

Agenda

[Link to Agenda Center](#)

Executive Session

Favorable action is requested: Motion to enter Executive Session under M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

- Discuss potential acquisition of property for municipal purposes
- Discuss negotiations related to the MCI Concord site

Consent Agenda

Favorable action is requested: Motion to approve the Consent Agenda



TOWN OF CONCORD
Office of the Town Manager
Select Board
Town House
22 Monument Square
P.O. Box 535
Concord, Massachusetts 01742

April 13, 2026

To: Concord Select Board
From: Kristin Reichman, Executive Assistant to the Select Board
Date: April 13, 2026
Re: Concord Country Club One Day Liquor License Applications - Batch 1

Below is a list of the sites, event types, dates, and times for One Day Liquor Licenses submitted by Sara Killelea of the Concord Country Club for approval. All required documentation and payment have been received, and this batch has been placed on your agenda for consideration.

1. All alcoholic beverages for Sara Killelea of the Concord Country Club for an Opening Cocktail Party on April 24, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 6:00 PM- 11:30 PM.
2. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Men's Opening Dinner on May 1, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 1:00 PM- 11:30 PM.
3. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Kentucky Derby Party on May 2, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 3:00 PM- 10:00 PM.
4. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Women's Opening Dinner on May 5, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 3:00 PM- 11:00 PM.
5. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Member 3 - Guest Golf Outing on May 20, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM- 10:00 PM.
6. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Men's Spring Member - Guest Golf Outing - Day 1 on June 5, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 8:00 AM- 11:30 PM.
7. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Men's Spring Member - Guest Golf Outing - Day 2 on June 6, 2026 at the

- Concord Country Club, 246 Old Road to Nine Acre Corner from 8:00 AM-11:30 PM.
8. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Women's Member Guest Golf Outing on June 9, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM- 10:00 PM.
 - 9 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Member 3 Guest Golf Outing on June 18, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM -10:00 PM.
 - 1 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Men's Spring Member – Member Golf Outing – Day 1 on June 26, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 8:00 AM-11:30 PM.
 11. All alcoholic beverages for Sara Killelea of the Concord Country Club for Men's Spring Member- Member Day 1 on June 27, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 8:00 AM – 11:30 PM.
All alcoholic beverages for Sara Killelea of the Concord Country Club for a Women's Invitational Golf Tournament – Day 1 on July 16, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM-8:00 PM.
 - 13 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Women's Invitational Golf Tournament – Day 2 on July 17, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM-8:00 PM.
 14. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Member 3- Guest Golf Outing on July 22, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM-10:00 PM.
 15. All alcoholic beverages for Sara Killelea of the Concord Country Club for Dawson Invitational Golf Tournament – Day 1 on August 7, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 10:00 AM – 11:00 PM.
 16. All alcoholic beverages for Sara Killelea of the Concord Country Club for Dawson Invitational Golf Tournament -Day 2 on August 8, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 10:00 AM – 11:00 PM.
 17. All alcoholic beverages for Sara Killelea of the Concord Country Club for Member 3 – Guest Golf Outing on August 26, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM – 10:00 PM.

- All alcoholic beverages for Sara Killelea of the Concord Country Club for a Fall Member Guest Golf Tournament on September 10, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 9:00 AM- 11:30 PM.
- 1 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Fall Member Guest Golf Tournament – Day 2 on September 11, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 9:00 AM- 11:30 PM.
 - 20 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Fall Member Guest Golf Tournament – Day 3 on September 12, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 9:00 AM- 11:30 PM.
 - 21 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Mixed 18 Hole Golf Outing on September 20, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 4:00 PM- 8:00 PM.
 - 22 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Member 3 – Guest Golf Outing on September 23, 2026 at the Concord Country Club, 246 Old Road to Nine Acre Corner from 12:00 PM – 10:00 PM.
 23. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Women's Closing Dinner on October 6, 2026 at the Concord Country Club 246 Old Road to Nine Acre Corner from 12:00 PM – 11:00 PM.
 - 24 All alcoholic beverages for Sara Killelea of the Concord Country Club for a Wine Pairing Dinner on October 29, 2026 at the Concord Country Club 246 Old Road to Nine Acre Corner from 4:00 PM – 11:00 PM.
 25. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Closing Cocktail Party on November 7, 2026 at the Concord Country Club 246 Old Road to Nine Acre Corner from 4:00 PM – 11:30 PM.
 26. All alcoholic beverages for Sara Killelea of the Concord Country Club for a Holiday Cocktail Party on December 11, 2026 at the Concord Country Club 246 Old Road to Nine Acre Corner from 5:00 PM – 12:00 AM.

 **ONE-DAY LIQUOR LICENSE**

APPLICATION DETAILS				
Application #:	<i>ODL-26-64530</i>	Date Issued:	_____	Permit #: _____ Date Paid: _____
Fee Payable: (\$)	<i>75.00</i>	Fee Paid: (\$)	<i>0.00</i>	Receipt #: _____

SECTION 1 - SITE INFORMATION			
Name of Organization	<i>First Parish in Concord</i>		
Street Name	<i>LEXINGTON RD</i>	Assessor Parcel Number	<i>0009</i>
Street Number	<i>20</i>	Zoning District	<i>CCB</i>
Unit Number	_____		
On Premises	_____		
Description of Premises	<i>First Parish Unitarian Church - Parish Hall</i>		

SECTION 2 - OWNER / CORPORATION INFORMATION				
Owner / Corporation Name	<i>FIRST PARISH UNITARIAN</i>			
Street Number	<i>20</i>	Street Name	<i>LEXINGTON RD</i>	
City	<i>CONCORD</i>	State	<i>MA</i>	Zip Code <i>01742</i>
Telephone	_____	Email	_____	

SECTION 3 - APPLICANT INFORMATION	
Applicant Name	<i>Cynthia Soule</i>

Street Number	_____	Street Name	_____
City	_____	State	_____ Zip Code _____
Telephone number	_____	Email	_____

SECTION 4 - MAILING ADDRESS

Street Number	_____	Street Name	_____
City	_____	State	_____ Zip Code _____
Telephone	_____		

SECTION 5 - HOURS OF OPERATION

To Sell: (Check One) Wines & Malts All Alcoholic

Note: Please indicate A.M. or P.M.

Day of Event	04/25/26	Hours of Operation	From	7:00pm	To	9:30pm
Activity	Musical Concert					
Approximate Number of Attendance	125					

SECTION 6- DECLARATION

I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct.

Date 04/03/26

(Chapter 138, Section 14. General Laws of the Commonwealth of Massachusetts)

Indicates Mandatory Field.

Note: Please check the above checkbox to submit the form

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**ADMINISTRATIVE PROFESSIONALS' DAY
WEDNESDAY, APRIL 22, 2026**

WHEREAS Administrative professionals play an essential role in coordinating the office operations of government, businesses, educational institutions, and other organizations; and

WHEREAS Administrative professionals are vital contributors in today's team-oriented work environment and are key front-line public relations ambassadors for their organizations; and

WHEREAS The work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities, and most importantly, have the willingness to learn and accept new challenges, and

WHEREAS Administrative Professionals Day is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and is sponsored by the International Association of Administrative Professionals, and

WHEREAS The Town is extremely proud of our talented and highly skilled Administrative Professional staff and officially recognize and appreciate their hard work, support and continued professional growth

NOW THEREFORE, We, the Select Board of the Town of Concord, do hereby proclaim Wednesday, April 22, 2026 as Administrative Professionals' Day.



CONCORD SELECT BOARD

Proclaimed this 13th day of April 2026

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION
NATIONAL LIBRARY WEEK 2026

- WHEREAS** Today's libraries are not just about books but what they do for and with people; and
- WHEREAS** Libraries of all types are at the heart of cities, towns, schools and campuses; and
- WHEREAS** Libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect; and
- WHEREAS** Libraries and librarians build strong communities through transformative services, programs and expertise; and
- WHEREAS** Libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy; and
- WHEREAS** Libraries promote civic engagement by keeping people informed and aware of community events and issues; and
- WHEREAS** Librarians and library workers partner with other civic organizations to make sure their community's needs are being met; and
- WHEREAS** Libraries and librarians empower their communities to make informed decisions by providing free access to information; and
- WHEREAS** Libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities; and
- WHEREAS** Libraries, librarians, library workers and supporters across America are celebrating National Library Week.
- NOW THEREFORE** It is resolved that we the Concord Select Board proclaim National Library Week, April 19-25, 2026. We encourage all residents to visit the Concord Free Public Library this week and explore what is new at your library, and engage with your librarian. Because of you and our library leaders, Libraries Transform.

Proclaimed this 13th day of April 2026



CONCORD SELECT BOARD

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

In Honor of International Firefighters' Day

- WHEREAS** The United States Congress has designated May 4th as a day of recognition of the personal sacrifices and devotion to the duty of firefighters in the United States of America; and firefighters stand on the front lines of emergencies, risking their lives daily to protect our communities, safeguard property, and preserve the environment; and
- WHEREAS** these courageous individuals respond not only to fires, but also to medical emergencies, natural disasters, and crises of all kinds, demonstrating unwavering commitment, skill, and compassion; and
- WHEREAS** firefighters exemplify the highest ideals of public service, often placing the well-being of others above their own safety; and
- WHEREAS** we recognize the sacrifices made by firefighters and their families, including the physical, emotional, and personal challenges that come with their duty; and
- WHEREAS** we honor the memory of those brave firefighters who have made the ultimate sacrifice in the line of duty; and
- WHEREAS** International Firefighters' Day provides an opportunity to express our deep gratitude and appreciation for the dedication, bravery, and service of firefighters around the world;
- THEREFORE** We do hereby proclaim May 4, 2026, as International Firefighters' Day, and call upon all residents to recognize and honor the vital contributions of firefighters, to support their ongoing efforts, and to take time to thank those who serve our communities with courage and distinction.

Proclaimed this 13th day of April 2026.



CONCORD SELECT BOARD

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

Celebration of the 100th Anniversary of the
Concord Rod & Gun Club

- WHEREAS** The Concord Rod & Gun Club was founded in April of 1926 with its first meeting being held in the Old Elks Hall in Concord Center. Presiding at this meeting was President Harry E. Tuttle and his first Secretary William G. Ryan. And,
- WHEREAS** Shortly after its founding the club grew rapidly to a membership of 300 and established a club house on Virginia Road. In the early years, the club was known for its Clam Bakes and Skeet Shooting records, winning the State Championship and National Championship under Manager Fran W. Macone in 1929. And,
- WHEREAS** In 1953, the club built its new and current clubhouse on 45 acres of land it purchased on Strawberry Hill Road, where it offers a variety of Sportsman Activities to the residents of Concord and surrounding towns that wish to join the club, including Archery, Boating, Clay Pigeon sports, Fishing and indoor Pistol. And,
- WHEREAS** The club supports youth development in Concord through annual Sponsorship of a Kids Fishing Derby open the public at no charge to any family that wishes to attend. And, the club has been sending area youth to the Massachusetts Junior Conservation Camp for over 50 years, providing a program of conservation education and instruction in outdoor education skills. And,
- WHEREAS** The Club provides Hunters education training classes and fishing seminar series, open to the public at no charge. The club also hosts numerous holiday events and an Annual Wild Game Dinner. And,
- WHEREAS** The Club supports community preparedness and resilience by annually hosting the Police Amateur Radio Team (PART) - American Radio Relay League (ARRL) Field Day Event where members of PART, using multiple radio stations and techniques communicate with other amateur radio operators across the US and world. Helping to ensure that vital communications services can be provided in times of need.
- THEREFORE** We, The Concord Select Board, urge the citizens of Concord to join in congratulating the Concord Rod & Gun Club on their 100th anniversary, celebrated on April 18th, 2026, and expressing gratitude for the many ways the Concord Rod & Gun Club contributes to and serves the Town of Concord and the wider world.

Proclaimed this 13th day of April 2026.



CONCORD SELECT BOARD



The Garden Club of Concord
PO Box 1296
Concord, MA 01742

April 3, 2026

Kristin Reichman
Executive Assistant to the Select Board
Town of Concord
Town Hall
22 Monument Square
Concord, MA 01742

Dear Kristin,

I write to notify the Select Board that the Garden Club of Concord is donating \$650.00 (check enclosed) to the Town of Concord for the purchase of a sourwood tree for this year's Arbor Day.

This donation continues the Club's long-standing practice of donating an Arbor Day tree to the Town each year.

Best wishes,

Gerard (Rod) Riedel
Treasurer
The Garden Club of Concord
978-505-0275
gerardriedel@gmail.com

Excerpts from APP #10- Proposed updates are as follows:

Adopted:	2/27/79
REVISED:	1/12/98
REVISED:	6/18/12
REVISED:	10/
REVISED:	21/
	19
	11/
	18/
	19
REVISED	4/9/20
:	
REVISED	11/22/21
:	
REVISED	8/25/25
:	4/6/2026
REVISED	4/13
:	26
REVISED	
:	

I. General

This policy has been jointly adopted by the Appointing Authorities, and is intended to cover appointments to all committees, boards, commissions, work groups and task forces (each, a “Committee”). The Appointing Authority for each Committee is identified on the Town website listing volunteer opportunities for boards and ~~committees.~~Withcommittees. With the exception of the Town Manager, this policy does not apply to Town employees.

IV. Open Meeting Law and Minutes

All Committees shall operate in accordance with the Open Meeting Law (~~MGL Ch. 30A, §§ 18 through 25 Ch. 39, sect. 23a-~~ e) and shall keep minutes of their proceedings. Each Committee shall establish its own procedures for approval and submission of minutes to the Town House on a timely basis. Committees are strongly urged to prepare, review and approve minutes as expeditiously as possible to maximize the public’s access to information concerning Committee activity. In most instances, Committee minutes should be reviewed and approved within six weeks of the original meeting date. All Committees shall submit electronically a copy of approved minutes to the Town Clerk immediately upon approval. Committees are reminded that “draft” copies of the Committee’s minutes are considered a public record and must be made available to the public upon request, even when the Committee has not yet had the opportunity to review and adopt the minutes.



Regional Housing Services Office

Serving Acton, Bedford, Concord, Lexington, Lincoln, Maynard, Natick, Sudbury, Wayland, and Weston

Office Address: 37 Knox Trail, Acton, MA 01720
Phone: (978) 287-1092

Website: WWW.RHSOhousing.org
Email: INFO@RHSOhousing.org

April 7, 2026

To: Mark Howell

From: Liz Rust, RHSO

CC: Kerry Lafleur

RE: Assabet River Homes, Habitat for Humanity, – Select Board approval of Regulatory Agreement

Henry,

I am presenting the Regulatory Agreement And Declaration of Restricted Covenants for the Assabet River Homes ownership condominiums being developed by Habitat for Humanity.

The homes are well under construction, and the first (of three homes) is planned to complete this summer. The lottery is schedule for Tuesday April 14, 2026 which will identify the buyer.

The Regulatory Agreement is one piece of the affordable housing restriction. There is also a restriction attached to the deed to the buyer (deed restriction) that will be recorded when the buyer purchases the property, at which time the unit will be added to the Subsidized Housing Inventory.

The Regulatory Agreement presented for approval is the standard EOHLIC agreement, and restricts the property in perpetuity. The Select Board reviewed this Regulatory Agreement at its Spetember 15, 2025 meeting, and this is now the final execution step.

Thank you for authorizing the Chief Executive Officer for the Town of Concord to sign the Regulatory Agreement And Declaration of Restricted Covenants for the Assabet River Homes ownership condominiums. Three original notarized signatures are required.

Please let me know if you have any comments or questions.

Sincerely,

Liz Rust

LOCAL INITIATIVE PROGRAM
REGULATORY AGREEMENT
AND
DECLARATION OF RESTRICTIVE COVENANTS
FOR
OWNERSHIP PROJECT

This Regulatory Agreement and Declaration of Restrictive Covenants (the “Agreement”) is made this ___ day of _____ 20__ by and among the Commonwealth of Massachusetts, acting by and through the Executive Office of Housing and Livable Communities (“EOHLC”), pursuant to G.L. c. 23B §1 as amended by Chapter 7 of the Acts of 2023, the Town of ___ Concord _____ (“the Municipality”), and ___ Habitat for Humanity of Greater Lowell, Inc. _____, a Massachusetts nonprofit corporation, having an address at 68 Tadmuck Road, Unit 1, Westford, MA 01886 _____, and its successors and assigns (“Project Sponsor”).

