



Town of Concord

Weekly Operations Report

2024 Volume 19/May 31st, 2024

General Administration

Town Manager Office

Staff from the Finance Department, TMO, IT, and Town Clerk's Office have started discussions about the value of a contract management system (CMS). Exploratory discussions have revolved around whether a CMS could add functionality to Munis and SharePoint.

The Risk and Procurement Divisions held staff training on contract administration and municipal procurement on May 23rd and 29th. Staff who cannot attend should email Chris Carmody or Gail Dowd for a copy of the recording and slide deck. The training covered best practices for municipal procurement, contract terms and conditions, insurance, and review & turnaround time.

The IT Department and TMO are co-hosting training on zoom security practices on June 3rd at 1 pm, June 4th at 11 AM, and June 12th at 1 pm. Licensed zoom users are required to attend one class for this best practices and security update.

Town Clerk

June 25, 2024, Special Town Election information:

- Vote by Mail ballots will be mailed during the week of June 3rd.
 - Voter Information will be mailed to every household on Tuesday, June 4th.
 - The voter registration deadline is Friday, June 14th at 5 pm.
 - The vote by mail application deadline is Tuesday, June 18th at 5 pm.
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- In person absentee voting at the Town Clerk's Office will be available as soon as ballots arrive, continuing until noon on Monday, June 24th.

If you already applied to receive ballots for all elections this year, you will automatically receive a ballot for the upcoming special town election.

You may check your application status by going to [track my ballot](#) on the State's Elections Division home page. If June 25, 2024, appears as "pending" then you will be receiving a ballot for this election and do not need to reapply.

On Election Day, the polls will be open from 7:00 am until 8:00 pm.

Polling Locations:

- Precinct 1 votes at the Planning & Land Management Building (141 Keyes Road)
- Precincts 2 & 3 vote at Harvey Wheeler Community Center (1276 Main Street)
- ****Precincts 4 & 5 will be voting at the Armory located at 91 Everett Street instead of the usual Hunt Recreation Center****

The Town Clerk's [elections & voting](#) webpage has more information, including a sample ballot and vote by mail application form.

Keeping the Voter List Up to Date

On June 3rd, the Town Clerk's Office must inactivate any voter whose 2024 census form has not been received. Those voters will receive a confirmation notice with a reply form that when returned will reactivate their status.

Inactive voters may still vote by mail, absentee at the Town Clerk's Office, or at the polls on election day. Be prepared to show ID at the polls and sign an affirmation of continuous residency log.

Police Department

Calls for Service

Thursday, May 23rd - Wednesday, May 29th, 2024

- Log items: **632**
- Traffic enforcement: **52**
- Motor vehicle stops: **92**
- Motor vehicle crashes and/or paper exchanges: **12**
- Arrests: **2**

Officers assisted with road closures and pedestrian safety at the Runway for Recovery event on Walden Street on Thursday evening.

Officers assisted with pedestrian safety and parking for the Concord Academy Commencement on Friday morning.

Sergeant O'Connor, Officer Lordan, and Officer Braga attended an officer wellness/resilience training at Northern Essex Community College in Haverhill on May 24th.

Officers assisted with traffic and parking for the Concord Rotary Music and Food Festival at Rideout Field on Saturday afternoon.

Concord Public Works

Engineering

Mattison Drive Neighborhood Paving
Lazaro Paving Corp. completed road reconstruction and paving on Mattison Drive, Ayrshire Lane, Alford Circle, and Macmillan Drive.



Butternut Circle Neighborhood Paving

Final paving was completed on Butternut Circle, Black Duck Road, Mallard Drive, Fox Lane, and Minot Road.

ORNAC Paving

Milling and paving of Old Road to Nine Acre Corner was completed.



Route 126

Paving

Under the Mass Municipal Paving program, MassDOT completed the paving of Walden St between Route 2 and the Lincoln town line.

Information Technology

Personnel

I'm pleased to welcome a new member to our IT team. Starting Monday, Edward Aggouras (goes by Eddie, photo below) will join Howard and AJ as our third Information Systems Technician.

Eddie has a Bachelor of Science in Information Systems from Framingham State University and is coming to us from the Melrose Public Schools where he supported the school system as an IT technician. Over the next several weeks, he will shadow Howard and AJ to learn the ropes and meet folks in the different departments. I have no doubt that he will jump in and quickly get up to speed.



We are very excited to welcome Eddie to the team and to the Town of Concord.

Natural Resources

Seasonal Staff

Ranger Dee Collins resumed work earlier last month, patrolling town land for compliance with rules and regulations, such as dogs on leash where posted and no swimming at Sachem's Cove. She's observed an uptick in prohibited bike use on the White Pond Reservation trails (also noted by Trail Steward Jane Prentiss). Our Conservation Crew members Tomas Brockett-Delgado and Elsa Crotty joined this week, and have been busy disposing of garlic mustard from the Garlic Mustard pull and removing invasives at a work party with the Willard School 5th graders. We are also delighted to welcome Max Hubbard, who is volunteering part-time with us over the summer. Max will complete an infrastructure inventory of kiosks, benches, bog bridges, property signs, parking areas, fencing, and other structures, noting and photographing their condition to help prioritize repairs and replacements.

White Pond

Jon Higgins of HEA placed two A-Pods at Warner's Pond last week. This effort continues the past two years to A-Pod technology that passively traps cyanobacteria, which is then removed and disposed of. Jon will provide an overview of the technology at White Pond on June 15, 8:30 am, at the swim beach. All are welcome.



Macone Park Knotweed Eradication Project

Natural Resources staff and trail stewards undertook a pilot project to control a noxious invasive plant: Japanese knotweed. The plant is notoriously difficult to control without herbicides, but a recent approach seems promising. Hardware cloth is laid on the ground over a freshly cut knotweed patch. As the knotweed stems regrow through the galvanized mesh, they are girdled and eventually break off and die. Over a period of a few years, the patch is depleted of carbohydrates, the mesh will be

removed, and the area replanted with native shrubs.

