



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

### Select Board Agenda

Monday, January 29, 2024 at 6:00 PM

Town House, Select Board Room, 22 Monument Square

#### Join Zoom Meeting

<https://us02web.zoom.us/j/89613069617?pwd=VWlsRmRvUjRiRTFSbXhnbVE2Y3d1Zz09>

Meeting ID: 896 1306 9617

Passcode: 379046

Dial In Toll-Free: 888 475 4499

#	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	<p>Consent Agenda</p> <ul style="list-style-type: none"> <li>a. Meeting Minutes <ul style="list-style-type: none"> <li>i. December 18, 2023; January 2, 2024; January 8, 2024</li> </ul> </li> <li>b. Town Accountant Warrants: January 11, 2024; January 18, 2024; January 25, 2024</li> <li>c. Late Tour Guide License Renewals: John J. Feeley, Jr.; Jennifer Toth; Aiden Webb; Neville Webb</li> <li>d. Gift Acceptances: <ul style="list-style-type: none"> <li>i. Friends of the Concord-Carlisle Fields in the amount of \$50,000.00 to the Friends of Concord-Carlisle Fields/Field Maintenance Gift Account</li> <li>ii. Barrow Bookstore in the amount of \$1,250.00 to the War Memorial Gift Fund for the George Dugan Soldiers Monument Project</li> <li>iii. Concord-Carlisle Community Chest in the amount of \$6,000.00 to the Concord Recreation School Year Childcare Scholarship Gift Account</li> <li>iv. Sprint Spectrum, LLC for an Equipment Shed valued at more than \$500.00 located at 40Y Annursnac Hill Road to house public safety equipment</li> <li>v. Alcott School Parent Teacher Group in the amount of \$1,794.00 to the Concord Recreation Scholarship Fund from the total raised during their annual Turkey Trot</li> </ul> </li> <li>e. Disband the White Pond Task Force for having completed the work outlined in their charge</li> </ul>

		f. Accept Resignation of the Town Accountant
III.	6:20 PM	Town Manager's Report
IV.	6:30 PM	Public Hearing for a Grant of Location Request for a Gas Main Petition for National Grid at 398 Simon Willard Road  Presenter: Mary Mulrone, National Grid Representative
V.	6:40 PM	Chair's Report
VI.	6:45 PM	Select Board Liaison Reports
VII.	7:00 PM	Town Caucus – The Select Board will adjourn to the Town Caucus in the Town House, Public Hearing Room and reopen the meeting at the conclusion of the Caucus
VIII.	All remaining Agenda Items will follow the conclusion of the Town Caucus	Update on the Fiscal Year 2025 Budget and Capital  Presenter: Anthony Ansaldi, Chief Financial Officer
IX.		Discuss appointment of a Select Board Designee to serve on the Warners Pond Task Force  Presenter: Mark Howell, Select Board Member
X.		Review and Approve Select Board Entry for the 2023 Annual Town Report  Presenter: Henry Dane, Select Board Chair
XI.		Communications and Documents of Interest for Information but Not Discussion
XII.		Adjournment

*\*Times are approximate and subject to change*

<b>Upcoming Meetings:</b>		
Monday, February 12, 2024	Monday, February 26, 2024	Monday, March 4, 2024



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 Jessica Porter at [jporter@concordma.gov](mailto:jporter@concordma.gov) or at 978-318-3028. 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  
December 18, 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 6:00 PM on December 18, 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 6:00 PM.

Ms. Hartman confirmed that the members present were Mr. Dane, Ms. Ackerman, Ms. Escobedo (via Zoom), and Mr. Howell.

**Public Comment**

Liz Cobbs, Co-Chair of the Personnel Board, appeared before the Select Board to comment on the work that the Personnel Board has been doing on their amendments to the Bylaw for 2024 Annual Town Meeting. Ms. Cobbs urged the Select Board to add the Personnel Board to the next Select Board meeting agenda on Tuesday, January 2, 2024 to discuss the proposed amendments to the Bylaw.

Tracy Marano, Chair of the Concord-Carlisle Regional School Committee, appeared before the Select Board to comment on the proposed Solar Implementation Task Force Annual Town Meeting Warrant Article regarding solar on the Regional District School campus. Mr. Dane noted that this item is scheduled on tonight's meeting agenda, so she can continue speaking on the topic at that time.

Luis Berrizbeitia, Chair of the Historic Districts Commission, appeared before the Select Board to comment on the proposed Diversity, Equity, and Inclusion Commission Annual Town Meeting Warrant Article regarding the formation of a task force to review the charge and protocols of the Historical Commission and Historic Districts Commission. Mr. Berrizbeitia continued and asked the Select Board to not endorse this article and noted that the Historic Districts Commission's work is focused on reviewing and deciding on applications of appropriateness. Mr. Berrizbeitia noted that the Historic Districts Commission is looking forward to collaborating with the DEI Commission and discussing ways that they can improve their protocols and processes.

Joe Palumbo, Co-Chair of the Diversity, Equity, and Inclusion Commission, appeared before the Select Board to comment on the relationship that the Commission is working to form with the Historical Commission and Historic Districts Commission to work together on the suggestions and proposals that they have.

**Consent Agenda**

- a. Meeting Minutes
  - i. November 20, 2023
- b. Town Accountant Warrant: November 30, 2023; December 7, 2023

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- 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
- 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
- e. Committee Nominations:
  - 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
  - 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
- f. Amended Concord Center Cultural Task Force Charge
- g. Letter of Support for Regional Transportation Grant
- h. Ratification of the Intermunicipal Agreement for the 250<sup>th</sup> American Revolution Celebration

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda with the amendment of increasing the membership of the Concord Center Cultural Task Force from three (3) to five (5) members.

**Roll Call Vote:**

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

**Committee Appointments**

- a. Lynda Ferrari of 20 Damon Street to the West Concord Advisory Committee to complete an unexpired term to expire May 31, 2024
- 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

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint Lynda Ferrari of 20 Damon Street to the West Concord Advisory Committee to complete an unexpired term to expire May 31, 2024 and to appoint 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.

**Roll Call Vote:**

Mr. Dane – Aye  
Ms. Hartman – Aye

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

**Town Manager’s Report**

Town Manager Kerry Lafleur presented the Weekly Operations Report for the weeks ending December 8, 2023. The full Weekly Operations Reports are available on the Town Website on the Town Manager’s webpage here – <https://concordma.gov/3239/2023-Town-Manager-Weekly-Operation-Report>.

**Chair’s Report**

Chair Dane reported on:

- MBTA Community Zoning case in Holden, Massachusetts – The case was dismissed for lack of standing on the part of the plaintiffs. The request of the advocates was that the court declare the ability to enforce the MBTA Community Zoning requirements went beyond what was included in Section 3A, but this was not decided on in this case.
- Milton, Massachusetts versus the Federal Aviation Administration (F.A.A.) – The case was dismissed for lack of standing in objecting to the policies and procedures of the F.A.A. This is instructive to Concord in that any approach the Town takes with the Hanscom North Airfield proposed expansion will not be successful if it deals with F.A.A. policies and procedures, such as noise policy.
- Spoke with a State Representative at a League of Women’s Voters event regarding funding for the 250<sup>th</sup> American Revolution Celebration and the outcome of the conversation was not encouraging, especially regarding timing of notification of funding, so the Town should continue to operate under the assumption that it will not receive additional funding from the state.

**Select Board Liaison Reports**

Ms. Hartman reported on:

- Finance Committee – Tabled the proposed Annual Town Meeting Warrant Article to issue one Guideline instead of several Guidelines. The School District presented their preliminary budgets, with both the Concord Schools and Regional School District currently above the Guideline, by \$87k and \$205K respectively. The Concord 2025 Executive Committee also presented a preliminary budget, but the Finance Committee did not make any decisions or recommendations regarding their budget at this time.
- Concord Municipal Light Board – Held Public Hearing for rate setting. Discussed the proposed Solar Implementation Task Force Annual Town Meeting Warrant Article for implementation of new solar infrastructure at the Landfill and Regional High School campus. The CMLB members expressed support for the warrant article.
- West Concord Cultural District Committee – Working on a promotional video for West Concord businesses.
- Planning Board – Tabled a proposed Annual Town Meeting Warrant Article to change parking requirements since the process was more complicated than anticipated.

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- Concord Housing Roundtable – The Concord Municipal Affordable Housing Trust had a balance of \$3.1 million, in which they have already allocated \$700,000 which will only add two additional units to the SHI, bringing their balance down to \$2.4 million. The Affordable Housing Trust is requesting \$500,000 from the Community Preservation Funds and possibly an additional \$500,000 from ARPA.

Ms. Ackerman reported on:

- Concord-Carlisle Human Rights Tea – Freedom Award was presented to Dignity in Asylum.
- Attended the Concord Water Resources Public Forum which was highlighted in the Town Manager’s Report.
- Public Works Commission – Proposed Stormwater Enterprise Fund will come forth to Annual Town Meeting in two phases, so the first Warrant Article will be in 2024 to setup the framework for the Stormwater Enterprise Fund and then secondly in 2025 will be to setup the Stormwater Enterprise Fund with rate structures.
- 2229 Main Street Advisory Task Force – Would like to brief the Select Board in May, have their draft report to the Select Board in the summer, and then have their final report to the Select Board by the end of October.

Ms. Escobedo reported on:

- Attended the Concord Housing Roundtable, which was highlighted by Ms. Hartman in her Liaison Report
- Attended several Affordable Housing Trust and Concord Housing Authority meetings, all related to activity that is specified in the Housing Production Plan.
- Attended the Concord-Carlisle League of Women’s Voters event, “The Climate Impact of Private Jet Expansion”, in which several state legislators attended and State Senator Barrett mentioned that they have investigated a number of avenues in which the Hanscom North Airfield proposed expansion can be challenged, but it will be an uphill battle.
- Attended the Concord-Carlisle League of Women’s Voters event, “Warner’s Pond Update and Open Discussion”, in which Natural Resources Director Delia Kaye - one of the keynote speakers - stated that she anticipates that the Natural Resources Commission will discuss the final form of the Warners Pond Task Force at their meeting on Wednesday, December 27, 2023.
- Attended both recent Planning Board and Zoning Board of Appeals meetings and have been interested in terms of what’s happening at the Elm Street proposed development, as there are some traffic issues and certain approvals that must occur before the development proceeds. Additionally, the Concord Housing Development Corporation proposal for Assabet River Bluff has been continued until January 18, 2024.

Mr. Howell reported on:

- Climate Action Committee – Tabled a proposed Annual Town Meeting Warrant Article for a Route 2 crossing initiative that they are going to perform further work on in conjunction with the Transportation Advisory Committee.

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- Historical Commission – Encouraged the “sooner rather than later” about the disposition of the Tercentenary Markers with the DEI Commission and they expressed support to do that. The Commission also discussed the Demolition Permit for the Sanborn School.
- Natural Resources Commission – Version 3 of the Warners Pond Task Force Charge is now published on the Commission’s webpage on the Town website for community review and input.
- Recreation Commission – Reviewing the Strategic Plan at their meeting tomorrow, December 19, 2023.

**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**

Chair Dane presented on the Public Records Request for documents relating to Hanscom North Airfield proposed expansion and what the Town’s next decision regarding strategy will be considering Massport’s incomplete response to the request. Mr. Dane continued and suggested that the Select Board delegate this decision to the Town Manager.

Ms. Lafleur noted that the Town does not know if an appeal is needed at this time, but that Massport has not at this time complied with Public Records law. If there is to be an appeal, the appeal date is January 18, 2024, so there is some time.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to authorize the Town Manager to determine the appropriate action regarding Massport response to Public Records Request for documents relating to Hanscom North Airfield Project and to direct Special Counsel accordingly.

**Roll Call Vote:**

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

**Request to Participate in Air Quality Study of Hanscom North Airfield**

Mark Giddings, Concord Representative to the Hanscom Field Advisory Committee, appeared before the Select Board and presented a request to participate in an air quality study of Hanscom North Airfield and noted that the participation would cost the Town \$6,250.00, as split between other Hanscom area towns evenly. A full proposal is included in the Select Board meeting packet.

Mr. Dane asked how the Town would produce the funds for the study.

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Town Manager Kerry Lafleur responded that this is one of the reasons why this request is in front of the Board tonight, as this request was not allocated in the Town's budget previously and the Town would need to find the funds to contribute. Ms. Lafleur noted that this is possible, but the Finance Department would just need to take some time to see where the funds would come from.

Ms. Escobedo asked strategically, what does the Town gain from the study?

Mr. Giddings responded that it provides a benchmark of the pollution at Hanscom North Airfield, which gives the Hanscom area towns another quiver in its arrow against the proposed expansion project and in negotiations with Massport.

Pamela Dritt, 13-04 Concord Greene, appeared before the Select Board and commented on the importance of independent studies such as the proposed, as the agencies proposing expansions will continue to use outdated data overtime.

Upon a motion duly made and seconded, it was **voted:** to participate in the Air Quality Study of Hanscom North Airfield and to contribute \$6,250.00 as outlined in the Select Board meeting packet.

**Roll Call Vote:**

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

The vote passed 4-1-0.

**Approve 2024 Annual Select Board License Renewals**

Shannon McAndrew, Executive Assistant to the Select Board, presented a memorandum on the 2024 Annual Select Board License Renewals. The full memorandum, which lists all businesses/entities renewing a Select Board License, is included in the Select Board meeting packet.

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

**Roll Call Vote:**

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

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Mr. Howell – Aye

**Update on Fiscal Year 2025 Budget and Discuss Consolidated Town Budget Article for Annual Town Meeting**

Chief Financial Officer Anthony Ansaldi appeared before the Select Board to provide an update on the Fiscal Year 2025 Budget. Mr. Ansaldi's full presentation is included in the Select Board meeting packet.

Town Manager Kerry Lafleur continued and noted of what a consolidated Town Budget Article for Annual Town Meeting could look like, such as consolidating line items under different Town Departments.

**Review Annual Town Meeting Articles and Sponsorship**

The Select Board first discussed the process regarding the Annual Town Meeting Warrant.

Mr. Howell asked a question regarding the definition of sponsorship. Mr. Howell explained that he feels that the process for placing an article on the Annual Town Meeting Warrant should be that if a Board, Committee, etc., wants to sponsor an article, they do not need to gain the approval of the Select Board ahead of the closure of the Warrant; they can add the article directly. A lively discussion followed with various opinions expressed by various board members. In the end, the board decided that this year the board will allow articles advanced by boards and committees to be placed on the warrant and assign a # at the Jan 8 Select Board Meeting. Additionally, if a board or committee wants the Select Board to sponsor an article, they should contact the chair before the close of the warrant.

- Article to Authorize Borrowing for Solar located at the Landfill and/or Concord-Carlisle Regional High School Campus

Dean Banfield, Chair of the Solar Implementation Task Force, appeared before the Select Board and presented the proposed article. Mr. Banfield's proposed text of the article and full presentation are included in the Select Board meeting packet.

Tracy Marano, Chair of the Concord-Carlisle Regional School Committee, appeared before the Select Board and commented that she has requested further information on the article before putting the article on a Regional School Committee meeting agenda.

- Article to Amend the Town Fossil Fuel-Free Bylaw to align with State Guidance

Eric Simms, Sustainability Director, appeared before the Select Board and presented the proposed article. The full proposed text of the article is included in the Select Board meeting packet.

Chair Dane asked if this is an amendment to the Home Rule Petition that has already been filed.

Mr. Simms clarified that this is an amendment to the Bylaw, not the Home Rule Petition.

Upon a motion duly made and seconded, it was UNANIMOUSLY

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**voted:** to sponsor an Article to Amend the Town Fossil Fuel-Free Bylaw to align with State Guidance.

**Roll Call Vote:**

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

- Article to Appropriate Funds to the 250<sup>th</sup> American Revolution Anniversary Celebration

Gary Clayton, Chair of the Concord 2025 Executive Committee, appeared before the Select Board and presented the proposed article. Information from a report prepared by the Executive Committee for the Select Board meeting on December 4, 2023 is included in the Select Board meeting packet.

Ms. Hartman asked about the funding needed for the parade and if the Executive Committee needs funding from the General Fund.

Mr. Clayton responded yes, they intend to use funds from the General Fund for the parade, too.

Town Manager Kerry Lafleur added that she has been explicit to Mr. Clayton that she does not anticipate that the additional funding for the parade will fit within the Guideline.

Ms. Hartman suggested tabling until the Select Board’s meeting on January 2, 2024 to see the total amount that will be requested in this article, when the Fiscal Year 2025 budget is further along. Ms. Hartman added that there are certain aspects that must be funded, such as public safety, but other items are discretionary.

Ms. Ackerman added that she would like to see some serious fundraising efforts from the 2025 Executive Committee.

**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 December 18, 2023](#)

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[Select Board Meeting Recording for December 18, 2023](#)

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**Town of Concord  
Select Board  
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January 2, 2024**

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 6:00 PM on January 2, 2024.

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

**Call to Order**

Select Board Chair Henry Dane called the meeting to order at 6:00 PM.

Ms. Hartman confirmed that the members present were Mr. Dane, Ms. Ackerman, and Ms. Escobedo (via Zoom). Mr. Howell was not present.

**Consent Agenda**

- a. Meeting Minutes
  - i. December 11, 2023
- b. Town Accountant Warrant: December 14, 2023; December 21, 2023; December 28, 2023

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

**Committee Appointments**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint 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; to appoint 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; to correctively appoint Timothy Whitney of 315 Lexington Road to the Historic Districts Commission as the Planning Board Full Member Representative for a term to expire January 1, 2029; and to appoint Walter Clay of 675 Sudbury Road to the Historic Districts Commission as the Planning Board Associate Representative for a term to expire January 1, 2029.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye

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Ms. Escobedo – Aye

**Approve Additional 2024 Select Board Annual License Renewals**

Shannon McAndrew, Executive Assistant to the Select Board, presented a memorandum regarding the additional Select Board licenses to be renewed for the 2024 calendar year.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the additional 2024 Select Board Annual License Renewals as outlined in the Select Board meeting packet.

**Roll Call Vote:**

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

**Review Articles proposed for inclusion in the 2024 Annual Town Meeting Warrant**

Chair Dane opened the discussion and stated that a list of proposed Annual Town Meeting Warrant Articles submitted up to this point has been prepared and attached to the Select Board meeting agenda. Chair Dane continued and noted that the statutory process for articles to be placed on the Town Meeting Warrant is either placement on the warrant by the Select Board or by petition with a few notable exceptions being Community Preservation Committee articles and School Budget articles. The Select Board has decided to include the full list of proposed articles on the 2024 Annual Town Meeting Warrant, without necessarily endorsing or sponsoring these articles.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to accept the proposed articles for inclusion in the 2024 Annual Town Meeting Warrant as presented in the Exhibit attached to the Select Board meeting agenda.

**Roll Call Vote:**

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

**Update on Fiscal Year 2025 Budget**

Anthony Ansaldi, Chief Financial Officer, presented an update on the Fiscal Year 2025 budget. Mr. Ansaldi's full presentation is included in the Select Board meeting packet.

Ms. Hartman asked a question regarding appropriation for the 250<sup>th</sup> American Revolution Anniversary Celebration.

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Kerry Lafleur, Town Manager, confirmed that the 2025 Executive Committee's revised funding request is for \$350,000.00 from Free Cash, including \$85,000.00 for the parade and the remainder for public safety.

Ms. Hartman then asked how much funding was allocated for maintenance of Town roads in the proposed budget.

Mr. Ansaldi responded shy of \$3,000,000.00.

Ms. Ackerman noted that the Public Works Department's total request for funds was closer to \$4,000,000.00.

**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 6:21 PM.

**Roll Call Vote:**

Chair Dane – Aye

Ms. Hartman – Aye

Ms. Ackerman – Aye

Ms. Escobedo – Aye

**Meeting Materials:**

[Select Board Meeting Packet for January 2, 2024](#)

[Select Board Meeting Recording for January 2, 2024](#)

**Town of Concord  
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January 8, 2024**

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 6:00 PM on January 8, 2024.

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 6:00 PM.

Ms. Hartman confirmed that the members present were Mr. Dane, Ms. Ackerman, Ms. Escobedo (via Zoom), and Mr. Howell.

**Public Comment**

There was no public comment.

**Consent Agenda**

- a. Meeting Minutes
  - i. December 4, 2023; December 18, 2023
- b. Town Accountant Warrant: January 4, 2023
- c. One Day Liquor License for Deb Abraham-Dematte of the Tremont School for All Alcoholic Beverages on Friday, January 12, 2024 from 7:00 PM to 11:00 PM for an event to take place at the Concord Scout House
- d. Late Tour Guide License Renewal for Nancy Powell-Daley
- e. Approve Letter of Support of H. 4138 Housing Bond Bill – Affordable Homes Act

Ms. Escobedo commented on the Select Board meeting minutes from December 18, 2023 and asked that a revision be made to note that the Select Board's decision to accept all Annual Town Meeting warrant articles was for this year only.

Chair Dane added that he also would like for a revision as such to be added.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted**: to approve the Consent Agenda with the exception of the December 18, 2023 meeting minutes.

**Roll Call Vote:**

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

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Committee Appointments**

There were no committee appointments.

**Town Manager's Report**

Town Manager Kerry Lafleur presented the Weekly Operations Report for the week ending January 5, 2024. The full Weekly Operations Report is available on the Town Manager's webpage on the Town website here: <https://concordma.gov/3499/2024-Town-Manager-Weekly-Operation-Report>.

Ms. Hartman asked a question regarding the removal of the parking meters, following the Select Board's vote to remove the parking meters in Fall 2023.

Deputy Town Manager Megan Zammuto responded that Town staff are currently in an exploratory phase to determine the cost and to ensure there will be no safety hazards once removed. Ms. Zammuto noted that there were not funds included in the budget for this project this year, but Town staff are trying to make progress toward the Board's vote.

Ms. Hartman then asked a question regarding Gerow Park, as progress is on hold through winter.

Ms. Lafleur responded that there will be more updates regarding Gerow Park in the spring, as the balance of work to be completed is weather permitting, such as planting, paving, and opening the restrooms.

Mr. Howell asked if the restrooms would be open all seasons.

Ms. Lafleur responded that she will need to double check on this and report back.

Ms. Ackerman asked for a status update on the removal of the Tercentenary Markers, following the Select Board's vote to temporarily remove the markers for maintenance in Fall 2023.