WITNESSETH:

WHEREAS, pursuant to G.L. c. 40B, §§ 20-23 (the “Act”) and the final report of the Special Legislative Commission Relative to Low- and Moderate-Income Housing Provisions issued in April 1989, regulations have been promulgated at 760 CMR 56.00 (the “Regulations”) which establish the Local Initiative Program (“LIP”);

WHEREAS, the Project Sponsor intends to construct a housing development known as ___ Assabet River Homes _____ at a ___ 1 ___-acre site on ___ Rothermel Place _____ in the Municipality, more particularly described in Exhibit A attached hereto and made a part hereof (the “Project”);

WHEREAS, such Project is to consist of a total number of ___ 3 _____ condominium units/detached dwellings (the “Units”) and ___ 3 _____ of the Units will be sold at prices specified in this Agreement to persons or households with incomes at or below eighty percent (80%) of the regional median household income (the “Low- and Moderate-Income Units”);

WHEREAS, the Chief Executive Officer of the Municipality (as that term is defined in the Regulations) and the Project Sponsor have made application to EOHLC to certify that the units in the Project are Local Action Units (as that term is defined in the *Comprehensive Permit Guidelines* (the “Guidelines”)) published by EOHLC with the LIP Program; and

WHEREAS, in partial consideration of the execution of this Agreement, EOHLC has given and will give technical and other assistance to the Project;

NOW, THEREFORE, in consideration of the agreements and covenants hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which each of the

parties hereto hereby acknowledge to the other, EOHLIC, the Municipality, and the Project Sponsor hereby agree and covenant as follows:

1. The Project Sponsor agrees to construct the Project in accordance with plans and specifications approved by the Municipality (the “Plans and Specifications”). In addition, all Low- and Moderate-Income Units to be constructed as part of the Project must be indistinguishable from other Units in the Project from the exterior (unless the Project has an approved “Alternative Development Plan” as set forth in the *Comprehensive Permit Guidelines* (the “Guidelines”)) published by EOHLIC, and must contain complete living facilities including but not limited to a stove, refrigerator, kitchen cabinets, plumbing fixtures, and washer/dryer hookup, all as more fully shown in the Plans and Specifications.

<u>0</u>	of the Low- and Moderate-Income Units shall be one-bedroom units;
<u>0</u>	of the Low- and Moderate-Income Units shall be two-bedroom units;
<u>2</u>	of the Low- and Moderate-Income Units shall be three-bedroom units; and,
<u>1</u>	of the Low- and Moderate-Income Units shall be four-bedroom units.

All Low- and Moderate-Income Units to be occupied by families must contain two or more bedrooms. Low- and Moderate-Income Units must have the following minimum areas:

one-bedroom units	-	700 square feet
two-bedroom units	-	900 square feet
three-bedroom units	-	1200 square feet
four-bedroom units	-	1400 square feet

The Project must fully comply with the State Building Code and with all applicable state and federal building, environmental, health, safety and other laws, rules, and regulations, including without limitation all applicable federal and state laws, rules and regulations relating to the operation of adaptable and accessible housing for persons with disabilities. The Project must also comply with all applicable local codes, ordinances and by-laws.

Each Low- and Moderate-Income Unit will be sold for no more than the price set forth in Exhibit B attached hereto and made a part hereof to an Eligible Purchaser. An Eligible Purchaser is a Family (i) whose annual income does not exceed eighty percent (80%) of the Area median income adjusted for family size as determined by the U. S. Department of Housing and Urban Development and (ii) whose assets do not exceed the limits specified in the Guidelines. A “Family” shall mean two or more persons who will live regularly in the Low- or Moderate-Income Unit as their primary residence and who are related by blood, marriage, or operation of law or who have otherwise evidenced a stable inter-dependent relationship; or an individual. The “Area” is defined as the Boston-Cambridge-Newton, MA-NH HMFA.

2. Upon the occurrence of one of the events described in 760 CMR 56.03(2), the Project will be included in the Subsidized Housing Inventory as that term is described in 760 CMR 56.01. Only Low- and Moderate-Income Units will be counted as SHI Eligible Housing as that term is described in 760 CMR 56.01 for the purposes of the Act.

3. (a) At the time of sale of each Low- and Moderate-Income Unit by the Project Sponsor, the Project Sponsor shall execute and shall as a condition of the sale cause the purchaser of the Low- and Moderate-Income Unit to execute an Affordable Housing Deed Rider in the form of Exhibit C attached hereto and made a part hereof (the “Deed Rider”). Such Deed Rider shall be attached to and made a part of the deed from the Project Sponsor to the Unit Purchaser. Each such Deed Rider shall require the Unit Purchaser at the time he desires to sell the Low- and Moderate-Income Unit to offer the Low- and Moderate-Income Unit to the Municipality and to EOHLC at a discounted purchase price more particularly described therein. The Municipality and EOHLC shall have the option upon terms more particularly described in the Deed Rider to either purchase the Low- and Moderate-Income Unit or to find an Eligible Purchaser. The Deed Rider shall require the Unit Purchaser and the Eligible Purchaser to execute at the time of resale a Deed Rider identical in form and substance to the Deed Rider then in effect with respect to the Low- and Moderate-Income Unit which will be attached and made a part of the deed from the Unit Purchaser to the Eligible Purchaser, so that the affordability of the Low- and Moderate-Income unit will be preserved each time that subsequent resales of the Low- and Moderate-Income unit occur. (The various requirements and restrictions regarding resale of a Low- and Moderate-Income Unit contained in the Deed Rider are hereinafter referred to as the (“Resale Restrictions”). If upon the initial resale or any subsequent resale of a Low- and Moderate-Income Unit, the Municipality and EOHLC are unable to find an Eligible Purchaser for the Low- and Moderate-Income Unit, and the Municipality and EOHLC each elect not to exercise its right to purchase the Low- and Moderate-Income Unit, then the then current owner of the Low- and Moderate-Income Unit shall have the right to sell the Low- and Moderate-Income Unit to any person, regardless of his income (an “Ineligible Purchaser”) at the Maximum Resale Price and subject to all rights and restrictions contained in the Deed Rider, and provided that the Unit is conveyed subject to a Deed Rider identical in form and substance to the Deed Rider then in effect with respect to the Low- and Moderate-Income Unit which will be attached and made part of the deed from the Unit Purchaser to the Ineligible Purchaser.

(b) For each sale of a Low- and Moderate-Income Unit, EOHLC must approve the terms of the Eligible Purchaser’s mortgage financing as evidenced by EOHLC’s issuance of the Resale Price Certificate described in the Deed Rider.

(c) The Municipality agrees that in the event that it purchases a Low- and Moderate-Income Unit pursuant to its right to do so contained in the Deed Rider then in effect with respect to such Low- and Moderate-Income Unit, that the Municipality shall within six (6) months of its acceptance of a deed of such Low- and Moderate-Income Unit, either (i) sell the Low- and Moderate-Income Unit to an Eligible Purchaser at the same price for which it purchased the Low- and Moderate-Income Unit plus any expenses incurred by the Municipality during its period of ownership, such expenses to be approved by EOHLC, subject to a Deed Rider satisfactory in form and substance to EOHLC and the recording of an Eligible Purchaser Certificate satisfactory in form and substance to EOHLC, the method for selecting such Eligible Purchaser to be approved by EOHLC or (ii) rent the Low- and Moderate-Income Unit to a person who meets the income guidelines of the LIP Program, upon terms and conditions satisfactory to EOHLC and otherwise in conformity with the requirements of the LIP Program. If the Municipality fails to sell or rent the Low- and Moderate-Income unit as provided herein within said six (6) month period, or if at

any time after the initial rental of the Low- and Moderate-Income Unit by the Municipality as provided herein the Low- and Moderate-Income Unit becomes vacant and remains vacant for more than ninety (90) days, then such Low- and Moderate-Income Unit shall cease to be counted as SHI Eligible Housing, and shall no longer be included in the Subsidized Housing Inventory.

(d) Each Low- and Moderate-Income Unit will remain SHI Eligible Housing and continue to be included in the Subsidized Housing Inventory for as long as the following three conditions are met: (1) this Agreement remains in full force and effect and neither the Municipality nor the Project Sponsor is in default hereunder; (2) the Project and Low- and Moderate-Income Unit each continue to comply with the Regulations and the Guidelines as the same may be amended from time to time; and (3) either (i) a Deed Rider binding the then current owner of the Low- and Moderate-Income Unit to comply with the Resale Restrictions is in full force and effect and the then current owner of the Low- and Moderate-Income Unit is either in compliance with the terms of the Deed Rider, or the Municipality is in the process of taking such steps as may be required by EOHLIC to enforce the then current owner's compliance with the terms of the Deed Rider or (ii) the Low- and Moderate-Income Unit is owned by the Municipality and the Municipality is in compliance with the terms and conditions of the last preceding paragraph, or (iii) the Low- and Moderate-Income Unit is owned by EOHLIC.

4. Intentionally omitted.

5. (a) Prior to marketing or otherwise making available for sale any of the Units, the Project Sponsor must obtain EOHLIC's approval of a marketing plan (the "Marketing Plan") for the Low- and Moderate-Income Units. Such Marketing Plan must describe the buyer selection process for the Low- and Moderate-Income Units and must set forth a plan for affirmative fair marketing of Low- and Moderate-Income Units and effective outreach to protected groups underrepresented in the municipality, including provisions for a lottery, consistent with the Regulations and Guidelines. At the option of the Municipality, and provided that the Marketing Plan demonstrates (i) the need for the local preference (e.g., a disproportionately low rental or ownership affordable housing stock relative to need in comparison to the regional area), and (ii) that the proposed local preference will not have a disparate impact on protected classes, the Marketing Plan may also include a preference for local residents for up to seventy percent (70%) of the Low- and Moderate-Income Units, subject to all provisions of the Regulations and Guidelines, provided that any local preference shall apply only to the initial unit sales by the Project Sponsor. When submitted to EOHLIC for approval, the Marketing Plan should be accompanied by a letter from the Chief Executive Officer of the Municipality (as that term is defined in the Regulations) which states that the buyer selection and local preference (if any) aspects of the Marketing Plan have been approved by the Municipality and which states that the Municipality will perform any aspects of the Marketing Plan which are set forth as responsibilities of the Municipality in the Marketing Plan. The Marketing Plan must comply with the Regulations and Guidelines and with all other applicable statutes, regulations and executive orders, and EOHLIC directives reflecting the agreement between EOHLIC and the U.S. Department of Housing and Urban Development in the case of *NAACP, Boston Chapter v. Kemp*. **If the Project is located in the Boston-Cambridge-Quincy, MA-NH MSA, the Project Sponsor must list all Low- and Moderate-Income Units with the Boston Fair Housing Commission's MetroList (Metropolitan Housing Opportunity Clearing Center); other requirements for listing of units**

are specified in the Guidelines. All costs of carrying out the Marketing Plan shall be paid by the Project Sponsor.

(b) The Project Sponsor may use in-house staff to draft and/or implement the Marketing Plan, provided that such staff meets the qualifications described in the Guidelines. The Project Sponsor may contract for such services provided that any such contractor must be experienced and qualified under the standards set forth in the Guidelines. A failure to comply with the Marketing Plan by the Project Sponsor or by the Municipality shall be deemed to be a default of this Agreement. The Project Sponsor agrees to maintain for at least five years following the sale of the last Low- and Moderate-Income Unit, a record of all newspaper ads, outreach letters, translations, leaflets, and any other outreach efforts (collectively “Marketing Documentation”) as described in the Marketing Plan as approved by EOHLC which may be inspected at any time by EOHLC. All Marketing Documentation must be approved by EOHLC prior to its use by the Project Sponsor or the Municipality. The Project Sponsor and the Municipality agree that if at any time prior to or during the process of marketing the Low- and Moderate-Income Units, EOHLC determines that the Project Sponsor, or the Municipality with respect to aspects of the Marketing Plan that the Municipality has agreed to be responsible for, has not adequately complied with the approved Marketing Plan, that the Project Sponsor or Municipality as the case may be, shall conduct such additional outreach or marketing efforts as shall be determined by EOHLC.

6. Neither the Project Sponsor nor the Municipality shall discriminate on the basis of race, religion, color, sex, sexual orientation, familial status, age, disability, marital status, national origin, genetic information, ancestry, children, receipt of public assistance, or any other basis prohibited by law in the selection of buyers for the Units; and the Project Sponsor shall not so discriminate in connection with the employment or application for employment of persons for the construction, operation or management of the Project.

7. (a) The Project Sponsor agrees to comply and to cause the Project to comply with all requirements of the Regulations and Guidelines and all other applicable laws, rules, regulations, and executive orders. EOHLC and the Chief Executive Officer of the municipality shall have access during normal business hours to all books and records of the Project Sponsor and the Project in order to monitor the Project Sponsor's compliance with the terms of this Agreement.

(b) Throughout the term of this Agreement, the Chief Executive Officer shall annually certify in writing to EOHLC that each of the Low- and Moderate-Income Units continues to be occupied by a person who was an Eligible Purchaser at the time of purchase; that any Low- and Moderate-Income Units which have been resold during the year have been resold in compliance with all of the terms and provisions of the Deed Rider then in effect with respect to each such Low- and Moderate-Income Unit, and in compliance with the Regulations and Guidelines and this Agreement; and that the Project and the Low- and Moderate-Income Units have otherwise been maintained in a manner consistent with the Regulations and Guidelines, this Agreement, and the Deed Rider then in effect with respect to each Low- and Moderate-Income Unit.

8. Upon execution, the Project Sponsor shall immediately cause this Agreement and any amendments hereto to be recorded/filed with the Registry, and the Project Sponsor shall pay

all fees and charges incurred in connection therewith. Upon recording or filing, as applicable, the Project Sponsor shall immediately transmit to EOHLC and the Municipality evidence of such recording or filing including the date and instrument, book and page or registration number of the Agreement.

9. The Project Sponsor hereby represents, covenants and warrants as follows:

(a) The Project Sponsor (i) is a nonprofit, 501c3 corporation _____, duly organized under the laws of the Commonwealth of Massachusetts, and is qualified to transact business under the laws of this State, (ii) has the power and authority to own its properties and assets and to carry on its business as now being conducted, and (iii) has the full legal right, power and authority to execute and deliver this Agreement.

(b) The execution and performance of this Agreement by the Project Sponsor (i) will not violate or, as applicable, has not violated any provision of law, rule or regulation, or any order of any court or other agency or governmental body, and (ii) will not violate or, as applicable, has not violated any provision of any indenture, agreement, mortgage, mortgage note, or other instrument to which the Project Sponsor is a party or by which it or the Project is bound, and (iii) will not result in the creation or imposition of any prohibited encumbrance of any nature.

(c) The Project Sponsor will, at the time of execution and delivery of this Agreement, have good and marketable title to the premises constituting the Project free and clear of any lien or encumbrance (subject to encumbrances created pursuant to this Agreement, any loan documents relating to the Project the terms of which are approved by EOHLC, or other permitted encumbrances, including mortgages referred in paragraph 10, below).

(d) There is no action, suit or proceeding at law or in equity or by or before any governmental instrumentality or other agency now pending, or, to the knowledge of the Project Sponsor, threatened against or affecting it, or any of its properties or rights, which, if adversely determined, would materially impair its right to carry on business substantially as now conducted (and as now contemplated by this Agreement) or would materially or adversely affect its financial condition.

10. (a) Except for sales of Low- and Moderate-Income Units to Eligible Purchasers and sales of other Units to unit owners in the ordinary course of business as permitted by the terms of this Agreement, the Project Sponsor will not sell, transfer, lease, or exchange the Project or any portion thereof or interest therein (collectively, a "Sale") or (except as permitted under Section (d) below) mortgage the Property without the prior written consent of EOHLC and the Municipality.

