



*Town of Concord*

# Weekly Operations Report

2024 Volume 6/March 22, 2024

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## General Administration

### Town Clerk

[April 9, 2024 Annual Town Election | Important Dates](#)

[Sample Ballot](#)

Ballots for the April 9th Annual Town Election will be mailed as soon as they are received. If you applied for ballots by mail for all elections this year, you're covered. If you haven't applied and wish to vote by mail, submit a completed and signed vote by mail application form to the Town Clerk's Office ([Townclerk@concordma.gov](mailto:Townclerk@concordma.gov)) 22 Monument Square, Concord, MA 01742. In person absentee voting at the Town Clerk's Office will begin as soon as ballots arrive.

Friday, March 29th: 5:00 pm deadline to [register to vote](#) , if not already registered at your current address in Concord

Tuesday, April 2nd: 5:00 pm deadline to [apply for a ballot by mail](#).

[Track your ballot here](#)

Friday, April 5th, 8:30 am-4:30 pm: In person absentee voting at the Town Clerk's Office.

Saturday, April 6th, 10:00 am – 2:00 pm: In person absentee voting at the Town Clerk's Office.

Monday, April 8th, 12:00 noon: In person absentee voting ends.

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Tuesday, April 9th, 7:00 am – 8:00 pm: Election Day, polls are open from 7:00 am until 8:00 pm. [Find where to vote here](#)

All vote by mail ballots must be returned to the Town Clerk's Office before 8:00 pm on Election Day to be counted.

## Town Manager Office

### [MCI Concord Update](#)

- State Representative Cataldo has proposed a legislative amendment to the FY25 budget found here on page 42:  
<https://www.concordma.gov/DocumentCenter/View/47517/Select-Board-Meeting-Packet-March-18-2024?bidId=>
- The Division of Capital Asset Management and Maintenance (DCAMM) has identified a project manager to work on MCI Concord: Paul Lillenhaugen. Town officials look forward to meeting with DCAMM on a regular basis as we learn more about next steps.
- Concord Public Works recently attended a site visit to the wastewater treatment facility to learn more about the system.
- The Select Board will discuss the draft charge of the MCI Advisory Committee at their meeting on March 25<sup>th</sup>

## Fire Department

### Calls for Service

The fire department responded to 96 calls for service and of those calls, 54 were emergency medical calls. We provided mutual aid twice to our neighboring communities, one being a rollover with entrapment in Lincoln on Route 2A. Crews were able to stabilize the car with struts and cribbing, and the patient needed to be extricated.



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Four members of the fire department participated in the Ayer PD 5K Foot Pursuit. They were wearing the new St. Patrick's Day green fire t-shirts

### **Fire Prevention**

The fire prevention division conducted 28 inspections, one being the new middle school. Crews were able to walk through and familiarize themselves with this large project as it progresses. Safe Coordinate Evan Foisy was to secure smoke alarms and carbon monoxide detectors through a grant with the Red Cross. A system will be put in place to install these detectors for people in need.



### **Training**

Lt. Pete Ostroskey and Lt. Lindsay McGloughlin attended the Multi-Alarm Command and Control class at the National Fire Academy in Emmitsburg, Maryland. The six-day class honed their skill set. Lt. Rolfe and Lt. Nichols are completing their six-day Fire Officer III class at the Massachusetts Fire Academy. They had to complete over 10 assignments with a final project at the last class. The assignment ranged from community risk reduction, budgeting, and training proposals.

## **Concord Free Public Library**

### **Reference Services**

- Reference answered 370 reference questions in February and booked 200 rooms. Staff assisted 108 patrons with technology, provided 14 patrons with reader's advisory, and 1 patron used the Library's notary service.
- The Department hosted several exciting programs in February, some in honor of Black History Month. Programs included a presentation about Ellen Garrison by The



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Robbins House and a screening of *The Dhamma Brothers*, followed by a guided meditation. The Tuesday book group discussed *Black Walden* by Elise Lemire. In late February, the Library partnered with the Friends of Minuteman Park for a discussion of drinking culture in Colonial America with author Brooke Barbier. The event attracted over 100 people!

- Reference hosted a special Cookbook Club, with local cookbook authors Carolyn Shoet and Nancy Shoet West discussing their cookbook *Family Recipes from Mill Iron Farm*. Thanks to the Friends for sponsoring this program.



