate this Agreement at the end of any year with the provision of at least two months prior written notice to the Town of Concord. No such termination shall affect any obligation of indemnification that may have arisen hereunder prior to such termination. Upon such termination, the Town of Concord shall prepare full statements of outstanding unpaid financial obligations under this Agreement and present the same to the terminating Municipality for payment within thirty (30) days thereafter. The Town of Concord, by a vote of its respective Select Board, may terminate this Agreement upon the provision of at least one month prior written notice to the participating municipalities. After termination of this Agreement, the Town of Concord shall remain liable to the participating municipalities for any portion of the payments received not earned. Any municipality may withdraw from this Agreement at the end of any fiscal year in which the municipal legislative body has not appropriated funds sufficient to support that municipality's participation in the subsequent fiscal year, provided that in such an event, the municipality shall give as much notice to other municipalities as the circumstances allow.

8. Advisory Committee. There shall exist an Advisory Committee comprised of one (1) representative from each municipality, whom shall be appointed by the municipality's Town Manager/Administrator. Any recommendation made to the Project Manager of the Consultant Team shall be made by a majority vote of the Advisory Committee. The Advisory Committee shall endeavor to meet on a quarterly basis in July, October, January and April. The Town of Concord shall prepare and send to each municipality a quarterly status report prior to the quarterly meeting.

9. Conflict Resolution. The Advisory Committee may hold additional meetings to discuss and resolve any conflicts that may arise including, but not limited to, disagreements regarding the needs of each municipality and changes to the annual allocation of hours as indicated in Exhibit B: Fee Structure. Any unresolved issues shall be determined by the Town Manager of the Town of Concord.

10. Financial Safeguards. The Town of Concord shall maintain separate, accurate and comprehensive records of all services performed for each of the Municipalities hereto, and all contributions received from each municipality. The Town of Concord shall issue a financial report for each fiscal year to each of the municipalities by December 31 of the following year.

11. Assignment. None of the Municipalities shall assign or transfer any of its rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of the other Municipalities.

12. Amendment. This Agreement may be amended only by a writing signed by all Municipalities duly authorized thereunto.

13. Severability. If any provision of this Agreement is held by a court of appropriate jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any

other provision of this Agreement, or affect the application of such provision to any other circumstances, and the remaining provisions hereof shall not be affected and shall remain in full force and effect.

14. Governing Law. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts.

15. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.

16. Notices. Any notice permitted or required hereunder to be given or served on any municipality shall be in writing signed in the name of or on behalf of the municipality giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or three (3) business days after the date of any properly addressed notice sent by mail as set forth below:

Town of Arlington  
James Feeney, Town Manager  
730 Mass Ave. Annex  
Arlington, MA 02476

Town of Concord  
Kerry Lafleur, Town Manager  
Town House, P.O. Box 535  
22 Monument Square  
Concord, MA 01742

Town of Lexington  
James Malloy, Town Manager  
1625 Massachusetts Avenue  
Lexington, MA 02420

Town of Lincoln  
Timothy S. Higgins, Town Administrator  
16 Lincoln Road  
Lincoln, MA 01773

17. Complete Agreement. This Agreement constitutes the entire agreement between the Municipalities concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings between the Municipalities concerning the subject matter hereof. Each municipality acknowledges that it has not relied on any representations by any other municipality or by anyone acting or purporting to act for another municipality or for whose actions the any other municipality is responsible, other than the express, written representations set forth herein.

WITNESS OUR HANDS AND SEALS as of the first date written above.

**TOWN OF ARLINGTON**  
**By its Select Board**

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**TOWN OF CONCORD**  
**By its Select Board**

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**TOWN OF LEXINGTON**  
**By its Select Board**

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TOWN OF LINCOLN  
By its Select Board

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Exhibit A  
Core Consulting Services for Battle Road 2025/250th Celebration

## Scope of Work

- Overarching Communications Strategy
  - o Core material development:
    - Press kit, B roll, Media resources, FAQ – updated as needed
  - o ID key spokespersons
    - Develop key talking points
    - Media train spokespersons
  - o Establish metrics for data capture & establish tools to collect information
- Internal & External Communication- National and local Media channel identification
- Publicity of the region’s history and events commemorating the historical events
- Templates for social media, press releases, media communications, event promotional materials and associated creative.
- Development of a four-town website to promote the 250<sup>th</sup> anniversary and events in all four communities.
- Messaging support and coordination with communication teams of visiting dignitaries
- Create a crisis management communications plan and train appropriate spokespersons on messaging in the event of an emergency. This may include engaging a crisis communications consulting firm.
- Coordinate events between municipalities to maximize strained resources and create a more efficient flow of visitors between activities.
- Data collection and analytical reporting of the 250<sup>th</sup> year events – demographics of audience served, media clip reports, and analysis of what worked/didn’t work, lessons learned.
- Coordinate a collaborative transportation plan to ensure visitors and others have access to all four towns during the 250<sup>th</sup> celebration. This may include engaging a transportation consultant.

## Target Markets & Audience

The primary audiences for Battle Road 2025/250th Celebration will be:

1. New England residents
2. Regional markets: New York, New Jersey, Washington DC, Philadelphia
3. National markets: California, Mid-west
4. International markets: UK, Europe, and Asia
5. Collaborating municipalities of Arlington, Concord, Lexington, and Lincoln
6. Massachusetts’ state and federal senators and representatives, Massachusetts’ governor, and their affiliated staff members
7. Diplomatic teams of invited personalities (preparing them with information for speeches, etc.)
8. Freedoms Way
9. MAPC
10. MOTT
11. Regional Tourism

## Data Capture & Analytics

To determine the success and impact of marketing, public relations, and event management activities leading up to, surround, and post Battle Road 2025/250th Celebration regional and municipal events, it is vital to establish agreed upon metrics to measure post-2025. Strategies should be built into the program to capture, analyze, and report back key data, comprehensive media coverage, impact/engagement of social media, and other key metrics for use with program stakeholders and funding sources to measure program impact.

## Exhibit B Fee Structure

The participating municipalities will proportionally share the cost of operating the Consultant Team for Battle Road 2025/250<sup>th</sup> Celebration. The proportional share is determined based on the percentage of hours planned to support each municipality for core services as represented in the fee schedule.

Concord contributes through providing insurance, accounting, and office support (including telephone, computers, copy services, supplies, mailing costs, technology, internet/email).

Membership Fee Schedule		
Hours	% of hrs	Pro rata \$
Arlington	25	50,000
Concord	25	50,000
Lexington	25	50,000
Lincoln	25	50,000
total	100%	200,000

This fee structure does not include payment for supplemental services which will be proposed and invoiced outside of this agreement, with pre-approval from all four towns.

Lexington will coordinate the efforts on the website and crisis communications.

This fee structure does not include payment for hours provided above those allotted which will be invoiced for 15% above regular rate.



# TOWN OF CONCORD

*Office of the Town Manager*

## Operational Status Reports and Departmental Updates For the week ending December 1, 2023

### Town Administration

#### Assistant Town Manager



*Jessica Porter, ATM*

Please join in welcoming Jessica Porter to the position of Assistant Town Manager. The Assistant Town Manager position has several human service-related departments under its umbrella including Human Resources, Recreation, Senior Services, Veterans' Services, Risk Management, and Community Services.

Ms. Porter brings fifteen years of municipal experience in human resources and administration to the position, including as the Human Resources Director for the towns of Andover and Belmont, where she served as department head for all human resource functions, including collective bargaining, benefits programs, and recruiting. She was also the Assistant Town Manager for the Town of Bedford where she managed, among other duties, all affordable housing related activities.

Jessica is starting on Monday, December 4, 2023, and her office will be located at 55 Church Street.

### Police Department

#### Activity Log:

- Log items: 602
- Traffic enforcements: 42
- Motor vehicle stops: 62
- Motor vehicle crashes and/or paper exchanges: 10
- Arrests: 1

#### Community:

- Officers assisted with the annual Thanksgiving Day 5K Turkey Trot.
- Officers assisted with the annual Thanksgiving Day football game, Concord-Carlisle High School playing Lexington High School.
- David Braga began his career with the Concord police officer and was officially sworn in by Town Clerk, Kaari Tari.
- Police candidate James Miller began the Boylston Police Academy and will receive twenty-four (24) weeks of training before he begins his training with the Department.
- Interviews were conducted on potential police officer candidates.



*Town Clerk Tari swears in Officer Braga*

### Council on Aging:

On Saturday, Nov. 18, the senior class population significantly increased at CCHS thanks to the school's Annual Thanksgiving Luncheon for Concord/Carlisle senior residents. Over 100 senior residents attended and dozens of CCHS students, freshmen through seniors, were on hand to welcome, entertain, serve, clean up and earn community service hours.