Ms. Lafleur responded that Town Counsel connected with an attorney at MassDOT and confirmed that they would permit the Town to remove the markers for maintenance, but that there is not a definitive timetable at this time for the removal, but it is work to be performed by the Department of Public Works.

Ms. Hartman asked if there is a time limit that the markers can be removed for maintenance.

Ms. Lafleur responded that she is not aware of one.

**Chair's Report**

Chair Dane opened his report by thanking the Barrow Bookstore for their generous donation toward the George Dugan Soldiers Memorial. Chair Dane then highlighted upcoming meetings:

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- Public Hearing regarding the NOVO Riverside Commons project will be at the next Zoning Board of Appeals meeting on Thursday, January 11, 2024 at 7:00 PM in a hybrid format at the Harvey Wheeler Center Auditorium and via Zoom and that there is material regarding the project available on the ZBA webpage, including the traffic peer review and the developer's response to this review.
- Chair's Breakfast will be held on Wednesday, January 17, 2024 at 8:00 AM at the Town House.
- Joint Select Board and School Committee meeting on Monday, February 12, 2024 at 6:00 PM in a hybrid format at the Town House and via Zoom to review the school's capital plans.

Chair Dane also highlighted that Paul Murphy hosted a ceremony to hang the veteran's memorial plaque at the Town House. A large crowd attended. Lastly, Chair Dane noted that the third quarter tax bills were recently distributed and that it could be clearer how the residential exemption was credited on resident bills and how residents can still apply for the residential exemption. He also asked to receive updated information regarding which property values have been most active in applying for the residential exemption.

**Select Board Liaison Reports**

Mr. Howell reported on:

- Middle School Building Committee – Project is on track.
- Natural Resources Commission – The Warners Pond Task Force charge is to be approved at the next meeting on Wednesday, January 10, 2024 at 7:00 PM in a hybrid format at the Planning and Land Management building and via Zoom. The Select Board will discuss a Select Board representative to the Warners Pond Task Force at the next meeting on Monday, January 29, 2024 at 6:00 PM in a hybrid format at the Town House and via Zoom.

Ms. Ackerman reported on:

- PEG Access Advisory Committee – Negotiations with Comcast to renew the Franchise Agreement are continuing. The Select Board will need to hold a Public Hearing in the spring to vote to reject the current Comcast proposal as a formality and then negotiations will continue.
- Bruce Freeman Rail Trail Committee – Working to connect the trail with the new Concord Middle School.
- Cemetery Committee – Working on updating their Master Plan and performing analysis of costs and revenues of the cemeteries.
- Attended a site visit at the Emergency Shelter at the Best Western and learned some statistics about the families living there.

Ms. Hartman reported on:

- Solar Implementation Task Force – Submitted a Warrant Article for 2024 Annual Town Meeting to permit the bonding of \$9.2 Million for the expansion of solar to be located at the Concord-Carlisle Regional High School campus and/or at the Landfill.

**Town of Concord  
Select Board  
Minutes  
January 8, 2024**

Ms. Escobedo reported on:

- Concord Housing Development Corporation – Finalized RFPs for Junction Village and Assabet River Bluff, with fair amounts of time for responses to those. Beginning discussions regarding additional plans/changes to the units at Assabet River Bluff, which will go forward to the Zoning Board of Appeals.
  - o Ms. Hartman asked if the RFPs included requirements for fossil-fuel free building. Liz Rust, Director of the Regional Housing Services Office, responded that both RFPs included this requirement and cited the Town’s participation in the Fossil-Fuel Free Program.
- Concord Housing Authority – Working to finalize the final aspects of the new Habitat for Humanity home that is going to be part of a two-unit condominium that belongs to the CHA. Once the sale occurs, the condominium documents will be signed and finalized with the Registry of Deeds and hopefully in February the unit will then be considered in the Town’s SHI.
- Attended the Concord-Carlisle League of Women’s Voters discussion “First Friday: Concord Public Schools – How Are Our Children Doing After Covid?”, which was an informative discussion.

**Approve Hours of Service of Alcohol for Bandoleros at 195 Sudbury Road**

Mr. Elmer Melendez appeared before the Select Board to present his proposed hours of service of alcohol for Bandoleros, to be located at 195 Sudbury Road. The proposed hours of service of alcohol are Monday – Saturday, 11:00 AM – 11:00 PM, and Sunday, 11:00 AM – 10:00 PM. Mr. Melendez explained that the hours of service of alcohol that are permitted are different than those of the hours of operation of the business, because the Alcoholic Beverages Control Commission requires that alcohol beverages physically be cleared from all bars and tables in the establishment at the closing hour of service of alcohol. As such, allowing the service of alcohol to continue one hour later than the hours of operation of the business would allow Bandoleros to serve a patron that may come in very close to the closing hour of the operation of the business or to allow a patron to finish their current beverage if they remain in the establishment following the closing hour of the business.

Mimi Graney, Economic Vitality Manager, appeared before the Select Board and voiced support for the proposed hours of service of alcohol for Bandoleros, as the establishment is isolated from other residences within the shopping center and noted that if there are issues down the line with the hours seeming too late, the Select Board always maintains the authority to revisit and amend the hours.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the hours of service of alcohol for Bandoleros, located at 195 Sudbury Road, as included in the Select Board meeting packet.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye

**Town of Concord  
Select Board  
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January 8, 2024**

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

**Request to Approve the Regulatory Agreement for Habitat for Humanity House  
at 367 Commonwealth Avenue**

Liz Rust, Director of the Regional Housing Services Office, appeared before the Select Board and presented the request to approve the Regulatory Agreement for the Habitat for Humanity home at 367 Commonwealth Avenue, which Ms. Escobedo also discussed during her Liaison Report. The hope is for the unit to be included in the Town's SHI in February.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Regulatory Agreement for the Habitat for Humanity property located at 367 Commonwealth Avenue and authorize the Town Manager to execute the agreement.

**Roll Call Vote:**

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

**Final Report Recommendations from the White Pond Task Force**

Beth Kelly and Evan Ricker, Co-Chairs of the White Pond Task Force, appeared before the Select Board to present the White Pond Task Force Final Report recommendations. The full report is included in the Select Board meeting packet.

Ms. Ackerman asked a question regarding the rainbow trout.

Ms. Kelly responded that there has been inconsistent guidance and recommendations in the past few years, but that the trout were restocked in 2023.

Ms. Ackerman asked about funding for some of the recommendations.

Ms. Lafleur responded that currently included in the budget are the use of A-Pod, water quality testing, and the Ranger program. Ms. Lafleur noted that lengthening seasonal maintenance is not currently included in the budget but could be looked into further, and that the Town also wants to look further into stormwater and wastewater at the pond in the future.

Ms. Hartman asked how input was gathered from residents outside of the White Pond community/neighborhood.

**Town of Concord  
Select Board  
Minutes  
January 8, 2024**

Ms. Kelly responded that the Task Force conducted a survey that was distributed the best it could through the resources available/without funding for a Town-wide mailing. Ms. Kelly responded that the survey was posted on the Town website, distributed to Boards and Committees, and QR codes that linked to the survey were posted at the pond.

Mr. Howell noted that most recommendations look like continuations of items that are already being performed and asked if there is anything new proposed beyond some new signage.

Ms. Kelly noted that the Task Force was unsure if the use of A-Pods were going to continue to be funded, which is why this was included, but that the Ranger program was a large topic of discussion, since the Task Force recommended that the Ranger spend more time at the pond on high-attendance days.

Mr. Ricker noted that he does feel it is important for some sort of group, whether it be a Town-sponsored committee or not, continue with the stewardship of White Pond.

Mr. Howell mentioned an idea of the formation of one committee to perform the stewardship of all ponds in Town. Mr. Howell recognized that each pond is unique, but perhaps it is time to look into a more systematic group.

Ms. Hartman noted that White Pond Task Force member Elissa Brown, who submitted a minority Final Report for herself and an additional member, was on Zoom and wished to hear from her. The full minority report is included in the Select Board meeting packet.

Ms. Brown appeared before the Select Board and noted that many of her differences of opinion in the report get into the weeds of the group's discussions, but that her major differences of opinion are regarding recreational issues at the pond e.g., neglecting to demonstrate the correlation between the ecological life of the pond and the parking situation, and that she does not think it is necessary for a dedicated group to continue the stewardship of the pond.

Mr. Ricker commented that the issue of overcapacity parking is very related to the ecological life of the pond because with more parked cars comes more attendees at the pond that may be visiting the pond at Sachems Cove rather than at the Town Beach, contributing to potential pollution to the pond and erosion of the land surrounding the pond.

Chair Dane thanked the Task Force for their work and the report and suggested that there could be a Town staff internal review of both reports and designate a Town staff member to be the point person for reviewing concerns.

**Update on Fiscal Year 2025 Budget**

Chief Financial Officer Anthony Ansaldi appeared before the Select Board and noted that there is not an update on the Fiscal Year 2025 Budget at this time, but Town staff continue to work to bring the budget closer to the Finance Committee Guideline.

**Town of Concord  
Select Board  
Minutes  
January 8, 2024  
Vote Order of the 2024 Annual Town Meeting Warrant**

Town Moderator Carmin Reiss appeared before the Select Board and noted that a draft order of the 2024 Annual Town Meeting Warrant is included in the Select Board meeting packet.

Ms. Hartman suggested that the article, Authorize New Middle School Naming – Name the New Concord Middle School Ellen Garrison Middle School, be moved up to before the Concord Public Schools budgetary articles.

The Select Board concurred, and this was the only amendment made to the order of the warrant that was included in the Select Board meeting packet.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the order of the 2024 Annual Town Meeting Warrant as included in the Select Board meeting packet, with the one amendment discussed during the meeting.

**Roll Call Vote:**

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

**Adjournment**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to adjourn the meeting at 8:15 PM.

**Meeting Materials:**

[Select Board Meeting Recording for January 8, 2024](#)

[Select Board Meeting Packet for January 8, 2024](#)

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

**TO:** Kerry Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Chief Financial Officer  
**SUBJ:** Gift from Friends of Concord Carlisle Fields  
**DATE:** December 18, 2023



Please place on the Select Board's agenda the following gift to the Friends of Concord Carlisle Fields/Fields Maintenance gift account:

Friends of Concord Carlisle Fields	\$ 50,000
P.O. Box 1031	
West Concord, MA 01742	

This gift will be applied to the maintenance expenses of the artificial turf on the grounds of the Concord-Carlisle Regional School District.

FCCF Fields Maintenance  
4510097-4850

Accepted: \_\_\_\_\_

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

**Town of Concord**  
**Finance Department**  
*Memorandum*

**TO:** Kerry A. Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Chief Financial Officer  
**SUBJ:** War Memorial Gift Fund  
**DATE:** December 31, 2023



Please place on the Select Board's agenda the following gift to the War Memoria Gift Fund from Barrow Bookstore.

This gift is to be used for the George Dugan Soldiers Monument Project.

Barrow Bookstore  
79 Main Street  
Concord, MA 01742

\$1,250.00


War Memorial  
45100161-4850 GFT161

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

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

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

**TO:** Kerry A Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Chief Financial Officer  
**SUBJ:** Concord Recreation School Year Childcare Scholarships  
**DATE:** December 31, 2023



Please place on the Select Board's agenda the following gift made to the Concord Recreation School Year Childcare Scholarship Gift Account.

Concord-Carlisle Community Chest  
19 Main St. #2  
Concord, MA 01742


\$6,000.00

School Year Scholarships  
45100163-4850

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

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

**Town of Concord**  
**Finance Department**  
*Memorandum*

**TO:** Kerry A. Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Chief Financial Officer   
**SUBJ:** Equipment Shed at 40Y Annursnac Hill Road  
**DATE:** January 5, 2024

Please place on the Select Board's agenda the donation of an equipment shed that has been gifted to the Town through a previous cell tower lease agreement with Sprint Spectrum, LLC.

This shed, which was built by Sprint, will be used for housing public safety equipment.

Sprint Spectrum, LLC.

Estimated Value: Over \$500.00

Accepted: \_\_\_\_\_

*Clerk*

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

## EQUIPMENT TRANSFER AGREEMENT

This EQUIPMENT TRANSFER AGREEMENT (this “**Agreement**”) is made and entered into as of the date of the last party to execute this Agreement (the “**Effective Date**”), by **Sprint Spectrum, LLC**, a Delaware limited liability company (formerly a limited partnership), successor in interest to Nextel Communications of Mid-Atlantic, successor in interest to Dispatch Communications of New England, Inc., or any affiliate or successor in interest (“**Transferor**”), in favor of **Town Of Concord, MA** (“**Transferee**”). Transferor and Transferee shall individually be referred to as a “**Party**” and collectively as the “**Parties**”.

**WHEREAS**, the Parties (or their respective predecessors in interest) entered into a Standard Lease Agreement dated July 31, 1995, as may have been amended (collectively, the “**Lease**”) for Transferor to utilize certain portions of **40 Y Annursnac Hill Road, Concord, MA 01742** (the “**Property**”);

**WHEREAS**, a Notice of Termination was sent to Transferee on December 22, 2022, stating that the Lease was terminated effective March 31, 2023 (“**Termination Date**”). The Parties agree that no further notice is required evidencing the end of Transferor’s tenancy at the Property and that, on the Effective Date, the Transferred Property (as defined below) shall not be removed by Transferor, that title shall pass to Transferee as previously agreed to in Section 5 of the Fourth Amendment to Standard Lease Agreement dated June 10, 2010, and that Transferee shall become the lawful owner of the Transferred Property. Transferor’s equipment not specified in **Exhibit A** shall be removed in accordance with the Lease and the terms of this Agreement no later than July 31, 2024 (“**Projected Removal Date**”). Rent and any other fees payable by Lessee under the Lease shall cease on the Projected Removal Date; however, in the event the actual equipment removal date (“**Actual Removal Date**”) is prior in time to the Projected Removal Date, then all monetary obligations of Lessee shall cease on the Actual Removal Date;

**WHEREAS**, this Agreement specifically relates to the Transferred Property and does not affect, amend or limit any other rights or obligations of the Parties under the Lease.

**NOW, THEREFORE**, in consideration of the terms, conditions, covenants and mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto, intending to be legally bound, hereby agree as follows:

**1. Equipment and Surrender Obligations.**

- a) **Surrender Obligations and Transfer of Title.** Transferee agrees that Transferor shall surrender the premises in an “*as-is*” condition. Transferor shall leave, convey, transfer, and assign all equipment, leasehold improvements, and related items installed on the Property

listed in **Exhibit A** (“**Transferred Property**”). Title to all Transferred Property automatically passes to Transferee and Transferee accepts the Transferred Property on an “*as is*” basis. Transferor shall remove its equipment not specified on Exhibit A (“**Transferor’s Surrender Work**”).

- b) **Cooperation and Access.** Transferee agrees to cooperate with Transferor regarding any necessary actions, including obtaining any required permits or other approvals. Transferor shall have the right of access to the Property at no cost, on a twenty-four (24) hours a day, seven (7) days per week basis up until the earlier of the Projected Removal Date or the Actual Removal Date.
- c) **Mutual Release.** Transferor and Transferee release and waive any claims against the other Party and such Party’s successors, assigns, parent, subsidiaries and affiliates, arising out of the Lease and Transferor’s Surrender Work, excepting any Security Deposit, prepaid-rent, rent credits or abatements owed to Lessee.
2. **Covenants of Transferor.** Transferor hereby covenants with, and represents and warrants to, Transferee that, as of the Effective Date:
- a. Transferor is lawfully seized and possessed of the Transferred Property;
  - b. Transferor has the right to sell, transfer and convey the Transferred Property to Transferee;
  - c. The Transferred Property at the Site(s) is, and shall be transferred to Transferee, free and clear of all security interests, liens, and other encumbrances of any type or description.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, TRANSFEROR MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF CONDITION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

3. **Miscellaneous.**

- a. This Agreement supersedes all prior discussions and agreements between the Parties with respect to the transfer of the Transferred Property and other matters contained herein, and this Agreement contains the sole and entire understanding and agreement between the Parties with respect thereto. In the event of any inconsistency or conflict between the terms and provisions of this Agreement and the Lease, this Agreement shall control.
- b. The Parties agree to use reasonable commercial efforts to execute and deliver such additional documents and to do such other acts as may be reasonably necessary or

Site ID: BS73XR001

advisable to more fully implement or evidence the transactions contemplated by this Agreement.

- c. If any provision of this Agreement is unlawful or unenforceable under applicable law, the other provisions and the unlawful or unenforceable provision shall remain in effect to the extent permitted under applicable law. This Agreement shall be binding upon the Parties and their respective successors and assigns. This Agreement shall be governed by and construed and enforced in accordance with the internal substantive laws of the state where the Property is located, regardless of conflict of law principles. The use of the word "or" herein is not exclusive. The recitals set forth in the preamble of this Agreement are hereby incorporated into this Agreement as if fully set forth herein. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement.
- d. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement. Signed electronic copies of this Agreement (including signatures provided by PDF or DocuSign) shall be legally binding and deemed as originals.
- e. The signatories represent and warrant that he or she is duly authorized to execute this Agreement on behalf of their respective Party.

( Remainder of Page Intentionally Left Blank )

Site ID: BS73XR001

IN WITNESS WHEREOF, this Agreement has been executed by the Parties and is effective on the date of the last Party to sign this Agreement, as evidenced below:

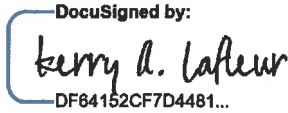
**Transferor:**

**Transferee:**

**Sprint Spectrum, LLC,**  
a Delaware limited liability company

**Town Of Concord, MA**

By:   
 Name: Mark Bishop  
 Title: Director  
 Date: 12/30/2023

By:   
 Name: Kerry A. Lafleur  
 Title: Town Manager  
 Date: 12/10/2023

## EXHIBIT A

### Transferred Property

The following equipment Facilities will be left in place and become part of the property being transferred to the Lessor by way of this Agreement.

**1. Shelter - 11 ft-6 in x 22 ft-8 in**



**Site Address:** 40 Y Annursnac Hill Road, Concord, MA 01742

**Site ID:** BS73XR001

**Lease ID:** BS73XR001-A

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

**TO:** Kerry A Lafleur, Town Manager  
**FROM:** Anthony M. Ansaldi, Chief Financial Officer  
**SUBJ:** Recreation Scholarship Gift  
**DATE:** January 8, 2024



The Alcott School Parent Teacher Group has chosen the Concord Recreation Scholarship Fund as one of the recipients of the money raised from their Annual "Turkey Trot".

Please place this gift on the Select Board's agenda:

Alcott School Parent Teacher Group  
93 Laurel Street  
Concord, MA 01742-3625

\$1,794.00

Recreation Scholarship  
45100158-4850

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

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

01-05-2024

Select Board  
Town of Concord

Dear Select Board members,

I have been a dedicated member of the Town of Concord Finance organization for over 13 years, of which 9 years I've served as Concord's Town Accountant.

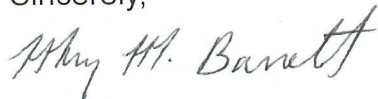
I am proud of the contributions I made towards the success of the Finance organization and the Town. My job has been rewarding but challenging at times. Despite the obstacles, I have remained committed to my work.

Over the years, our municipality has experienced the loss of institutional knowledge. I will be reassigned to the position of Assistant Town Accountant to help retain this knowledge. I will work closely with my successor to help make the transition easy while allowing us to continue meeting our organization goals.

My re-assignment will become effective upon the appointment of a new Town Accountant.

I look forward to my continued employment with the Town of Concord.

Sincerely,

A handwritten signature in cursive script that reads "Mary H. Barrett". The signature is written in dark ink and is positioned above the printed name.

Mary Barrett



# MCI Concord

Discussing Ideas and Opportunities

Select Board

January 29, 2024

# More Questions Than Answers!

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WHAT DO WE  
KNOW RIGHT  
NOW?



MASTER  
PLANNING / WISH  
LIST



COMMUNICATION



VIRTUAL TOUR



NEXT STEPS

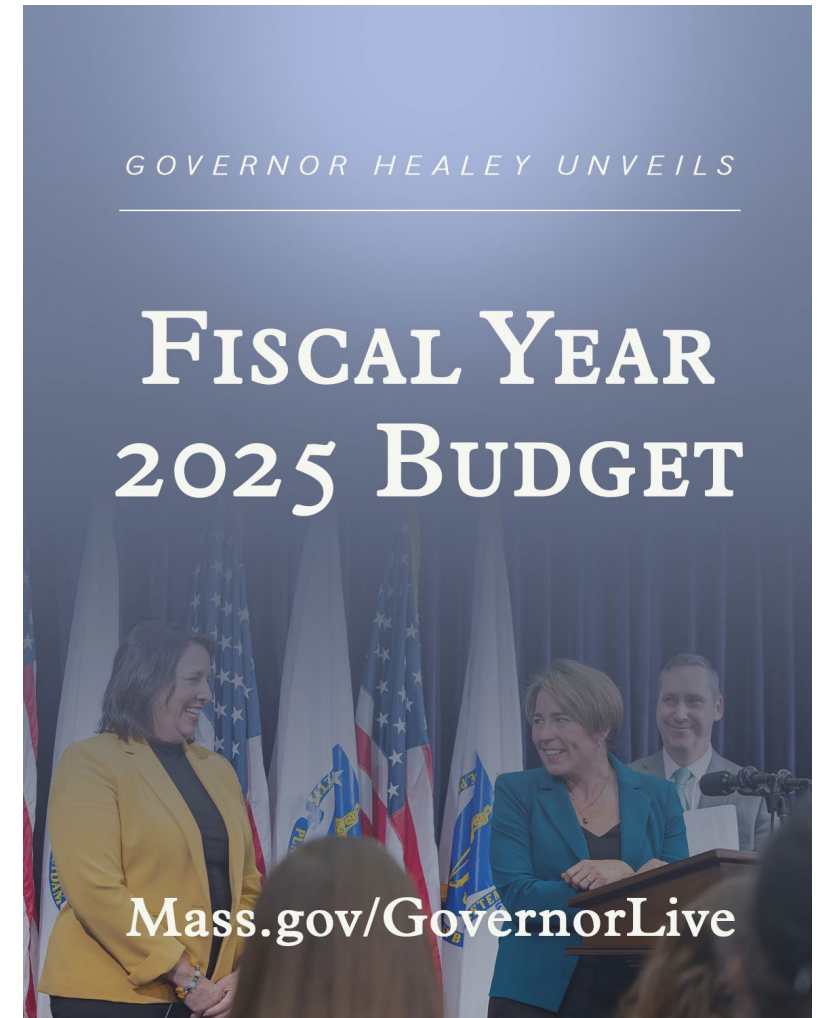
# What do we know?