(b) A request for consent to a Sale shall include:

- A signed agreement stating that the transferee will assume in full the Project Sponsor's obligations and duties under this Agreement, together with a certification by the attorney or title company that it will be held in escrow and, in the case of any transfer other than a transfer of Beneficial Interests,

recorded in the Registry of Deeds with the deed and/or other recorded documents effecting the Sale;

- The name of the proposed transferee and any other entity controlled by or controlling or under common control with the transferee, and names of any affordable housing developments in the Commonwealth owned by such entities;
- A certification from the Municipality that the Project is in compliance with the affordability requirements of this Agreement.

(c) Consent to the proposed Sale shall be deemed to be given unless EOHLC or the Municipality notifies the Project Sponsor within thirty (days) after receipt of the request that either

- The package requesting consent is incomplete, or
- The proposed transferee (or any entity controlled by or controlling or under common control with the proposed transferee) has a documented history of serious or repeated failures to abide by agreements of affordable housing funding or regulatory agencies of the Commonwealth or the federal government or is currently in violation of any agreements with such agencies beyond the time permitted to cure the violation, or
- The Project is not being operated in compliance with the affordability requirements of this Agreement at the time of the proposed Sale.

(d) The Project Sponsor shall provide EOHLC and the Municipality with thirty (30) day's prior written notice of the following:

- (i) any change, substitution or withdrawal of any general partner, manager, or agent of the Project Sponsor; or
- (ii) the conveyance, assignment, transfer, or relinquishment of a majority of the Beneficial Interests (herein defined) in the Project Sponsor (except for such a conveyance, assignment, transfer or relinquishment among holders of Beneficial Interests as of the date of this Agreement).
- (iii) the sale, mortgage, conveyance, transfer, ground lease, or exchange of the Project Sponsor's interest in the Project or any party of the Project.

For purposes hereof, the term "Beneficial Interest" shall mean: (i) with respect to a partnership, any partnership interests or other rights to receive income, losses, or a return on equity contributions made to such partnership; (ii) with respect to a limited liability company, any interests as a member of such company or other rights to receive income, losses, or a return on equity contributions made to such company; or (iii) with respect to a company or corporation, any

interests as an officer, board member or stockholder of such company or corporation to receive income, losses, or a return on equity contributions made to such company or corporation.

Notwithstanding the above, EOHLC's consent under this Section 10 shall not be required with respect to the grant by the Project Sponsor of any mortgage or other security interest in or with respect to the Project to a state or national bank, state or federal savings and loan association, cooperative bank, mortgage company, trust company, insurance company or other institutional lender made at no greater than the prevailing rate of interest or any exercise by any such mortgagee of any of its rights and remedies (including without limitation, by foreclosure or by taking title to the Project by deed in lieu of foreclosure), subject, however to the provisions of Section 14 hereof.

The Project Sponsor hereby agrees that it shall provide copies of any and all written notices received by the Project Sponsor from a mortgagee exercising or threatening to exercise its foreclosure rights under the mortgage.

11. Until such time as decisions regarding repair of damage due to fire or other casualty, or restoration after taking by eminent domain, shall be made by a condominium association or trust not controlled by the Project Sponsor, (or if the Project consists of detached dwellings, by homebuyers) Project Sponsor agrees that if the Project, or any part thereof, shall be damaged or destroyed or shall be condemned or acquired for public use, the Project Sponsor will use its best efforts to repair and restore the Project to substantially the same condition as existed prior to the event causing such damage or destruction, or to relieve the condemnation, and thereafter to operate the Project in accordance with the terms of this Agreement, subject to the approval of the Project's lenders, which lenders have been approved by EOHLC and the Municipality.

12. This Agreement shall be governed by the laws of the Commonwealth of Massachusetts. Any amendments to this Agreement must be in writing and executed by all of the parties hereto. The invalidity of any clause, part, or provision of this Agreement shall not affect the validity of the remaining portions hereof.

13. All notices to be given pursuant to this Agreement shall be in writing and shall be deemed given when delivered by hand or when mailed by certified or registered mail, postage prepaid, return receipt requested, to the parties hereto at the addresses set forth below, or to such other place as a party may from time to time designate by written notice:

EOHLC: Executive Office of Housing and Livable Communities
Attention: Local Initiative Program Director
100 Cambridge Street, Suite 300
Boston, MA 02114

Municipality: Town of Concord Planning Division
Attention: Town Manager
Town House, 1 Monument Square
Concord, MA 01742

Project Sponsor: Habitat for Humanity of Greater Lowell, Inc.
Attention: Sheilagh Carlisle, Executive Director
68 Tadmuck Road, Unit 1
Westford, MA 01886

14. (a) This Agreement and all of the covenants, agreements and restrictions contained herein shall be deemed to be an affordable housing restriction as that term is defined in G.L. c. 184, § 31 and as that term is used in G.L. c.184, § 26, 31, 32 and 33. This Agreement shall bind, and the benefits shall inure to, respectively, the Project Sponsor and its successors and assigns, and EOHLC and its successors and assigns and the Municipality and its successors and assigns. EOHLC has determined that the acquiring of such affordable housing restriction is in the public interest. The term of this Agreement shall be perpetual, provided however, that this Agreement shall terminate if (a) at any time hereafter there is no Low- and Moderate-Income Unit at the Project which is then subject to a Deed Rider containing the Resale Restrictions, and there is no Low- and Moderate-Income Unit at the Project which is owned by the Municipality or EOHLC as provided in Section 4 hereof. The rights and restrictions contained in this Agreement shall not lapse if the Project is acquired through foreclosure or deed in lieu of foreclosure or similar action, and the provisions hereof shall continue to run with and bind the Project.

(b) The Project Sponsor intends, declares and covenants on behalf of itself and its successors and assigns (i) that this Agreement and the covenants, agreements and restrictions contained herein shall be and are covenants running with the land, encumbering the Project for the term of this Agreement, and are binding upon the Project Sponsor's successors in title, (ii) are not merely personal covenants of the Project Sponsor, and (iii) shall bind the Project Sponsor, its successors and assigns and enure to the benefit of EOHLC and its successors and assigns for the term of the Agreement. Project Sponsor hereby agrees that any and all requirements of the laws of the Commonwealth of Massachusetts to be satisfied in order for the provisions of this Agreement to constitute restrictions and covenants running with the land shall be deemed to be satisfied in full and that any requirements of privity of estate are also deemed to be satisfied in full.

(c) The Resale Restrictions contained in each of the Deed Riders which are to encumber each of the Low- and Moderate-Income Units at the Project pursuant to the requirements of this Agreement shall also constitute an affordable housing restriction as that term is defined in G.L. c. 184, §31 and as that term is used in G.L. c. 184, §§26, 31, 32, and 33. Such Resale Restrictions shall be for the benefit of both EOHLC and the Municipality and both EOHLC and the Municipality shall be deemed to be the holder of the affordable housing restriction created by the Resale Restrictions in each of the Deed Riders. EOHLC has determined that the acquiring of such affordable housing restriction is in the public interest. To the extent that the Municipality is the holder of the Resale Restrictions to be contained in each of the Deed Riders, the Director of EOHLC by the execution of this Agreement hereby approves such Resale Restrictions in each of

the Deed Riders for the Low- and Moderate-Income Units of the Project as required by the provisions of G.L. c. 184, §32.

15. The Project Sponsor and the Municipality each agree to submit any information, documents, or certifications requested by EOHLC which EOHLC shall deem necessary or appropriate to evidence the continuing compliance of the Project Sponsor and the Municipality with the terms of this Agreement.

16. (a) The Project Sponsor and the Municipality each covenant and agree to give EOHLC written notice of any default, violation or breach of the obligations of the Project Sponsor or the Municipality hereunder, (with a copy to the other party to this Agreement) within seven (7) days of first discovering such default, violation or breach (a “Default Notice”). If EOHLC becomes aware of a default, violation, or breach of obligations of the Project Sponsor or the Municipality hereunder without receiving a Default Notice from Project Sponsor or the Municipality, EOHLC shall give a notice of such default, breach or violation to the offending party (with a copy to the other party to this Agreement) (the “EOHLC Default Notice”). If any such default, violation, or breach is not cured to the satisfaction of EOHLC within thirty (30) days after the giving of the Default notice by the Project Sponsor or the Municipality, or if no Default Notice is given, then within thirty (30) days after the giving of the EOHLC Default Notice, then at EOHLC's option, and without further notice, EOHLC may terminate this Agreement, or EOHLC may apply to any state or federal court for specific performance of this Agreement, or EOHLC may exercise any other remedy at law or in equity or take any other action as may be necessary or desirable to correct non-compliance with this Agreement.

(b) If EOHLC elects to terminate this Agreement as the result of a breach, violation, or default hereof, which breach, violation, or default continues beyond the cure period set forth in this Section 16(a), then the Low- and Moderate-Income Units and any other Units at the Project which have been included in the Subsidized Housing Inventory shall from the date of such termination no longer be deemed SHI Eligible Housing for the purposes of the Act and shall be deleted from the Subsidized Housing Inventory. The foregoing sentence shall not apply to Low- and Moderate-Income Units that have been conveyed in compliance and remain in compliance with Section 3 of this Agreement.

17. The Project Sponsor represents and warrants that it has obtained the consent of all existing mortgagees of the Project to the execution and recording of this Agreement and to the terms and conditions hereof and that all such mortgagees have executed the Consent and Subordination of Mortgage to Regulatory Agreement attached hereto and made a part hereof.

18. EOHLC may delegate to the Municipality any of its oversight and enforcement responsibilities under this Agreement, with the agreement of the Municipality, by providing written notice of such delegation to the Project Sponsor and the Municipality.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

Executed as a sealed instrument as of the date first above written.

PROJECT SPONSOR
HABITAT FOR HUMANITY OF GREATER
LOWELL, a Massachusetts nonprofit corporation

By: _____
Name: **Sheilagh Carlisle**
Its: Executive Director

EXECUTIVE OFFICE OF HOUSING AND
LIVABLE COMMUNITIES

By: _____
Name:
Its:

MUNICIPALITY
Town of Concord

By: _____
Name: **Mark Howell**
Its: Chief Executive Officer

Attachments: Exhibit A - Legal Property Description
Exhibit B - Prices & Location of Low & Moderate Income Units
Exhibit C - Form of Deed Rider

Consent forms signed by any and all mortgagees whose mortgages are recorded prior to this Regulatory Agreement must be attached to this Regulatory Agreement.

© EOHLIC When used in the Local Initiative Program, this form may not be modified without the written approval of the Executive Office of Housing and Livable Communities.

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF _____, ss.

On this _____ day of _____, 20__, before me, the undersigned notary public, personally appeared **Sheilagh Carlisle**, proved to me through satisfactory evidence of identification, which were _____, to be the person whose name is signed on the preceding document, as Executive Director _____ of the Habitat for Humanity of Greater Lowell, Inc. _____, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF SUFFOLK, ss.

On this _____ day of _____, 20__, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification, which were _____, to be the person whose name is signed on the preceding document, as _____ for the Commonwealth of Massachusetts acting by and through the Executive Office of Housing and Livable Communities, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF _____,ss. _____, 20__

On this _____ day of _____, 20__, before me, the undersigned notary public, personally appeared **Mark Howell** _____, proved to me through satisfactory evidence of identification, which were _____, to be the person whose name is signed on the preceding document, as Chief Executive Officer for the Town of Concord, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

Notary Public
My Commission Expires:

N/A

EXHIBIT A

Re: Assabet River Homes
(Project name)
Concord
(City/Town)
Habitat for Humanity of Greater Lowell, Inc.
(Developer)

Property Description

A certain parcel of land shown as “Lot 2A” on a plan entitled “Subdivision Approval Not Required Plan of Land 2B Upland Road & 406 Old Marlboro Road” dated June 9, 2022 Prepared by GCG Associates, Inc. and recorded with the Middlesex South District Registry of Deeds as Plan 532 of 2022.

Containing an area of 1 acre, more or less, according to said plan.

Also shown on the plan entitled “Condominium Site Plan 406 A&B Old Marlboro Road Concord, Massachusetts” dated April 2, 2025, prepared by Meisner Brem Corporation, and recorded with the Middlesex South District Registry of Deeds as Plan 271 of 2025.

Subject to and with the benefit of easements, restrictions and agreements of record, if any, insofar as the same are now in force and applicable.

For title see Deed recorded with the Middlesex South District Registry of Deeds in Book 80551, Page 355.

EXHIBIT B

Re: Assabet River Homes _____
 (Project name)
 Concord _____
 (City/Town)
 Habitat for Humanity of Greater Lowell, Inc. _____
 (Developer)

Maximum Selling Prices, Initial Condominium Fees, and Percentage Interest Assigned to Low- and Moderate-Income Units

	<u>Sales Price</u>	<u>Condo Fee</u>	<u>% Interest*</u>
One-bedroom units	\$ _____	\$ _____	_____
Two-bedroom units	\$ _____	\$ _____	_____
Three-bedroom units	\$ 294,700	\$300 _____	25% _____
Four-bedroom units	\$ 321,000	\$300 _____	25% _____

Location of Low- and Moderate-Income Units

The housing units which are Low- and Moderate-Income Units are those designated as lot/unit numbers #26, #36, #48 _____ on:

- a site plan entitled "Condominium Site Plan 406 A&B Old Marlboro Road Concord, Massachusetts" _____ recorded with the Middlesex South District _____ Registry of Deeds in Book 2025 _____, Page 271 _____.
- floor plans recorded with the Master Deed of the _____ recorded with the _____ Registry of Deeds in Book _____, Page _____.

* A fourth unit in the condominium is separately owned by the Concord Housing Authority and is not part of the Project.

Chair's Report

Town Manager's Report



Town Manager's Monthly Project Report

April 2026

Scan for Audio Summary



Honoring Concord's Legacy Through Continued Progress

Executive Overview – April 2026

Capital delivery advancing into execution:

Roadway, drainage, and water infrastructure projects are entering active construction.

Public safety modernization progressing:

Advanced Life Support implementation and Police dispatch system upgrades are underway.

Utility and infrastructure investments advancing:

Smart water meter installation, water main construction, and wastewater planning are progressing.

Technology and service improvements:

System upgrades are enhancing operations and service delivery.

FY27 planning and coordination underway:

Transportation, climate, and wireless initiatives are advancing to support long-term priorities.



Infrastructure

- Water main construction progressing
- Intersection and roadway improvements advancing.
- Smart water meter installation underway



Public Safety

- Advanced Life Support (**ALS**) training progressing
- Town-wide emergency response systems under evaluation and upgrade.



Energy & Municipal Systems

- Time of Day Electric Rate implemented April 1
- Two priority wireless sites advancing towards permitting.
- Electronic voting system prepared for Town Meeting rollout.



Sustainability & Climate

- Climate Action and Resilience Plan update is in development
- MCI wastewater capacity planning underway

Cellular Infrastructure Upgrade

(Umbrella Arts Site) 

Phase: Design & Coordination

Revenue Source: Carrier lease (Verizon)

Project Spotlight: April 2026

Umbrella Arts Timeline

2026

- Lease terms agreed
- Final design review underway
- Local permitting upon approval (ZBA +Planning)

2027 (Projected)

- State & federal regulatory approvals
- Construction permitting
- **Construction start (Summer 2027)**

Project Overview:

As part of a multi-phase Town-wide initiative to improve cellular coverage, this phase focuses on installation of Verizon Wireless telecommunications equipment within the cupola of The Umbrella Arts Center. The project utilizes the existing structure to minimize visual and structural impacts while strengthening service reliability in Concord Center for Verizon customers.

Status:

Verizon Wireless was selected following a Request for Proposals process to lease space within the Town-owned Umbrella Arts Center. A recent site walkthrough was conducted with Verizon Wireless, Town staff, and The Umbrella team, including a construction walkthrough to confirm installation locations and equipment setup. Preliminary design coordination is ongoing, with electrical infrastructure and power requirements under review.