Jan Kenneally (seated left) and Julie Melly (seated right) Jess Brown (left) CCHS Director of Food and Nutrition Services, and Andrea Gillis (right), CCHS Advisor to Class Government. Scenes from the luncheon (below)



## Tourism

Concord Visitor Center December hours will be Monday-Friday 9 am to noon, staffed by the Tourism Manager to help determine if year-round operations would be beneficial. Weekends will be staffed by tour guides from 10am to 4pm and the Holiday Vacation week will be 7 days 10-4, offering family friendly tours.

The Concord Bike share wrapped up its 2023 Season on Monday 11.27. Final ridership reports will be available shortly. An RFP will be going out for 2024 bike share, with new possible regional partners.

Beth Williams and Mimi Graney are submitting a MassDOT grant for innovation for a micro-transit program that could launch in the fall of 2024 and be added needed infrastructure for Concord250. Micro transit is an all-electric fleet of vehicles that can run both on demand and on a fixed route, is easily

modified to address changes in need/demand. The grant requires no match. We are in consultation with our partners in the IMA and the NPS about this project and will be needing letters of support soon. **This program would not replace the need for regional transit needs and those conservations are continuing with our partners.**

### **Recreation**

The winter programming registration has opened for members of Beede and residents of Concord. We currently have 296 participants registered for our youth basketball league so far, 192 registered for both ski programs (elementary grades 2-5 and Middle School grades 6-8). Musical Theater will be presenting Rumpelstiltskin and has both casts at capacity. Registration is open for non-residents and non-members of Beede next Wednesday, December 6. They are in the final stages of the interviewing process for a new Recreation Supervisor and a Beede Center General Manager.

### **Economic Vitality:**

The Making It Public Call for Art was issued with two virtual info sessions and two in-person site visits for prospective artists. With funding from the New England Foundation for the Arts and Metropolitan Area Planning Council, the project, entitled Fight for Freedom, will bring a temporary art installation to Concord Center for the autumn of 2024.

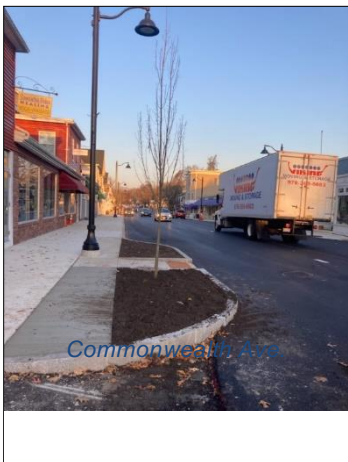
### **Public Works:**

**Commonwealth Ave Improvements** – Sidewalk reconstruction and paving of the Commonwealth Ave between Church St and Laws Brook Rd are complete. Trees were planted in the curb bump-outs. Pavement markings and the paving of driveway aprons are being scheduled at which point the project will be considered complete.

**Street Paving**-Recently paving was completed on Old Pickard Rd, Old Marlborough Rd, Butternut Cir, Mallard Dr, Black Duck Rd, Fox Ln, Minot Rd, Bradford St, and Winthrop St. Paving of the remaining streets under contract will resume in the spring.

**Gerow Recreation Area** – Installation of the pavilion roof continues. Final paving of the parking, driveway and certain walkways has been completed.

**Personnel News** In October, the Engineering Division welcomed Nexwan Norelus to their team as their newest Public Works Engineer. He joined the division after he spent fifteen years at the Massachusetts Department of Transportation performing roadway design, drainage design and construction inspections as well as preparing specifications and cost estimates. We look forward to



working with him.

## Town Clerk's Office

### 2024 Annual Dog License

All dogs ages 6 months and older are required to be vaccinated against rabies and must be licensed where the dog resides.

Dog license applications are being mailed with the annual census, but if you want a low tag number license your dog early!

You may license your dog(s) in person, online, or by mail beginning Monday, December 4 at 8:30 am.

- In person: 22 Monument Square, Mon – Thu: 8:30 am – 4:30 pm | Fri: 8:30 am – 12:30 pm
- Online (beginning December 4th):
  - Online dog licensing information: <https://concordma.gov/543/Dog-Licenses>
- By mail: 22 Monument Square, Concord, MA 01742



What you need:

- Rabies vaccination certificate – must be current (may be on file at Town Clerk's Office, if renewing or using a local veterinarian; email us if you are unsure)
- Owner information: Name, address, phone#, and email
- Dog name, breed, and date of birth
- Payment: \$15 (\$20 if not spayed / neutered) cash or check (payable to "Town of Concord"). Online payments require credit or debit card payments.
- Kennel licensing fees vary if you have more than 3 dogs.
- Kennel/Boarding location inspection is required prior to issuance of any kennel licenses.
- Self-addressed, stamped envelope (2 forever stamps for up to three dog tags)

Important deadlines

- March 31, 2024: Grace period for dog licensing ends
- April 1, 2024: \$25 late fee applies along with possible fines

For further information, contact:

Town Clerk's Office  
22 Monument Square  
Concord, MA 01742  
townclerk@concordma.gov  
978-318-3080

## Henry Dane

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**From:** Caroline Smith <csmith@McGregorLaw.com>  
**Sent:** Thursday, December 7, 2023 5:10 PM  
**To:** Henry Dane  
**Cc:** Kerry Lafleur; Greg McGregor  
**Subject:** RE: Town of Concord / Hanscom / Public Records Request / Confidential  
**Attachments:** ROE PAL EXECUTED Contract R-9002758.pdf; Hanscom North Airfield RFP\_FINAL\_8\_31\_21.pdf; McGregor PRR North Airfield.pdf; Right of Entry Agreement R-9002254\_North Airfield Ventures executed.pdf; ALP 2022 Sheet 02 - BED FUTURE ALP - signed.pdf; ALP 2022 Sheet 01 - BED AIRPORT DATA SHEET.pdf

Hi Henry,

The day after I sent my email, we received the attached letter and documents. The letter promises more documents once MassPort is done searching for them and a cost estimate in the future.

MassPort is still in violation of the laws I recited in my original email. We have no doubt MassPort will eventually come back with a cost estimate. When that happens, we will advise you to appeal that the SOS, because they failed to give the estimate within 10 business days.

You can either wait for more documents, whenever they may or may not come, or have the Select Board authorize us to file with the SOS to bring MassPort into compliance.

Any appeal must be submitted by January 18.

To answer your recent budget question, our initial filing of the appeal to the SOS is within our existing budget so the Town does not have to approve any added expenditure at this time. We would keep you posted if and when the responses to the appeal (by the SOS and Massport) require additional work and estimated how much.

Let us know how you wish to proceed after the Dec. 18 SB meeting.

In the meantime, we will review these few documents.

Best,  
Caroline E. Smith, Esq.  
McGregor Legere & Stevens PC  
15 Court Square – Suite 660  
Boston, MA 02108  
617-338-6464, ext. 115  
Direct: 857-449-2212  
csmith@mcgregorlaw.com  
www.mcgregorlaw.com

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This message and attachment(s), if any, are confidential communications intended only for specific person(s). Any unauthorized use, distribution, copying, or disclosure is strictly prohibited. If you received this e-mail in error, please notify us immediately and delete it. Thank you.

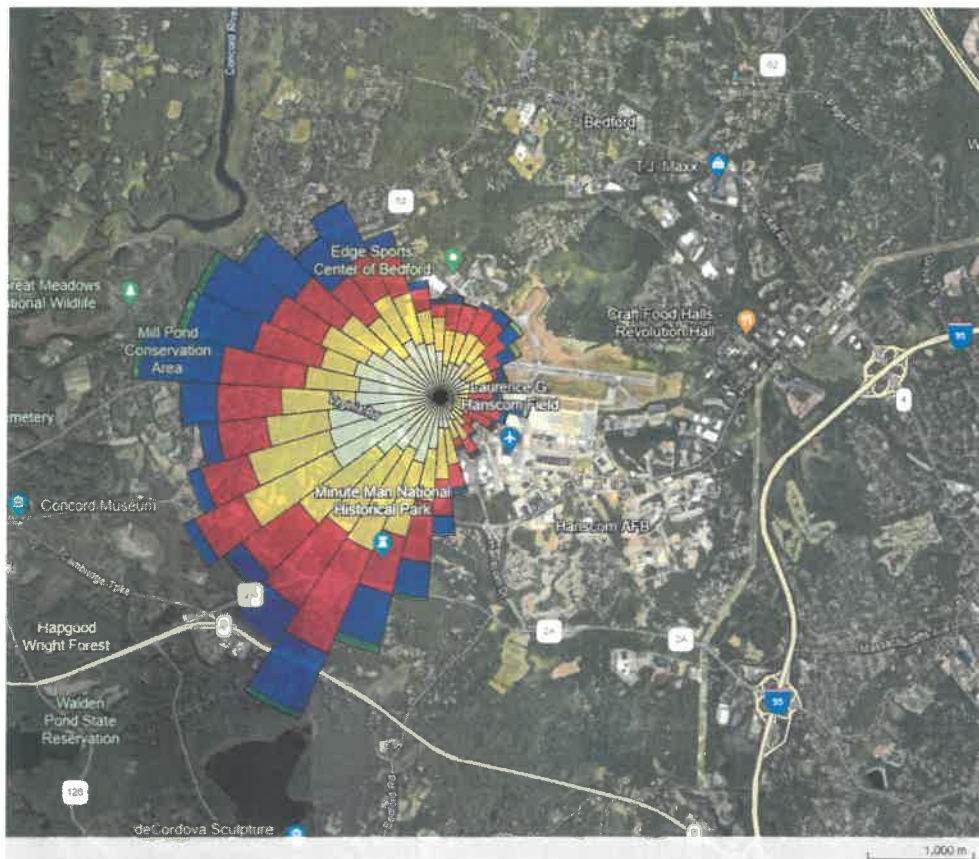
# Christopher Eliot Ph.D.