MCI Closing June 30, 2024

Announcement as part of the Governors FY25 Budget

DCAMM will facilitate the sale, lease or transfer of the property.

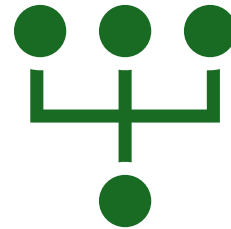
DCAMM May transfer the water treatment facility to the Town of Concord for a direct public use!



# Options for Disposition of Property



**Standard Competitive Process**



**Sales-Partnership Agreement**

# Route 2 Rotary



# Governor Healey

”The [lieutenant governor] and I have talked for a long time about identifying state properties that we could repurpose and use for housing, for other things,” Healey said, though she declined to say what she specifically envisions for the site.

”We just know that the purpose that it’s being used for right now doesn’t really right-size to the moment,” she added, “or the needs that we face.”

# Master Planning & Wish List

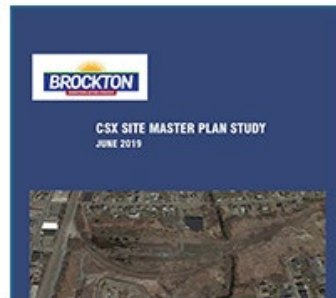
Working together to create a vision for the future of the site.

What is on our wish list?

What growth can we accommodate?



The Union Square Neighborhood Plan

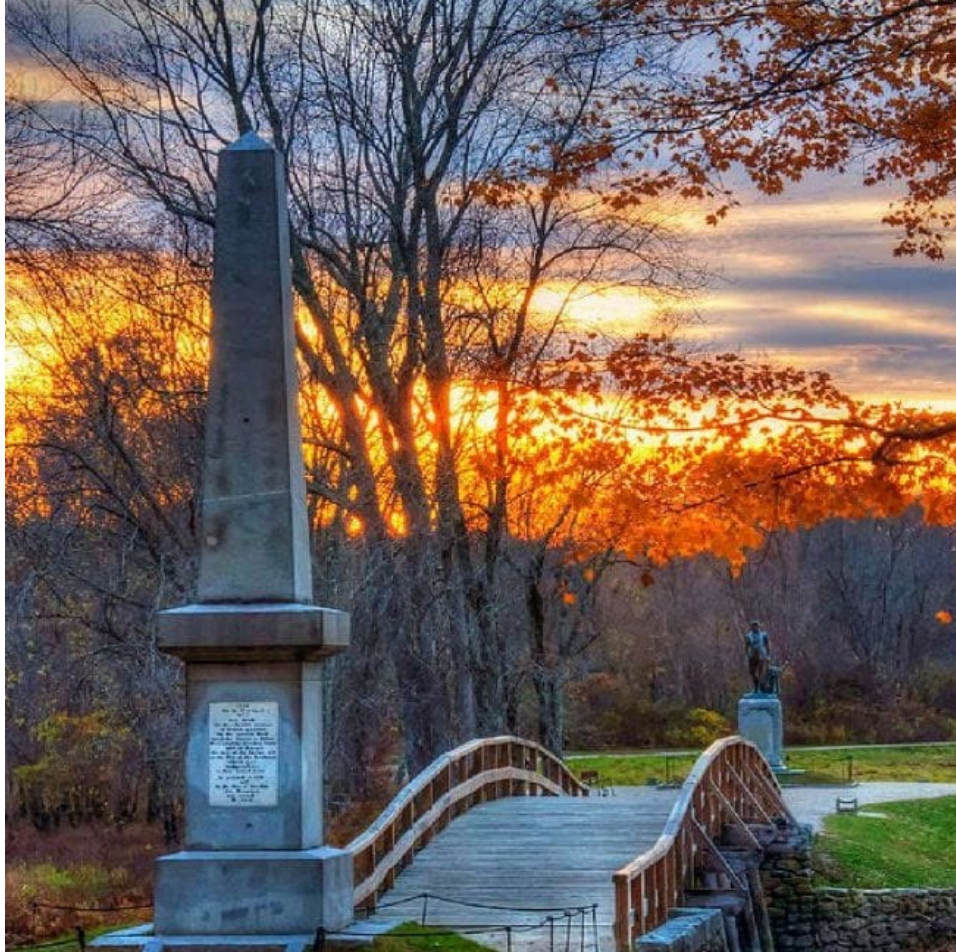


CSX Site Master Study Plan,  
Brockton - June, 2019



Tremont Nail Factory, Wareham -  
August, 2017



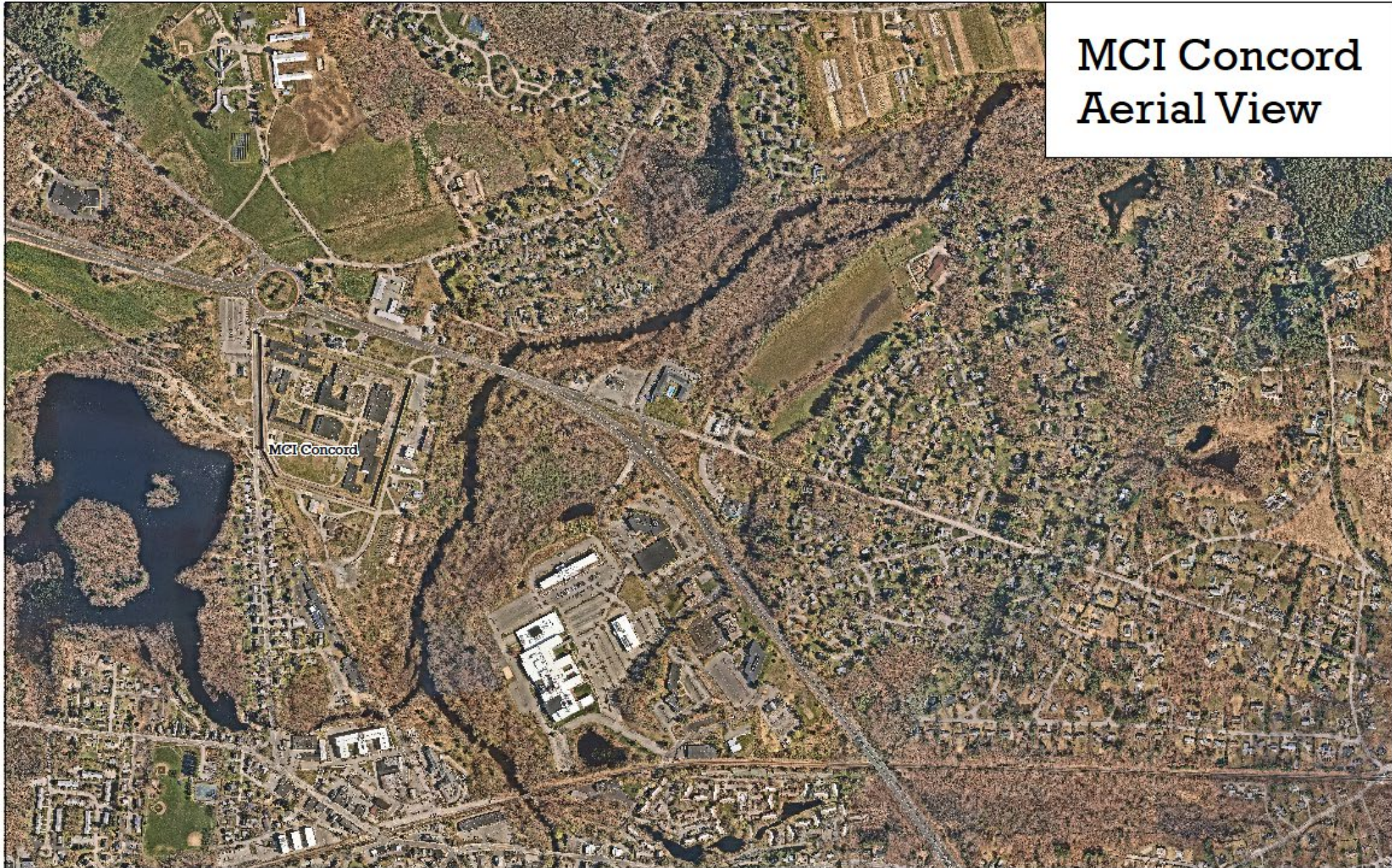


# Communication

Communicating using one voice

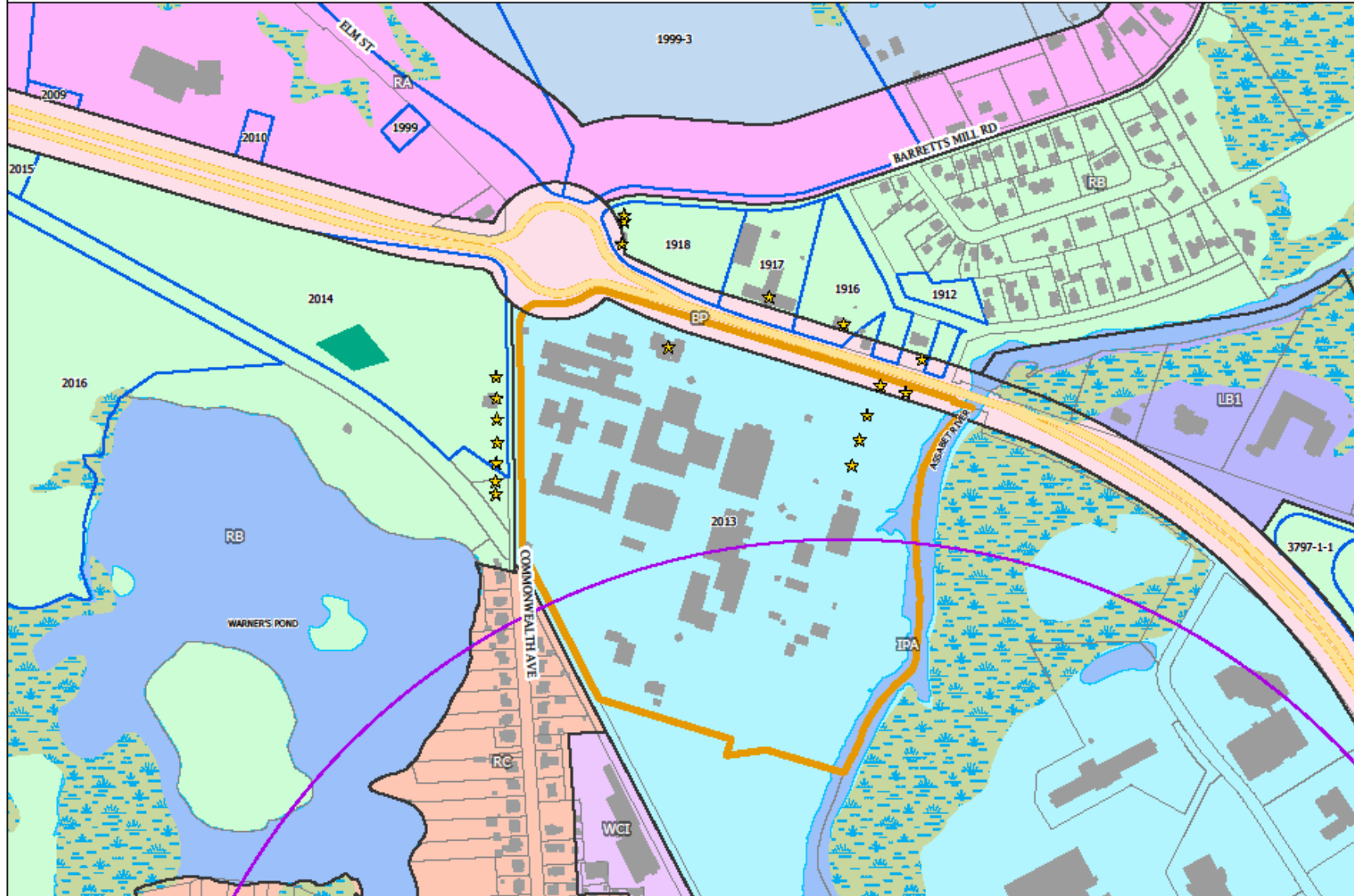
Mixed messages could cost us an opportunity

# MCI Concord Aerial View



# MCI - Concord & Rt. 2 Rotary

JANUARY 2024



## Parcels

- Parcel
- State-Owned
- MCI Concord
- MCI Concord
- Prison Cemetery
- Water
- Wetlands
- Historic Property

## West Concord Commuter Rail

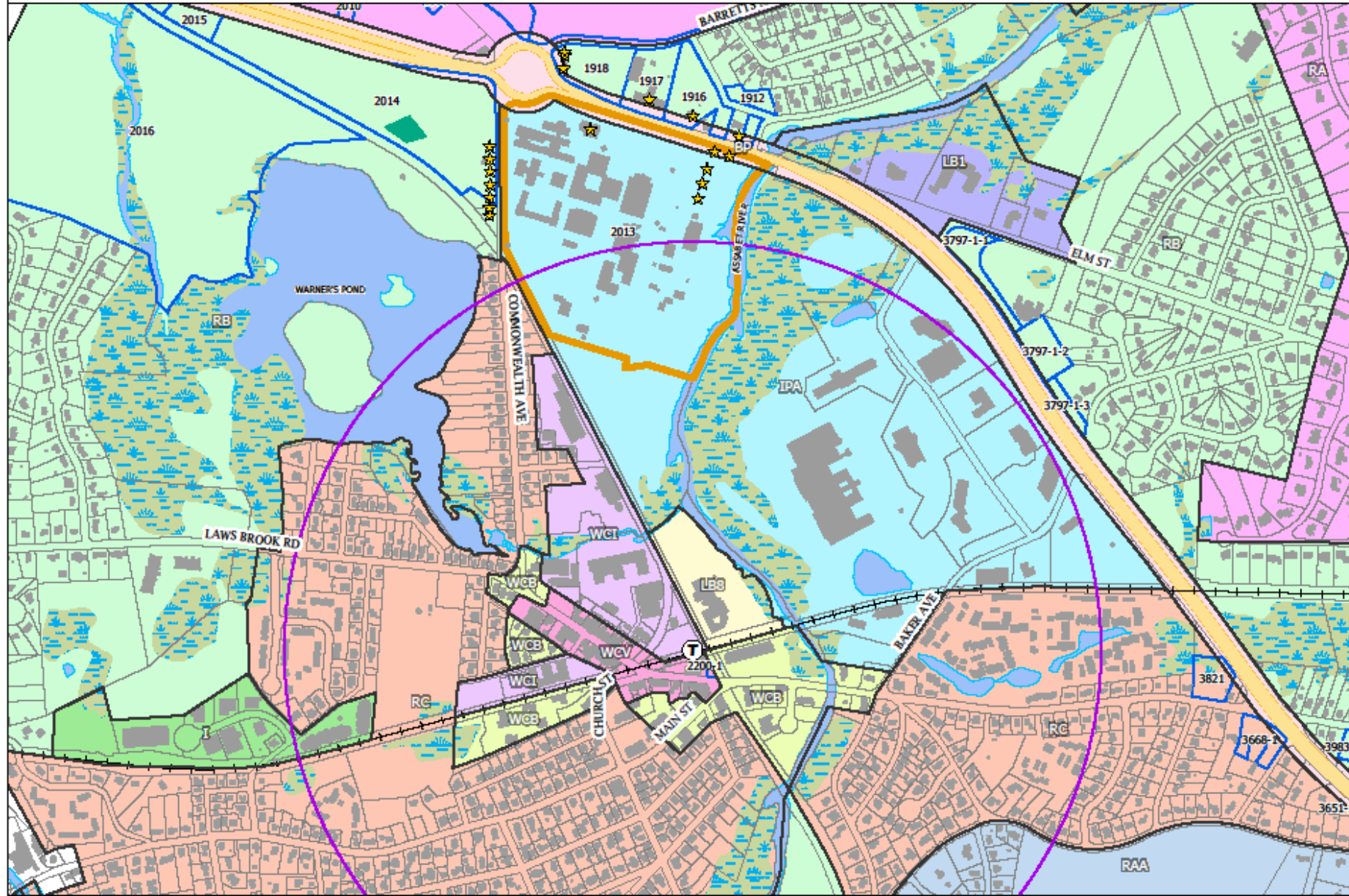
- Station
- 1/2 Mile Buffer
- Route 2

## Zoning Code

- BP
- IPA
- LB1
- RA
- RAA
- RB
- RC
- WCI

# MCI - Concord & Southward

JANUARY 2024



## Parcels

- Parcel
- State-Owned
- MCI Concord
- MCI Concord
- Prison Cemetery
- Water
- Wetlands
- Historic Property

## West Concord Commuter Rail

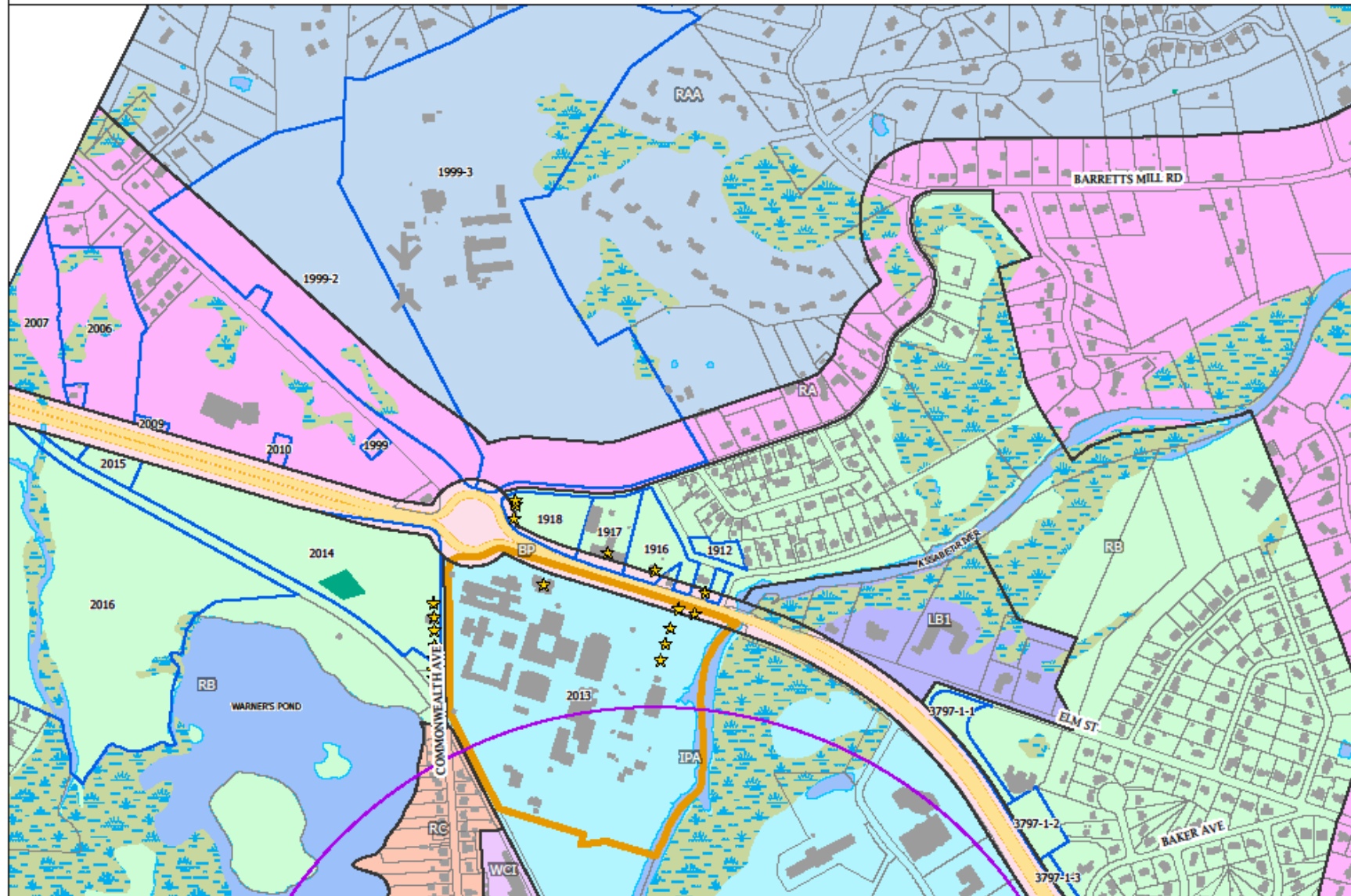
- Station
- 1/2 Mile Buffer
- Route 2

## Zoning Code

- BP
- I
- IPA
- LB1
- LB8
- RA
- RAA
- RB
- RC
- WCB
- WCI
- WCV

# MCI - Concord & Northward

JANUARY 2024



## Parcels

- Parcel
- State-Owned
- MCI Concord
- MCI Concord
- Prison Cemetery
- Water
- Wetlands
- Historic Property

## West Concord Commuter Rail

- Station
- 1/2 Mile Buffer

## Route 2

## Zoning Code

- BP
- IPA
- LB1
- RA
- RAA
- RB
- RC
- WCI

133 Keyes Road  
Concord, MA 01742



**DATE: 10/26/2023**

**MEMORANDUM**

**TO: Shannon McAndrew, Executive Assistant c/o Select Board**  
**VIA: Kerry Lafleur, Town Manager**  
**VIA: Alan Cathcart, Director of Public Works**  
**FROM: Stephen Dookran PE, Town Engineer**  
**PREPARED BY: Justin Richardson, PE, Assistant Town Engineer**  
**SUBJECT: Petition by National Grid to extend its existing 2-inch plastic main in Simon Willard Road approximately 480 feet to serve an existing residence located at #398 Simon Willard Road.**

This memorandum is to provide comments to the Select Board on the petition for a Grant of Location filed by National Grid on Simon Willard Road. Concord Public Works (CPW) Engineering Division has reviewed the attached Grant of Location petition dated January 13, 2022 and proposed plan with a most recent revision date of April 5, 2022 from National Grid for the above referenced project in the Simon Willard Road public right-of-way. In this request, National Grid requests permission to extend the existing 2-inch plastic pipe main approximately 480 feet with 2-inch plastic to provide gas service to #398 Simon Willard Road.