Next Steps

- Finalize and execute lease agreement with Verizon Wireless
- Advance local permitting, including Zoning Board of Appeals Special Permit and Planning Board Site Plan Review
- Complete state and federal regulatory reviews, including environmental and historic resource approvals
- Obtain building and electrical permits
- Proceed with equipment installation (target: Summer 2027)



Active Projects by Phase



58
Total Active
Projects

9
Departments
Reporting











11
Cross-Department
Initiatives

24
Projects in
Execution

Phase Legend

- Planning: Early stage
- Design: Procurement & design
- Execution: Active work
- Closeout: Final steps

Status Indicators: On Track Needs Attention At Risk

Department	Project	Project Lead	Funding	Phase	Next Milestone
Concord Municipal Light Plant	 Time-of-Day Rollout	Jason Bulger (Director CMLP)	\$100K (Special)	Execution	Post-launch billing validation and customer communication
Concord Municipal Light Plant	 Solar Expansion & Battery Storage	Jason Bulger (Director CMLP)	Other (Enterprise)	Planning	Planning Board special permit application and review
Concord Municipal Light Plant	 Middle School Solar Project	Jason Bulger (Director CMLP)	Enterprise Debt Authorization/ Grant	Planning	Finalize project approach with school district and funding path
Concord Public Works / Water & Sewer	 Smart Water Meter Installation	Darin LaFalam (Water & Sewer Superintendent)	\$1.6M (Enterprise)	Execution	Continued installation/system integration
CPW / Engineering	 Baker Ave Culvert Repair	Steve Dookran (Town Engineer)	\$800K (ARPA)	Closeout	Final inspection and project closeout
Concord Public Works	 MCI Wastewater Treatment	Alan Cathcart (CPW Director)	State Earmark	Planning	Advance negotiations with EPA and state partners
Public Safety / Fire Department	 Basic Life Support to Advanced Life Support Certification	Chief Whitney (Fire Chief)	\$1.2M (FEMA Grant)	Execution	Submit OEMS application; training schedule adjusted pending FEMA funding clarification
Public Safety / Police Department	 Computer-Aided Dispatch / Records Management System Upgrade	Chief Mulcahy (Police Chief)	\$350K (GF, Capital)	Design	Vendor configuration and system deployment
Town Manager's Office 	 Cell Infrastructure Improvement: (Multiple sites – Umbrella Arts Center, Landfill)	Megan Zammuto (Deputy Town Manager)	Lease Revenue	Design	Finalize lease agreement and advancing pre permitting steps

Priority Projects Continued – April 2026



DEPARTMENT	PROJECT	LEAD	FUNDING	PHASE	NEXT MILESTONE
Town Manager's Office	Climate Action & Resilience	Shannon McAndrew (Management Specialist)	\$75K (GF, Capital)	Execution	Finalize draft actions and begin community engagement process
Information Technology	Town House Hearing Room AV Upgrade	Julie Manoogian (Media Manager)	MMN Revolving	Design	Complete procurement and finalize project cost and scope
Community Development	Assabet River Bridge Trail Design	Elizabeth Hughes (Town Planner)	GF, Capital	Planning	Advance 25% design public hearing and MassDOT review
Concord Public Works	Municipal Building Capital Improvements (FY26)	Russell Karlstad (Facilities Manager)	\$3.1M (GF, Capital & Operating)	Execution	Advance priority FY26 municipal facility upgrades across Town buildings
Community Development / Concord Public Works	Comprehensive Transportation Strategy	Alyssa Sandoval (CDD Director) Steve Dookran (Town Engineer)	Study funded thru ARPA	Planning	Present draft report and advance final recommendations
Community Development / Concord Public Works	MCI Concord Master Plan and Rezoning	Alyssa Sandoval (CDD Director) Alan Cathcart (CPW Director)	State Earmark, Special Warrant (Free Cash)	Planning	Initiate planning process and stakeholder engagement

Concord Municipal Light Plant (CMLP)



Department Manager:
Jason Bulger, Director

Concord Municipal Light Plant (CMLP) Webpage

[Municipal Light Plant Concord, MA](#)

Department Highlights (April 2026)

- Time-of-Day electric rate successfully launched, with transition to new billing structure underway.
- Renewable energy initiatives advancing through permitting and coordination to support long-term sustainability goals.
- Ongoing system planning and infrastructure coordination to support future energy needs and reliability.

Key Items / Operational Notes

- Regional energy market volatility continues to influence procurement strategy and cost planning.
- Ongoing customer communication and billing transition efforts following implementation of new rate structure.
- Continued coordination with Town departments on infrastructure planning and long-term system reliability.

Concord Municipal Light Plant (CMLP)



Time-of-Day Rate Rollout:

- Billing transition and system validation ongoing following the April 1 launch.
- Continued monitoring of usage patterns and operational performance.
- Ongoing refinement of customer communications and support.

Select Board Goals: 🌱 Climate Action • 💰 Financial Sustainability

Solar Expansion & Battery Storage:

- Advancing through Planning Board special permit and site review process.
- Design and coordination efforts progressing for system capacity and storage integration.
- Next steps focused on permitting outcomes and project advancement timeline.

Select Board Goals: 💰 Financial Sustainability • 🌱 Climate Action

Project Timelines (2026–2027)

Time-of-Day Rates

- Rate Design completed (2026)
- Customer communications (current)
- Billing transition and monitoring (2026–2027)

Solar Expansion & Battery Storage

- Design and coordination (2026)
- Special permit and site review (current)
- Permitting outcomes and project advancement (2026–2027)

Concord Public Works (CPW)



Department Manager:
Alan Cathcart, Director

Concord Public Works Webpage
[Public Works Concord, MA](#)

Department Highlights (April 2026)

- Roadway and drainage projects advancing, including town-wide paving, culvert replacement projects, and intersection design improvements.
- Water system modernization progressing, including completion of Silver Hill Phase 2 water main work, wastewater capacity planning at MCI, and ongoing meter replacement program.
- Facilities and capital planning efforts underway, including Peabody School reuse, Town House meeting room upgrades, and long-term Public Works facility planning

Key Items / Operational Notes

- Spring construction season underway, requiring active coordination of project sequencing, traffic management, and contractor scheduling across multiple sites.
- Highway and Grounds crews actively addressing seasonal operations, including pothole repair, park and field maintenance, and roadway cleanup following winter conditions.
- Ongoing focus on long-term capital planning, including facility needs, asset management, and infrastructure investment prioritization.




Concord Public Works - Engineering

Steve Dookran, Town Engineer






Roadway Stabilization & Pavement Management

- Town-wide paving program advancing under the FY26 capital plan.
- Drainage and roadway stabilization improvements progressing across multiple locations.
- Work coordinated with utility and water infrastructure upgrades.

Select Board Goals:  Infrastructure  Financial Sustainability
 Transportation

Pedestrian & Intersection Safety

- Intersection and corridor safety improvements advancing through design.
- Main/Baker/Cottage intersection serving as a priority safety project.
- ADA and pedestrian accessibility improvements integrated into roadway work.

Select Board Goals:  Infrastructure  Transportation  Climate Action

Project Timelines (2026–2027)

Roadway Stabilization

- Silver Hill Phase 2 roadway and drainage work (current)
- Multiple roadway stabilization projects advancing (ongoing)
- Town-wide paving program continuation (2026–2027)
- **Pedestrian & Bicycle Safety**
- Main/Baker/Cottage intersection design (2026)
- Corridor safety accessibility improvements (current)
- Intersection and sidewalk improvements (2026–2027)

Engineering projects advancing roadway, drainage, and safety improvements across Concord




Concord Public Works – Facilities

Russ Karlstad, Manager





Building Repairs & Renovations

- FY26 capital program advancing priority municipal building repairs and system upgrades.
- Keyes Road roof renovation and Public Safety Building roof replacement planning progressing.
- Facility improvements underway, including Town House meeting room upgrades and system enhancements.

Select Board Goals:  Infrastructure •  Financial Sustainability •  Governance

Town House Meeting Room Improvements

- Facilities overseeing installation of new carpeting and repainting of the meeting room.
- Work coordinated with AV and acoustics upgrades to improve meeting functionality.
- Improvements support enhanced public meetings and operational use of the space.

Select Board Goals:  Infrastructure •  Governance

Project Timelines (2026–2027)

Building Repairs & Renovations

- Keyes Road roof procurement (2026)
- Peabody School reuse planning (current)
- Facility planning and capital improvements (2026–2027)

Town House Meeting Room

- Project scope defined (2026)
- Procurement underway (current)
- Coordination with AV and system upgrades (2026–2027)




Concord Public Works - Highway & Grounds

Aaron Miklosko, Highway & Grounds Superintendent





Town-Wide Paving & Roadway Maintenance

- Supporting the FY26 town-wide paving and roadway repair program.
- Coordination with Engineering on pavement preparation and roadway stabilization.
- Ongoing roadway maintenance operations supporting capital construction work.

Select Board Goals:  Infrastructure •  Transportation •  Public Safety

Parks & Grounds Maintenance

- Ongoing park and grounds maintenance across Town facilities and public spaces.
- Seasonal maintenance activities supporting field conditions and public use.
- Routine upkeep and improvements to Town-owned landscapes and open spaces.

Select Board Goals:  Infrastructure •  Climate Action

Project Timelines (2026–2027)

Roadway Maintenance & Paving

- Roadway preparation and support work (current)
- Town-wide paving program implementation (2026)
- Multi-year roadway maintenance continuation (2026–2027)

Parks & Grounds

- Park and grounds maintenance (2026)
- Field preparation (current)
- Ongoing landscape (2026–2027)

Highway & Grounds operations supporting roadway maintenance, paving, and public space upkeep across Concord




Concord Public Works - Water & Sewer

Darin LaFalam, Water & Sewer Superintendent






Smart Water Meter Installations

- System-wide smart meter installation progressing across targeted neighborhoods.
- Approximately 17% of meters installed, with phased customer outreach ongoing.
- Program advancing toward full system integration and operational validation.

Select Board Goals:  Infrastructure •  Financial Sustainability •  Climate Action

Wastewater System Planning & Capacity Coordination MCI

- Ongoing evaluation of wastewater system capacity and performance.
- Coordination with MCI Wastewater Treatment Facility on future capacity solutions.
- Technical review and capital planning to support long-term system needs.

Select Board Goals:  Infrastructure •  Climate Action •  Governance

Project Timelines (2026–2027)

Smart Water Meter

- Project initiation complete (2026)
- Phased installation and customer outreach (current)
- System integration and validation (2026–2027)

Wastewater Capacity Planning MCI

- Planning and coordination (current)
- Technical review and agency discussions (ongoing)
- Future capital planning and sequencing (2026–2027)

Water and sewer initiatives advancing system modernization, meter implementation, and long-term wastewater capacity planning



Information Technology (IT)

Department Manager:
Jeff Weiner, Chief Information Officer

Information Technology Webpage

[Information Technology Concord, MA](#)

Department Highlights (April 2026)

- Town technology systems are being upgraded to improve reliability and day-to-day operations.
- Town House security and access control upgrades advancing, including cameras and keycard access.
- Public meeting technology improvements are underway, including AV upgrades and electronic voting at Town Meeting.

Key Items / Operational Notes

- Coordinating technology projects across departments to support public safety, capital work, and daily Town operations.
- Upgrading older systems and equipment to improve reliability and reduce risk of outages or security issues.
- Evaluating modern, cloud-based tools to improve service delivery, communication, and long-term efficiency.

Information Technology (IT)





Technology Implementation & System Upgrades

- Post-launch testing and performance checks underway for new and upgraded systems.
- Town House security upgrades advancing, including cameras, access control, and system improvements.
- Public meeting and voting technology being implemented and tested ahead of Town Meeting.

Select Board Goals:  Infrastructure •  Governance

Cybersecurity & Infrastructure Improvements

- Ongoing system upgrades, including server replacements and workstation updates.
- Security system improvements and monitoring enhancements underway.
- Planning for future upgrades, including cloud systems and cybersecurity assessment.

Select Board Goals:  Governance •  Public Safety

Project Timelines (2026–2027)

Hearing Room Tech Upgrades

- Procurement and scheduling (2026)
- Installation and integration (2026)
- Operational use (2027)

Town-wide Systems

- Validation and testing (current)
- Department coordination (2026)
- Operational stabilization (2027)

IT advancing security, system upgrades, and public-facing technology while preparing for future improvements

Public Safety

Fire Department/ Police Department



Department Manager:

Thomas Mulcahy, Chief of Police

Brian Whitney, Fire Chief

Public Safety Links

[Concord Fire Department Homepage](#)

[Concord Police Homepage](#)

Department Highlights (April 2026)

- Fire Department progressing transition from Basic Life Support (BLS) certification to in-house Advanced Life Support (ALS) paramedic service.
- Police dispatch and records management system upgrade underway to improve response coordination and data management.
- Ongoing equipment upgrades supporting long-term public safety readiness and service reliability.

Key Items / Operational Notes

- FEMA-funded ALS training underway; four paramedics certified, with additional certifications expected through 2026.
- ALS training timeline impacted by temporary FEMA funding uncertainty and ongoing paramedic hiring challenges.
- Long-term planning and scoping continues for future Public Safety facilities.

Concord Public Safety- Concord PD & FD



Basic Life Support Services to Advanced Life Support (Paramedic)

- Transition to in-house Advanced Life Support (ALS) continues with expanded Fire Department training program underway.
- 4 personnel fully certified as paramedics; 10 additional staff in training, with 4–5 more expected by July.
- Licensing timeline under review; minor delay anticipated due to paramedic hiring challenges, training complexity, and FEMA funding uncertainty.

Select Board Goals: 🇺🇸 Public Safety

Computer Aided Dispatch / Records Management System

- Upgrade of Police dispatch and records systems to improve response coordination and data management.
- Modernization of core systems supporting emergency and non-emergency call handling.
- Enhances data accuracy, reporting, and operational efficiency.

Select Board Goals: 🇺🇸 Public Safety • 🇺🇸 Strategic Planning

Project Timelines (2026–2027)

BLS to ALS Transition

- Personnel training underway (2026)
- ALS certification milestone under review
- Full program completion (2026-2027)

CAD/RMS Upgrade

- Needs assessment complete
- Needs assessment complete
- Procurement and implementation (2026)
- Configuration and training (2026–2027)



Town Manger's Office (TMO)

Department Managers:

Kerry A. Lafleur Town Manager

Megan J. Zammuto, Deputy Town Manager

Town Manger's Office Links

[Wireless Coverage \(Cell Service\) Link](#)

[Town Manager Homepage](#)

Department Highlights (April 2026)

- Advancement of priority Select Board initiatives, including cell infrastructure expansion and climate action planning.
- Cross-department coordination supporting capital projects, regulatory actions, and preparation for Town Meeting.
- FY27 planning underway to support strategic, capital, and policy decisions across departments.

Key Items / Operational Notes



- Cell infrastructure projects advancing in Concord Center and the landfill; lease negotiations ongoing at the Umbrella site.
- Climate Action & Resilience Plan update underway, including stakeholder engagement and development of priority actions.
- Ongoing Select Board coordination and goal tracking.

Town Manger's Office (TMO)





Climate Action & Resilience Plan Update

- Community engagement plan and stakeholder mapping underway; targeting April completion.
- Staff working group coordination ongoing.
- Draft actions list and plan outline in development.
- First community engagement session scheduled for May 14.

Select Board Goals:  Sustainability & Climate •  Infrastructure

Cell Infrastructure Improvement

- Landfill Tower – environmental review underway to support permitting.
- Umbrella – site walkthrough scheduled with Verizon and Town staff to review construction drawings; lease negotiations near completion.
- West Concord – project timeline adjusted to FY27
- Route 2 – Phase 1 environmental review initiated; questionnaire completed and site visit conducted.