November 9, 2023

Concord Board of Select

Dear Neighbors,

Hanscom airport is one of the largest sources of airborne emissions in this area but information about those contaminants is almost exclusively the result of predictive models rather than measured data. The models use historical operations data and standard emissions models for aircraft types to predict the concentrations produced by aviation operations. The models may be good but do not account for local terrain, weather or other factors so it is important to obtain real measured data, Figure 1. This is especially true as the types of operations out of Hanscom Field have been changing with fewer piston operations and significantly increased jet operations. The proposed North Airfield hangar project could dramatically increase the jet operations in the next few years so it is vital to obtain good baseline data for comparison.



**Figure 1.** Windrose showing historical wind patterns near Hanscom Airport.

Tufts professor Neelakshi Hudda is an expert in conducting this kind of research and happens to be a resident of Lexington. Her team is prepared to study emissions near

Hanscom Field over the next year, producing data that has never been produced by Massport. It is urgent that this study begin quickly because the results might impact the North airfield development project.

Professor Hudda recently did a presentation to the Hanscom Field Advisory Commission and the commission immediately expressed a desire to have such a study done. Following this meeting, the Massport CAC contacted me and suggested they can contribute \$25,000 to this research. Massport CAC is in the process of finalizing this expenditure. I have asked the towns of Lincoln, Lexington, Concord and Bedford to contribute the remaining \$25,000 which amounts to \$6,250 per town. Lincoln has allocated this amount and the study can proceed if the other three towns agree.

We don't know what the results of the study will be, but since previous data is modeled, not measured, there is a good chance of discovering previous unknown issues which would possibly require a response from the North Airfield developers.

I have asked Mark Giddings and Ira Goldman to present this funding to the Town of Concord in hope that you can support his project. I believe it will provide information of use to future town planning efforts and contribute to the discussion of the North Airfield Hangar project in a useful way, if the results are available in time.

Sincerely,

Christopher Eliot, Ph.D.  
Hanscom Field Advisory Commission, Chair

## A proposal to characterize air quality in the vicinity of Hanscom Field

**Introduction:** Airport-related emissions can adversely impact air quality. Hanscom Field – the largest GAA in New England – is located in vicinity of residential areas and could undergo an expansion that would further increase private jet traffic. Based on our many previous works around airports and preliminary monitoring around Hanscom (see figure on the right), it is reasonable to assume that communities are exposed to relatively high levels of ultrafine particulates (and other aviation-origin pollutants compared to background concentrations). In light of the current aviation growth trend and a possible expansion at Hanscom, it is advisable to characterize the impacts and understand the baseline air quality.

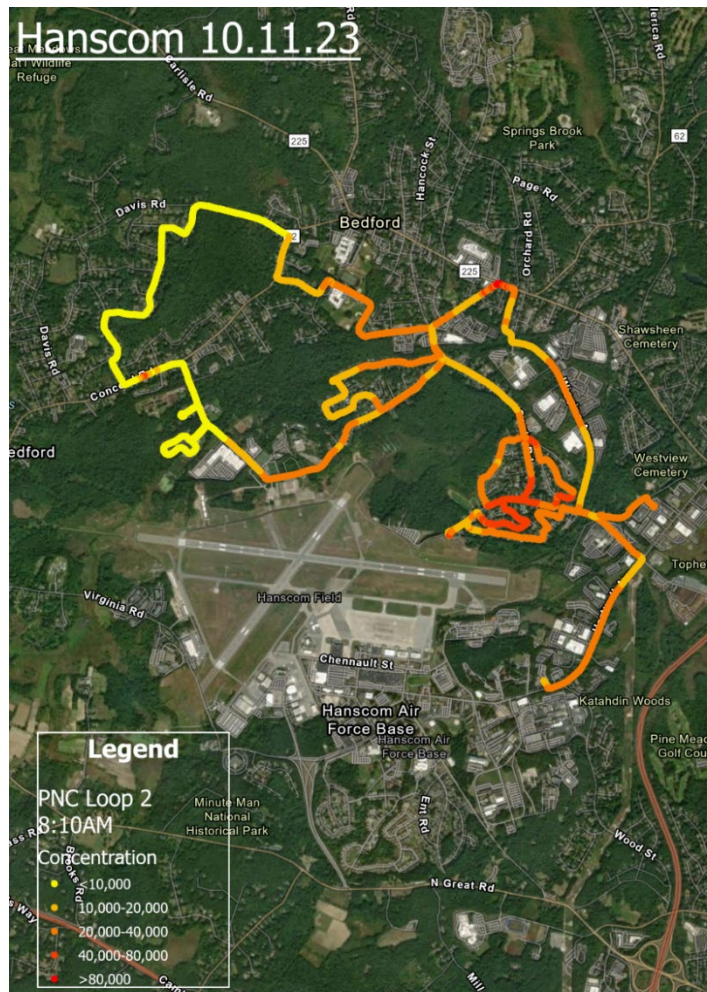
**Objective:** Conduct measurements of particulate and gaseous air pollutants to characterize the impact of aviation activity on local air quality and make recommendations for future monitoring and mitigations.

**Proposed Study Design:** Measure ultrafine particles, nitrogen dioxide, black carbon, airborne PM<sub>2.5</sub> (which will be analyzed for Pb and other elements) and carbon dioxide at residential locations and a long-term continuous monitoring site. Also conduct mobile monitoring to understand the extent of impacts in Bedford, Concord, Lincoln, and Lexington. We propose to monitor in a rotational design at up to 6 residential/school locations, set-up a long-term monitoring site (at least 6 months) in predominantly downwind area, and conduct mobile monitoring. Study will be designed to be: (1) responsive to the North Field expansion DEIR and (2) responsive to the Hanscom Field Advisory Committee (HFAC) requests (we will submit a study plan with specifics on locations and schedule for review and revise as necessary).

**Expected help from HFAC and/or community:** Introductions to location owners if specific locations are needed, and help in obtaining flight activity data from Hanscom authorities.

**Deliverables and Timeline:** A study design for review by HFAC (in the first month of the contract), draft (for review by HFAC) and final reports, and presentations (to HFAC or public meetings as requested). We recommend a minimum of 10-month contract period (so we can monitor for a few months in summer and winter, process results and report).

**Costs:** We estimate a cost of \$50,000.





**TOWN OF CONCORD**  
**Office of the Town Manager**  
Town House  
P.O. Box 535  
Concord, Massachusetts 01742

To: Concord Select Board

From: Shannon McAndrew, Executive Assistant to the Select Board

Date: December 18, 2023

Re: 2024 Annual License Renewals

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Enclosed please find the list of local licenses to be renewed for the 2024 calendar year.

This fall, we were able to move forward with the launch of the Select Board module on PermitEyes, the Town's online permitting system. All Select Board licenses are now available on PermitEyes, except for the Tour Guide License, as you'll remember we made some amendments to about a month ago, so we are working to get the amended version online.

While the system posed some challenges for applicants using it for the first time, the system significantly streamlines the internal review process. When applicants submit their application, I can add applicable reviewers, such as the Building Department, Fire Department, Health Department, Police Department, and Treasurer/Collector, who are required to sign-off on the application before it moves forth to the Select Board for approval. The system also allows applicants to pay for their licensing fee(s) online, which is a major improvement over having to mail/drop off checks to our office.