In 2022, Engineering reviewed several National Grid requests including this one and forwarded recommendations for approval. However, National Grid disagreed with certain conditions of approval and declined to proceed with the Grant of Location hearings. The Engineering office has since worked with National Grid on revising the language and has reached agreement on the conditions in question. CPW asks that if the Select Board approves this petition, the following understandings, conditions, and recommendations are made part of the approval:

- 1. Gas Main Removal** - National Grid will remove the new 480-foot 2-inch plastic gas main upon completion of its service life.
- 2. Right of Way Permit** – A right of way (ROW) permit issued by CPW Engineering is required to perform work in the public street. CPW Engineering reserves the right to add and/or adjust permit stipulations related to construction standards, work quality, work site maintenance, schedule adjustments, etc. when these become necessary to address new information and conditions related to the project or project site. National Grid shall comply with all State laws and requirements with respect to the installation, replacement and/or removal of gas mains.
- 3. Traffic Control Plan** – As part of the ROW permit a traffic mitigation plan meeting the Manual of Uniform Control Traffic Devices (MUTCD) shall be

submitted to the Concord Police Department (CPD) Traffic Safety Officer and CPW Engineering. It appears from the plan provided thus far, that the work will require partial or full closure of the roadway and pedestrian corridor because there are no sidewalks on Simon Willard Road. A sketch shall be provided detailing how the anticipated vehicular and pedestrian movements will be managed for the duration of the job. The construction hours shall be in conformance with the requirements of the ROW permit, and any changes to work hours and significant deviations from the traffic control plan shall be approved by the CPD and CPW Engineer Division. The roadway shall be secured at the end of each workday to ensure safe and adequate passage. The temporary pedestrian route shall conform to ADA Regulations. Work shall not commence until the review and approval of the traffic mitigation plan are completed.

4. **Tree Protection** – Contractors shall adhere to the CPW Construction and Tree Protection Standard Operating Procedures including the protection of public shade trees: “No person may plant, trim, cut, or remove a public shade tree without the prior permission of the Tree Warden and Engineering Division. This control includes the cutting of roots during construction.” The contractor shall be responsible for installing wooden tree guards with orange snow fencing on public shade trees located within the work zone.
5. **Construction Notifications/Neighborhood Meeting** – The applicant shall notify emergency services, the school district, the post office, CPW Solid Waste for trash pickup services via email one week prior to the start of construction. The applicant shall also notify neighborhood residents and businesses two weeks prior to the start of construction. If requested by the residents, National Grid shall attend a neighborhood meeting with the residents where they shall be responsible for answering questions related to the project. Additionally, the applicant is required to give prior notice to CPW Engineering regarding daily work in the ROW as specified in the ROW permit.
6. **Preconstruction Meeting** - National Grid shall schedule a preconstruction meeting with all pertinent Town Divisions, other utility companies and stakeholders two weeks prior to the commencement of construction.
7. **Separation from Existing Utilities in Roadway** - National Grid shall maintain the following minimum offsets from existing infrastructure with its new mains.
  - Minimum of 3’ from all other existing utilities and utility structures
  - Minimum of 1’ vertical separation to any utility crossing
8. **Trenching, Patching, and Pavement Restoration** – National Grid must backfill the trench with suitable material, in 6-inch lifts, and compact with mechanical vibratory devices such as vibratory roller, plates, or rammer (pogo stick). Suitable backfill material will mean an imported product meeting the gradation

specification for MassDOT M1.03.1 Processed Gravel for sub-base. The gravel material delivered must pass a three (3) inch square mesh sieve and shall not contain frozen material. The contractor must submit a material data sheet to the Engineering Division prior to commencing work. No work shall commence until Engineering has completed its review of the material data sheet. National Grid shall have a Geotechnical Engineer certify that the material inside the trench and the compaction of the material meets Town of Concord Design and Construction Standards. The material data and the Geotechnical Engineer certification can be omitted if National Grid provides the Town with a five-year warranty for the trench and pavement in the construction area.

The patch shall be installed per the CPW Design and Construction Standard's "Trench Pavement Detail". The asphalt patch shall be a minimum of 2-inch binder course and 1.5-inch top course compacted in two lifts. If the depth of existing pavement is thicker than the minimum 3.5 inches, then the asphalt in the patch shall match the existing thickness. Because the trench exceeds 100 feet in length, after the top course of pavement is applied, the joints shall be treated with Hot Applied Rubberized Asphaltic Crack Sealer on all patch edges.

- 9. Trench Plates** – All work involving cutting and excavating of a public street must be patched with hot mix asphalt on the same day that the cut is performed unless otherwise approved by CPW. Steel trench plates shall be used only when absolutely necessary, and in such a case, the contractor shall notify CPW a minimum of 24 hours prior to installation. The plate shall be installed per the CPW Design and Construction Standard's "Steel Plate Detail".

Trench plate use from November 15<sup>th</sup> through April 15<sup>th</sup> has the potential for winter snow and ice events. The use of trench plates during these dates shall comply with the following requirements. The use of steel plates shall only be allowed when absolutely necessary and because of a critical change in the work plan, or a specific need that is agreed upon by CPW and National Grid. CPW shall be immediately notified that the plate will be installed, and the installation of the plates will strictly follow the requirements to allow safe and proper snow removal. The plate must be recessed along all sides and corners of the plate and asphalt berms must be used to transition from the plate to the roadway surface around the entire perimeter of the plate. Pinning of the plates is not allowed due to potential conflicts with snow plows. National Grid will be held liable for any incidents due to inadequate removal of snow and ice in the work area related to improperly installed trench plates and/or obstructions caused by their work in the work area. The plates shall be in place for no more than 24 hours or the duration of a snow or ice event. They shall be monitored to make sure they remain secure.

- 10. As-Built Plans** – An as-built plan of the new main and all appurtenances as well as a record drawing of the Abandoned Main and all its appurtenances shall be provided to CPW Engineering prior to the final closeout of the ROW Permit.

**PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS**

**Town of Concord / Board of Selectmen:**

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Concord** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:  
National Grid wishes to extend existing 2-inch Plastic main 480 feet with 2-inch Plastic to serve 398 Simon Willard Road, Concord.

Date: **January 13, 2022**

By: \_\_\_\_\_  
Mary Mulroney  
Permit Representative

**Town of Concord / Board of Selectmen:**

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Concord** substantially as described in the petition date **January 13, 2022** attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Concord** applicable to the enjoyment of said locations and rights.

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I hereby certify that the foregoing order was duly adopted by the \_\_\_\_\_ of the City of \_\_\_\_\_, MA on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By: \_\_\_\_\_  
\_\_\_\_\_  
Title

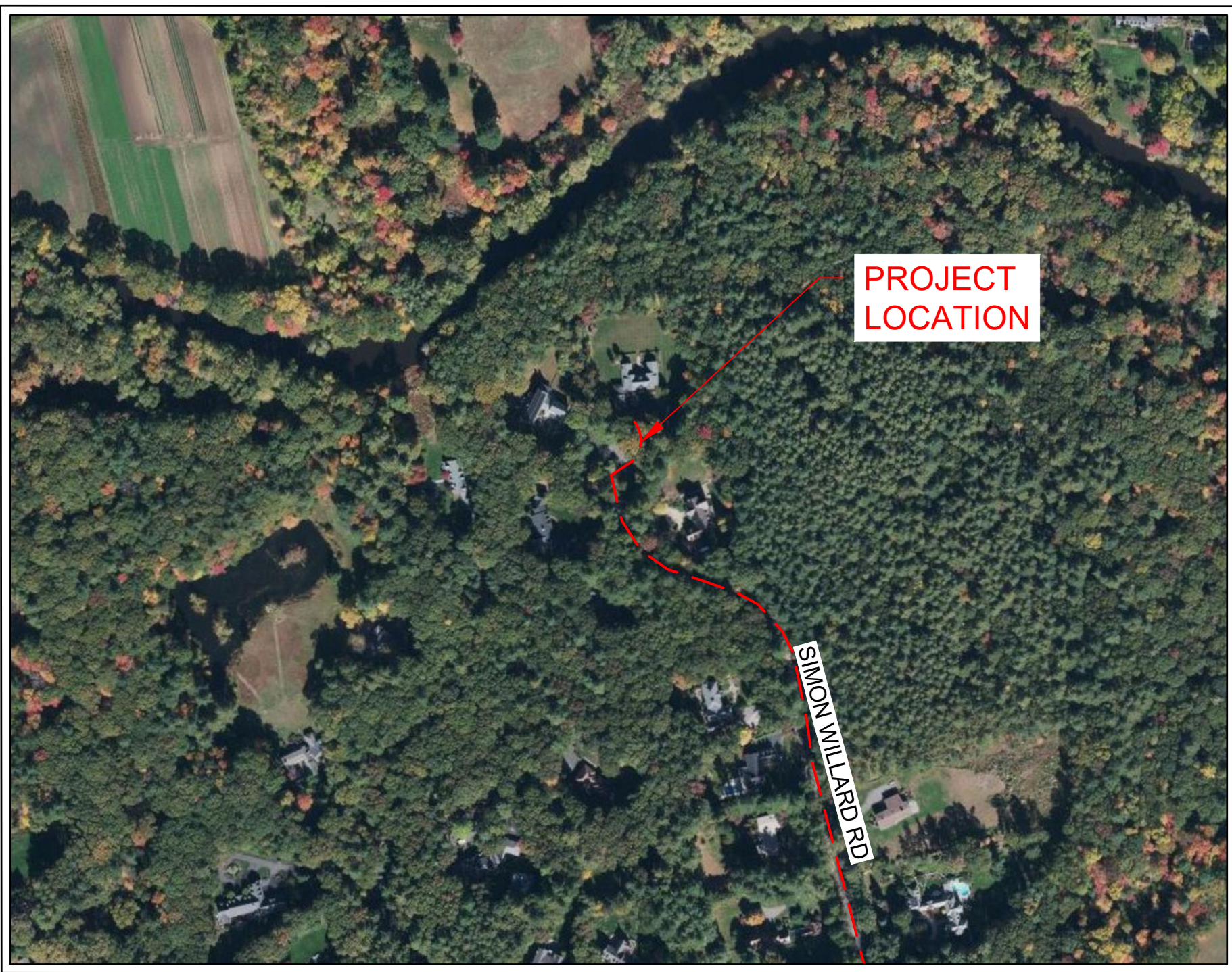
**WO # 1435311**

**RETURN ORIGINAL TO THE PERMIT SECTION  
NATIONAL GRID  
40 SYLVAN RD, WALTHAM, MA 02451  
RETAIN DUPLICATE FOR YOUR RECORDS**

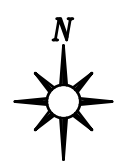
# nationalgrid

## 398 SIMON WILLARD ROAD GAS MAIN INSTALLATION 2" PL TO 2" PL (60 PSIG) (398) SIMON WILLARD, CONCORD, MA W.O. NO.: 1435311

PIPE TOTALS			
DIAMETER	MATERIAL	ABANDONED	INSTALLED
2"	PL/60#	--	480 LF



INDEX OF SHEETS		
SHEET	NAME	TITLE
1	DDS-CON-71210337 G-001	COVER - LOCATION MAP
2	DDS-CON-71210337 G-002	CONSTRUCTION NOTES
3	DDS-CON-71210337 G-003	CONSTRUCTION NOTES & BILL OF MATERIALS
4	DDS-CON-71210337 C-101	LAYOUT & TIE-IN DETAILS
5	DDS-CON-71210337 C-201	STANDARD DETAILS
6	DDS-CON-71210337 C-202	STANDARD DETAILS



LOCATION MAP

LAT/LON: 42°28'13.64"N, 71°22'17.58"W  
CONCORD, MA  
SCALE: 1:300



**THE DDS COMPANIES**  
45 HENDRIX ROAD  
WEST HENRIETTA, NY 14586  
PHONE (585) 359-7540  
FAX (585) 359-7541

BOSTON GAS COMPANY  
a/b/a  
**nationalgrid**  
40 SYLVAN ROAD  
WALTHAM, MA 02451  
**IFC**

PE STAMP  
MARKIE PETROSKI  
REGISTERED PROFESSIONAL ENGINEER  
NO. 64937

NO.	DESCRIPTION	DATE	DR. BY	CK. BY	APP. BY
C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP
B	REVISION	12/30/2021	HTS	JDL	MEP
A	ISSUED FOR CONSTRUCTION	12/21/2021	HTS	JDL	MEP

SIMON WILLARD RD GAS MAIN INSTALLATION  
398 SIMON WILLARD RD  
SIMON WILLARD ROAD  
CONCORD, MA  
**COVER - LOCATION MAP**

DWG SIZE	DESIGNER	ENGINEER	DATE	ASSET I.D.	W.O. NO.:
22"X34"	DDS COMPANIES	HSTAHL	12/21/2021	XXXXXXXX	1435311

PAGE 01 OF 06	
DRAWING NO.	SHEET NO.
G-001	01

**SCOPE OF WORK:**

NATIONAL GRID WORK ORDER NUMBER: 1435311  
 PROJECT NAME AND LOCATION: 398 SIMON WILLARD RD, CONCORD, MA.  
 PROJECT SCOPE: EXTEND EXISTING MAIN 2" PL/ 60# 480 FEET W/ 2" PL/ 60# TO SERVE 398 SIMON WILLARD RD  
 1 MAIN CONNECTION

**PRESSURE TESTING REQUIREMENTS:**

- PRESSURE TEST ALL DISTRIBUTION PIPING IN ACCORDANCE WITH:
  - CNST04003: PRESSURE TESTING MAINS OPERATING BELOW 125 PSIG
  - CS-MAIN004: PRESSURE TESTING OF NEW MAINS MAOP OF 124 PSIG OR LESS
  - TEST PRESSURE (MINIMUM): 90 PSIG
  - TEST DURATION (MINIMUM): 1 HOUR(S)
  - TEST MEDIUM: AIR AND/OR NITROGEN
- PRESSURE TEST SERVICES IN ACCORDANCE WITH:
  - CNST06008: PRESSURE TESTING SERVICE LINES

**DESIGN CRITERIA:**

- DESIGN IN ACCORDANCE WITH THE FOLLOWING:
  - ENGO2001: DESIGN OF GAS SERVICES
  - ENGO4001: DESIGN OF DISTRIBUTION MAINS
- PROPOSED PIPING:
  - DESIGN CLASS LOCATION: 4
  - NOMINAL SIZE: 2 INCH
  - MATERIAL: MDPE
  - MAOP: 60 PSIG
- PIPE SIZE DETERMINED BY NATIONAL GRID STRATEGIC ASSET AND SYSTEM PLANNING

**GENERAL CONSTRUCTION:**

- NO SIGNIFICANT FIELD CHANGES SHALL BE MADE TO THIS PLAN WITHOUT APPROVAL OF ASSIGNED NATIONAL GRID PROJECT ENGINEER AND THE CONSTRUCTION SUPERVISOR.  
 ENGINEER: BRENDAN GALLAGHER  
 PHONE: (774) 813-7488  
 EMAIL: BRENDAN.GALLAGHER@NATIONALGRID.COM
- THE CONTRACTOR SHALL CALL DIG-SAFE (DIAL 811) OR 888-344-7233 AT LEAST 72 HOURS PRIOR TO CONSTRUCTION. SATURDAYS, SUNDAYS AND HOLIDAYS ARE EXCLUDED.
- CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES AND STRUCTURES DEPICTED OR NOT DEPICTED ON THIS PLAN PRIOR TO COMMENCEMENT OF CONSTRUCTION. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PHYSICALLY LOCATE ON-SITE UTILITIES THROUGH TEST PIT EXCAVATION OF SAID UTILITIES W/ PRIOR AUTHORIZATION FROM UTILITY OWNER.
- NOTIFY NATIONAL GRID I&R IF THE PROJECT IS WITHIN 200 FEET OF A REGULATOR STATION.
- NEW MAINS SHALL BE INSTALLED IN ACCORDANCE WITH THE TYPICAL TRENCH DETAIL (CS-CNST002-MA), UNLESS NOTED OTHERWISE.
  - 36 INCHES OF COVER FROM FINAL GRADE WHERE PRACTICAL
  - STATE HIGHWAY MINIMUM COVER: 36 INCHES (IRRESPECTIVE OF MAIN TYPE)
  - DISTRIBUTION MAIN MINIMUM COVER: 24 INCHES
  - SERVICES MINIMUM COVER:
    - SHOULD BE 24 INCHES
    - MINIMUM IN PUBLIC ROW 18 INCHES
    - MINIMUM IN PRIVATE PROPERTY: 12 INCHES
- SAND PADDING IN ALL DIRECTIONS, 6 INCHES MINIMUM.
- CAUTION TAPE SHALL BE INCLUDED ONE FOOT BELOW GRADE.
- REFER TO CNST-6030 FOR SHALLOW MAINS. PRIOR TO INSTALLING GAS MAINS WITH LESS THAN 24 INCHES OF COVER, COMPLETE REQUEST FOR WAIVER FORM AND CONTACT GAS PIPELINE SAFETY & COMPLIANCE FOR APPROVAL:
  - LIEN GAUTHIER - (617) 438-9069 (MA EXCLUDING CAPE AND WEBSTER)
  - JENNIFER GILLIS - (617) 594-5157 (MA EXCLUDING CAPE AND WEBSTER)
  - JIM FITZPATRICK - (617) 212-6315 (CAPE ONLY)
  - JACEN FERNANDES - 617-908-0938 (CAPE ONLY)
  - ERIC KOBERGER - (617) 719-2060 (WEBSTER ONLY)
  - IF A PROPOSED TOP TEE CONNECTION RESULTS IN A SHALLOW MAIN THAT CANNOT MEET THE WAIVER CRITERIA, A FULL TEE CONNECTION IS AN ACCEPTABLE ALTERNATIVE. A SPHERICAL TEE IS ACCEPTABLE WITH APPROVAL FROM NATIONAL GRID STRATEGIC ASSET AND SYSTEM PLANNING.
- ALL MAINS SHOULD BE INSTALLED WITH A CLEARANCE OF 12 INCHES FROM OTHER FACILITIES.
  - DISTRIBUTION MINIMUM CLEARANCE: 6 INCHES
  - APPROPRIATE PROTECTIVE MEASURES SHALL BE USED TO PROTECT THE GAS FACILITY IF MINIMUMS CANNOT BE ATTAINED. APPROVAL IS REQUIRED BY GAS SYSTEMS ENGINEERING.
- THE PIPE ALIGNMENT IS SHOWN FOR REFERENCE ONLY (BASED ON AVAILABLE RECORD INFORMATION). THE ACTUAL ROUTE AND ALL VERTICAL AND HORIZONTAL OFFSETS ARE TO BE FIELD ROUNDED WITHIN THE PUBLIC RIGHT-OF-WAY BASED ON THE ACTUAL LOCATION OF EXISTING UTILITIES. ADDITIONAL FITTINGS NOT SHOWN WILL BE REQUIRED.