Select Board Goals:  Infrastructure •  Public Safety

Project Timelines (2026–2027)

Climate Action & Resilience Plan Update

- Engagement plan finalized (April)
- Community engagement launch (May)
- Draft plan development (2026–2027)

Cell Infrastructure

- Landfill – permitting pathway (2026)
- Umbrella – lease execution and project advancement
- West Concord – timeline reassessment (2027)

Community Development

Planning, Building, Health, Natural Resources



Department Manager:
Alyssa Sandoval, Director

Community Development Links

[Assabet River Multi-use Bridge & Trail](#)

[Comprehensive-Transportation-Strategy](#)

[Reimagine MCI Concord](#)

Department Highlights (April 2026)

- Continued advancement of major land use and redevelopment initiatives, including Reimagine MCI Concord, with consultant team selected and project kickoff scheduled.
- Ongoing transportation and mobility planning through the Comprehensive Transportation Strategy, with draft findings advancing toward April committee review.
- Advancement of the Town-wide Historic Preservation Plan, establishing policies and strategies to guide future development while protecting Concord's historic character.

Key Items / Operational Notes

- Assabet River Multi-Use Bridge & Trail: Advancing through MassDOT coordination; 25% Design Public Hearing anticipated; federal earmark funding secured.
- Comprehensive Transportation Strategy: Draft report in development; scheduled for Transportation Advisory Committee (TAC) review in April.
- Reimagine MCI Concord: Consultant team selected; kickoff and site tour scheduled for April; public engagement beginning in May.

Community Development



Comprehensive Transportation Strategy

- Baseline traffic data collection and analysis completed.
- Scenario development and corridor evaluation underway.
- Coordination with Concord Public Works to align mobility planning with capital priorities.

Select Board Goals: 🚶 Mobility & Safety • 🏛️ Governance • 🛠️ Infrastructure

Historic Preservation Plan

- Development of a Town-wide framework to guide preservation of historic assets and inform future development
- Coordination with Planning, Historic District Commission, and stakeholders underway
- Draft plan advancing toward completion (June 2026)

Select Board Goals: 🏛️ Governance • 🛠️ Infrastructure

Project Timelines (2026–2027)

Comprehensive Transportation Strategy

- Baseline traffic analysis complete (2026)
- Scenario evaluation and corridor modeling (current)
- Draft framework and priority corridors (2027)

Assabet River Multi-Use Bridge & Trail

- Advancing through MassDOT coordination
- 25% Design Public Hearing anticipated
- Funding strategy and capital coordination (2027)



Library & Human Resources / Human Services

Strategic Plan 2027–2030

The Concord Free Public Library is developing a new Strategic Plan for 2027–2030 to guide the Library's vision, services, and priorities.

Key Notes:

- Community engagement process completed
- Draft plan under consideration; Action Plan to be drafted next
- Plan will be adopted by the Library Committee to guide future operations

Select Board Goals:  Service Delivery •  Governance •  Community Engagement

ADA Self-Evaluation & Transition Plan

Grant-funded initiative to update the Town's ADA Transition Plan, with a focus on improving access to programs, services, and facilities.

Key Notes:

- Building site visits completed; outdoor assessments underway
- Public survey launched with strong initial participation
- Plan development underway with targeted completion June 2026

Select Board Goals:  Facilities & Asset Management •  Community Wellbeing

Library strategic planning and ADA initiatives advancing inclusive service delivery and community accessibility

Closing out March 2026



Execution

- Accessibility Transition Plan advanced with outdoor site visits underway and public survey responses exceeding 80 participants.
- Water meter replacement program reached approximately 17 % completion with continued neighborhood installations.
- Silver Hill Phase 2 water main project transitioned to final paving and restoration scheduled for spring completion.

Planning & Sequencing

- MCI Wastewater Treatment Plant capacity evaluation advanced with ongoing coordination and development of long-term capacity options.
- Library Strategic Plan development for Fiscal Years 2027 to 2030 underway with community engagement and visioning process complete.
- Human Resources system upgrades progressed with planning for personnel and recruitment modules ahead of contract transition.

Oversight & Reporting

- Supported coordination across departments on active projects to keep timelines and implementation aligned.
- Facilitated procurement and project setup activities to advance initiatives from planning into execution.
- Advanced development of tools to improve tracking, transparency, and consistency across Town operations.

Continuing to advance key initiatives, maintain alignment, and deliver measurable progress

Review of 2025 Public Records Request Summary Report

Presenter: Nathaniel Smith, Municipal Archivist/ Records Manager

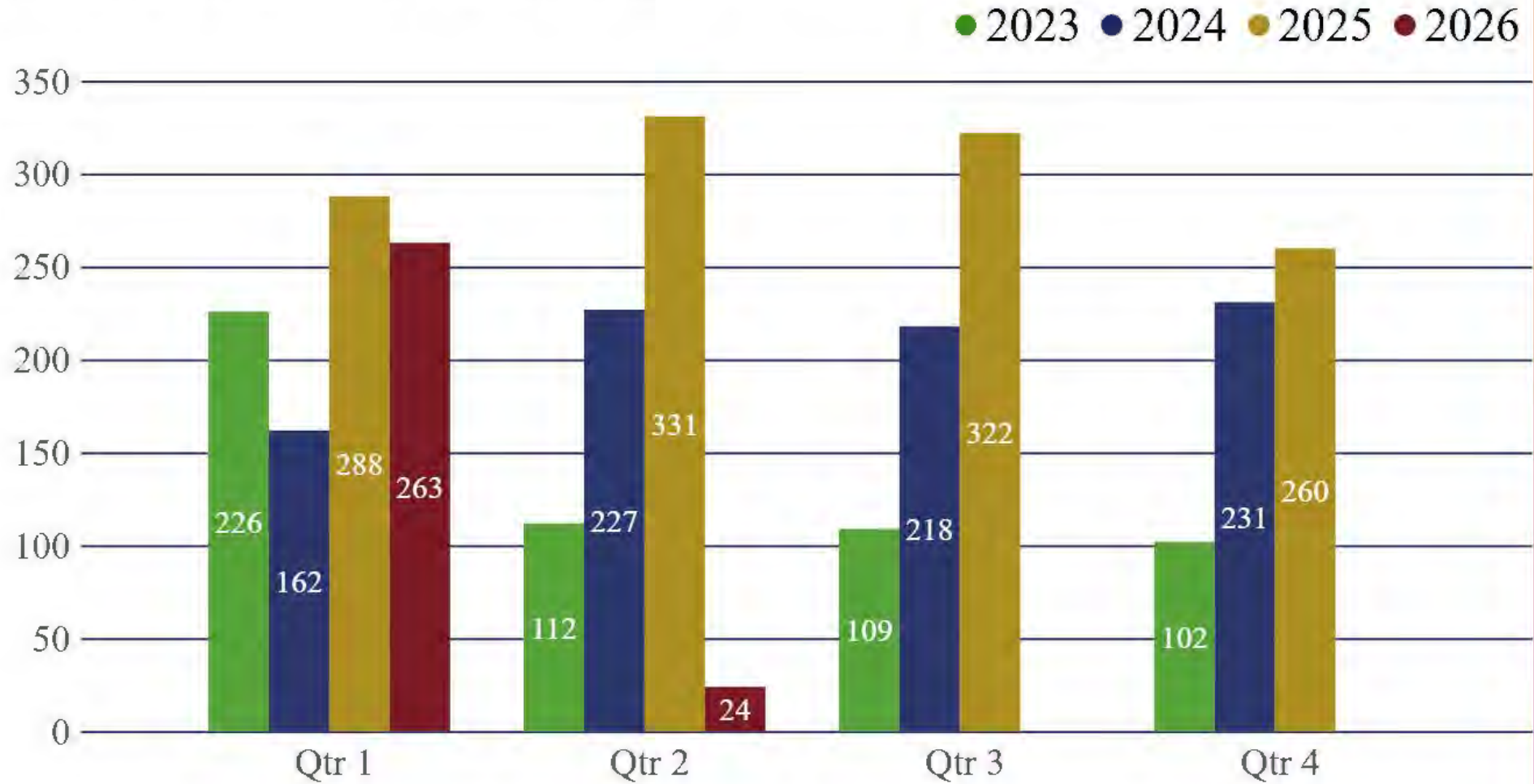
Town of Concord Public Records Requests

2025 Data Review to the Select Board

Nathaniel Smith, Municipal Archivist/Records Manager

Records Requests by Quarter and Year

Recent History of Public Records Requests



2019 – Municipal Archivist/Records Manager Position Created and Filled

2022 (September) – Records Request Processing and Tracking Centralized

2024 – Began Tracking Staff Time (Partial Year)

2025 – First Full Year of Staff Time Tracking Data

Department	2023	2024	2025	Total ▼
Total	546	838	1201	2585
Planning & Land Management (Planning, Natural Resources, Building Inspections, Health, Economic Vitality & Tourism)	78	384	665	1127
Town Clerk	64	125	100	289
Police	138	64	65	267
Fire	49	78	100	227
Finance (Accounting, Assessors, Treasurer-Collector, Payroll, Retirement)	86	55	85	226
Public Works (Cemetery, Engineering, Highway & Grounds, Water & Sewer)	44	57	91	192
Town Manager's Office	56	55	37	148
Town Archives (Historical Records, pre-1970)	37	32	30	99
Human Resources	8	17	29	54
Schools	11	13	19	43
Municipal Light Plant	7	8	23	38
Board and Committee Records	2	2	27	31
Information Technology	5	5	9	19
Human Services (Recreation, Senior Services, Social Services)	1	2	4	7
Library	1		3	4

Top 5 Requestors - Staff Time

<u>Requestor</u>	<u>Requests (% of Total)</u>	<u>Staff Hours (% of Total)</u>	<u>Topics</u>
Requestor A	59 (4.9%)	79.85 (19.6%)	Audits, Purchase Cards, Cell Tower Leases, Human Resources Policies, Staff Emails, Energy New England, Town Vehicles, Ethics Disclosures, Separation Agreements
Requestor B	42 (3.5%)	42.45 (10.4%)	1175 Elm St, Warners Pond, Water Treatment Plant, Audits, Employee Agreements, Budgets, Purchase Orders
Requestor C	37 (3.1%)	09.65 (2.3%)	Procurement – Requests for Proposals, Bids, and Bid Tabulations
Requestor D	11 (0.9%)	07.35 (1.8%)	Payment In Lieu of Taxes (PILOT) Agreements, Free Cash Details, Voter Lists, Taxes
Requestor E	06 (0.5%)	06.35 (1.6%)	Gerow Park, 1175 Elm St, Natural Resources Commission Emails, Police Reports

Staff Time Required

- 407 Total Hours in 2025
- 20 Minute Average
- 30% from Top 2 Requestors

Additional Data Points



Average Response Time reduced from 6.7 Calendar Days in 2023 to 3.3 Calendar Days in 2025.



Fewer requests require a review of physical records; a combination of born digital records and digitization is driving this change.



Requests for emails jumped from 32 in 2024 to 52 in 2025.

Efforts to Reduce Staff Time Expended

Encouraging Departments to Proactively Post Commonly Requested Records to the Town Website





Change in Fee Policy

Exploring the Creation of a Data Portal to Provide Public Access to Frequently Requested Records

FY27 Budget Increase – Data Portal Examples

POPULAR DATASETS

Browse popular datasets below and see what other citizens find interesting.

-  **Employee Earnings Report**
858 recent views
CSV
-  **Approved Building Permits**
612 recent views
CSV PDF
-  **Property Assessment**
330 recent views
PDF CSV DOC
-  **Crime Incident Reports (August 2015 - To Date) (Source: New System)**
308 recent views
CSV XLSX



Filters

View Types Clear ^

- Calendars
- Charts
- Datasets
- External Datasets
- Files and Documents
- Filtered Views
- Forms
- Maps

Category ^


- Assessing
- Budget/Finance
- Department of Human Service Programs (DHSP)
- General Government
- Geographic Information (GIS)



Catalog

Search catalog... X


282 results View Types: Datasets X Clear all Sort by Most viewed

-  **COVID-19 Cases in Cambridge (Historical)** Public Health

This dataset is no longer being updated as of 12/8/2020. It is being retained on the Open Data...

[Read more](#) v

Tags covid-19 health and safety

Last updated April 18, 2024
Views 410036
-  **Budget - Salaries** Budget/Finance

Budgeted Salaries by Position

Tags fiscal year budget government and finance

Last updated April 30, 2025
Views 53329

Cambridge Open Data

(<https://www.cambridgema.gov/departments/opendata>)

Analyze Boston (<https://data.boston.gov/>)

Finance Department Updates

-Debt Update

-Codification Bylaw Draft Committee Discussion

-American Rescue Plan (ARPA) Update

-Financial Policy Work Group Update

-Vote: Modification of Current Capital and Debt Policies

-Vote: Dissolution of Financial Policy Work Group

Presenter: Jennifer Barrett, Chief Financial Officer, Wendy Rovelli, Select Board Clerk

Favorable action is requested: Motion to approve the modification of current capital and debt policies.

Favorable action is requested: Motion to dissolve the Financial Policy Work Group



Memo

To: Select Board
Cc: Kerry Lafleur, Town Manager
Jennifer Barrett, Chief Financial Officer
From: Kaari Mai Tari
Date: April 8, 2026
Re: Proposed Charge for the Bylaw Recodification Committee

Please find below a proposed charge establishing the Bylaw Recodification Committee, pursuant to Section 2(B)(2) of the Town Charter.

Background

The Town Charter requires the Select Board, at least once every ten years, to appoint a committee responsible for reviewing existing Town bylaws for inconsistencies and recodifying all bylaws except the Zoning Bylaw and Building Code. The last comprehensive recodification was completed more than a decade ago, and the increasing complexity and volume of governing documents makes this an opportune time to modernize Concord's bylaw structure.

A recodification will improve clarity, consistency, and accessibility for residents, Town departments, and enforcement authorities. It will also ensure that bylaws and associated regulatory documents reflect current practices, comply with state law, and are organized in a coherent, searchable, and publicly accessible format.

Summary of Proposed Charge

The proposed Committee Charge outlines the scope and responsibilities of a five-member resident committee appointed by the Select Board. Key responsibilities include:

- Reviewing and assessing the current organization of the bylaws
- Ensuring legal accuracy and compliance through a legal review
- Recommending substantive changes where needed

- Compiling relevant governing documents, including regulations, standing votes, Special Acts, and accepted state statutes
- Overseeing the preparation of a comprehensive, consolidated, and logically organized Code of the Town of Concord

The Committee is expected to serve for up to two years or until the completion of its final report and recommended code.

Requested Action

Staff requests that the Select Board review, revise and adopt a Bylaw Recodification Committee charge.

Bylaw Recodification Committee Charge

I. Background

Section 2(B)(2) of the Town Charter requires that the Select Board appoint, at intervals of not more than ten years, a committee charged with reviewing existing bylaws for inconsistencies and recodifying all Town bylaws other than the Zoning Bylaw and Building Code.

The formation of this committee provides an opportunity to modernize Concord's bylaws, ensure consistency with current governance practices, and create a codification structure that brings all governing documents into one searchable, accessible space. The goal is to ensure that the public, Town departments, and enforcing authorities have clear, centralized access to the requirements, responsibilities, and penalties that define Concord's governance framework.

II. Composition and Term of the Committee

The Committee shall consist of five (5) Concord residents appointed by the Select Board. Collectively, the Committee should reflect experience or familiarity with municipal governance, legal review, public policy, community engagement, or related fields.

The Committee may consult with Town staff and, as appropriate, with an external codification vendor. Town Counsel may be consulted with the approval of the Town Manager.

The Committee shall serve for a period of up to two (2) years, or until submission of its final report and recommendations to the Select Board, whichever occurs first.

III. Responsibilities of the Committee

The Bylaw Recodification Committee is charged with the following responsibilities:

1. Organizational Review

Conduct or evaluate an organizational analysis of all existing bylaws to determine:

- which bylaws should be retained, revised, or removed; and
- whether the bylaws should be structured alphabetically, by topic, or through another logical organizational framework.

2. Legal Review

Conduct or oversee a legal review ensuring that all bylaws are:

- accurate, consistent, and legally sound; and
- in compliance with applicable Massachusetts statutes and case law.