There were a few business closures over the course of the year and as such, did not renew their licenses:

- Asian Gourmet Sushi House, 794 Elm Street:
  - o Common Victualler License
  - o Liquor License – On-Premise All Alcoholic Beverages
- Chang An, 10 Concord Crossing:
  - o Common Victualler License
  - o Liquor License – On-Premise All Alcoholic Beverages
- Papa Razzi, 768 Elm Street:
  - o Common Victualler License
  - o Liquor License – On-Premise All Alcoholic Beverages

This frees up three (3) On-Premise All Alcoholic Beverages Liquor Licenses, which is a pretty significant bump in the Town's quota over the course of a year. Here is a quota breakdown:

On-Premise:

- All Alcoholic Beverages – will increase from four (4) to seven (7) available
  - o However, there is an application currently pending (Bandoleros) with the ABCC, so once approved, should be six (6) available
- Wines and Malt Beverages Only – will remain the same at two (2) available, which are tied to Special Legislation

Off-Premise:

- All Alcoholic Beverages – will remain the same at zero (0) available
- Wines and Malt Beverages Only – will remain the same at 1 (one) available

As always, please reach out to me directly if you have any questions.

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Class I and II Licenses:

1. Benzden Corporation – DBA Village European Sales and Service
2. Bradford Auto Sales Service Incorporated – DBA Bradford Auto Sales Service Incorporated
3. Douglas Macone – DBA Macone Truck Sales
4. Nano's Auto Service Body, LLC – DBA Nano's Auto
5. Second Chance Cars, Incorporated
6. Swedish Motor Works and Repairs, LLC – DBA Concord Foreign Motors
7. William J. McGonagle – DBA Bill's Auto Sales

Common Victualler Licenses:

1. 12 LLC – DBA Comella's
2. 42 Main Street's Market and Café – DBA Main Street's Market and Café
3. 80 Thoreau LLC – DBA 80 Thoreau
4. A & S Walden, Incorporated – DBA Walden Italian Kitchen
5. ACM Donuts LLC – DBA Dunkin
6. Bedford Farms Ice Cream Concord, Incorporated
7. Caffè Nero Americas, Incorporated – DBA Caffè Nero
8. Campbell Scott LLC – DBA Haute Coffee
9. Colwen Management, Incorporated – DBA Residents Inn by Marriott
10. Concord's Colonial Inn One Corporation – DBA The Colonial Inn
11. Concord Country Club
12. Concord Restaurant Group LLC – DBA Woods Hill Table
13. Concord Teacakes Etcetera, Incorporated – DBA Concord Teacakes
14. Corporate Chefs at 300 Baker Avenue
15. Corporate Chefs at 561 Virginia Road – DBA New Leaf Café
16. CRG Fresh LLC – DBA Adelita

17. Debra's Natural Gourmet
18. Emerson Hospital Cafeteria
19. Farfalle, Incorporated – DBA Farfalle Italian Market
20. Feng Ji, Incorporated – DBA Karma
21. Fiorellamore LLC – DBA Fiorella's Concord
22. Helen's Restaurant
23. Marben Rose LLC – DBA Reasons to be Cheerful
24. MDM Management Group LLC – DBA Dunkin at 1191 Main Street
25. MDM Management Group LLC – DBA Dunkin at 1643 Sudbury Road
26. Melendez Magana Incorporated – DBA Bandoleros
27. Nami Convenience Corporation – DBA Nine Acre Farm Convenience
28. Nashawtuc Country Club, Incorporated – DBA Nashawtuc Country Club
29. Nashoba Brook Bakery, LLC – DBA Nashoba Brook Bakery
30. New London Pizza
31. North Bridge Inn, Incorporated – DBA North Bridge Inn
32. RK Earth Corporation – DBA Dino's Kouzina and Pizzeria
33. RK Wing Corporation – DBA Rossini's Pizzeria and Restaurant
34. RMBV Incorporated – Club Car Café
35. Saltbox Kitchen LLC – DBA Saltbox Kitchen
36. Starbucks Coffee Corporation, #816 – DBA Starbucks Coffee
37. Susie's Sweet Shop, Incorporated – DBA Sorrento's Restaurant
38. The Grateful Gourmet – DBA The Cheese Shop
39. Trail's End Café LLC – DBA Nosh by Concord Market
40. Twin Seafood, Incorporated – DBA Twin Seafood
41. Verrill Farm LLC – DBA Verrill Farm
42. West Concord Tavern LLC – West Village Tavern

Innholder/Lodging Licenses:

1. Colwen Management, Incorporated – DBA Residents Inn by Marriott
2. Concorde Colonial Inn One Corporation – DBA The Colonial Inn
3. North Bridge Inn, Incorporated – DBA North Bridge Inn
4. Best Western Concord Hotel – DBA Best Western

Liquor Licenses:

1. 12 LLC – DBA Comella's
2. 42 Main Streets Market and Café Incorporated – DBA Main Street's Market and Café
3. 80 Thoreau LLC – DBA 80 Thoreau
4. Arianna Incorporated – DBA Concord Provisions
5. Artichocq Incorporated – DBA Vintages of Concord
6. Colwen Management Incorporated – DBA Residents Inn by Marriott
7. Concorde Colonial Inn One Corporation – DBA The Colonial Inn
8. Concord Market LLC – DBA Concord Market
9. Concord Restaurant Group LLC – DBA Woods Hill Table
10. Concord Rod and Gun Incorporated
11. CRG Fresh, LLC – DBA Adelita

12. Crosby's Marketplace Incorporated – DBA Crosby's Marketplace
13. Emerson Umbrella Incorporated – DBA The Umbrella
14. Farfalle Incorporated – DBA Farfalle Italian Market
15. Feng Ji, Incorporated – DBA Karma
16. Fiorellamore, LLC – DBA Fiorella's Concord
17. Musketaquid Sportsmens Club Incorporated
18. Nashawtuc Country Club, Incorporated – DBA Nashawtuc Country Club
19. Nine Acre Wines Incorporated – DBA Nine Acre Wines
20. Raunak Enterprise, Incorporated – DBA Walden Liquors
21. RK Earth Corporation – DBA Dino's Kouzina and Pizzeria
22. RK Wing Corporation – DBA Rossini's Pizzeria and Restaurant
23. Saltbox Kitchen LLC – DBA Saltbox Kitchen
24. The Grateful Gourmet Incorporated – DBA The Cheese Shop
25. Trail's End Café LLC – DBA Nosh by Concord Market
26. West Concord Liquor Store Incorporated – DBA Concord Wine and Spirits
27. West Concord Tavern, LLC – DBA West Village Tavern

Tour Guide Licenses:

1. Bonnie Beaudet
2. Shelley Belton
3. Matthew Beres
4. Melvyn Berger
5. Mary Bierman
6. Anna Marie Bracco
7. Debra Cannally
8. Elizabeth Clayton
9. Stefanie Cloutier
10. Amy Cole
11. Ann Corkum
12. Victor Curran
13. Steve Dawson
14. Douglas Ellis
15. David Flannery
16. Richard Gersh
17. Mary Margaret Griffin
18. James Hagerstrom
19. Sandra Harper
20. Anne (Penny) Harrington
21. Peter Healey
22. Noah Katz
23. Jacqueline Kluft
24. Nancy Kuziemski
25. Dave Macintosh
26. Marshall Moore
27. Diane Morel
28. James Nager

29. Barbara Olson
30. Joseph Palumbo
31. Joan Pagliuca
32. Richard Piccarreto
33. Tracy Price
34. Martha Rohan
35. Frances Sacco
36. David Siskind
37. Ira Skolnik
38. Philip Swain
39. Mary-Wren Vander Wilden
40. Beth Williams
41. Edward Wirtanen
42. Holly Zagaria

Weekday Entertainment Licenses:

1. 42 Main Street's Market and Café Incorporated – DBA Main Street's Market and Café
2. Colwen Management Incorporated – DBA Residents Inn by Marriott
3. Concords Colonial Inn One Corporation – DBA The Colonial Inn
4. Concord Restaurant Group – DBA Woods Hill Table
5. CRG Fresh, LLC – DBA Adelita
6. Saltbox Kitchen LLC – DBA Saltbox Kitchen
7. Trail's End Café LLC – DBA Nosh by Concord Market



THE TOWN OF  
**CONCORD**  
MASSACHUSETTS

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# FY2025 Town Budget

Select Board Meeting  
Monday, December 18, 2023



## FY 2025 Town Departmental Budget Submissions

|                             | FY 2024 Town Budget | FY 2025 Guideline | Percent Increase Over FY 2024 | FY 2025 Town Budget | Percent Increase % Over Guideline |
|-----------------------------|---------------------|-------------------|-------------------------------|---------------------|-----------------------------------|
| Town Operating              | \$31,711,833.00     | \$32,745,639.00   | 3.26%                         | \$34,980,272.00     | 6.82%                             |
| Capital, Tier 1 (Town Only) | \$ 1,725,000.00     | \$ 2,180,000.00   | 26.38%                        | \$2,341,800.00      | 7.42%                             |
| Total                       | \$33,436,833.00     | \$34,925,639.00   | 4.46%                         | \$37,322,072.00     | 6.86%                             |



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## FY 2025 Spending Drivers

- Salary Reserve-\$113,000.00 Unsettled Collective Bargaining Agreements
- Winter Maintenance-\$366,000.00
- Ceremonies & Celebrations-\$160,000.00 reflects 250<sup>th</sup> Celebration.
- Assessing-\$90,000.00 increase reflects a new position and Software upgrade.
- Senior Services-\$200,000.00 adjustment to personnel
- Inspections-\$140,000.00 increase reflects additional hours for Plumbing Inspector and a part-time Building Inspector.