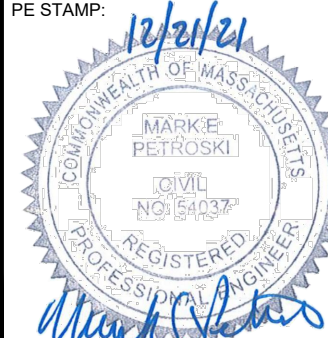
- ELBOWS SHOWN ARE ASSUMED TO BE 45 DEGREES IN MOST APPLICATIONS. 22.5 AND/OR 90 DEGREE ELBOWS MAY BE NEEDED BASED ON FIELD CONDITIONS.
- VALVES DEPICTED IN THE DESIGN ARE THE MINIMUM REQUIRED FOR SECTIONALIZING, ISOLATION, CRITICAL VALVES, AND/OR TO ACCOMMODATE TIE-INS. ADDITIONAL FULL PORT VALVES MAY BE ADDED TO ACCOMMODATE CONSTRUCTION.
- VALVES FOR BRANCHES AT INTERSECTIONS SHOULD BE FIELD LOCATED JUST OUTSIDE OF THE INTERSECTION WHERE EASILY ACCESSIBLE, PRIOR TO THE FIRST SERVICE.
- ELECTROFUSION COUPLINGS MAY BE INTERCHANGED WITH BUTT FUSION WHERE APPLICABLE.
- TIE-IN LOCATIONS MAY VARY UP TO 100 FEET OF THE PROPOSED LOCATION TO ACCOMMODATE CONSTRUCTION, EXCEPT FOR WHEN THE FOLLOWING CONDITIONS APPLY:
  - REGULATOR STATION WITHIN THE SCOPE OF THE JOB OR WITHIN 200 FEET OF THE TIE-IN LOCATION.
  - CHANGE TO THE NUMBER OF CONNECTIONS (ADDITIONAL ADDED FROM AN INTERSECTION OR OTHERWISE).
  - MATERIAL/SIZE CHANGE AT NEW LOCATION.
  - NOT ALL BYPASSES, GAUGES, PURGES AND OTHER MISCELLANEOUS FITTINGS ARE SHOWN. CONSTRUCTION SHALL INSTALL THESE FITTINGS AS NEEDED IN ACCORDANCE WITH THE APPROVED SOP.
  - ALL CUSTOMER SERVICES WITHIN THE SCOPE OF MAIN TO BE ABANDONED SHALL BE TRANSFERRED OR RELAYED BY THE CONTRACTOR TO THE NEW MAIN PRIOR TO ABANDONMENT. WHEN RELAYING A LOWER PRESSURE MAIN WITH A HIGHER-PRESSURE MAIN, ALL SERVICES SHALL BE RELAYED OR INSERTED.
  - THE LIVE MAIN CONNECTION DETAIL SHOWN IN THE DRAWINGS SHALL BE FOLLOWED. ANY CHANGES TO THE TIE IN CONNECTION TYPE SHALL BE APPROVED BY THE NATIONAL GRID ENGINEER PRIOR TO CONSTRUCTION.
  - WHEN CONNECTING NEW 'DEAD' MAIN TO NEW 'DEAD' MAIN: AS LONG AS THE CONNECTION BRANCH SIZE SHOWN IN THE DRAWINGS CAN BE ACHIEVED, THE FOLLOWING CONNECTION TYPES ARE ACCEPTED AND INTERCHANGEABLE:
    - INLINE TEE
    - PLASTIC HIGH VOLUME TAPPING TEE (2" BRANCH SIZE OR LESS)
    - PLASTIC BRANCH SADDLE (WITH MAIN CUTTER SIZE SHOWN IN NATIONAL GRID POLICIES)
    - STEEL THREE-WAY TEE (WITH MAIN CUTTER SIZE SHOWN IN NATIONAL GRID POLICIES)
  - DRAWING PACKAGE SHOWS PIPELINES, ABOVE/BELOW GRADE FEATURE AND/OR UTILITIES FROM FIELD SURVEY LOCATION AND DOCUMENTED MAPPING. EXACT LOCATION OF ANY MAY VARY FROM THE LOCATIONS INDICATED. CONTRACTOR IS WARNED THAT EXACT OR APPROXIMATE PIPELINES, ABOVE/BELOW GRADE STRUCTURES AND/OR UTILITIES IN THE PROJECT AREA MAY DIFFER FROM THAT SHOWN OR MAY NOT BE SHOWN. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PERFORM FIELD VERIFICATION PRIOR TO EXECUTING ANY WORK.
  - CONTRACTOR MAY INSTALL ADDITIONAL VALVES NOT SHOWN IN THE PLANS IF DEEMED NECESSARY IN THE FIELD. NEW VALVES ASSOCIATED WITH TIE INS (SEE DETAILS ON SHEET 4) MUST BE INSTALLED PER THE DETAIL. FINAL LOCATION OF THE NEW VALVES IS TO BE DETERMINED IN THE FIELD BY THE CONTRACTOR. ANY SIGNIFICANT CHANGE MUST BE BROUGHT TO THE OWNERS (NATIONAL GRID) ATTENTION PRIOR TO INSTALLATION.
  - DIMENSIONS SHOWN ILLUSTRATE THE INTENT OF MAIN PLACEMENT. SLIGHT VARIATIONS ARE EXPECTED. ANY SIGNIFICANT CHANGE NEEDS TO BE BROUGHT TO THE OWNERS (NATIONAL GRID) ATTENTION PRIOR TO PLACEMENT.
  - CONTRACTOR TO VERIFY PRESSURE AND GAS FEED DIRECTION OF EXISTING MAINS, NEW MAINS, AND MAINS TO BE ABANDONED PRIOR TO ANY AND ALL TIE INS BEING PERFORMED.
  - NATIONAL GRID TO PROVIDE PROCEDURE FOR INSTALLATION AND TIE IN SEQUENCE.
  - LOCATION OF ANY IDENTIFIED UNDERGROUND UTILITIES IS APPROXIMATE ONLY, AND IS NOT WARRANTED TO BE CORRECT. ADDITIONAL UTILITIES MAY EXIST WHICH ARE NOT INDICATED ON THESE PLANS. ALL EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR FOR SERVICE, SIZE, INVERT ELEVATIONS, LOCATION, ETC.
  - THE PLANS SHOW SUBSURFACE STRUCTURES, ABOVE GROUND STRUCTURES AND/OR UTILITIES FROM FIELD LOCATION AND RECORD MAPPING, EXACT LOCATION OF WHICH MAY VARY FROM THE LOCATIONS INDICATED. IN PARTICULAR, THE CONTRACTOR IS WARNED THAT THE EXACT OR EVEN APPROXIMATE LOCATION OF SUCH PIPELINES, SUBSURFACE STRUCTURES AND/OR UTILITIES IN THE AREA MAY BE DIFFERENT FROM THAT SHOWN OR MAY NOT BE SHOWN, AND IT SHALL BE HIS RESPONSIBILITY TO PROCEED WITH GREAT CARE IN EXECUTING ANY WORK.
  - THE CONTRACTOR SHALL PROTECT AND MAINTAIN DIG SAFE FIELD MARKS, ANY EXISTING PROPERTY LINE MONUMENTATION OR OTHER EXISTING SURVEY STAKES OR FIELD MARKS. THE CONTRACTOR SHALL REPLACE AT THEIR EXPENSE ANYTHING DISTURBED OR DESTROYED.
  - ALL CUSTOMER SERVICES WITHIN THE SCOPE OF MAIN TO BE ABANDONED SHALL BE TRANSFERRED OR RELAYED BY THE CONTRACTOR TO THE NEW MAIN PRIOR TO ABANDONMENT.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR ACQUAINTING WITH THE CONDITIONS FOR THE SITE AND FOR ESTIMATING PROPERLY THE DIFFICULTY AND COST TO SUCCESSFULLY PERFORM THE WORK.
  - THE CONTRACTOR SHALL COMPLETE MISCELLANEOUS WORK NOT SPECIFICALLY SHOWN ON THE CONTRACT DRAWINGS SUCH AS PAVEMENT PATCHING, TRENCH & EQUIPMENT BLOCKING, TREE TRIMMING, ETC.
  - PROPERTY DAMAGED OR REMOVED TO AT LEAST AS GOOD A CONDITION AS BEFORE BEING DISTURBED AS DETERMINED BY NATIONAL GRID. ANY DAMAGED TREES, SHRUBS, AND/OR HEDGES SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE. ALL GRASS AREAS DISTURBED BY CONSTRUCTION SHALL BE RESTORED WITH LOAM AND SEED.
  - NATIONAL GRID RESERVES THE RIGHT TO EXAMINE ANY WORK DONE ON THIS PROJECT AT ANY TIME TO DETERMINE THE CONFORMANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS OF THIS PROJECT, AS INTENDED AND INTERPRETED BY NATIONAL GRID.
  - ALL TRENCH EXCAVATION AND ANY REQUIRED SHEETING AND SHORING SHALL BE DONE IN ACCORDANCE WITH THE LATEST REVISIONS NATIONAL GRID AND ALSO ANY APPLICABLE STATE DOT STANDARDS.
  - CONTRACTOR SHALL MAINTAIN ALL TRAFFIC IN ALL AREAS IN ACCORDANCE WITH THE LATEST EDITION OF THE MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.
  - ALL NECESSARY PRECAUTION FOR THE SAFETY OF THE PUBLIC SHALL BE TAKEN. ALL BARRIERS, WARNING LIGHTS AND OTHER DEVICES AND EQUIPMENT REQUIRED BY FEDERAL, STATE AND LOCAL AUTHORITIES SHALL BE MAINTAINED.
  - CONTRACTOR SHALL TAKE CARE TO PREVENT DAMAGE TO ALL OTHER EXISTING UTILITIES. DAMAGED UTILITIES SHALL BE IMMEDIATELY REPAIRED BY CONTRACTOR AT THE CONTRACTOR'S EXPENSE.
  - PIPE AND FITTING QUANTITY DESCRIBED IN SCOPE MAY VARY FROM AMOUNTS SHOWN ON THE BILL OF MATERIALS TO ACCOMMODATE FIELD CONDITIONS AND CONSTRUCTION.
  - CONTRACTOR TO REFER TO NATIONAL GRID SERVICE RECORD INFORMATION, ASSOCIATED CONSTRUCTION STANDARDS AND NATIONAL GRID INSTRUCTION FOR ALL SERVICE WORK WITHIN THE SCOPE OF LIMITS OF THIS PROJECT.
  - ANY FITTINGS (SUCH AS BUT NOT LIMITED TO, PURGES, VENTS & GAUGES) WHICH ARE REPRESENTED ON THESE PLANS AND DETAILS WITHOUT AN ASSOCIATED PART ON THE BILL OF MATERIALS ARE TO BE SIZED AND SELECTED PER CURRENT NATIONAL GRID STANDARDS BY THE CONTRACTOR.

**SEQUENCE OF CONSTRUCTION:**

- CONTRACTOR SHALL CALL DIGSAFE (DIAL 811 OR 888-344-7233) AT LEAST 72 HOURS PRIOR TO CONSTRUCTION. SATURDAYS, SUNDAYS, AND HOLIDAYS ARE EXCLUDED.
- CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UTILITIES AND STRUCTURES DEPICTED OR NOT DEPICTED ON THIS DESIGN PRIOR TO CONSTRUCTION.
- INSTALL MAIN AS INDICATED IN SCOPE OF WORK.
- PRESSURE TEST (SEE PRESSURE TESTING SECTION).
- PERFORM TIE IN DETAIL #1. GAS UP NEW MAIN PER NATIONAL GRID STANDARDS.
- PERFORM ALL SERVICE WORK.
- PERFORM RESTORATION.

**CODES & STANDARDS**

- WORK SHALL CONFORM TO ALL LOCAL, STATE, AND FEDERAL CODES IN ADDITION TO NATIONAL GRID GAS POLICIES AND WORK METHODS. WHERE ANY CONFLICTS OF CODES, STANDARDS AND REGULATIONS MAY EXIST, THE MORE STRINGENT CODE, STANDARD, OR REGULATION SHALL APPLY.
- ALL REFERENCED CODES SHALL BE IN ACCORDANCE WITH THE VERSION APPROVED BY PHMSA AT THE TIME OF CONSTRUCTION.
- FEDERAL & STATE:
  - TITLE 49: PART 192 TRANSPORTATION OF NATURAL AND OTHER GAS BY PIPELINE: MINIMUM FEDERAL SAFETY STANDARDS
  - AMERICAN SOCIETY OF MECHANICAL ENGINEERS  
 ASME B31.8: GAS TRANSMISSION AND DISTRIBUTION PIPING SYSTEMS
  - 220 CMR: DEPARTMENT OF PUBLIC UTILITIES  
 100.00 - 113.00: MASSACHUSETTS GAS DISTRIBUTION CODE
  - 248 CMR 4-7: MA FUEL GAS CODE
- WORK SHALL BE PERFORMED IN ACCORDANCE WITH NATIONAL GRID GAS POLICIES AND WORK METHODS, INCLUDING BUT NOT LIMITED TO:
  - CNST01001: HORIZONTAL DIRECTIONAL DRILLING
  - CNST01003: BACKFILL AND RESTORATION
  - CNST01005: PREPARATION OF GAS FACILITY HISTORICAL RECORDS
  - CNST01006: COMMERCIALLY AVAILABLE SHORING SYSTEMS
  - CNST03001: SQUEEZE-OFF OPERATIONS
  - CNST03002: STOP-OFF OPERATIONS ON LOW PRESSURE MAINS
  - CNST03005: PURGING REQUIREMENTS FOR GAS PIPELINES
    - CNST03006: PURGING OPERATIONS - DIRECT DISPLACEMENT
    - CNST03007: PURGING OPERATIONS - COMPLETE INERT FILL
    - CNST03008: PURGING OPERATIONS - SLUG METHOD
  - CNST03011: NO-INTERRUPT SERVICE TRANSFER
  - CNST04008: INSTALLING PLASTIC MAINS
  - CNST04011: ABANDONMENT OF MAINS
  - CNST04012: GROUTING ABANDONED PIPELINES
  - CNST04030: RAISING MAIN AND SERVICE GATE BOXES
  - CNST05001: JOINING OF PLASTIC PIPE
  - CNST5010: GENERAL CONSTRUCTION REQUIREMENTS AND PIPE HANDLING
  - CNST6061: TRACER WIRE INSTALLATIONS FOR PLASTIC MAINS AND SERVICES
  - CS-CNST002: TYPICAL UTILITY CROSSING AND TRENCH GUIDELINES
  - DAM01011: EXCAVATION AND EXCAVATION NOTIFICATION REQUIREMENTS FOR UNDERGROUND FACILITIES FOR MASSACHUSETTS AND RHODE ISLAND
  - DAM01015: LOCATE AND MARK-OUT REQUIREMENTS FOR UNDERGROUND GAS FACILITIES
  - DAM01016: LOCATE AND MARK-OUT OF UNDERGROUND FACILITIES
  - DAM01020: PIPELINE MARKERS FOR MAIN AND TRANSMISSION LINES
  - GCON02001: SYSTEM OPERATING PROCEDURE (SOP)
  - GEN01100: OPERATOR QUALIFICATION PLAN
  - GEN03002: PROCESSING GAS MAIN AND NEW SERVICE WORK PACKAGES
  - GEN03003: CHANGE CONTROL PROCEDURE FOR CONSTRUCTION PROJECTS.
  - GEN03004: CHANGE CONTROL PROCEDURE FOR STANDARD CONSTRUCTION PROJECTS
  - MAINS030: INSTALLATION OF POLYETHYLENE PIPE
  - AA.MAIN6010: STANDARD FLOW TEST PROCEDURE FOR MAIN BAG-OFF LOW PRESSURE MAINS
  - AB.MECH5010: JOINTS OTHER THAN WELDED
  - AC.MECH6010: CONNECTION OF DISSIMILAR POLYETHYLENE PLASTIC PIPE WITH ELECTROFUSION OR MECHANICAL COUPLING
  - AD.030018-CS: SPECIFICATION AND HANDLING OF TRAFFIC PLATES
  - AE.VALV6020: 2 IN - 12 IN POLYETHYLENE VALVE INSTALLATION ON GAS MAIN
- SERVICE SPECIFIC CONSTRUCTION STANDARDS, GAS POLICIES AND WORK METHODS:
  - CMS03002: CUSTOMER METER AND SERVICE REGULATOR DESIGN AND INSTALLATION POLICY
  - CMS04002: PURGING PROCEDURES FOR CUSTOMER METER SERVICES
  - CNST03011: NO-INTERRUPT SERVICE TRANSFER
  - CNST06002: INSTALLING DISTRIBUTION SERVICES
  - CNST06003: INSTALLATION & MAINTENANCE POLICY FOR CURB VALVES ON SERVICE LINES WITH INSTALLED METER CAPACITIES OVER 1,000 SCFH THAT DON'T HAVE EXCESS FLOW VALVES
  - CNST06009: METER/SERVICE RELOCATION GUIDELINE
  - CNST06020: COMPLETION AND PROCESSING OF GAS SERVICE RECORD CARDS
  - CNST06030: NOTIFICATION OF CUSTOMERS INVOLVED IN THE INTERRUPTION OF GAS SERVICE
    - CS-SERV001: TYPICAL 1/2" SERVICE OUTSIDE SETS
    - CS-SERV002: TYPICAL 1" SERVICE OUTSIDE SETS
    - CS-SERV003: TYPICAL 1-1/4" SERVICE OUTSIDE SETS
    - CS-SERV004: TYPICAL 2" SERVICE
    - CS-SERV009: TYPICAL 1/2" SERVICE INSIDE SETS
    - CS-SERV010: TYPICAL 1" SERVICE INSIDE SETS
    - HTAP-6010: NO-INTERRUPT 1 INCH CTS AND 1-1/4 INCH CTS SERVICE TRANSFER (NIST) LP TO 60 PSIG MAINS
    - SERV-5075: RELOCATION OF METER SET ASSEMBLIES INSIDE TO OUTSIDE
    - SERV6076: 1-1/4" LP PLASTIC SERVICE WITH 1 AL-250 TC METER
    - SERV6077: 1-1/4" CTS LP PLASTIC INSERT WITH 1 AL-250 TC EQUIV. METER INSIDE
    - SERV-6185: HOT TAPPING MD BRANCH SADDLES OFF 4IN - 12IN 60 PSIG MAOP LIVE PLASTIC GAS MAIN USING MCELROY HOT TAPPING TOOL
    - VALV6110: 1/2 INCH - 3 INCH POLYETHYLENE GAS SERVICE VALVE INSTALLATION
- SEE BILL OF MATERIALS ON SHEET 3 FOR MATERIAL SPECIFICATION, STANDARD AND/OR APPLICABLE NATIONAL GRID "FITS" REFERENCE. NOTE THAT THE BOM GENERALLY DEPICTS MATERIAL TO BE PROVIDED BY NATIONAL GRID. ADDITIONAL MATERIALS NOT DEPICTED ON THE BOM MAY BE REQUIRED AND IS THE RESPONSIBILITY OF THE CONTRACTOR.
- SEE TIE IN DETAILS ON SHEET 4 FOR APPLICABLE MAIN CONNECTION REFERENCES.

 <p>45 HENDRIX ROAD                  WEST HENRIETTA, NY 14586                  PHONE (585) 359-7540                  FAX (585) 359-7541</p>	BOSTON GAS COMPANY d/b/a <b>nationalgrid</b> 40 SYLVAN ROAD WALTHAM, MA 02451 <b>IFC</b>	PE STAMP 	<table border="1"> <tr> <th>NO.</th> <th>DESCRIPTION</th> <th>DATE</th> <th>DR.BY</th> <th>CK.BY</th> <th>APP.BY</th> </tr> <tr> <td>C</td> <td>ADDED UTILITIES</td> <td>2/22/2022</td> <td>HTS</td> <td>JDL</td> <td>MEP</td> </tr> <tr> <td>B</td> <td>REVISION</td> <td>12/30/2021</td> <td>HTS</td> <td>JDL</td> <td>MEP</td> </tr> <tr> <td>A</td> <td>ISSUED FOR CONSTRUCTION</td> <td>12/21/2021</td> <td>HTS</td> <td>JDL</td> <td>MEP</td> </tr> </table>	NO.	DESCRIPTION	DATE	DR.BY	CK.BY	APP.BY	C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP	B	REVISION	12/30/2021	HTS	JDL	MEP	A	ISSUED FOR CONSTRUCTION	12/21/2021	HTS	JDL	MEP	SIMON WILLARD RD GAS MAIN INSTALLATION 398 SIMON WILLARD RD SIMON WILLARD ROAD CONCORD, MA <b>CONSTRUCTION NOTES</b>	DWG SIZE: 22"x34" DESIGNER: DDS COMPANIES ENGINEER: HSTAHL DATE: 12/21/2021 ASSET I.D.: XXXXXXXX W.O. NO.: 1435311	PAGE 02 OF 06 DRAWING NO. G-002 SHEET NO. 02
	NO.	DESCRIPTION	DATE	DR.BY	CK.BY	APP.BY																								
C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP																									
B	REVISION	12/30/2021	HTS	JDL	MEP																									
A	ISSUED FOR CONSTRUCTION	12/21/2021	HTS	JDL	MEP																									

**SAFETY:**

1. WORK SHALL CONFORM TO THE NATIONAL GRID EMPLOYEE SAFETY HANDBOOK AND OSHA REQUIREMENTS.
2. REQUIRED PPE SHALL BE WORN AND UTILIZED IN ACCORDANCE WITH THE CURRENT NATIONAL GRID SAFETY POLICY.
3. A NATIONAL GRID APPROVED CONTRACTOR HEALTH AND SAFETY PLAN (HASP) IS REQUIRED PRIOR TO CONSTRUCTION.
4. JOB BRIEFINGS, AT A MINIMUM, SHALL BE CONDUCTED BEFORE THE START OF THE FIRST JOB ON EACH DAY OR SHIFT. ADDITIONAL BRIEFINGS MAY BE REQUIRED AFTER EXTENDED WORK BREAKS.
5. CONSTRUCTION SIGNING, DRUMS, BARRICADES, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.) PART VI AND SHALL BE MAINTAINED BY THE CONTRACTOR.
6. NATIONAL GRID SAFETY PROCEDURES COVER THE FOLLOWING CATEGORIES:  
 A- ADMINISTRATIVE; B- INSPECTIONS; C- WALKING WORKING SURFACES; D- MEANS OF EGRESS; E- MATERIAL HANDLING AND STORAGE; F- TOXIC AND HAZARDOUS SUBSTANCES; G- HAZARDOUS MATERIALS; H- PERSONAL PROTECTIVE EQUIPMENT; I- GENERAL ENVIRONMENTAL CONTROLS; J- ACCIDENT INVESTIGATION; K- MACHINERY AND GUARDING; L- WELDING/CUTTING/BRAZING; M- EXCAVATIONS; N- CONTRACTORS; FIRE PROTECTION; Q- FLEET AND ROADWAY SAFETY
7. NATIONAL GRID SAFETY POLICIES AND PROCEDURES INCLUDE:  
 A. SHE01001: GENERAL SAFETY REQUIREMENTS  
 B. SHE01002: SUPPLIED-AIR RESPIRATORS  
 C. SHE01003: USING AND MAINTAINING PORTABLE GAS MONITORS  
 D. SHE01004: USING AND MAINTAINING FLAME IONIZATION UNITS  
 E. SHE01005: DISSIPATING STATIC ELECTRICAL CHARGES ON PLASTIC PIPE  
 F. SHE01006: ENTERING GAS UTILITY VAULTS  
 G. SHE01008: USING AND MAINTAINING THE GAS EXPLORER  
 H. SHE01009: DISSIPATING STATIC ELECTRICAL CHARGES ON PLASTIC PIPE  
 I. SHE01010: THE APPLICATION OF FORMAL PROCESS SAFETY ASSESSMENTS TO HIGHER-RISK GAS ACTIVITIES PERFORMED IN THE FIELD  
 J. SHE02002: HANDLING CONTAMINATED MATERIALS AND PIPING
8. ANY AND ALL WORKERS THAT HAVE ANY POTENTIAL TO COME INTO CONTACT WITH SOIL AND/OR GROUNDWATER MUST HAVE UP-TO-DATE OSHA 40-HOUR HAZWOPER TRAINING. COPIES OF OSHA CERTIFICATES/TRAINING REFRESHERS SHALL BE PROVIDED TO NATIONAL GRID FOR REVIEW PRIOR TO THE START OF WORK.