3. Recommend Substantive Changes

Include in interim or final reports any substantive bylaw amendments the Committee determines to be necessary, advisable, or beneficial for clarity, legality, or improved governance.

4. Gather and Organize Governing Documents

Gather, organize, and prepare appendices containing:

1. rules and regulations issued by Town departments, boards, and committees;
2. local option statutes accepted by Town Meeting;
3. standing votes of Town Meeting and the Select Board; and
4. Special Acts of the Legislature applicable specifically to Concord.

5. Produce a Revised Code

Oversee the preparation of a consolidated and comprehensive Code of the Town of Concord containing:

- all current Town bylaws and standing votes.

With appendices that include:

- Current rules and regulations, including those of the Select Board;
- Special Acts adopted for Concord; and
- State statutes accepted by the Town.

Presentation and Vote

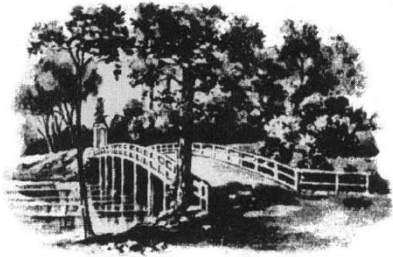
- a. Final Approval: Pianos on the Town project
- b. Final Approval: of Designs for the West Concord Art Loop Sidewalk Decals
- c. Final Approval: Bruce Freeman Rail Trail Signs
- e. Provisional Approval: Bruce Freeman Rail Trail Powder Mill Road Underpass Mural
- f. Final Approval: Junction Park Sculpture

Favorable action is requested: Motion to approve the Pianos on the Town project as presented, the designs for the West Concord Art Loop Sidewalk Decals as presented, the Bruce Freeman Rail Trail signs as presented, the Junction Park Sculpture as presented and grant provisional approval of the Bruce Freeman Rail Trail Powder Mill Road underpass mural as presented.

Update: Black Heritage Trail Markers

Presenter: Mimi Graney, Economic Vitality Manager

Favorable action is requested: Motion to grant provisional approval for the installation.



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Mark Howell, Select Board Chair
From: Mimi Graney, Economic Vitality Manager
Date: April 8, 2026
Re: Public Art Proposal – **Pianos on the Town**

Request for Final Approval for Public Art in various locations

“Keys to the Community: Pianos on the Town to celebrate Concord250 and 20th anniversary of Concord Conservatory of Music

Sponsor:

Concord Conservatory of Music (CCM)

The organization is working collaboratively with a number of community partners including West Concord Cultural District Committee.

Purpose:

To activate Concord’s public spaces with music and art

Celebrate CCM’s 20th anniversary as a cultural milestone

Unite diverse community groups in celebration of Concord250, particularly in West Concord

Leave a joyful, unifying artistic statement that resonates beyond the anniversary year.

Project Description:

Eight pianos, each individually decorated by a local artist, will be placed in publicly accessible areas for the month of June, 2026. During the time of installation the pianos will come alive with scheduled pop-up concerts by CCM students, faculty, and other local musicians and by passersby invited anytime to stop, play and share their music with the community.

This program follows an established model of pianos in public spaces as a means to enrich communities through the arts such as [Newton's Artful Pianos](#), Boston's [Play Me, I'm Yours](#), and the global program [Sing for Hope](#).

Funding & Budget:

The project is funded by the Concord250 Committee. Funding requests to the Concord Center and West Concord Cultural Districts are pending.

Total cost is approximately \$7,500 - \$9,000. CCM continues to fundraise through sponsorship of the pianos with tiered packages for businesses and individuals.

Description:

A steering committee formed over the winter with representatives of the community is advising on the project. A set of eight pianos – most the model P-22 upright pianos, workhorse instruments that can hold up well to their unusual conditions.

A set of artists was selected through a widely publicized Call for Art. The Call was facilitated with the help of Sing for Hope who administered the online application portal, advised on evaluation criteria and program design. The pianos, artists and sites were matched to best animate each location and showcase the creative designs. The painting of the pianos will take place in late April and early May in a central painting studio.

Upon site approvals a performance schedule will be developed, with coordination with community partners to leverage existing programming and relationships such as the OARs Music on the River month and Porchfest.

Promotional materials will include web resources and QR codes, maps, event schedule and signage for the individual pianos and press materials.

A launch event on May 30th will bring together the selected artists and decorated collaborative sites with sponsors and the community invited to participate. Over the period of installation teams of volunteers and other helpers will oversee piano care, coordinate pop-up programming and address any issues that might arise.

Any gatherings on public property will obtain a Use of Town Property permit reviewed by Town staff.

An evaluation tool will be developed to measure the impact of the program.

Installation:

The decorated pianos will be tuned then placed in their assigned locations for the installation period.

A piano care plan will address specific to the needs of each installation site with volunteer teams of site ambassadors monitoring each piano. Their work will include covering the pianos in case of rain, checking for litter and graffiti, and addressing any nuisance or vandalism issues should they arise.

Insurance:

Certificate of general liability insurance by the sponsoring organization showing the Town of Concord as additional insured has been submitted and is on file in the Town Managers office.

Community:

Partnerships: Relationships will be strengthened as this project collaborates with a wide variety of community members to connect creatives of various disciplines (music, visual arts and perhaps also dance) with neighborhood venues.

Signature Performances: Pop-up concerts by CCM students and faculty

Sponsorship Opportunities: Tiered packages for businesses and individuals, including naming rights and visibility at events and on pianos.

Legacy Plan: After the summer, pianos may be auctioned, donated, or permanently installed, ensuring lasting community benefit.

Terms & Maintenance:

This would be a temporary installation. May 30th launch until June 27, 2026.

The pianos require no infrastructure. There is no associated sound systems or lighting. For the pop-up programming some equipment may be brought in for those scheduled, supervised activities.

Schedule/Timeline:

December 2025 to February 2026: Planning & Partnerships

Steering committee formation

Connect with Town and permitting process

Volunteer recruitment

Sponsorship tiers

Artist call

Endorsements: Concord250, West Concord Cultural District Committee

March – April 2026: Announcement & Preparation

Artist reveal event

- Piano procurement
- Site finalization
- Select Board (4/13) and HDC hearings(4/15)

April – May 2026: Artistic Creation & Logistics

- Piano painting
- Performance schedule
- Final event permits
- Site logistics
- PR Materials: website, map, QR codes, signage, press materials

June 2026 and beyond: Installation and Programming

- Public launch event
- Pop-Up performances
- Piano care plan
- Evaluation of impact
- Next life for the pianos (donated, auctioned, permanently installed?)

Administration and Town Responsibilities:

Mimi Graney, Economic Vitality Manager is assisting with permitting.

Site(s):

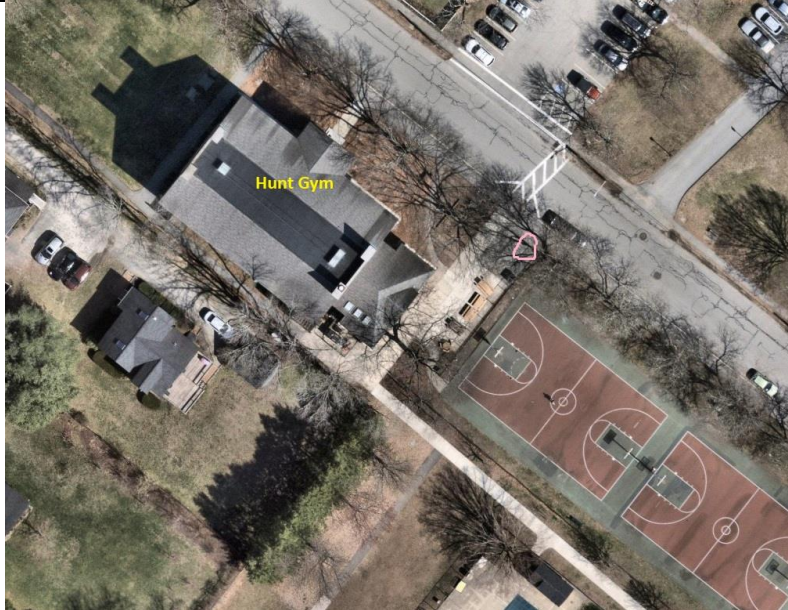
	Name	Ownership/Address	Artist	Notes
X	Brookside Square	Private: 70 Beharrel St		Convening Launch
1	Assabet River Bridge/Bruce Freeman Rail Trail	Public: 369 Commonwealth Ave	Steve Bermundo	Approved by Public Works. Notice to be sent to Friends of BFRT
2	Hunt Recreation Center	Public: 90 Stow St	Jamie Palmer Keating	Approved by Public Work and Recreation Dept
3	Concord Museum	Private: 53 Cambridge Tpk	Holly Harrison	HDC hearing on 4/15
4	Middlesex Savings Bank	Private: 64 Main St	Jane Holland	HDC hearing on 4/15
5	Alley at 18 Walden St (beside 250 th bench)	Public: 18 Walden St	Vidya Shyamsundar	HDC hearing on 4/15
6	The Umbrella Arts Center	Private: 40 Stow St	Laura Buscemi	
7	Concord Conservatory of Music	Private: 1317 Main St	Halle Cooper	
8	The Guitar Museum of New England	Private: 74 Commonwealth Ave	Rachel D'Erminio	

Key Sites – Public Property and/or under HDC review:

1) BFRT on the Assabet River Bridge



2) Hunt Gym



3) Concord Museum



4) Middlesex Savings Bank



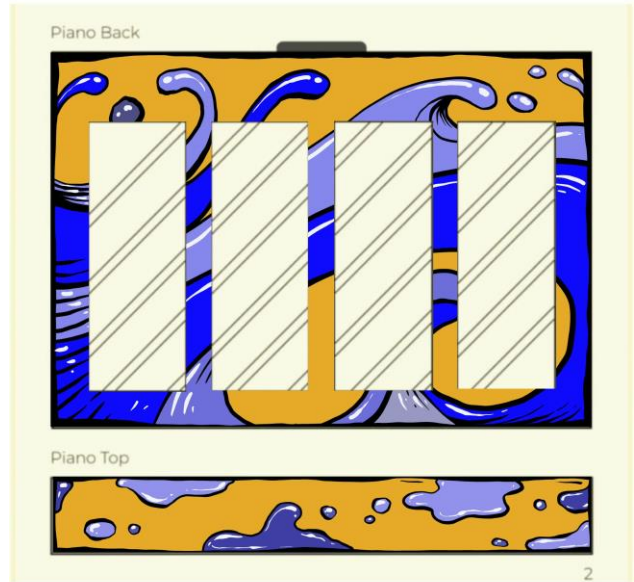
5) Wright Tavern



Designs:

**Assabet River Bridge/Bruce
Freeman Rail Trail**

Steve Bermundo



Hunt Recreation Center

Jamie Palmer Keating

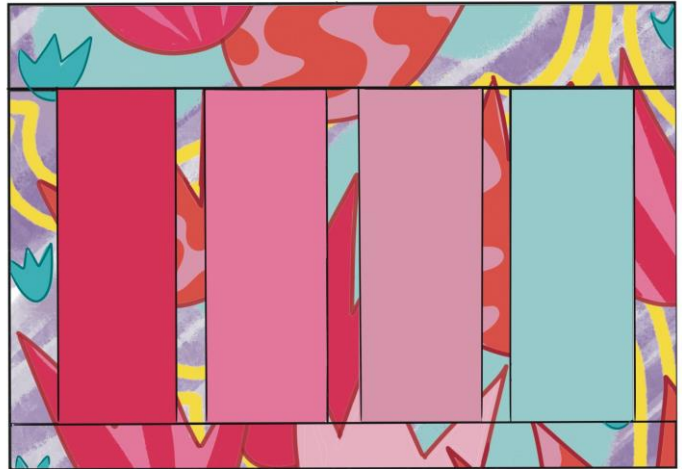
Piano Sides



Jamie Palmer Keating 2026

2

Piano Back



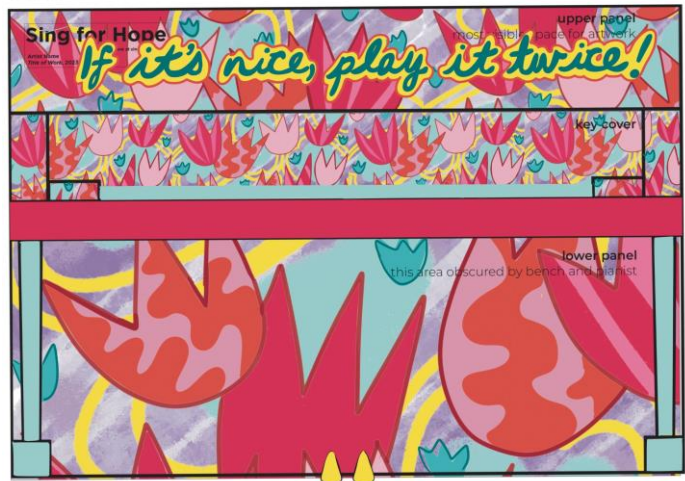
Piano Top



Jamie Palmer Keating 2026

2

Piano Front



Jamie Palmer Keating 2026

PLEASE NOTE

Sing for Hope uses a wide variety of pianos in various shapes & sizes. Be advised that if accepted, your piano may not resemble the model shown here. We recommend that your

Concord Museum

Holly Harrison

Piano Artist
Rendering
Template



Piano Artist
Rendering
Template



Piano Sides



Piano Back



Piano Top



Piano Artist
Rendering
Template



Piano Front



PLEASE NOTE

- Sing for Hope uses a wide variety of pianos in various shapes & sizes. Be advised that if accepted, your piano may not resemble the model shown here. We recommend that your proposed concept be versatile and easily applied to different types of instruments.
- Only acrylic paint may be used. No oil paint.
- No materials may be attached to the piano. Paint only.