# Timetable to Final FY 2025 Budget Recommendation

- Internal Departmental Budget Meetings- December 19, 2023- December 29, 2023
- Update to the Select Board on January 2, 2024
  - Further Discussion on any additional consideration above guidelines.
  - Further Discussion on proposed fee structure increases. (Ambulance, Building Permits etc.)
- Final Update to Select Board on January 15, 2024
- Update to Finance Committee on January 18, 2024

## **ARTICLE XX - Authorize Borrowing for Solar at Former Landfill and/or Concord-Carlisle Regional School District Campus**

To determine whether the Town will authorize the Town Treasurer with the approval of the Select Board, to borrow by the issuance of general obligation bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other authority, a sum not to exceed [\$TBD] for the design and construction of solar energy systems with optional battery storage at the Former Landfill and/or Concord-Carlisle Regional School District Campus, the funds so borrowed to be expended for engineering design and legal services; hearings; permits and other approvals; material, construction, and installation specifications; bid preparation; materials purchase; construction and installation services; control systems; and distribution and expansions, upgrades and improvements, and to be repaid in the first instance from revenues of the Concord Municipal Light Plant, or take any other action relative thereto.

*This article authorizes the Concord Municipal Light Plant to borrow money to pay for the design and construction of a utility scale solar array with battery storage at the capped landfill at Rt 2 and Walden St, and also for the design and construction of roof and/or ground mount arrays on the CCHS campus. While the project costs are still being developed, it is anticipated that additional monies from various federal and state incentive programs will be made available to help defray some of the costs of construction.*

*The addition of local solar energy to the Light Plant electricity supply is consistent with voters' intent for reducing total greenhouse gas emissions as set forth in the goals of Concord's Climate Action and Resiliency Plan.*

# Solar Implementation Task Force Proposed Town Meeting Article

Dean Banfield

Chair

12.18.2023

# Task Force Charge

- Create a *Plan and Schedule* to meet Concord's Climate Action Targets in Solar Energy
- “It is recommended that the task force identify at least one site for solar installation that can be done quickly to demonstrate feasibility and build momentum.”

# Site Selection

- CMLP Network has two main arteries. One is solar saturated.
- Site choices currently limited to one branch
- CMLP confirms: 2.5MW of solar is feasible

# Site Selection

- Sites narrowed further for
  - Ease of implementation
  - Economic return potential
  - Low potential for public resistance
- Three sites identified

# Site Selection

- Former Landfill
  - Remaining area 1.55MW, slope being confirmed
- CCHS Campus
  - Ground Mount across from Beede
  - CCHS roof, recommended by Campus Advisory Committee (2018)

# Where Are We?

- Three sites, if built, total 2.44MW
- Structured Improvements to grow further
  - Command and Control tools required
  - Storage provides immediate stability and financial benefits.

# Total Cost Structure

ARTICLE 00: Guidelines

| <b>Warrant Summary</b>               |                  |                      |
|--------------------------------------|------------------|----------------------|
| <b>Project Component</b>             | <b>Model Est</b> | <b>Project Total</b> |
| Landfill Solar                       | \$ 3,179,050     | \$ 3,179,050         |
| CCHS Ground Mount                    | \$ 760,064       | \$ 760,064           |
| CCHS Roof Mount                      | \$ 1,238,920     | \$ 1,238,920         |
| Control & Monitoring                 | \$ 600,000       | \$ 600,000           |
| Battery (Tesla base price benchmark) | \$ 2,188,750     | \$ 2,845,375         |

|                           |             |                     |
|---------------------------|-------------|---------------------|
| <b>Warrant Calculated</b> |             | <b>\$ 8,623,409</b> |
| <b>Contingency</b>        | <b>6.7%</b> | <b>\$ 576,591</b>   |
| <b>Warrant Request</b>    |             | <b>\$ 9,200,000</b> |

# Article Text

ARTICLE 00: Guidelines

To determine whether the Town will authorize the Town Treasurer with the approval of the Select Board, to borrow by the issuance of general obligation bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other authority, a sum not to exceed \$9,200,000 for the design and construction of solar energy systems with battery storage at 755 Walden St (Former Landfill) and 500 Walden St (Concord Carlisle Regional School District Campus), the funds so borrowed to be expended for engineering design and legal services; hearings; permits and other approvals; material, construction, and installation specifications; bid preparation; materials purchase; construction and installation services; control systems; and distribution and expansions, upgrades and improvements, and to be repaid in the first instance from revenues of the Concord Municipal Light Plant, or take any other action relative thereto.

MOTION: To determine whether the Town will vote to amend the Bylaw previously approved by Town Meeting as Article 31 of the 2021 Annual Town Meeting on June 13, 2021, and later amended as Article 1 of the 2023 Special Town Meeting on January 19, 2023, to participate in the Massachusetts Department of Energy Resources' Municipal Fossil Fuel-Free Building Demonstration Program as established in Section 84 of Chapter 179 of the Acts of 2022, with technical corrections to the Bylaw passed thereunder in substantially the form below (struck-through text to be removed and underlined text to be added):

## FOSSIL FUEL-FREE DEMONSTRATION: BYLAW AMENDMENTS FOR PROGRAM PARTICIPATION

Article X.

### PROHIBITION ON THE EXPANSION OF FOSSIL FUEL INFRASTRUCTURE FOR NEW CONSTRUCTION AND MAJOR RENOVATIONS

#### 1. Purpose

This Bylaw is adopted by the Town of Concord to protect the health, safety and welfare of the inhabitants of the town from the effects of air pollution, including greenhouse gas emissions that are contributing to climate change, and from fuel leaks and explosions that threaten the Town and its inhabitants.

#### 2. Definitions

For the purposes of this bylaw, the following definitions shall apply:

“Building” shall have the same meaning as set forth in Section 1.3.4 of the Concord Zoning Bylaw, provided that the pertinent structure is or will be furnished with a heating or hot water system.

“Effective Date” shall mean ~~December 1, 2022, or six months~~ ninety (90) days following the date by which the Town is authorized by the Massachusetts ~~General Court~~ Department of Energy Resources to regulate fossil fuel infrastructure, ~~whichever is later~~.

“Fossil Fuel-Free Demonstration” shall mean codified by the entirety of 225 CMR 24.00, the Fossil Fuel-Free Demonstration

“New Building” shall mean any new construction that will require heating or cooling and that is associated with a valid building permit application on or after the effective date of this bylaw, including but not limited to, construction (a) on a vacant lot, (b) to replace a demolished building, or (c) of a new accessory building constructed on an existing residential or commercial property.

“On-Site Fossil Fuel Infrastructure” shall mean piping for coal, ~~fuel gas, fuel~~ oil, natural gas or other fuel hydrocarbons, including synthetic equivalents, or other fossil fuels that ~~is~~ are in a building, in connection with a building, or otherwise within the property lines of a premises, extending from a supply tank or from the point of delivery behind a gas meter or the ~~{customer-side of a gas meter}~~.

“Major Renovation” shall be defined as in 225 CMR 24:

(a) low-rise residential additions over 1,000 square feet and additions exceeding 100% of the conditioned floor area of the existing dwelling unit;

(b) additions over 20,000 square feet and additions that exceed 100% of the conditioned floor areas of the existing building for all building use types except low-rise residential;

(c) Level 3 Alterations as defined in the International Existing Building Code (IEBC 2021) (which exceed 50% of the existing conditioned floor area) exceeding 1,000 square feet for low rise residential, or exceeding 20,000 square feet for all other building uses;

(d) Change of use of over 1,000 square feet per International Energy Conservation Code (IECC 2021) § R505; or

(e) change of use of over 20,000 square feet or change of use of 100% of the conditioned floor areas of the existing building for all building use types except low-rise residential, International Energy Conservation Code (IECC 2021) § C505.

“Specialized Energy Code” shall mean codified by the entirety of 225 CMR 22.00 and 23.00 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch energy code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.

### 3. Applicability and Exemptions

3.1. On and after the Effective Date, no building permit shall be issued by the Town for the construction of New Buildings or Major Renovations that include the installation of new On-Site Fossil Fuel Infrastructure subject to this Chapter. With adoption of the Fossil Fuel-Free Demonstration, and upon approval by DOER, the following amendments to the Specialized Energy Code are adopted. These changes are enforceable by the inspector of buildings or building commissioner and will go into effect for any project seeking a permit after the effective date.

a. Low-rise Residential Code (225 CMR 22 Appendix RC) 1. Sections RC102 and RC101 “Zero Energy Pathway” and “Mixed Fuel Pathway” shall not be permitted for use for new construction.

b. Commercial and All Other (225 CMR 23 Appendix CC) i. Sections CC103 and CC105 “Zero Energy Pathway” and “Mixed-Fuel Pathway” shall not be permitted for new construction, excluding the exceptions identified in 3.2.