**ENVIRONMENTAL:**

1. WORK SHALL CONFORM TO THE NATIONAL GRID ENVIRONMENTAL POLICY.
2. NATIONAL GRID ENVIRONMENTAL CONTACT:  
 NAME: ANDREW SHELBY (MA AND RI DISTRIBUTION)  
 WORK: (781) 907-1867  
 CELL: (508) 243-3962  
 EMAIL: ANDREW.SHELBY@NATIONALGRID.COM
3. CONTRACTOR SHALL REVIEW THE PROJECT WORK ORDER PACKAGE FOR ENVIRONMENTAL GUIDANCE FORMS, FOR EXAMPLE EG-301, FOR THE RESPECTIVE STATE.
4. WHEN SOILS OR LIQUIDS ARE ENCOUNTERED THAT ARE BELIEVED TO BE CONTAMINATED WITH OIL AND/OR HAZARDOUS MATERIAL, EXCAVATION WORK SHALL BE HALTED AND FIELD PERSONNEL SHALL NOTIFY THEIR IMMEDIATE SUPERVISOR.
5. NO EXCAVATED SOIL THAT IS CONTAMINATED SHALL LEAVE THE WORK SITE UNTIL ENVIRONMENTAL HAS MADE A DETERMINATION FOR ITS PROPER DISPOSAL.
6. NATIONAL GRID ENVIRONMENT POLICIES AND PROCEDURES INCLUDE:  
 A. SHE02001: HANDLING CONTAMINATED MATERIALS AND PIPING  
 B. SHE02002: REMOVING MERCURY REGULATORS AND DEVICES  
 C. SHE02003: ENCOUNTERING CONTAMINATION WHILE EXCAVATING  
 D. EG303-NE: BEST MANAGEMENT PRACTICES  
 E. EG140: USED GAS PIPE MANAGEMENT
7. ENVIRONMENTAL REQUIREMENTS: N/A

**OTHER PERMITTING REQUIREMENTS:**

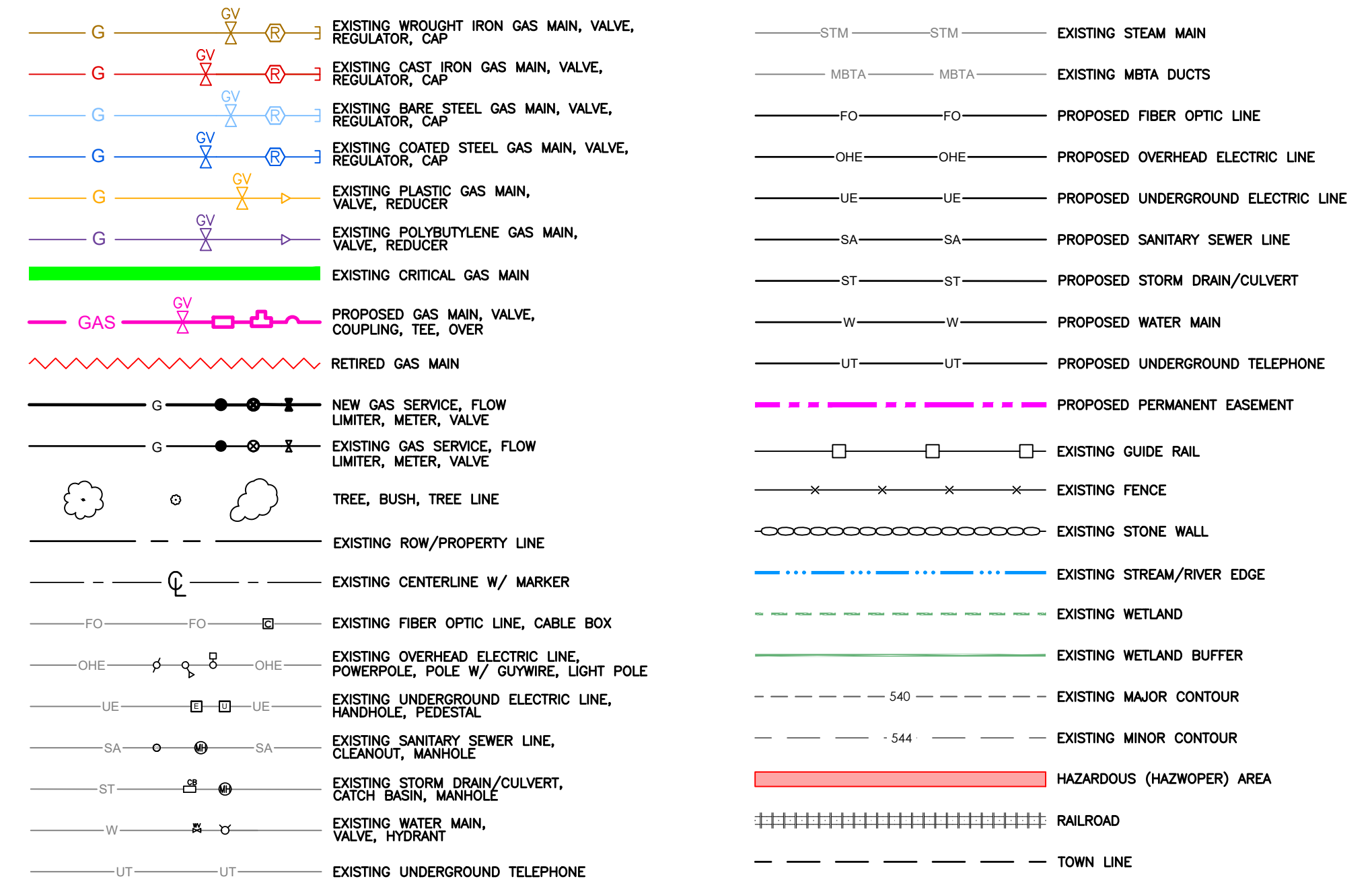
1. ALL WORK SHALL BE LIMITED TO THE EXISTING RIGHT-OF-WAYS, UNLESS OTHERWISE NOTED.
2. GRANT OF LOCATION

**UTILITY OWNER INFORMATION:**

DRAIN:	CONCORD DPW #135 KEYES RD. ACTON, MA 01742	GAS:	NATIONAL GRID GAS #40 SYLVAN RD. WALTHAM, MA 02451
SEWER:	CONCORD DPW #135 KEYES RD. ACTON, MA 01742	TELEPHONE:	VERIZON #385 MYLES STANDISH BLVD. TAUNTON, MA 02780
WATER:	CONCORD DPW #135 KEYES RD. ACTON, MA 01742	CABLE:	CHARTER COMMUNICATIONS #301 BARBER AVE. WORCHESTER, MA 01606
ELECTRIC:	CONCORD MUNICIPAL LIGHT PLANT P.O BOX 1029 CONCORD, MA 01742		

BILL OF MATERIALS							
ITEM	QTY	UOM	DESCRIPTION	SIZE (IN.)	GRADE	NATIONAL GRID REFERENCE	STOCK or NON-STOCK ID NUMBER
1"	500	FT	PIPE, MDPE, SDR 11, 250' COILS	2	PE 2406	120026-MS	9340876
2	2	EA	COUPLING, ELECTROFUSION	2	PE 4710	CS-FIT015	9314594
3	1	EA	VALVE, MDPE, FULL BORE	2	PE 2406	VALV6020	9341784
4	1	EA	BOX, VALVE	2		FITS-6370	9339889
5	500	FT	WIRE, TRACER, COPPER			N/A	9315005
6	1	EA	1000' CAUTION TAPE			N/A	9381819
7"	1	EA	CAP, BUTT FUSE	2	PE 2406	CS-FIT010	9339540
8"	1	EA	ELBOW, 90, MDPE, SDR 11	2	PE 2406	CS-FIT010	9341385

\* SOME QUANTITIES LABELED ON LAYOUT SHEETS



**THE DDS COMPANIES**  
 45 HENDRIX ROAD  
 WEST HENRIETTA, NY 14586  
 PHONE (585) 359-7540  
 FAX (585) 359-7541

BOSTON GAS COMPANY  
 d/b/a  
**nationalgrid**  
 40 SYLVAN ROAD  
 WALTHAM, MA 02451

**IFC**

PE STAMP  
 MARKIE PETROSKI  
 CIVIL  
 REG. NO. 24937  
 REGISTERED PROFESSIONAL ENGINEER

C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP
B	REVISION	12/30/2021	HTS	JDL	MEP
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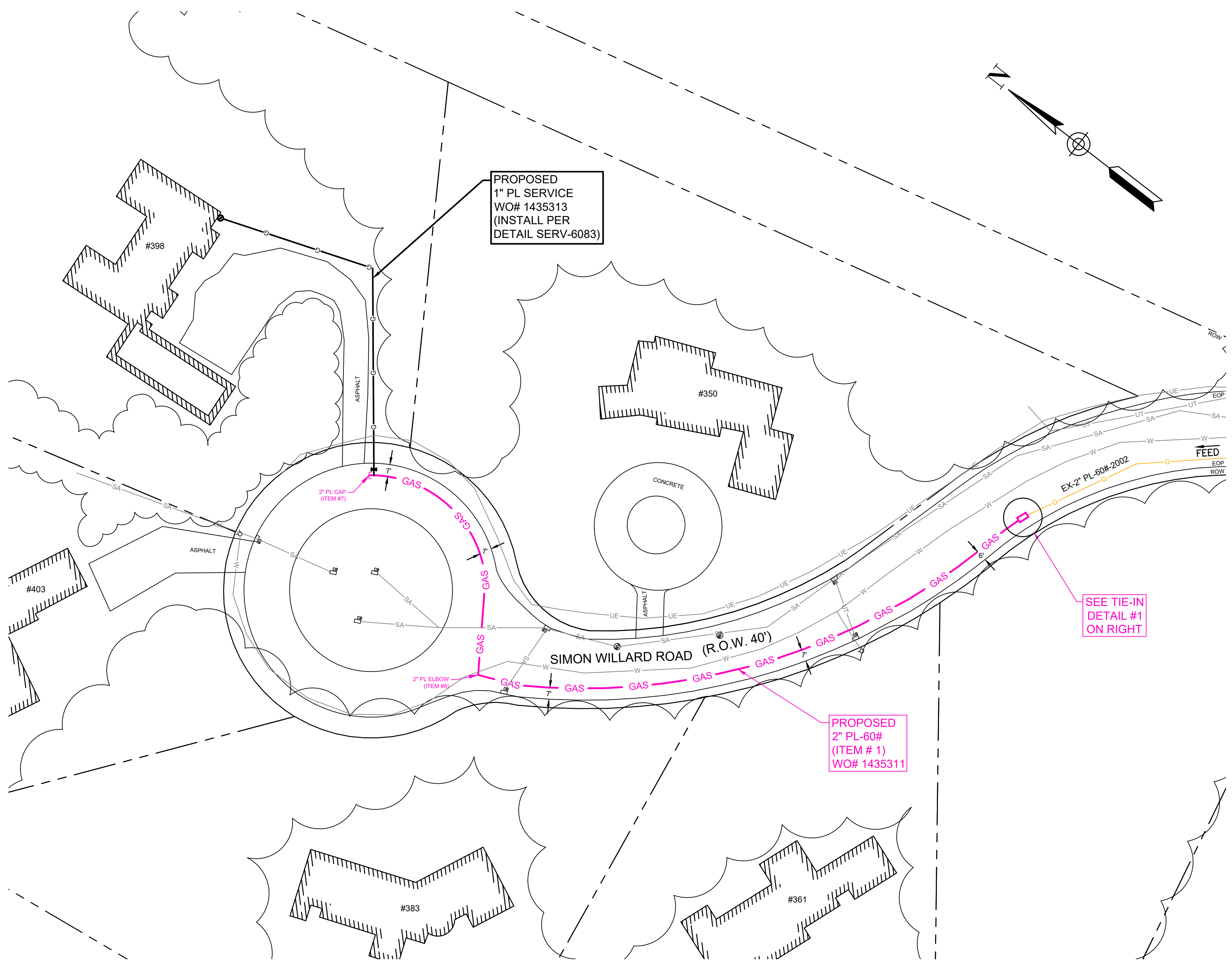
SIMON WILLARD RD GAS MAIN INSTALLATION  
 398 SIMON WILLARD RD  
 SIMON WILLARD ROAD  
 CONCORD, MA

**CONSTRUCTION NOTES & BILL OF MATERIALS**

DWG SIZE	DESIGNER	ENGINEER	DATE:	ASSET I.D.	W.O. NO.:
22"X34"	DDS COMPANIES	HSTAHL	12/21/2021	XXXXXXXX	1435311

PAGE 03 OF 06

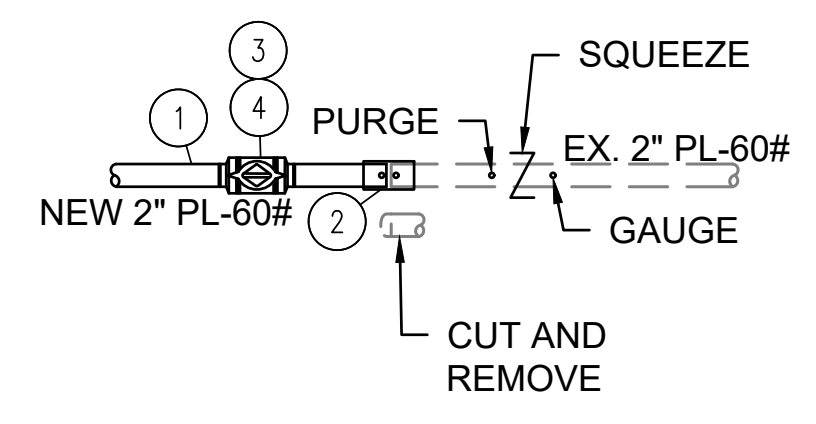
DRAWING NO.	SHEET NO.
G-003	03



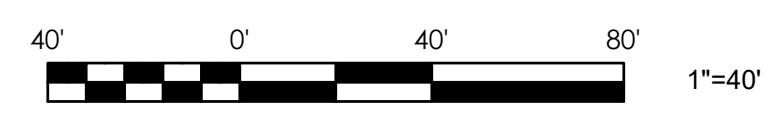
PROPOSED  
1" PL SERVICE  
WO# 1435313  
(INSTALL PER  
DETAIL SERV-6083)

PROPOSED  
2" PL-60#  
(ITEM # 1)  
WO# 1435311

SEE TIE-IN  
DETAIL #1  
ON RIGHT



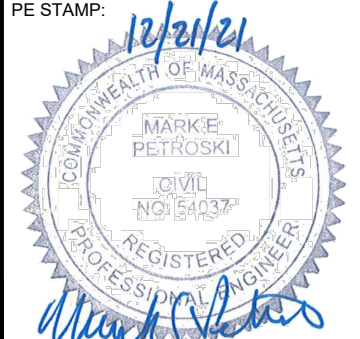
**DETAIL #1: TIE-IN**  
(SIMON-WILLARD RD)  
NTS



45 HENDRIX ROAD  
WEST HENRIETTA, NY 14586  
PHONE (585) 359-7540  
FAX (585) 359-7541

BOSTON GAS COMPANY  
d/b/a  
**nationalgrid**  
40 SYLVAN ROAD  
WALTHAM, MA 02451

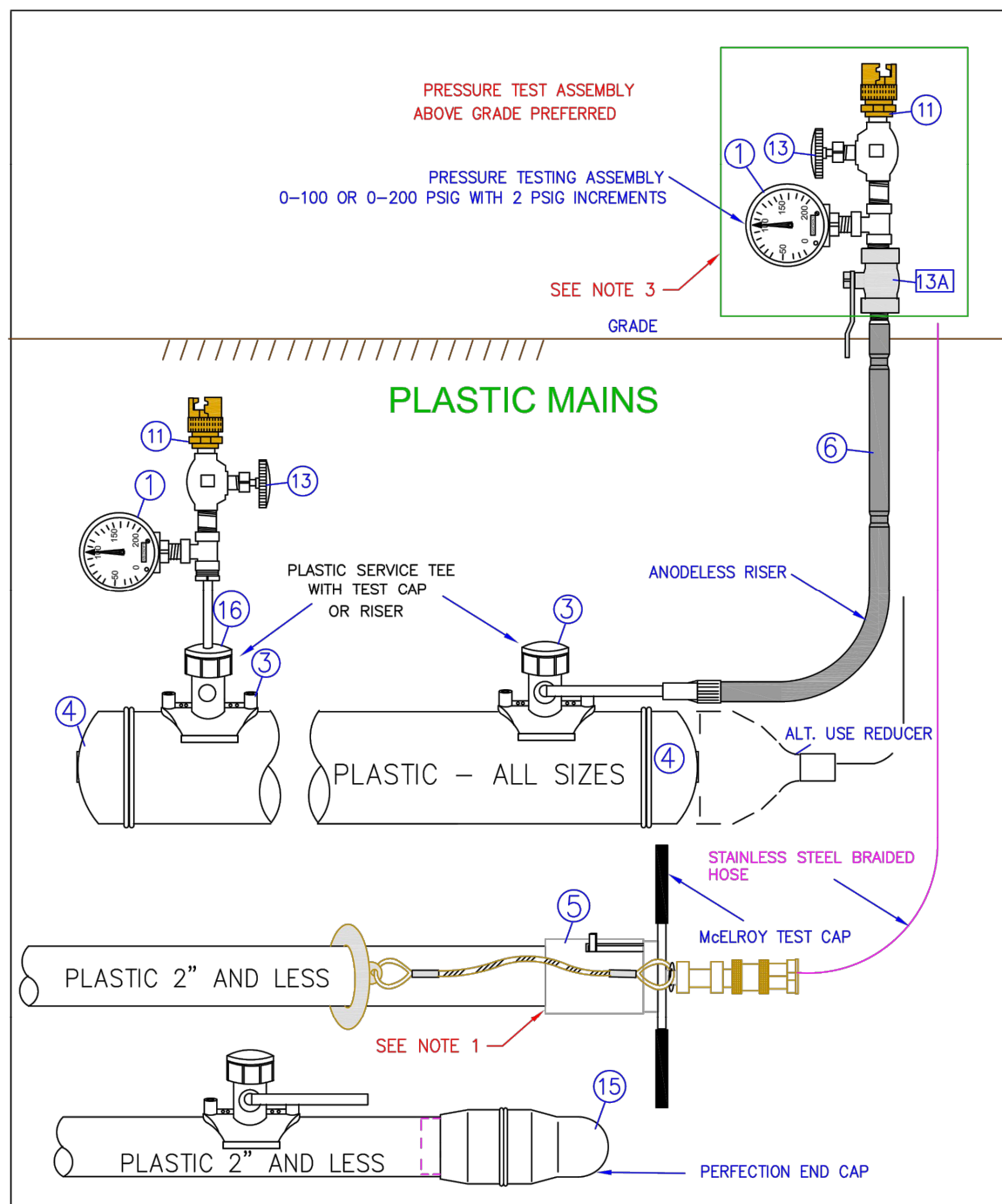
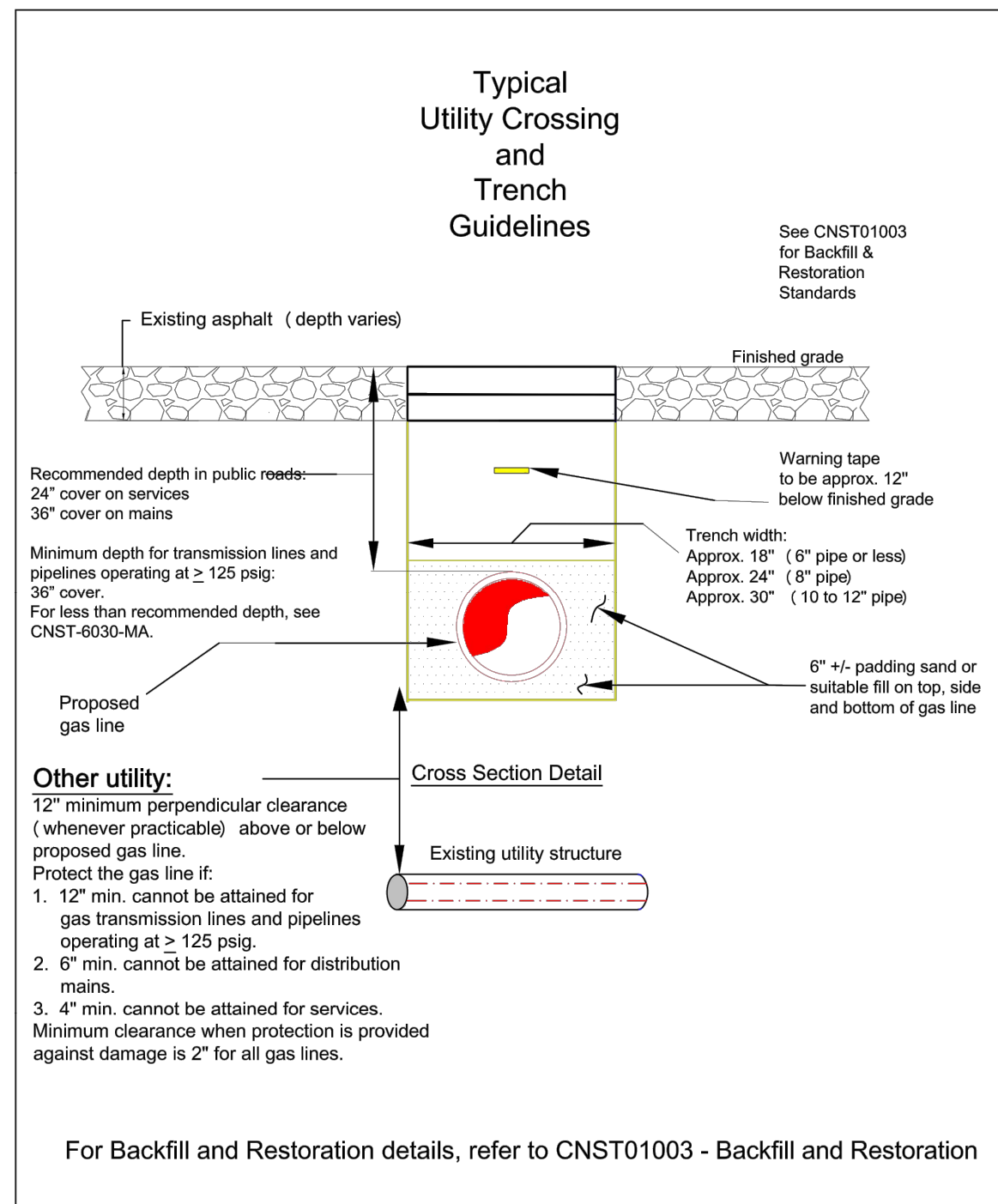
IFC



NO.	DESCRIPTION	DATE	DR. BY	CK. BY	APP. BY
C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP
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A	ISSUED FOR CONSTRUCTION	12/21/2021	HTS	JDL	MEP

SIMON WILLARD RD GAS MAIN INSTALLATION 398 SIMON WILLARD RD SIMON WILLARD ROAD CONCORD, MA					
LAYOUT & TIE-IN DETAILS					
DWG SIZE	DESIGNER	ENGINEER	DATE:	ASSET I.D.	W.O. NO.:
22"X34"	DDS COMPANIES	HSTAHL	12/21/2021	XXXXXXXX	1435311

PAGE 04 OF 06	
DRAWING NO.	SHEET NO.
C-101	04



NOTES:

- INSTALL PER MCELROY MANUFACTURER'S INSTRUCTIONS.
- WHEN USING MECHANICAL COUPLINGS (AS SHOWN IN DETAIL A), NON-RESTRAINING COUPLING SHALL BE STRAPPED AND THE ENDS SHALL BE BLOCKED PER APPROVED STANDARD DRAWINGS. RESTRAINING COUPLINGS NEED TO BE EITHER STRAPPED OR BLOCKED. WHEN USING RESTRAINING COUPLINGS, STRAPPING NUTS SHOULD BE HAND TIGHT.
- ON EXISTING STEEL SYSTEMS, REFER TO THE TABLE BELOW FOR THE MINIMUM SAFE DISTANCE FROM THE EXCAVATION WALL IF A BURIED, UNSTRAPPED COUPLING EXISTS AT A DISTANCE LESS THAN THE MINIMUM SAFE EMBEDEDMENT DISTANCE FROM THE WALL. THEN BLOCKING IS REQUIRED FOR THE PRESSURE TEST. IF AN ALL WELDED SYSTEM CAN NOT BE CONFIRMED, THE WELDED OR FLANGED ENDS SHALL BE BLOCKED.