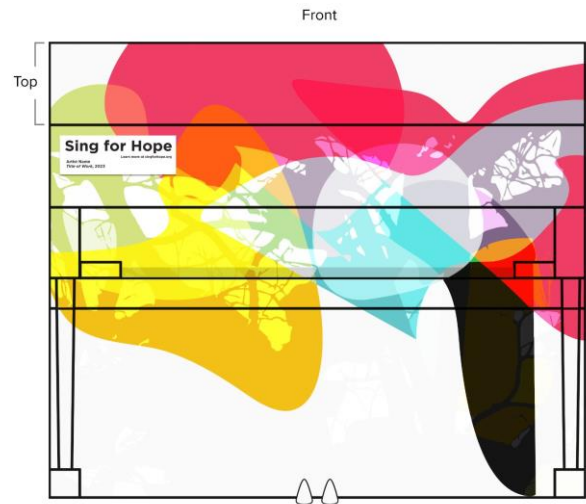
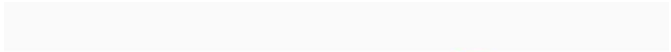
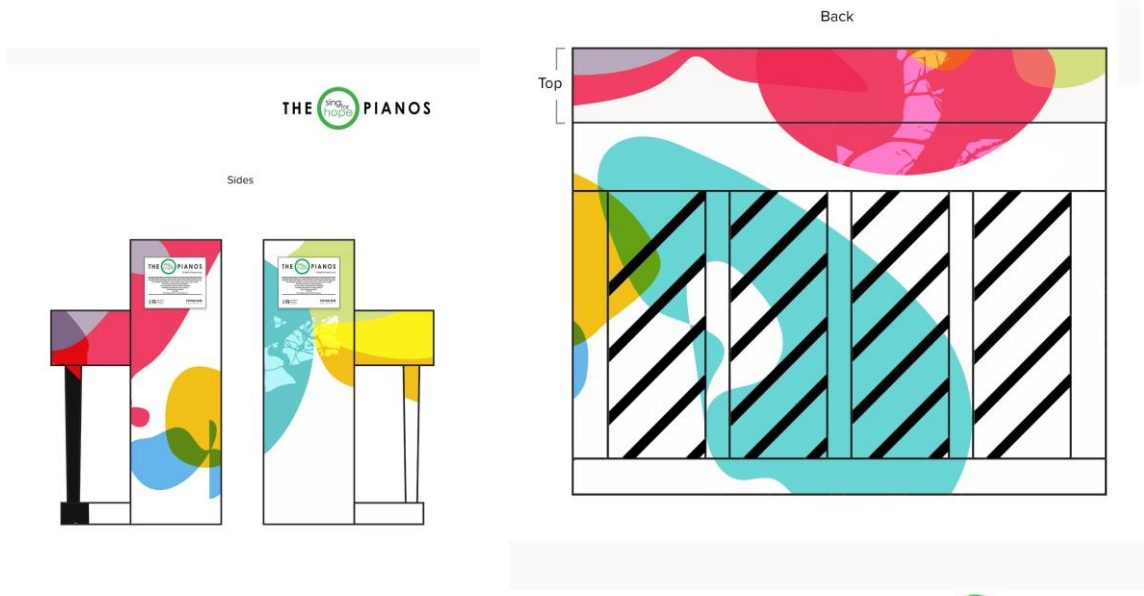
1

Middlesex Savings Bank



Jane Holland

4



Wright Tavern

Vidya Shyamsundar



5



The Umbrella Arts Center

Laura Buscemi



Piano Artist Rendering Template



Piano Back



Piano Top



2

Piano Artist Rendering Template



Piano Front



PLEASE NOTE

- Sing for Hope uses a wide variety of pianos in various shapes & sizes. Be advised that if accepted, your piano may not resemble the model shown here. We recommend that your proposed concept be versatile and easily applied to different types of instruments.
- Only acrylic paint may be used. No oil paint.
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1

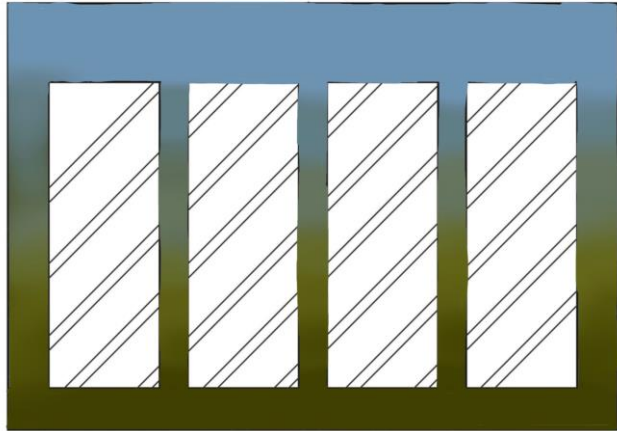
Concord Conservatory of Music

Halle Cooper

7



Piano Back



Piano Front



The Guitar Museum of New England

Rachel D'Erminio

Piano Artist Rendering Template



Piano Sides



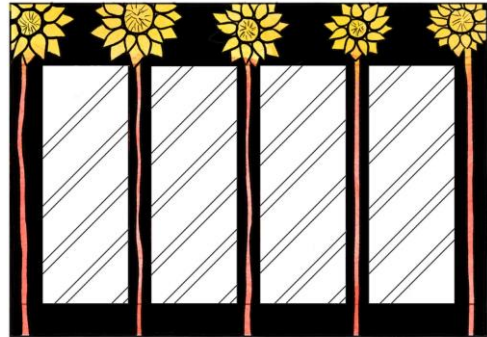
8

3

Piano Artist Rendering Template



Piano Back



Piano Top



2

Piano Artist Rendering Template



Piano Front



PLEASE NOTE

- Sing for Hope uses a wide variety of pianos in various shapes & sizes. Be advised that if accepted, your piano may not resemble the model shown here. We recommend that your proposed concept be versatile and easily applied to different types of instruments.
- Only acrylic paint may be used. No oil paint.
- No materials may be attached to the piano. Paint only.

1



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Mary Hartman, Select Board Liaison to West Concord Junction Cultural District

From: Mimi Graney, Economic Vitality Manager

Date: April 8, 2026

Re: Public Art Proposal – Sidewalk Decals (“Art Loop”)

Request for Final Approval of Public Art - “Sidewalk Decals” - on town-owned property in West Concord.

Sponsor:

Building on the success of the inaugural West Concord Art Loop in 2025, the West Concord Junction Cultural District (WCJCD) proposes a second iteration in 2026. Anne-Catherine Mauk will serve as project lead, with support from WCJCD committee members and local business owners.

Purpose:

The Art Loop uses sidewalk decals in West Concord village to showcase resident artwork, enhance the downtown environment, and encourage pedestrian movement throughout the district—particularly to areas with historically lower foot traffic.

The project enriches public spaces through visual art, supports emerging local artists, and provides an accessible experience for residents and visitors of all ages. It aligns with WCJCD’s mission to foster a vibrant cultural community and strengthen West Concord as a place to live, work, and play.

Sites:

The proposal includes 140 custom pavement decals (16" x 20") installed along sidewalks in the West Concord retail district (see Attachment D). Of these, 128 will feature original artwork and a dozen ten will provide informational content with QR codes linking to artist information.

Decals will be placed on both sides of Commonwealth Avenue from Main Street to Laws Brook Road, spaced approximately every third sidewalk square, avoiding driveways, crosswalk ramps, and sloped surfaces.

These all-weather decals are designed for heavy foot traffic. The 2025 installation was removed easily with no impact to sidewalk surfaces.

Project Description

Background

Inspired by similar projects in Winchester and other Massachusetts communities (including Worcester, Boston, and Newton), WCJCD launched the first Art Loop in summer 2025 following Select Board provisional approval in December 2024. The project received strong merchant support, positive community feedback, and resulted in multiple artwork sales. Decals were removed in November 2025 prior to winter conditions.

Artist Selection

A Call for Art will invite submissions from artists of all ages, skill levels, and mediums. Community members, including business owners, will advise WCJCD in selecting approximately 130 works.

Artist Agreements

Terms of use are included in the Call for Art. No additional artist contracts are anticipated.

Funding & Budget

- Funding is provided by a Mass Cultural Council Cultural District grant administered by WCCD.
- Decals, setup, and printing: \$1,800
- Installation (3 days @ \$760/day): \$2,280
- Contingency (15%): \$612

Total Estimated Cost: \$4,692

Materials & Installation

Decals are professionally printed on weatherproof, non-skid outdoor floor wrap suitable for concrete surfaces. Production will be completed by Sticker Genius.

Installation will be performed by Crosby Design Inc., including light power washing prior to placement. Installation is anticipated in mid to late April 2026.

Term & Maintenance

Decals will remain in place for approximately six months (April–October). WCJCD volunteers will monitor conditions and remove any damaged decals as needed. Full removal is anticipated to occur later that year. If the decals remain in good repair and weather conditions allow, the decals may potentially remain in place until as late as early December to reach audiences at the annual Holiday Stroll in West Concord.

Schedule

- February 2026: Call for Art issued
- March 2026: Artwork selection
- April 2026: Decal production
- May 2026: Installation
- October – December 2026: Removal

Community Engagement

WCJCD will collaborate with local organizations—including Art For All, Concord Art, The Umbrella, Council on Aging, Artscape, and local schools—to promote participation. Over 100 artists submitted work in 2025, with higher participation anticipated in 2026. Community representatives will participate in the selection process.

Administration & Town Coordination

- WCJCD will contract with an insured installer in compliance with public procurement requirements.
- Economic Vitality Manager Mimi Graney will serve as staff liaison and manage grant administration.
- Concord Public Works Highway & Grounds staff have advised on installation requirements
- Economic Vitality staff will coordinate with Public Works and Public Safety to avoid conflicts with other municipal work.

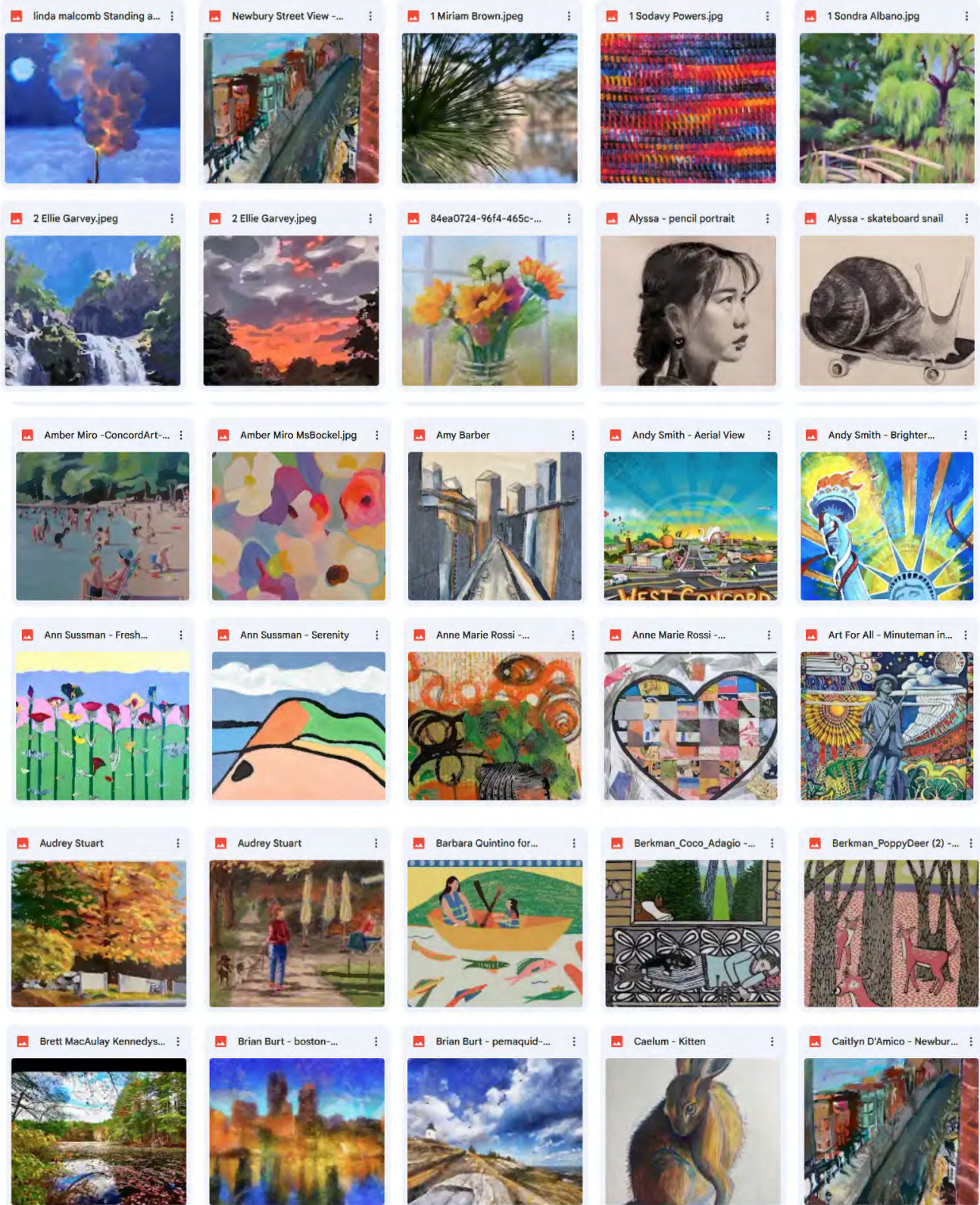
Site constraints are not anticipated. Installation and removal are brief, with minimal disruption to pedestrians. Decals will not be placed within three feet of business entrances or exits.