3.2. The provisions of this bylaw shall not apply to ~~(i) the development of new affordable housing, as defined in Mass. Gen. Laws c. 184, § 26;~~ ~~(ii) to~~ (i) cooking stoves and ovens used in restaurants or commercial kitchens; ~~(iii)~~ (ii) any fossil fuel infrastructure the exclusive purpose of which is to fuel backup electrical generators; ~~(iv)~~ (iii) public utilities, their operations, or installations other than in the Buildings constructed by others; or ~~(v)~~ (iv) research laboratories for scientific or medical research, or to hospitals or medical offices regulated by the department of public health as a health care facility.

3.3. The requirements of this article shall not apply to the piping required to produce potable or domestic hot water from centralized hot water systems in buildings with building floor areas of at least 10,000 square feet, provided that the Engineer of Record certifies that no commercially available electric hot water heater exists that could meet the required hot water demand for less than 150% of installation or operational costs, compared to a conventional fossil-fuel hot water system.

#### ~~4.~~ Administration

##### ~~4.1.~~ Enforcement

The Building and Inspections Department is hereby authorized to enforce the provisions of this bylaw.

#### 5. Waivers

5.1 The Building Commissioner may grant a waiver from the requirements of this Chapter in the event that compliance with the provisions of this Chapter makes a project financially infeasible or impractical to implement. Compliance with this Chapter may be considered infeasible if, without limitation:

a. as a result of factors beyond the control of the proponent, the additional cost of the project over the long term, including any available subsidies, would make the project commercially unviable; or

b. technological or other factors would make the project unsuitable for its intended purpose.

5.2 Waivers from compliance with this Chapter may be subject to reasonable conditions. Where possible, waivers shall be issued for specific portions of a project that are financially infeasible or impractical to implement under the requirements of this Chapter, rather than entire projects.

5.3 Waiver requests shall be supported by a detailed cost comparison, including available rebates and credits. A waiver request may be made at any time and may be based upon submission of conceptual plans.

5.4 In considering a request for a waiver, the Building Commissioner may consider as a factor the requesting party's status as a non-profit or government-sponsored affordable housing entity.

5.5 The Building Commissioner's decision with respect to the granting of a waiver, the scope thereof, and any conditions imposed by a waiver, shall be appealable to the Select Board, or its designee, within twenty (20) days in accordance with policies established by the Select Board.

5.6 The Select Board shall, prior to the Effective Date issue, and may thereafter amend, guidance regarding the process for requesting and granting waivers, and describing reasonable conditions that may be placed on a waiver.

#### ~~5.2~~ 6. Appeal

Any applicant who is aggrieved by a denial of a building permit, in whole or part, in connection with this bylaw, may appeal to the board or committee designated by the Town Manager to hear and resolve such appeals within 20 days from the date of denial.

#### ~~6.~~ 7. Severability

Each provision of this bylaw shall be construed as separate to the extent that if any section, sentence, clause, or phrase is held to be invalid for any reason, the remainder of the by-law shall continue in full force and effect.

#### 7. 8. Reporting

The Town Manager, or the Town Manager's designee, shall provide data and other information on the impacts of this Bylaw on emissions, building costs, operating costs, the number of building permits issued, and other information as required or requested by the Department of Energy Resources and the Secretary of Housing and Economic Development.

This Bylaw was initially approved by voters at the 2021 Annual Town Meeting, and later amended and reauthorized at the Special Town Meeting in January 2023 to reflect new statutory guidance from the Massachusetts Department of Energy Resources (DOER).

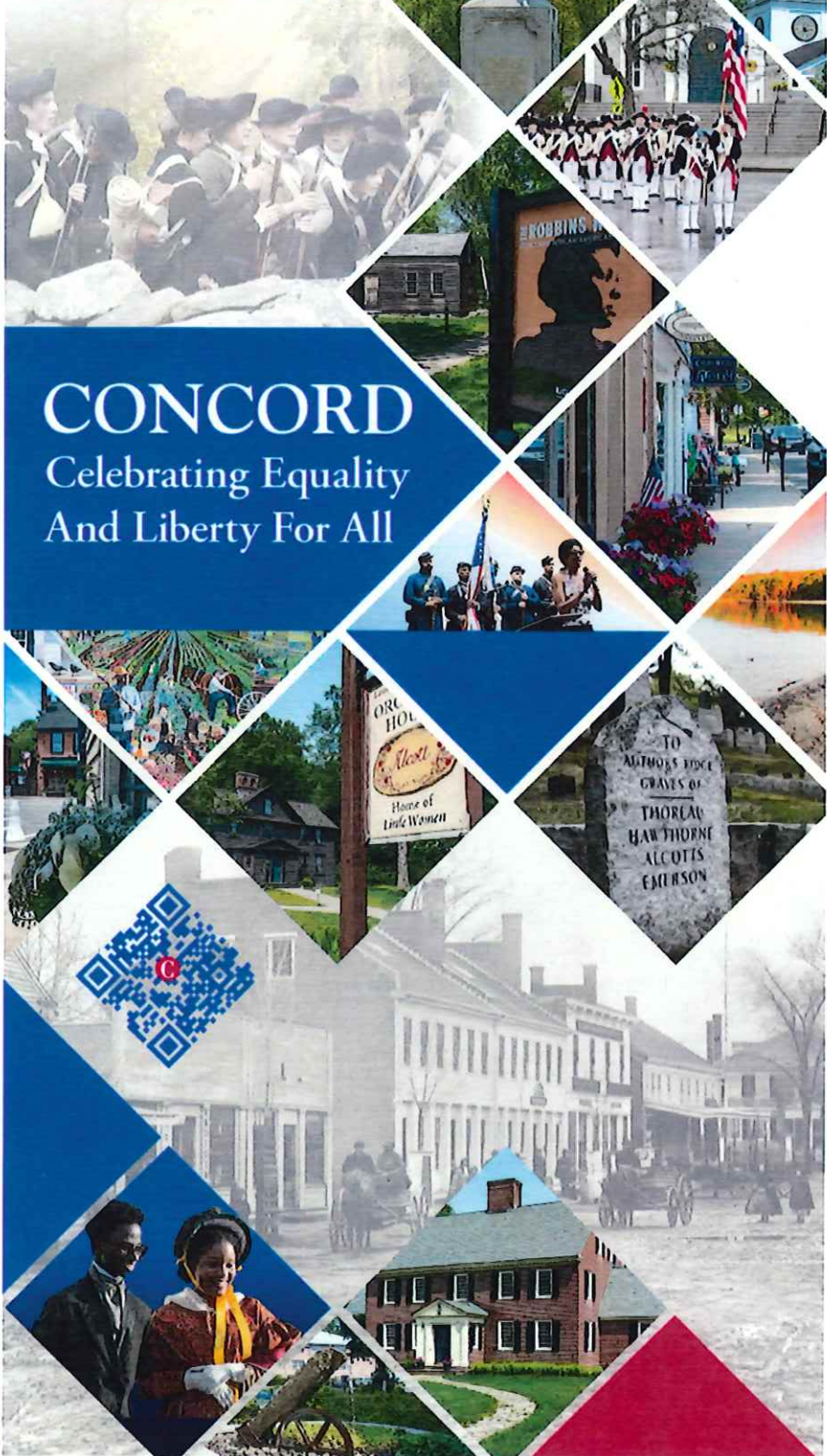
This article seeks to further amend the bylaw to address guidance received from DOER during the program application review process, including the specific recommendation of including 'major renovations' for buildings as defined by the program regulations. This article also presents the opportunity to remove the specific exemption for affordable housing projects, recognizing that the cost differential between traditional building construction and highly energy efficient construction has approached parity, and further demonstrating Concord's commitment to the comfort, health, safety, and economic well-being of all residents. The resulting bylaw will more closely align with the DOER program regulations and be consistent with other participating towns.