PIPE SIZE (INCHES)	MINIMUM SAFE DISTANCE FROM THE EXCAVATION WALL (FEET)
2	5
3	8
4	12
6	24
8	41
12	70

REFER TO CONSTRUCTION STANDARD FITS-6025 AND FITS-6015 FOR LIST OF COUPLINGS.

- IT IS RECOMMENDED THAT THE GAUGE ASSEMBLY BE ABOVE GRADE TO PREVENT PERSONNEL FROM ENTERING THE TRENCH WHILE THE PRESSURE TEST IS UNDERWAY.
- ONE PRESSURE TEST GAUGE AT EACH PIPE END IS RECOMMENDED TO VERIFY THE PRESSURE. ALL GAUGES SHALL BE 0-100 OR 0-200 PSIG RANGE (2 PSIG INCREMENTS RECD IN NY STATE ONLY).
- REFER TO CNST04003 "PRESSURE TESTING OF MAINS OPERATING BELOW 125 PSIG" FOR TESTING AND DESIGN REQUIREMENTS.

ITEM	DESCRIPTION	SAP ITEM ID LI/MA/NYC	SAP ITEMS RI AND UNY
1	<b>PRESSURE GAUGE 0-100 OR 0-200 PSIG - 2 PSI INCREMENTS</b> 0-200 PSIG STAINLESS STEEL 1/2" NPT 5-1/2" DIAL 0-100 PSIG STAINLESS STEEL 1/2" NPT 5-1/2" DIAL	935465 936390	TOOL ITEM TOOL ITEM
2	<b>BISS - WARNING PRESSURE TEST (AS REQUIRED IN FIELD)</b>	933240	NON STOCK
3	<b>TEE SERVICE - ELECTROFUSION YELLOW MD 1/2" CTS BUTT FUSE OUTLET</b> 2" MAIN X 1/2" BUTT FUSE OUTLET LI/MA/NYC 4" MAIN X 1/2" BUTT FUSE OUTLET LI/MA/NYC 6" MAIN X 1/2" BUTT FUSE OUTLET LI/MA/NYC 8" MAIN X 1/2" BUTT FUSE OUTLET LI/MA/NYC	9342517 2X1/2 9342518 4X1/2 9342519 6X1/2 9342521 8X1/2	NON STOCK NON STOCK NON STOCK NON STOCK
	<b>TEE SERVICE - ELECTROFUSION YELLOW MD 1" CTS BUTT FUSE OUTLET</b> 1-1/4" MAIN X 1" OUTLET LI 2" MAIN X 1" OUTLET LI 4" MAIN X 1" OUTLET LI 6" MAIN X 1" OUTLET LI 8" MAIN X 1" OUTLET LI	9342332 1-1/4 X 1 9342319 2X1 9342321 4X1 9342328 6X1 9342372 8X1	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
	<b>TEE SERVICE - ELECTROFUSION BLACK HD 1" IPS BUTT FUSE OUTLET</b> 2" MAIN X 1" IPS OUTLET MASS 3" MAIN X 1" IPS OUTLET MASS 4" MAIN X 1" IPS OUTLET MASS 6" MAIN X 1" IPS OUTLET MASS 8" MAIN X 1" IPS OUTLET MASS 12" MAIN X 1" IPS OUTLET LI, NYC, MA	9322653 2X1 9322628 3X1 9322620 4X1 9322628 6X1 9323467 8X1 9318311 12X1	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
	<b>TEE SERVICE - SADDLE FUSION HIGH DENSITY BLACK 1/2" CTS BUTT FUSE</b> 2" MAIN X 1/2" OUTLET LI 4" MAIN X 1/2" OUTLET LI 6" MAIN X 1/2" OUTLET LI 8" MAIN X 1/2" OUTLET LI	9342405 2X1/2 9342406 4X1/2 9342407 6X1/2 9342408 8X1/2	NON STOCK NON STOCK NON STOCK NON STOCK
	<b>TEE SERVICE - SADDLE FUSION HIGH DENSITY BLACK 1" CTS BUTT FUSE</b> 2" MAIN X 1" OUTLET LI 4" MAIN X 1" OUTLET LI 6" MAIN X 1" OUTLET LI 8" MAIN X 1" OUTLET LI 12" MAIN X 1" OUTLET LI	9315907 2X1 9315964 4X1 9315963 6X1 9315962 8X1 9314629 12X1	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
	<b>TEE SERVICE MECHANICAL X PERFECTION OUTLET</b> 2" MAIN X 1/2" OUTLET 4" MAIN X 1/2" OUTLET 6" MAIN X 1/2" OUTLET 8" MAIN X 1/2" OUTLET 2" MAIN X 1" OUTLET 3" MAIN X 1" OUTLET 4" MAIN X 1" OUTLET 6" MAIN X 1" OUTLET 8" MAIN X 1" OUTLET	NON STOCK 930854 2X1/2 930853 4X1/2 930472 6X1/2 930471 8X1/2 9315492 2X1 N/A 9315490 4X1 930473 6X1 9306178 8X1	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK

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ITEM	DESCRIPTION	ORACLE ITEM ID LI/MA/NYC	PEOPLESOFT ITEM RI AND UNY
4	<b>CAP END PLASTIC MEDIUM DENSITY YELLOW BUTT FUSE</b> 2" SDR 11 3" SDR 11 4" SDR 11 6" SDR 11 8" SDR 13.5 12" SDR 11.5	2" 9339540 3" 9339541 4" 9339534 6" 9339533 8" 9339539 12" 9339560	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
	<b>CAP END PLASTIC HIGH DENSITY BLACK BUTT FUSION</b> 2" SDR 9 4" SDR 9 6" SDR 9 8" SDR 9	2" 9339538 4" 9339535 6" 9339536 8" 9339537	NON STOCK NON STOCK NON STOCK NON STOCK
	2" SDR 11 MASS RI & UNY 3" SDR 11 MASS RI & UNY 4" SDR 11 MASS RI & UNY 6" SDR 11 MASS RI & UNY 8" SDR 11 MASS RI 12" SDR 11 RI UNY	2" 9312686 3" 9310276 4" 9312685 6" 9312684 8" 9310272 12" 930728	2" 9312686 3" 9310276 4" 9312685 6" 9312684 8" 9310272 12" 930728
5	<b>MCELROY TEST CAPS (165 PSIG MAX)</b> 1-1/4" MODEL TP-310 2" MODEL TP-310	9344366 9340874 9340853 9322627 9315420 9310295 9306180	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
6	<b>RISER</b> 1" CTS MEDIUM DENSITY X 1/2" NPT OUTLET 1" CTS MEDIUM DENSITY X 1-1/4" IPS OUTLET 1" HIGH DENSITY X 1-1/4" OUTLET 1" CST SERVASET X 1" OUTLET 1" CTS HIGH DENSITY .090" WALL X 1" IPS STEEL OUTLET 1/2" CTS .090" WALL PERFECTION END X 1/2" NPT STEEL 1-1/4" CTS .090" WALL PERFECTION END X 1-1/4" NPT STEEL	0031110 OR TOOL ROOM ITEM	TOOL ROOM ITEM
7	<b>OR TEST CAPS WITH STEEL OR PLASTIC PIPE TO TEST TREE</b> <b>TEST CAP FOR CENTRAL PLASTIC ELECTROFUSE TAPPING TEE</b> <b>FLANGE 150# WELD END FLAT FACE</b> 2" 3" 4" 6" 8" 12" 16" 20"	9314322 9314431 9314430 9308659 9308748 9308660 9322363 MA 9322362 MA	2" 9314322 3" 9314431 4" 9314430 6" 9308659 8" 9308748 12" 9308660 16" 9322363 MA 20" 9322362 MA
8	<b>BLIND FLANGE CLASS 150# ASTM A-105</b> 2" FLAT FACE WITH 1/2" CENTER NPT TAP 3" FLAT FACE WITH 3/4" CENTER NPT TAP 4" FLAT FACE WITH 1" CENTER NPT TAP 6" FLAT FACE WITH 1 1/2" CENTER NPT TAP 2" FLAT FACE 3" FLAT FACE 4" FLAT FACE 6" FLAT FACE 8" FLAT FACE 12" FLAT FACE	9341434 9341014 9341435 9340942 9308074 9307751 9306252 9306917 9307750 9308749	2" NON STOCK 3" NON STOCK 4" NON STOCK 6" NON STOCK 2" 9308962 3" 9307751 4" 9306252 6" 9306917 8" 9307750 12" 9308749
9	<b>GASKETS</b> 2" FULL FACE 150# 3" FULL FACE 150# 4" FULL FACE 150# 6" FULL FACE 150# 8" FULL FACE 150# 12" RING TYPE 150#	9331167 9341168 9341169 9332999 9341168 9341165	2" 9315688 3" 9312087 4" 9312569 6" 9312568 8" 9315689 12" NON STOCK

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ITEM	DESCRIPTION	ORACLE ITEM ID LI/MA/NYC	PEOPLESOFT ITEM RI AND UNY
10	<b>END CAPS - STEEL WELD END STANDARD WALL - GRADE B</b> 2" 3" 4" 6" 8" 10" 12" 16" 20"	9312095 9308719 9312096 9312094 9312093 9315182 9312092 9314624 9339687	2" 9312095 3" 9308719 4" 9312096 6" 9312094 8" 9312093 10" 9315182 12" 9312092 16" 9314624 20" 9339687
11	<b>THOR FITTING</b> 1/2" MALE NPT X HOSE CONNECTION 1/2" FEMALE X HOSE CONNECTION	00504089 00504301	NON STOCK NON STOCK
12	<b>THIRD-LET</b> 12" - 6" X 1/2" 3000# PER ASTM A-105 GRADE B 10" - 6" X 1" 3000# PER ASTM A-105 GRADE B 30" - 12" X 1" 3000# PER ASTM A-105 GRADE B 2" X 1" 3000# PER ASTM A-105 GRADE B 10" - 6" X 1" 3000# PER ASTM A-105 GRADE B 30" - 14" X 1/2" 3000# PER ASTM A-105 GRADE B	9341652 9341658 9342052 9307679 9307695 9307677	12-6X3/4 10-6X1 36-12X1 NON STOCK NON STOCK NON STOCK
13	<b>VALVE</b> <b>VALVE (OPTIONAL - TO SHUT OFF TEST ASSEMBLY)</b>		
14	<b>LUG ASSEMBLY</b> 7/8" X 24" LONG (LI ONLY - SEE MAIN-6210) 7/8" X 44" LONG (LI ONLY - SEE MAIN-6210) LUG GREEN 3" - 5" MAIN 7/8" DIAM. (NYC ONLY - SEE MAIN-6230 & MAIN-6230) LUG YELLOW 10" - 30" MAIN 1-1/8" DIAM. (NYC ONLY - SEE MAIN-6230 & MAIN-6230) ROD 1" X 12" LONG (NYC ONLY) ROD 1" X 12" LONG (NYC ONLY) LUG ASSEMBLY 3/8" X 30" LONG	9342211 9342212 9357504 9357505 9328152 9328150 9315741	NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK NON STOCK
15	<b>COUPLING - END 2" PERFECTION</b>		
16	<b>TEST CAP</b> FOR SADDLE FUSION TEE - CENTRAL PLASTICS FOR SADDLE FUSION TEE - JM EAGLE / POLY / UPONOR FOR SADDLE FUSION TEE - PERFORMANCE PIPE TEES FOR HVTT (HIGH VOLUME TAPPING TEE) SADDLE FUSION CENTRAL PLASTICS FOR HVTT (HIGH VOLUME TAPPING TEE) SADDLE FUSION - JM EAGLE / POLY / UPONOR FOR HVTT (HIGH VOLUME TAPPING TEE) SADDLE FUSION PERFORMANCE PIPE TEES FOR HVTT ELECTROFUSION TEE FOR ELECTROFUSION TEE FOR PERFECTION PMTT MECHANICAL TEE (CAP FITS ALL MAIN SIZE & OUTLET SIZES OF PMTTs)	9325109 9329017 9341388 9346288 9346174 9322715 9382494 9381946 9339661	TOOL ROOM ITEM

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nationalgrid		TYPICAL UTILITY CROSSING AND TRENCH GUIDELINES	
MASS.		DATE: 09/15/2014	EFFECTIVE DATE: 04/15/2019
DESIGN: PAUL GUGLIOTTA	STD. DWG. NO. CS-CNST002-MA	DATE: 7/15/2013	EFFECTIVE DATE: 02/10/2021
DESIGN: N. COSTANZO	NO. CS-MAIN004	DESIGN: PAUL GUGLIOTTA	STD. DWG. NO. CS-MAIN004
DRAWN: P.S.		DATE: 02/10/2021	EFFECTIVE DATE: 02/10/2021

Key Changes: REV 0 NEW STANDARD FOR MASS.

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nationalgrid		PRESSURE TESTING OF NEW MAINS MAOP OF 124 PSIG OR LESS	
ALL REGIONS		DATE: 7/15/2013	EFFECTIVE DATE: 02/10/2021
DESIGN: PAUL GUGLIOTTA	STD. DWG. NO. CS-MAIN004	DESIGN: PAUL GUGLIOTTA	STD. DWG. NO. CS-MAIN004
DRAWN: P.S.		DATE: 02/10/2021	EFFECTIVE DATE: 02/10/2021

Key Changes: UPDATED ITEM IDS

UNCONTROLLED WHEN PRINTED 1 OF 6 National Grid Gas plc 2021 - All Rights Reserved CS-MAIN004

**THE DDS COMPANIES**

45 HENDRIX ROAD  
WEST HENRIETTA, NY 14586  
PHONE (585) 359-7540  
FAX (585) 359-7541

BOSTON GAS COMPANY  
d/b/a

**nationalgrid**

40 SYLVAN ROAD  
WALTHAM, MA 02451

IFC

PE STAMP

MARKIE PETROSKI  
REGISTERED PROFESSIONAL ENGINEER  
NO. 54037

NO.	DESCRIPTION	DATE	DR BY	CK BY	APP BY
C	ADDED UTILITIES	2/22/2022	HTS	JDL	MEP
B	REVISION	12/30/2021	HTS	JDL	MEP
A	ISSUED FOR CONSTRUCTION	12/21/2021	HTS	JDL	MEP

SIMON WILLARD RD GAS MAIN INSTALLATION					
398 SIMON WILLARD RD SIMON WILLARD ROAD CONCORD, MA					
STANDARD DETAILS					
DWG SIZE	DESIGNER	ENGINEER	DATE:	ASSET I.D.	W.O. NO.:
22"X34"	DDS COMPANIES	HSTAHL	12/21/2021	XXXXXXXX	1435311

PAGE 05 OF 06	
DRAWING NO.	SHEET NO.
C-201	05



**TOWN OF CONCORD  
SELECT BOARD**

**PUBLIC HEARING NOTICE**

Notice is hereby given that a public hearing will be held at the Town House in the Select Board Hearing Room on the 2<sup>nd</sup> floor, 22 Monument Square, Concord, MA on Monday, January 29, 2024 at 6:30 PM to hear the petition of National Grid for Gas Main Location(s):

- To extend existing 2-inch plastic main 480 feet with 2-inch plastic to serve 398 Simon Willard Road

By Order of the  
Select Board

/s/ Mary Hartman  
Clerk

For Publication in the Concord Bridge

Intended date of posting: January 12, 2024

Send invoice to: Mary Mulroney  
Permit Representative for National Grid  
[Mary.Mulroney@nationalgrid.com](mailto:Mary.Mulroney@nationalgrid.com)  
617-894-3896

**TOWN OF CONCORD  
SELECT BOARD**

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By Order of the Select Board

/s/ Mary Hartman  
Clerk



THE TOWN OF  
**CONCORD**  
MASSACHUSETTS

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# FY25 Town Government Operating Budget

Select Board Meeting  
Monday, January 29, 2024



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

## Finance Committee Guidelines

			FY 25 projection provided in Oct by Town and Schools (see worksheets for details)			Sensitivity Analysis: FY25 based on % inc. in teacher salaries			FY25 RECOMMENDATION FOR SPENDING SUBJECT TO GUIDELINES		
Guidelines Model	FY 2024 approved subject to guidelines	FY24 % of total	FY25	\$ increase	% increase	FY25	\$ increase	% increase	FY25	\$ increase	% increase
Town Operating	\$31,711,833		\$33,635,774	\$1,923,941	6.07%	\$33,635,774	\$1,923,941	6.07%	\$32,745,639	\$1,033,806	3.26%
Town Tier 1 Capital	\$1,725,000		\$2,180,000	\$455,000	26.38%	\$2,180,000	\$455,000	26.38%	\$2,180,000	\$455,000	26.38%
<b>TOWN subject to guidelines</b>	<b>\$33,436,83333%</b>		<b>\$35,815,774</b>	<b>\$2,378,941</b>	<b>7.11%</b>	<b>\$35,815,774</b>	<b>\$2,378,941</b>	<b>7.11%</b>	<b>\$34,925,639</b>	<b>\$1,488,806</b>	<b>4.45%</b>
CPS	\$45,047,17645%		\$45,770,699	\$723,523	1.61%	\$46,389,172	\$1,341,996	2.98%	\$46,515,714	\$1,468,538	3.26%
CCRS	\$22,302,83422%		\$22,872,443	\$569,609	2.55%	\$23,167,161	\$864,327	3.88%	\$23,029,906	\$727,072	3.26%
<b>SCHOOLS subject to guidelines</b>	<b>\$67,350,01067%</b>		<b>\$68,643,142</b>	<b>\$1,293,132</b>	<b>1.92%</b>	<b>\$69,556,333</b>	<b>\$2,206,323</b>	<b>3.28%</b>	<b>\$69,545,620</b>	<b>\$2,195,610</b>	<b>3.26%</b>
<b>TOTAL subject to guidelines</b>	<b>\$100,786,843100%</b>		<b>\$104,458,915</b>	<b>\$3,672,072</b>	<b>3.64%</b>	<b>\$105,372,107</b>	<b>\$4,585,264</b>	<b>4.55%</b>	<b>\$104,471,259</b>	<b>\$3,684,416</b>	<b>3.66%</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**General Government (increase 12%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>General Government</b>						
1	A	Town Manager's Office	\$ 686,197	\$ 730,350	\$ 730,350	\$ 864,166
	B	Human Resources	\$ 595,606	\$ 573,682	\$ 573,682	\$ 481,562
	C	Information Systems (Technology)	\$ 1,348,980	\$ 1,757,756	\$ 1,757,756	\$ 1,828,904
	D	Town Meetings & Reports	\$ 117,919	\$ 95,400	\$ 95,400	\$ 100,000
	E	Facilities Administration	\$ 1,026,590	\$ 1,930,088	\$ 1,930,088	\$ 2,077,139
	F	Parks & Playgrounds	\$ 215,776	\$ 216,727	\$ 216,727	\$ 110,848
	G	Resource Sustainability	\$ 165,203	\$ 125,000	\$ 125,000	\$ 140,000
	H	Visitor's Center	\$ 37,970	\$ -	\$ -	
	I	Adjustment			\$ (515,402)	
		<b>sub-total:</b>	<b>\$ 4,194,241</b>	<b>\$ 5,429,003</b>	<b>\$ 4,913,601</b>	<b>\$ 5,602,619</b>
2	A	Legal Services	\$ 450,000	\$ 450,000	\$ 450,000	\$ 400,000
		<b>total: General Government</b>	<b>\$ 4,644,241</b>	<b>\$ 5,879,003</b>	<b>\$ 5,363,601</b>	<b>\$ 6,002,619</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Finance (increase 5%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Finance</b>						
3	A	Finance Administration	\$ 555,491	\$ 647,927	\$ 647,927	\$ 756,342
	B	Treasurer-Collector	\$ 505,631	\$ 466,957	\$ 466,957	\$ 476,700
	C	Town Accountant	\$ 340,945	\$ 367,594	\$ 367,594	\$ 392,374
	D	Assessors	\$ 444,387	\$ 434,957	\$ 434,957	\$ 442,730
	E	Town Clerk	\$ 439,831	\$ 464,499	\$ 464,499	\$ 457,834
	F	Elections	\$ 89,374	\$ 80,714	\$ 80,714	\$ 60,289
	G	Registrars	\$ 10,452	\$ 11,165	\$ 11,165	\$ 13,458
		<b>total: Finance</b>	<b>\$ 2,386,111</b>	<b>\$ 2,473,813</b>	<b>\$ 2,473,813</b>	<b>\$ 2,599,727</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Planning and Land Management (increase 5%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Planning and Land Management</b>						
4	A	Planning Administration	\$ 583,522	\$ 661,933	\$ 661,933	\$ 631,968
	B	Natural Resources	\$ 449,396	\$ 449,610	\$ 449,610	\$ 456,982
	C	Inspections	\$ 479,288	\$ 593,097	\$ 593,097	\$ 608,664
	D	Health	\$ 462,035	\$ 561,895	\$ 561,895	\$ 598,077
	E	Economic Vitality & Tourism	\$ 190,735	\$ 235,721	\$ 235,721	\$ 329,887
	F	141 Keyes Road	\$ 48,840	\$ 3,600	\$ 3,600	\$ 3,143
		<b>total: Planning &amp; Land Management</b>	<b>\$ 2,213,816</b>	<b>\$ 2,505,856</b>	<b>\$ 2,505,856</b>	<b>\$ 2,628,721</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Public Safety (increase 1%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Public Safety</b>						
6	A	Police Department	\$ 4,864,484	\$ 5,219,135	\$ 5,219,135	\$ 5,232,210
	B	Animal Control Officer	\$ 28,500	\$ 29,260	\$ 29,260	\$ 29,393
	C	Police-Fire Station	\$ 278,317	\$ 52,918	\$ 52,918	\$ 40,406
	D	Fire Department	\$ 5,783,853	\$ 6,611,011	\$ 6,611,011	\$ 6,789,002
	E	Emergency Management	\$ 16,000	\$ 14,550	\$ 14,550	\$ 14,194
	F	West Concord Fire Station	\$ 21,309	\$ 1,563	\$ 1,563	\$ 1,691
		<b>total: Public Safety</b>	<b>\$ 10,992,463</b>	<b>\$ 11,928,437</b>	<b>\$ 11,928,437</b>	<b>\$ 12,106,896</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Human Services (increase 1%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Human Services</b>						
5	A	Library	\$ 2,398,544	\$ 2,490,316	\$ 2,490,316	\$ 2,505,138
	B	Senior Services				
		B1. Senior Services	\$ 630,527	\$ 652,076	\$ 652,076	\$ 670,851
		B2. Harvey Wheeler Community Center	\$ 101,276	\$ 65,342	\$ 65,342	\$ 67,277
	C	Recreation Services				
		C1. Recreation	\$ 114,569	\$ -	\$ -	
		C2. Hunt Recreation Center	\$ 93,375	\$ -	\$ -	
	D.	Human Services	\$ 74,286	\$ 93,350	\$ 93,350	\$ 97,738
	E	Veteran's Services	\$ 78,734	\$ 86,647	\$ 86,647	\$ 84,525
	F	Ceremonies & Celebrations	\$ 44,960	\$ 63,600	\$ 63,600	\$ 63,422
		<b>total: Human Services</b>	<b>\$ 3,536,271</b>	<b>\$ 3,451,331</b>	<b>\$ 3,451,331</b>	<b>\$ 3,488,951</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Public Works (increase 3%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Public Works</b>						
7	A	Public Works Administration	\$ 403,332	\$ 422,120	\$ 422,120	\$ 458,696
	B	Engineering	\$ 506,999	\$ 701,634	\$ 701,634	\$ 693,132
	C	Highway Administration	\$ 1,638,237	\$ 1,805,133	\$ 1,805,133	\$ 2,031,753
	D	Winter Maintenance	\$ 650,000	\$ 655,500	\$ 655,500	\$ 655,500
	E	Parks & Trees	\$ 901,592	\$ 992,220	\$ 992,220	\$ 873,271
	F	Cemetery	\$ 312,235	\$ 273,790	\$ 273,790	\$ 282,838
	G	133/ 135 Keyes Road	\$ 183,580	\$ 68,088	\$ 68,088	\$ 75,000
	H	Street Lighting	\$ 31,625	\$ 40,310	\$ 40,310	\$ 42,029
		<b>total: Public Works</b>	<b>\$ 4,627,600</b>	<b>\$ 4,958,795</b>	<b>\$ 4,958,795</b>	<b>\$ 5,112,219</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Unclassified (decrease -22%)**