## Youth Services

### Teen Lounge

- The Teen Lounge ran 7 programs in February with a total attendance of 35, though casual use of the Teen Lounge spiked and is holding. Average daily use went from the single digits into the 20's.
  - Weekly Dungeons and Dragons remains the most well attended series program. Patron attendance may soon require a third session, which the teens have been asking for.
  - The Teen Librarian visited the high school twice in February. The first visit was to meet the Spectrum club to ask for their input on how best to provide them with programming support. The other visit was to confer with the high school librarians to organize an opportunity to demonstrate the new Brainfuse online tutoring service to teachers and eventually students.
  - The Teen Librarian joined the Town's Public Health Collaborative meeting to request materials, connections, and literature to help support the wellness of teen patrons. He also attended a virtual meeting on social work services in public libraries in the same vein.
  - During Staff Development day, the Teen Librarian shared some long range planning ideas, and gave a demonstration of our in-house Switch gaming system.
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## Children's Library

- Musical Mondays featured three of the Library's favorite returning performers. Each concert was thoroughly enjoyed by patrons and maxed out the capacity of the Goodwin Forum at around 120 attendees each!
- In conjunction with Fowler, the Children's Library hosted Communities Organizing Against Racism for a presentation and discussion on talking to kids about racism.
- To kick off February vacation week, the Children's Library debuted the brand new sock skating rink! During sessions for toddlers, kids, and teens, visitors enjoyed a sock skating party while playing with balloons and inflatable hockey sticks. While kids were waiting for their turn on the "rink," they visited the Activity Room for special cozy crafts. Of course, there were also snacks and hot cocoa!
- Children's Library staff also welcomed teachers from West Concord Dance Academy to host two hip-hop dance classes, one for toddlers, and one for older children.
- In partnership with the Workshop team, Children's Staff offered four fabulous sessions of the Make-it! Club for kids!
  - Learn about circuits while making their own light-up LED valentines
  - Create a yarn heart friend that can "hang out" with magnetic hands and feet
  - Paint a mini-masterpiece on a tiny canvas, and
  - Discover engineering concepts through building with gumdrops.



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## Circulation

- Circulation had 17,374 transactions and welcomed 76 new patrons to the CFPL family. Circulation staff created book displays with the topics “Fall in Love with a Great Book” and “Short Stories for the Shortest Month.”
- Patrons reserved 166 museum passes, with the New England Aquarium in first place by a significant margin, followed by the Museum of Fine Arts and the Museum of Science.
- Circulation staff continues their involvement with professional development and the CFPL’s Sustainability initiatives.

## Innovation and Communication

- Innovation & Communications relaunched our Library of Things collection this month, now with longer 2-week checkout periods and no late fees! You can browse the collection in person at either Library location or online at [cfpl.info/things](http://cfpl.info/things). To make way for all the new Things still on their way, the Library’s board game collection will soon be moving upstairs to the A/V room.
- Thanks to generous funding from the Friends of the Library and the Library Corporation, the Workshop was able to host a slew of new programs in February, including “Pal”entine’s Paint Night with Pop-Up Art School and Teen Robot Fight Club! The Friends also sponsored the Library’s Girls Who Code’s field trip to the Garment District in Cambridge to pick out materials to upcycle into their final animatronic stuffed animal projects!



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## Special Collections

- Special Collections served 49 on-site visitors/researchers and answered 40 reference requests received on-site, via phone, and email.
- Special Collections Assistant Matthew Radulski accepted a full-time archivist position with the Archdiocese of Boston Archive Department. Matthew joined us in the fall of 2021 as a Simmons University intern and was recently promoted to Project Archivist. Matthew made significant contributions to Special Collections in processing collections and assisting in researching and curating exhibitions, and he will be missed! Special Collections expects to post the position very soon.
- The Children's Art Quilt was uninstalled on February 12th and delivered to Museum Textile Services for evaluation.
- The Munroe Gallery February exhibition by guest artist Steve Edson in the Munroe Gallery was well received. It included a Meet The Artist reception, which was also well attended!
- Assistant Curator Jessie Hopper presented to the Concord Rotary Club on CFPL history on February 15th.
- Looking Ahead: We are researching Special Collections' fall exhibit on Alicia Keys and an August exhibition featuring children's book art illustrators at CFPL.

## Administration and Staffing

- The Library would like to thank the Guidod family for loaning the Wayside Doll House for the past two years. The Doll House will be leaving the Library soon to go to a new facility (likely a hospital) where it can continue to delight families for many years to come.
- A dozen library staff members received their Red Cross First Aid Certification this month. Staff were trained on CPR, First Aid, stop-the-bleed, choking, and AED (Automated External Defibrillator). The Library thanks our talented trainer, Mardi Hutchinson from Concord Recreation, for her collaboration with the Library and sharing her expertise with us.



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- The Town of Concord is participating in the Community Naloxone Program, making Narcan available to the community free of charge as part of the National Opioid Settlement. Community members can get Narcan at the Main Library (129 Main St), Fowler Branch Library (1322 Main St) and also at the Public Health offices (141 Keyes Rd, Second Floor). Two Naloxone (NARCAN) cabinets will be located near the main floor restrooms at both library locations.
    - The Concord Health Division invites and encourages but does not require those seeking Narcan to meet with the town's public health nurse for support with how to use Narcan, to review what resources are available to you or your loved ones, or to discuss related questions or concerns. Moira Carter, Public Health Nurse, can be reached at 978-318-3289 and [mcarter@concordma.gov](mailto:mcarter@concordma.gov).
    - The Massachusetts Substance Use Helpline is available 24 hours a day, 7 days a week, and is open 365 days a year, including all holidays. Call 800-327-5050, text at 800327, chat online, or explore options online at [helplinema.org](http://helplinema.org).
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