Pursuing this opportunity furthers the Town's sustainability goals as printed in the 2020 Sustainable Concord: Climate Action and Resilience Plan:

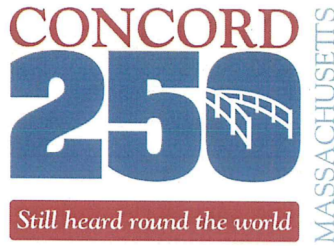
[https://concordma.gov/DocumentCenter/View/25318/Sustainable-Concord-Climate-Actionand-Resilience-Plan-2020?bidId=.](https://concordma.gov/DocumentCenter/View/25318/Sustainable-Concord-Climate-Actionand-Resilience-Plan-2020?bidId=)

[www.concord250.org](http://www.concord250.org)

**CONCORD**  
**250**  
MASSACHUSETTS  
*Still heard round the world*



**CONCORD**  
Celebrating Equality  
And Liberty For All



Friday, November 17

With a little over 16 months until Patriot’s Day weekend, 2025, the Concord 250 Executive Committee is pleased to report the progress made to date, the relationships built within and across towns, and the investments made in people, organizations, and processes. We are grateful to the support and guidance of the Select Board, specifically its chair, Mr. Henry Dane, as well as from Town Government, the more than 50 subcommittee volunteers, and the residents of Concord who have lent their voices to this effort. We look forward to continued collaboration as we prepare in earnest for a robust, rewarding, and, ultimately, safe, April 19th, 2025 weekend.

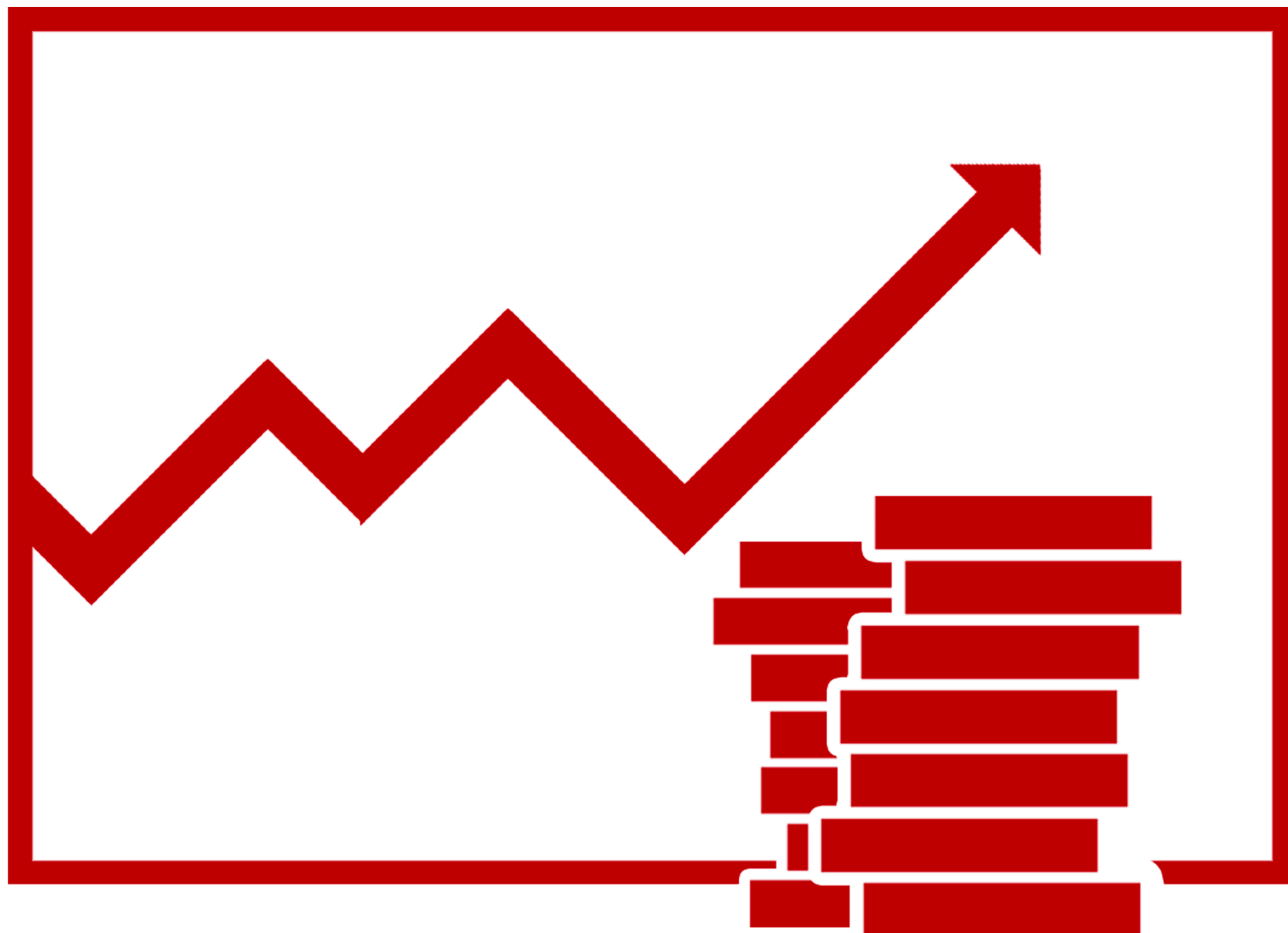
With gratitude on behalf of the entire Executive Committee,

Gary Clayton–Chair

*Gary Clayton*

Robert Munro–Vice Chair

*Robert W. Munro*



**OPERATIONAL  
BUDGET  
& FUNDRAISING**

CONCORD 250 EXECUTIVE COMMITTEE  
 PRELIMINARY BUDGET PLAN V.4  
 12/07/2023

| <b><u>Focus Areas</u></b> |  | <b>Currently Available Funds</b>                                              | <b>Percentage of total budget</b> |
|---------------------------|--|-------------------------------------------------------------------------------|-----------------------------------|
| Communications            |  | \$ 75,000.00                                                                  | 10.7%                             |
| Programs                  |  | \$ 150,000.00                                                                 | 21.4%                             |
| Hospitality               |  | \$ 25,000.00                                                                  | 3.2%                              |
| Public safety*            |  | \$ 375,000.00                                                                 | 53%                               |
| Memorial                  |  | \$ 75,000.00                                                                  | 10.7%                             |
| Parade                    |  | Incorporate into town Public Parade and Ceremonies Account for FY 2025 budget | 0%                                |
| <b><u>Total</u></b>       |  | <b>\$ 700,000.00</b>                                                          | <b>100%</b>                       |

\*We propose additional funding as a Warrant Article at 2024 Town Meeting in the amount of \$350,000 that will provide the funds (\$725,000) that will be necessary for Public Safety and Security



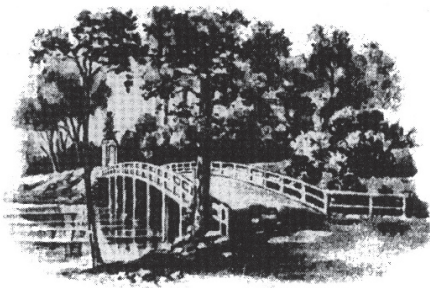
**SAFETY AND  
SECURITY**

Concord April, 19 2025 Patriot's Day Parade  
Public Safety/Public Works

|                   | FY 2025   | FY 2025             |                         | Notes                                                                                                                                          |
|-------------------|-----------|---------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | Personnel | Expenses            | Total                   |                                                                                                                                                |
| Public Works      | \$75,000  | \$100,000           | \$175,000               | Includes pre-parade route/viewing area/portable toilet stations and preparation and post parade route service and demobilization/cleanup tasks |
| Police Department | \$200,000 | \$50,000            | \$250,000               | Project expenses related to traffic/crowd control/venue access control/communications                                                          |
| Fire Department   | \$135,000 | \$35,000            | \$170,000               | Projected expenses related to fire/rescue operational supplies (fuel, gear, etc.), first aid and replenishment of deployed assets              |
| Mutual Aid Assets | \$130,000 |                     | \$130,000               | Polic/Fire/Public Works Mutual Aid Support                                                                                                     |
|                   |           | <b><u>Total</u></b> | <b><u>\$725,000</u></b> |                                                                                                                                                |

Testimony Talking Points  
Frederick Ryan  
Massachusetts Joint Committee of Travel and Tourism  
October 16, 2023

- 1) Introduce Self – longtime Concord resident and Chair Concord’s 250 Public Safety Committee. Retired (honorably) as Arlington’s Police Chief after 33 years of service and served in a leadership role (VP) for nearly a decade for the MA Major City Police Chief’s Association.
- 2) Thank Committee for their time on this important matter and we look forward to a fruitful partnership to make the Commonwealth’s 2025 celebrations safe and enjoyable for all.
- 3) I’m here today to talk specifically about the public safety challenges associated with the 2025 celebrations to not only the Lexington and Concord region, but also to the Commonwealth as a whole.
- 4) During the 1975 Bicentennial celebrations Concord:
  - a. welcomed more an estimated 120,000 spectators.
  - b. welcomed the sitting POTUS.
  - c. deployed more than 500 police officers.
  - d. 400 National Guard troops.
  - e. Managed hundreds of protestors and counter protestors.
- 5) In April of 2025 we anticipate a nearly quarter of a million spectators to the region on the Saturday before the annual Boston Marathon. There is significant potential for social unrest, we do not know what the political climate will be, and we must plan to safeguard the constitutional rights of all. This will require significant public safety planning and expenditure of resources far beyond the capacity of individual municipal governments such as Lexington and Concord.
- 6) Intermunicipal planning between Lexington and Concord, and others, is ongoing and we are here today seeking the committee’s support for H3242.
- 7) If we get this right, as a Commonwealth, the celebrations of 2025 can be safe and enjoyable for residents of the Commonwealth, the nation and the world. Alternatively, if we fail to properly plan and resource the events the consequences could severely compromise the health and safety of all participants.
- 8) With a sense of urgency in my voice I urge you to support H.3242 and thank you again for your time today.