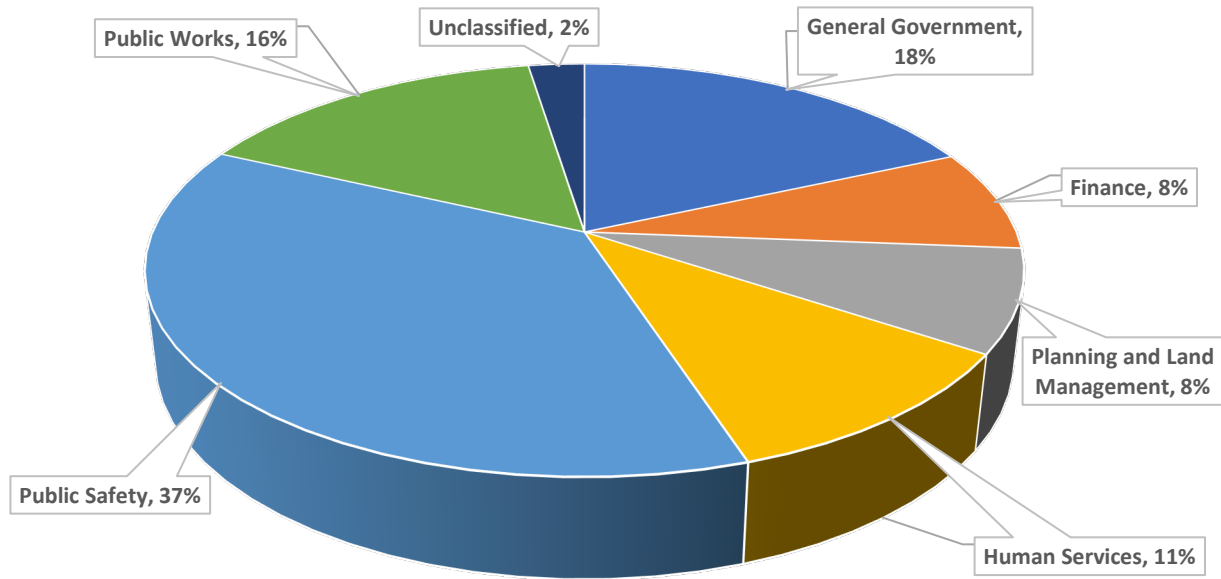
Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Unclassified</b>						
8		Employee Wellness	\$ -	\$ 75,000	\$ 75,000	\$ 25,000
	A	Unused Sick Leave	\$ 23,061	\$ -	\$ -	
	B	Public Safety Disability	\$ 887	\$ -	\$ -	
	C	Employee Assistance Program	\$ 2,661	\$ -	\$ -	
		<b>sub-total:</b>	<b>\$ 26,609</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 25,000</b>
9		Reserve Fund	\$ 225,000	\$ 200,000	\$ 200,000	\$ 200,000
10		Salary Reserve Fund	\$ 1,057,934	\$ 755,000	\$ 755,000	\$ 581,506
11		Land Fund	\$ 25,000	\$ -	\$ -	
		<b>Total: Unclassified</b>	<b>\$ 1,334,543</b>	<b>\$ 1,030,000</b>	<b>\$ 1,030,000</b>	<b>\$ 806,506</b>



THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Total Town Government (increase 3.26%)**

Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>TOTAL TOWN GOVERNMENT</b>						
<b>TOTAL TOWN GOVERNMENT</b>			<b>\$ 29,735,045</b>	<b>\$ 32,227,235</b>	<b>\$ 31,711,833</b>	<b>\$ 32,745,639</b>





THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Joint Accounts (increase 15%)**

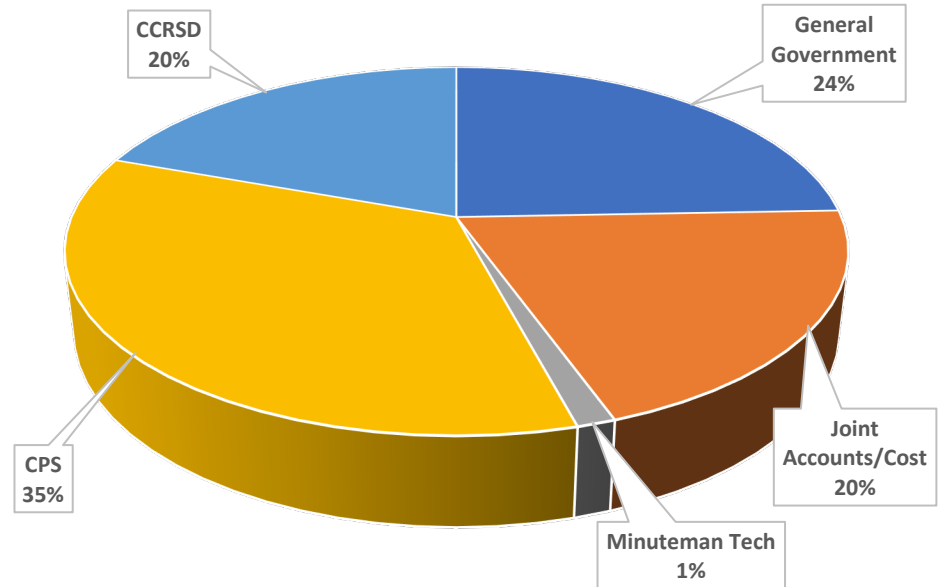
Town Government Operating Budget						
Line No.	Item No.	Department	FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	FY25 Appropriation (Original)
<b>Joint Accounts (Town - Concord Public Schools)</b>						
12	A	Group Insurance	\$ 7,468,322	\$ 8,140,471	\$ 8,140,471	\$ 8,000,000
	B	Property/ Liability Insurance	\$ 378,000	\$ 406,350	\$ 406,350	\$ 539,412
	C	Unemployment	\$ 120,000	\$ 138,000	\$ 138,000	\$ 140,760
	D	Worker's Compensation	\$ 142,450	\$ 163,818	\$ 163,818	\$ 176,149
	E	Social Security & Medicare	\$ 942,064	\$ 989,168	\$ 989,168	\$ 1,028,735
		sub-total:	\$ 9,050,836	\$ 9,837,807	\$ 9,837,807	\$ 9,885,056
13	A	Retirement Assessment, General Fund	\$ 3,381,101	\$ 3,399,675	\$ 3,399,675	\$ 4,349,746
	B	Retirement Assessment, Pension Reserve	\$ 1,501,370	\$ 1,650,000	\$ 1,650,000	\$ 1,650,000
		sub-total:	\$ 4,882,471	\$ 5,049,675	\$ 5,049,675	\$ 5,999,746
14	A	Debt Service, Within Levy Limit				
		A1. Town, Principal & Interest	\$ 3,423,349	\$ 3,698,148	\$ 3,698,148	\$ 3,576,699
		A2. CPS, Principal & Interest	\$ 741,752	\$ 829,552	\$ 829,552	\$ 806,651
		A3. Interest on Short-Term Notes	\$ 70,000	\$ -	\$ -	\$ 70,000
		sub-total:	\$ 4,235,101	\$ 4,527,700	\$ 4,527,700	\$ 4,453,350
	B	Debt Service, Excluded from Levy Limit				
		B1. Town, Principal & Interest	\$ 326,294	\$ 317,544	\$ 317,544	\$ 303,794
		B2. CPS, Principal & Interest	\$ 2,660,210	\$ 3,592,220	\$ 3,592,220	\$ 6,286,880
		B3. Interest on Short-Term Notes	\$ -	\$ -	\$ -	
		sub-total:	\$ 2,986,504	\$ 3,909,764	\$ 3,909,764	\$ 6,590,674
		<b>total: Joint Accounts</b>	\$ 21,154,912	\$ 23,324,946	\$ 23,324,946	\$ 26,928,826



THE TOWN OF  
**CONCORD**  
MASSACHUSETTS

## FY25 Budget

FY25 Budget	
General Government	\$ 32,745,639
Joint Accounts/Cost	\$ 26,928,826
Minuteman Tech	\$ 1,818,496
CPS	\$ 46,515,714
CCRS	\$ 26,140,908
<b>Total FY25 Budget</b>	<b>\$ 134,149,583</b>





THE TOWN OF  
**CONCORD**  
 MASSACHUSETTS

**Town Projection for State Aid v. Preliminary Cherry Sheets**  
**Estimates**

FY25		
Program	Early Estimates	Preliminary Cherry Sheet Estimates
	10/26/2023	1/25/2024
Chapter 70 (Education Aid)	\$ 4,118,997.66	\$ 4,218,722.00
Charter Tuition Reimbursement	\$ 80,838.06	\$ 43,872.00
Early Voting	\$ -	
School Lunch, offset item	\$ -	
School Choice Receiving Tuition	\$ -	
Unrestricted General Government Aid (Lottery)	\$ 1,414,595.16	\$ 1,428,463.00
Veteran's Benefits	\$ 37,568.64	\$ 36,003.00
Exemptions: Vets, Elderly, Surviving Spouse & Blind	\$ 20,026.68	\$ 19,326.00
State Owned Land	\$ 890,941.44	\$ 877,622.00
State Owned Land, Correctional Facilities	\$ 153,000.00	\$ 118,000.00
Libraries, offset item	\$ 43,379.58	\$ 44,936.00
<b>Totals</b>	<b>\$ 6,759,347.22</b>	<b>\$ 6,786,944.00</b>



THE TOWN OF  
**CONCORD**  
MASSACHUSETTS

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**Thank You!**

**Town of Concord  
Warner's Pond Task Force  
Charge**

**Background**

Warner's Pond is an approximately 59-acre impoundment (including its three islands), with approximately 20 acres of connected wetlands. The pond's main tributaries, Fort Pond Brook and Nashoba Brook, merge and enter Warner's Pond from the northwest, and continue flowing over the dam, eventually merging with the Assabet River to the east.

Warner's Pond has been a community resource for generations but is now in a state of eutrophication. This has resulted in a number of undesirable conditions including decreased water depths, widespread growths of aquatic invasive plants, and impaired recreational opportunities.

Warner's Pond has three public access points: Gerow Park on the northern boundary, acquired in 2018 for recreational purposes, a boat launch on Commonwealth Avenue; and a primitive boat landing at the end of Pond Street. There is also a pocket park near the dam on Commonwealth Avenue. The pond's recreational uses include boating, fishing, bird watching, ice fishing, and skating.

Warner's Pond and some of its appurtenant features are owned by the Town of Concord, under different boards and committees.

- Warner's Pond itself is under the care and custody of the Natural Resources Commission (along with the boat launch off Commonwealth Avenue and the primitive access at the end of Pond Street)
- The dam is under the care and custody of Concord Public Works
- Gerow Park is under the care and custody of the Recreation Commission.

Scout Island, the largest island in the pond, is owned by the Concord Scout House, and used by local Scouting groups for camping and annual cross-over ceremonies.

Warner's Pond lies at the base of a 47-square mile watershed, 98% of which occurs outside of Concord. Nutrients, including nitrogen and phosphorus, and sediments enter the pond from this very large watershed, including from developed areas with inadequate stormwater management.

The Natural Resources Commission, spurred by community concerns, has explored alternatives to improve the ecological health and recreational capacity of Warner's Pond since the 1990s. Efforts to remove aquatic invasives and address sediment build-up have been ongoing since that time. The Town has received state and local grant funding to study the problem and implement solutions, all of which have had limited effectiveness, and the eutrophication of the pond has steadily continued.

Efforts have ranged from managing aquatic invasive plants (hand harvesting, hydrosucking, herbicide treatment) to addressing the nutrient and sediment build-up (dredging). The 2012 Warner's Pond Watershed Management Plan identified limited dredging (6 acres of the 59-acre pond, or 35,000 cubic yards) as an effective, long-term solution to improve the ecological health and recreational capacity of the Warner's Pond system. The 2012 Plan estimated that limited

hydraulic dredging would cost on the order of \$1 million, and the required studies, sampling, design, and permitting were undertaken. As part of the Dredging Feasibility Study completed in 2018, the estimated cost was upped to \$2 million. After federal, state, and local permits were obtained in 2022, the revised cost dredging estimate was \$3 million. The project was bid in 2022, and came in at over \$9 million, more than three times the allocated funding secured for the project.

In response to the cost-prohibitive dredging bid, the Division explored an additional three options: (i) a modified dredging approach that moved sediment within the pond rather than trucking it offsite, (ii) dam removal, and (iii) no action. Based on the consultant's evaluation of ecological restoration, public safety/liability, recreational opportunities, flood risk, and cost, dam removal was identified in May 2023 as the best alternative to achieve multiple goals for the Town.

### **Purpose**

The dam removal recommendation is a change in strategy to what the Commission has worked towards for several years and has been identified by some in the community as a cause for concern. The Natural Resources Commission seeks to engage in a structured decision-making process, working with a facilitator, that includes robust community input. The purpose of the task force is to become familiar with all alternatives that have been considered to date and explore new ideas as appropriate. The Task Force will recommend a course of action for the Pond that reflects community criteria identified in [\*Envision Concord – Bridge to 2030\*](#): (i) History + Character, (ii) Livability + Values, (iii) Mobility + Accessibility, (iv) Environmental Sustainability, and (v) Fiscal Sustainability.

### **Duties and Responsibilities**

1. To become familiar with Warner's Pond, its three public access points, the dam, and the general environs;
2. To review prior reports, plans, and other documentation evaluating and implementing alternatives over the last few decades;
3. To explore and evaluate ecological health of the pond system under each feasible alternative;
4. To explore and evaluate future recreational opportunities under each feasible alternative with the Town's consultant;
5. To obtain preliminary cost estimates for each feasible alternative;
6. To explore and evaluate potential funding sources for each feasible alternative;
7. To review the issues and concerns related to dam removal raised by the community;
8. To solicit input from the community through a variety of methods, including at least one public hearing early in the process;
9. To consider whether there are measures which might be taken to improve ecological health and recreational opportunities that would require additional planning and/or more time to implement;

10. To submit a final report to the Natural Resources Commission recommending a course of action to improve the ecological health and recreational capacity of the Warner's Pond system by December 2, 2024;
11. To perform such other duties as the Natural Resources Commission may request.

### **Deliverables**

Prepare a draft report that recommends a prioritized list of actions for Warner's Pond while being sensitive to the historical and cultural values of the system to the Town. Present the draft report at a public hearing to solicit feedback from the community. Following the public hearing, a final report outlining a course of action will be submitted to the Natural Resources Commission by December 2, 2024.

### **Membership**

The Task Force shall be comprised of eleven members appointed by the Natural Resources Commission, in consultation with the Town Manager, with representation as follows:

1. Friends of Warner's Pond representative
2. Upstream abutter
3. Downstream abutter
4. Select Board member
5. Natural Resources Commission member
6. Recreation Commission member
7. Public Works Commission member
8. At-large members (2)
9. Concord Scout House representative
10. OARS representative
  - o Ex officio (non-voting) members
    - Hassanamisco Band of Nipmuc representative
    - Public Works Director or his designee
    - Natural Resources Director or her designee
    - Senior Planner (representing historical interests)
    - MCI Concord representative

Each member will serve until the task force completes its work and submits a written report to the NRC. Candidates should submit a Volunteer Card (available [here](#)) along with a letter of interest.

When staffing the task force, preference will be given to Concord residents with the specific interests noted above and experience, knowledge, and/or professional training in ecological restoration; recreation; civil engineering; cultural and historical expertise; climate resiliency; local, state, and federal wetland permitting laws and regulations; and a strong connection with the community. The task force will determine the frequency of meetings and will be led by a chair elected by the members.

**Other Considerations**

The task force chair will consult with the Natural Resources Commission to discuss the need for financial support for task force activities. The task force will conduct its business in full conformance with the Open Meeting Law, Public Records Law, Conflict of Interest Law and other state and local rules encouraging openness and transparency in governance.

2023 Annual Report – Select Board

The Select Board entered 2023 with Matt Johnson as Chair, Terri Ackermann as Clerk and Linda Escobedo, Mary Hartman and Henry Dane as members. At the conclusion of the Annual Town Meeting, Mr. Johnson retired from the Board and Henry Dane as elected as Chair, Mary Hartman as Clerk and Mark Howell joined as the Board's new member. Starting with the new fiscal year, the Board made a concerted effort to keep discussion focused on items on which it was ready to act, to keep meetings at an efficient duration and to post agendas and materials at least a week prior to each meeting. The meeting dates and submission deadlines were posted on the Town website, and we made considerable progress in meeting our administrative goals.

The Select Board is, by way of analogy, the Board of Directors of the Town. Its five members are chosen at the Town Election in April to serve for staggered three year terms. The Town Charter, Bylaws, and the General Laws of Massachusetts grant the Select Board broad powers to govern the Town. It appoints and supervises more than 40 boards and committees, is the primary policy-making body of the Town for management, the provision of services and economic development. Like a typical Board of Directors, it is responsible for appointment of and evaluation of the Town's chief executive officer, the Town Manager. The Board recommends the budget to the Annual Town Meeting, determines the placement of Articles on the Warrant, approves the reorganization of Town departments; provides oversight for matters in litigation; and acts on licenses and permits. The Select Board also enacts Rules and Regulations for such matters as traffic control and parking.

The following is a partial list of matters coming before the Board during the past year:

Opposition to the expansion of Hanscom Field Private Jet Facilities which has included both advocacy and engagement of Special Counsel to pursue Freedom of Information requests from Massport and joining with adjacent towns in sending a letter of opposition to the Governor.

In support of the Town's 2025 Executive Committee, pursuing efforts at the Federal, State and local levels to obtain financing to support the Town's celebration of the 250<sup>th</sup> Anniversary of the American Revolution, to ensure public safety and accommodation; and to direct the focus of the event.

Management of Litigation regarding public access to Estabrook Road which resulted in a Decision of the Land Court in favor of the Town; and response to Appeal filed by the property owners which is awaiting hearing before the Appeals Court at the time this report is being written. In this and other pending legal

matters, we have been careful to manage the costs incurred while still protecting the interests of the Town.

Adoption of Hazard Mitigation Plan presented by the Town's Public Safety agencies.

Adoption, under statutory authority granted to the Board, of a Residential Tax Exemption of 10 percent for FY'24. Under this program, 10 percent of property tax assessments will be shifted from eligible homes assessed below approximately \$2.1 million to those above that value. All owner-occupied homes are eligible and the most significant benefit is to owner-occupied properties with the lowest assessed values.

Worked with the Planning Board on the MBTA Zoning Initiative to minimize the negative effect of the proposed zoning changes.

Review and comment on Comprehensive Permit (Ch. 40B) applications for two large multi-family projects for Baker Avenue and Forest Ridge Road.

Termination of the Junction Village Assisted Living project based on requests for additional funding subsidies by the developer.

Review and approve FY '24 Select Board, Town Manager and Department goals.

Review and approve spending priorities to Implement Housing Production Plan.

Review and support a new Personnel Policy resulting from the work of the Personal Study Task Force.

Licensing of two new restaurants: West Village Tavern and Bandoleros.

Provide funding authority for consulting and legal services to the 2229 Main Street Advisory Task Force.

Authorize Town Manager to withdraw from the Acton Concord Regional Emergency Communications Center.

Discussed Warrant Article for Town Meeting Study Committee to be appointed by Moderator.