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

October 16, 2023

### Testimony by the Concord 250<sup>th</sup> Executive Committee

#### Regarding RE: H.3242,

#### An Act to create the American Revolution anniversary public safety and operations fund

Joint Committee on Tourism, Arts and Cultural Development

Public Hearing

October 16, 2023 at 10:00 A.M.

Dear Chairs Mark and Domb and esteemed members of the Joint Committee on Tourism, Arts, and Cultural Development:

I am here to provide testimony on H.3242, An Act to create the American Revolution anniversary public safety and operations fund. We are grateful for Representative Michelle Ciccolo's sponsorship of this legislation and for the support of Representative Cataldo, Representative Gentile, and Senator Barrett.

The Concord Select Board created a committee to plan for the 250<sup>th</sup> anniversary of the Battle of Concord during the Revolutionary War. The 200<sup>th</sup> anniversary of this event, in 1975, was attended by President Ford along with local, national, and international dignitaries. According to various estimates, Concord received well over 100,000 visitors in 1975 to commemorate this historic battle. Concord is once again planning for this historic anniversary with many celebrations and large crowds on and around April 20, 2025.

The Concord 250<sup>th</sup> Executive Committee has established nine subcommittees to properly plan for this event, each with its own focus including Arts, Communications, Event Planning, Finance, History & Education, Hospitality, Outreach, Permanent Memorial, and Public Safety. Our subcommittees have been hard at work to plan for this anniversary event and we anticipate a surge in local and regional tourism along with a greater need to support public safety.

The 250<sup>th</sup> anniversary is expected to attract hundreds of thousands of tourists and visitors to our community. The Town is busy planning for various events leading up to the Patriots Day parade on April 20, 2025. These events include performances by the Concord Conservatory of Music, Concord Band, Concord Orchestra, Concord Players, Concord Women's Chorus, a re-enactment of Revolutionary Debate, a celebration of Ellen Garrison and Frederick Douglas, contributions by the Robbins' House and Native Americans, a Freedom Festival, a permanent memorial commemorating this anniversary event, 3 exhibitions on the American Revolution, teacher workshops, a catalogue of Concord-housed Revolutionary War artifacts, stories told of Concord soldiers, wives, households, and widows, and of course the famous Patriots Day parade.

As a tourist destination, Concord has seen its revenue from lodging tax and meals tax increase

year over year since 2016, peaking at \$1.29 Million in 2019. The Town is well on its way to recovery from the pandemic impact on local receipts. Concord's Tourism Division reports that the Town generates \$72 Million in tourism-related sales of commodities yearly and we expect to see that number rise to \$90 Million in 2024 and \$100 Million in 2025. We also expect the number of tourists to rise with 1.25 Million tourists expected in 2024 and 1.5 Million tourists in 2025.

According to other recent reports, Concord delivers about \$4.5 Million in tourism-derived sales tax to the Commonwealth each year. That revenue to the state is projected to rise to \$5.625 Million in 2024 and \$6.3 Million in 2025. This could result in aggregate revenue to the state of over \$4 Million over a three-year period.

In light of these events leading up to the Patriots Day Parade, Concord expects a significant need to fund public safety that is vital to the functioning of these events. We expect over 250,000 spectators for the parade itself. These estimates are driving other staff projections including 800 deployed police officers, 150 Fire & Rescue staff deployed, 15 first aid stations, and the possibility of counter-protesting that is becoming common at such large-scale events.

Concord's current staff of about 45 Police Officers and about 44 Fire & Rescue professionals is completely overshadowed by the projected labor needed to support this event. The Town has been working with its sister city on this, the Town of Lexington, and we plan on pooling resources to address the public safety needs. But our joint efforts will not be enough to provide the necessary public safety staff needed to ensure a safely run event. Our Towns will need significant support from the Commonwealth to help protect these events, our residents, and the projected revenues so that everyone will be able to enjoy this event successfully.

Please vote to support H. 3242 favorably out of committee and ensure that the Commonwealth makes the necessary investments in public safety and economic vitality to ensure that this event properly commemorates our honored history. Thank you for your time.

Dr. Munro, co-chair of the Concord 250<sup>th</sup> Executive Committee



STATEMENT TO THE JOINT COMMITTEE ON TOURISM  
OCTOBER 16, 2023  
HENRY J. DANE, CHAIR CONCORD SELECT BOARD

*"AT THE MOMENT OF JOHN BUTTRICK'S WORD OF COMMAND 'FIRE, FELLOW SOLDIERS! FOR GOD'S SAKE, FIRE!' AMERICAN NATIONAL LIFE BEGAN. THE ORDER WAS GIVEN TO BRITISH SUBJECTS, THE ORDER WAS OBEYED BY AMERICAN CITIZENS. HERE WAS THE DIVIDING LINE." (GEORGE FRISBEE HOAR)*

I AM THE CHAIR OF CONCORD'S SELECT BOARD. AND THE ORGANIZER OF THE TOWN'S COMMITTEE TO OBSERVE THE 250<sup>TH</sup> ANNIVERSARY OF APRIL 19, 1775, THE MOST SIGNIFICANT EVENT IN THE HISTORY OF THE UNITED STATES, THE DAY, THE MOMENT AND THE PLACE AT WHICH THE INEVITABLE AND UNSTOPPABLE PROGRESS OF AMERICA AS A FREE REPUBLIC PASSED THE POINT OF NO RETURN.

THAT SHOT MADE FAMOUS BY EMERSON'S CONCORD HYMN WAS NOT THE FIRST BATTLE OF THE WAR, BUT "SUCH WAS CONCORD'S FIGHT, FAMOUS . . . FOR THE FIRST TIME AMERICANS MARCHED AGAINST SOLDIERS OF THE KING, ACCEPTING THE MORAL CONSEQUENCES OF A RIGHTEOUS REBELLION." AFTER THAT, THERE WAS NO TURNING BACK.

THE ANNIVERSARY WE WILL CELEBRATE IN 2025 WILL PROVE MUCH THE SAME AS IT WAS 50, 100 AND 150 YEARS AGO, BUT THE NUMBERS ATTENDING AND THE COST WILL BE SUBSTANTIALLY GREATER BECAUSE OF HIGHER EXPECTATIONS AND THE CHALLENGES TO PUBLIC HEALTH AND SAFETY RELATING TO THE PROFESSIONAL MANAGEMENT OF EVENTS OF THIS MAGNITUDE WHICH ARE WELL BEYOND THE RESOURCES OF ANY TOWN OF SOME 16,000 RESIDENTS NO MATTER HOW AFFLUENT .

WE UNDERSTAND THAT THE REVOLUTION WAS FOUGHT IN MANY PLACES, AND THE OCCASION OF APRIL 19 DESERVES RECOGNITION AND CELEBRATION IN BOSTON, WORCESTER, NEW BEDFORD AND SPRINGFIELD, BUT IT IS TO CONCORD AND LEXINGTON THAT THE CROWDS WILL COME BECAUSE IT WAS ON OUR GROUND, OUR TOWN GREENS, OUR HILLSIDE AND OUR BRIDGE THAT THESE MOMENTOUS EVENTS TOOK PLACE, AND THIS IS WHERE THE RESOURCES AND ASSETS WILL BE NEEDED.

WE HAVE PREPARED A DETAILED BUDGET AND ANTICIPATE THE TOTAL EXPENSE WILL EXCEED \$2MILLION OF WHICH WE HAVE BEEN ABLE TO RAISE LESS THAN HALF FROM LOCAL RESOURCES. AT PRESENT

WE HAVE NO OTHER RECOURSE THAN TO ASK THE LEGISLATURE TO  
MAKE A SIGNIFICANT CONTRIBUTION SO THAT WE CAN PAY DUE RESPECT  
TO THOSE WHO GAVE THEIR LIVES AND LIMBS THAT WE MAY LIVE  
TOGETHER AS FREE MEN AND WOMEN, AND TO HONOR THE PLACE  
THESE PIONEERS OF LIBERTY STOOD ON THAT COLD APRIL MORN SOME  
250 YEARS AGO.