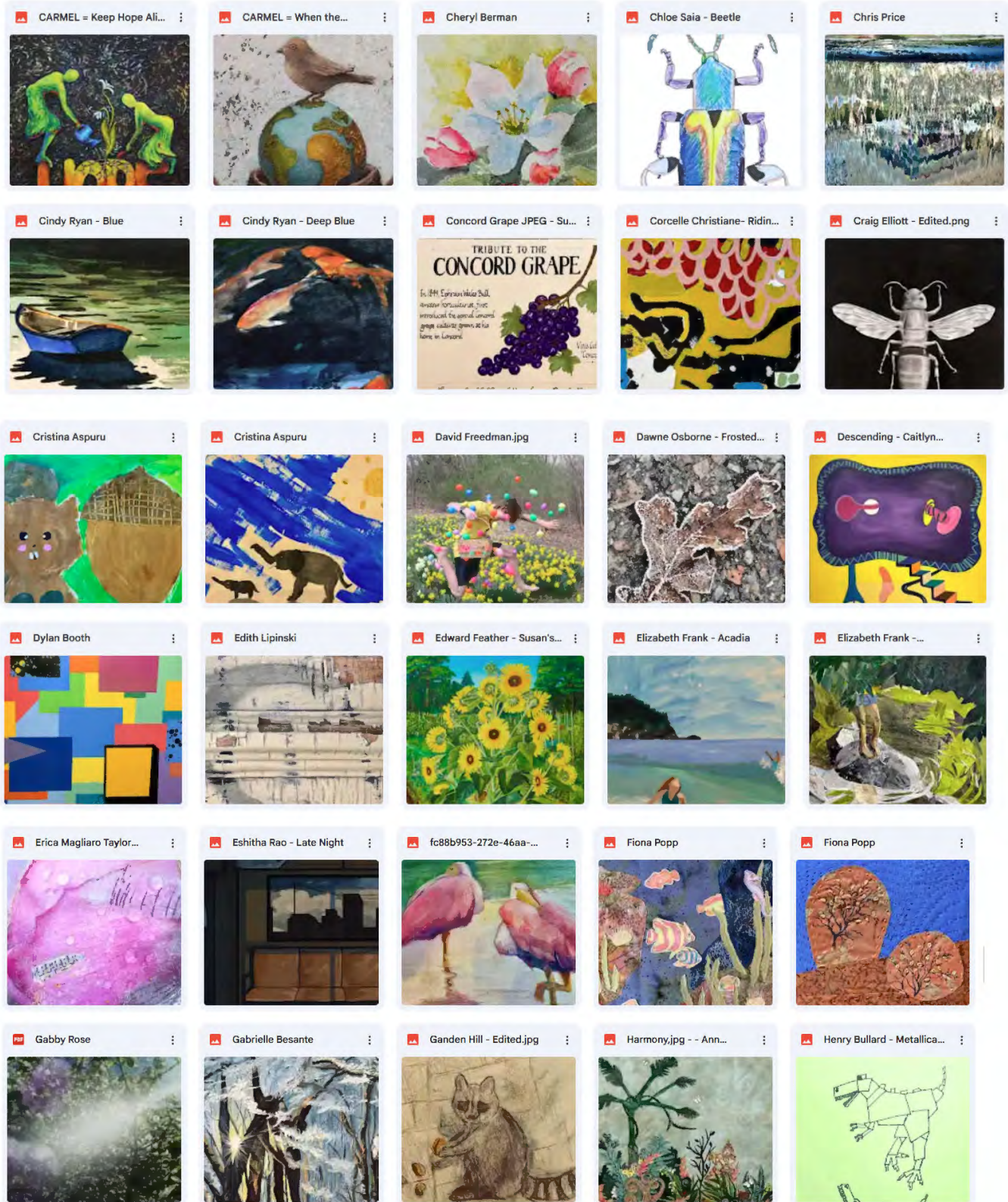
MAP OF LOCATIONS

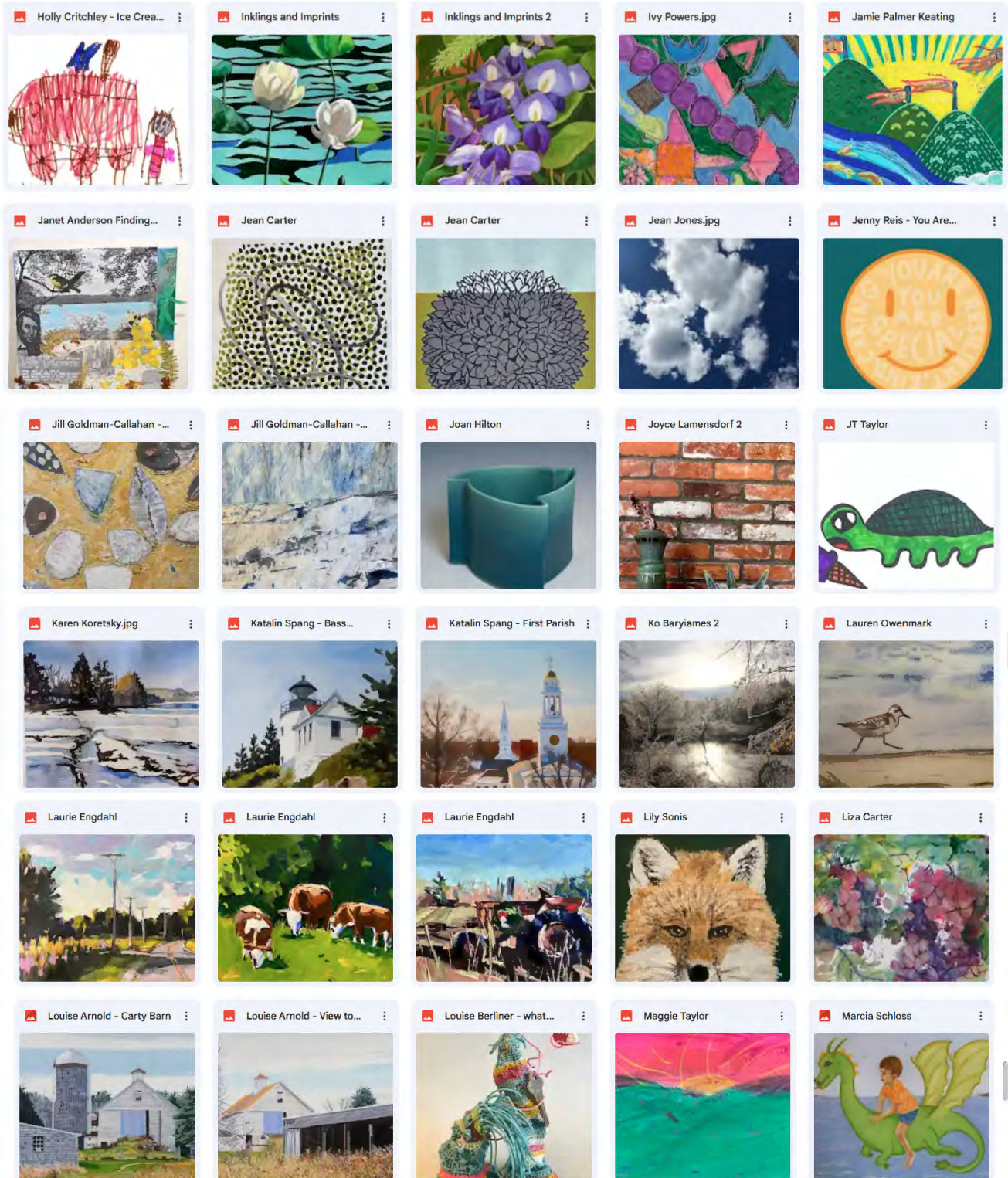
- Orange circles indicate approximate locations. Will be on roughly every 3rd square on the concrete, avoiding business entrances and crosswalk ramps

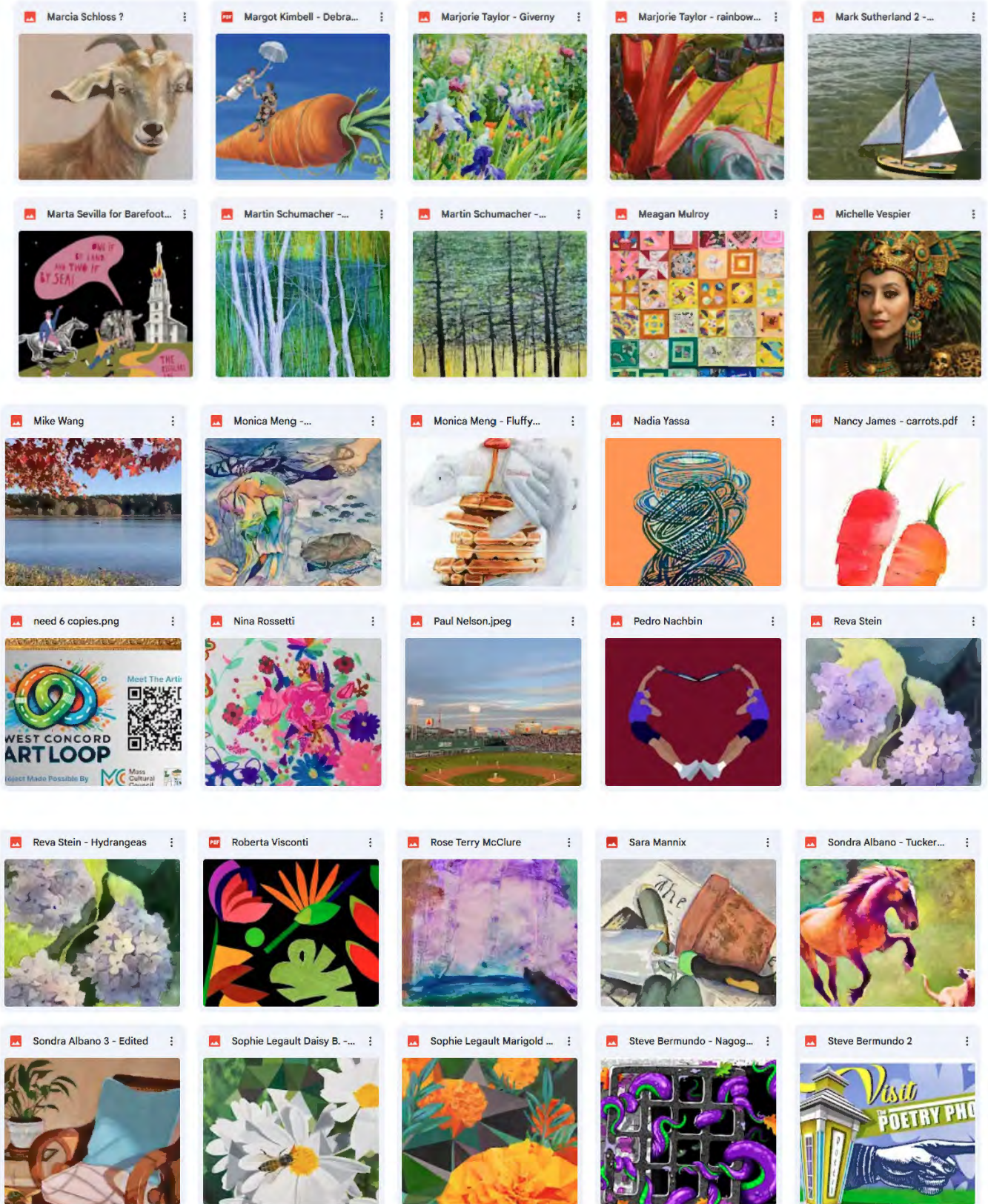


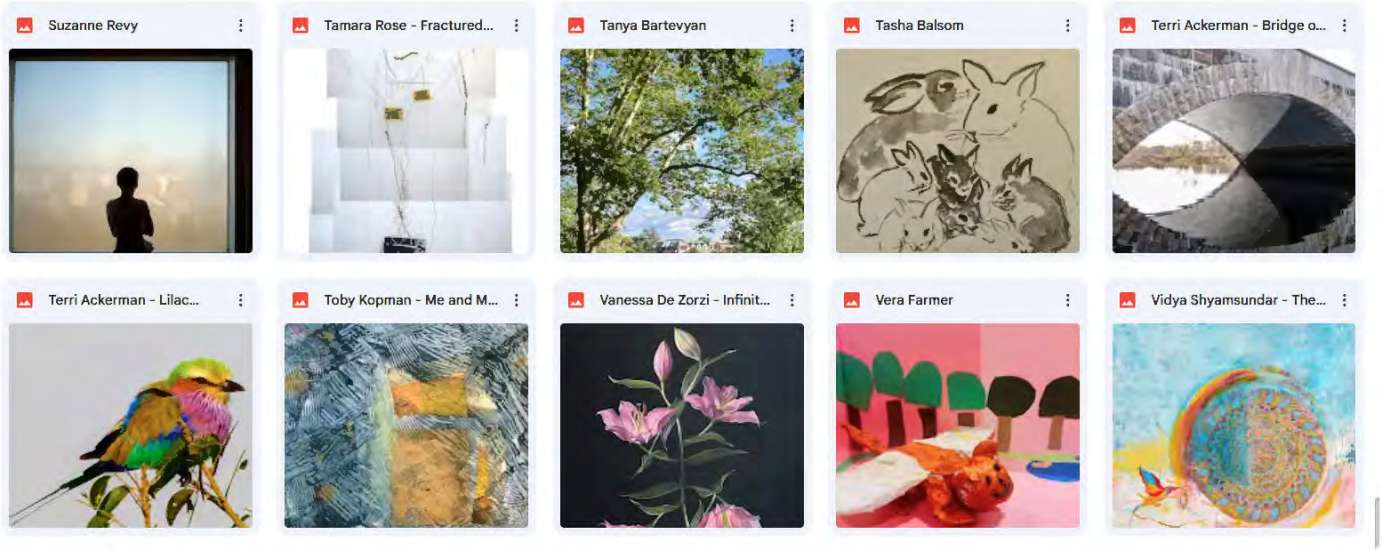
SELECTED ARTWORK













OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Mary Hartman, Select Board Liaison to West Concord Junction Cultural District
From: Mimi Graney, Economic Vitality Manager
Date: April 8, 2026
Re: Public Art Proposal – **Final Approval for Temporary Sculpture for West Concord**

Request for Final Approval of Public Art - Temporary Installation for Junction Park, town-owned property in West Concord, of “Rybee House 5” by Stephen Klema

Sponsor and Partners:

The West Concord Cultural District Committee (WCCDC), with project lead of committee member Sue Beck with Chair Sue LaChance, proposes the temporary installation of sculpture at Junction Park in West Concord.

This Committee is partnering with the West Concord Green Thumbs, Concord Public Works, and the Economic Vitality Division to execute this vision.

Purpose:

The West Concord Cultural District Committee seeks to enhance the beauty and identity of the neighborhood for residents and visitors. The proposed sculpture reflects the creative energy of the district while complementing the setting of Junction Park.

The West Concord Green Thumbs who manage the plantings in the area wish the artwork to build upon the community pride that brought the park to life and continues to sustain it.

The artwork is proposed as a one-year loan, with the potential for renewal or purchase based on community feedback and approval by the Select Board.

Site:

The site is a grassy area near the corner of Main Street and Commonwealth Avenue within Junction Park. The central location allows visibility from the sidewalk and for those who utilize the MBTA station and the Bruce Freeman Rail Trail, inviting visitors to stop and explore West Concord.

Existing park benches provide a place for visitors to rest and view the sculpture. Accompanying signage will describe the artwork.

The site in Junction Park was determined in collaboration with Concord Public Works, West Concord Green Thumbs and members of the West Concord Advisory Committee.

Project Description:

Background: The project builds on the Town's successful experience commissioning temporary public art installations, such as the *Art Loop* of sidewalk decals in West Concord and *Freedom's Silhouette* in Monument Square. Project coordinator Sue Beck consulted with the New England Sculptors Association (NESA), whose members curated [a dynamic sculpture park for the Town of Burlington](#). The initial proposal had been for NESA to coordinate the project. Upon review, the Committee found the technical assistance from Economic Vitality Manager Mimi Graney was sufficient for the Committee to write and distribute the Call for Art.

Artist Selection: A Call for Art was created (Attachment C) with clear selection criteria. A review committee was convened on April 6th made up of representatives of the West Concord Cultural District Committee (Sue Beck and Sue LaChance), West Concord Green Thumbs (Caroline McCloy), local artists (Donna Thomas and Roberta Visconti), and Economic Vitality Manager Mimi Graney. The recommendation was affirmed by a vote of the West Concord Cultural District Committee on April 7th and was presented to Public Works for their preliminary review.

Artist/Curator Agreements: Upon approval by the Select Board, an agreement, following the model of other temporary sculpture installations in town, will be executed with the artist that will define loan terms, specific means of installation, insurance, and maintenance and removal responsibilities. This will be reviewed by Town staff and Town Counsel as appropriate. The Town Manager will execute the agreement on behalf of the Town.

Funding & Budget: Funding is provided through the WCCDC's Mass Cultural Council Cultural District appropriation. The committee has approved a stipend of \$4,000 for the artist. Additional funds of up to \$1,000 has be assigned for signage and to provide for support programming. As a temporary artwork, no ongoing maintenance costs are expected. Removal of the sculpture at the end of the term will be contracted to be the responsibility of the artist.

Site constraints: The proposed site was determined with input of community members including the WCCDC and the WC Green Thumbs.

Selected Artwork

Rybee House 5 by Stephen Klema was selected by the advisory team and approved by the WCCDC for its whimsy that complements the site and the character of West Concord village. The height effectively draws interest from just outside the park without overpowering the park. It is colorful, evoking nature as well as the Poetry Phone, another arts effort shepherded by the committee in the neighborhood.

Stephen Klema is a Connecticut based artist. He is professor emeritus in Graphic Design from Connecticut state Community College. He received his BFA from Atlanta College of Art and MFA from the Hartford Art School. Now retired from teaching he is centered his creative practice on sculpture and works in both wood and metal.

Rybee House 5 is part of a series with individual works in the series part of juried exhibitions at Appalachian State University and most recently at the Norman Rockwell Museum in Stockbridge, MA.

The sculpture's dimensions are 4' x 4' and 7' 3" tall. The artwork is appropriately scaled to the site with sufficient height to draw the attention of passersby without dominating the small park.

Materials: Constructed of 2x2 lumber sheathed with painted plywood, this structure is wrapped with interlocking wood tone tree/branch forms of varying thickness of pine lumber adhered to a plywood backing, and finished with exterior stain, then coated with several applications of marine varnish. The roofed corner doorway structure is stained and painted wood with metal roof accents. Trim, smaller house elements, and bird figures are painted and/or stained wood.

The shallow low-pitched roof structure is created using traditional rafter techniques with cedar sheathing and is attached to the center tower. The roof is finished with overlapping yellow painted cedar clapboards as "shingles" and cedar ridge caps painted orange, with a metal copper top cap.

The base is constructed of pressure treated 2x6 lumber stained dark green. The base surface is cedar 5/4x6 decking with a grey stain finish.

All finishes are exterior grade stain or paint, and exterior grade adhesives and fasteners are used throughout. The stained portions are coated with several applications of marine varnish.

Installation: Installation shall be executed by artist and coordinated by Economic Vitality Manager Mimi Graney, with support from Town staff, Public Works, and contractors as needed. The Town's prior experience with temporary public art installations will inform procedures for placement, insurance, and process.

Signage: A small interpretive panel will accompany the sculpture identifying the artist, the sponsors and funder. This sign will be attached either to the base of the artwork or close to it at an appropriate scale.

Term & Maintenance: The term of the sculpture installation will be for a loan for a period of one year. The condition of the artwork will be monitored periodically by WCCDC. The terms of maintenance will be stipulated in the art agreement with the artist responsible for all maintenance. At the end of the term, the agreement will be reassessed.

Schedule:

Winter 2025-26: Consult with NESAs, finalize selection criteria, distribute Call for Art
April 2026: Review proposals and select artwork, final approvals by Select Board
May 2026: Review by Town Departments, artist contracting
Summer 2026: Preparation of existing artwork and site. Installation at Junction Park
August 2027: Removal or renewal decision

Community:

Collaborations with Concord partners including West Concord Green Thumbs, Economic Vitality and Tourism Divisions, Concord Public Works, the West Concord Business Group, the West Concord Advisory Committee, and other neighborhood stakeholders.

Administration and Town Responsibilities:

- Sue Beck with WCCDC Chair Sue LaChance coordinates committee members and neighborhood partners.
- The Economic Vitality Manager serve as staff liaison to the WCCDC, coordinating among Town departments, including executing the artist contract and the pass-through of the MCC grant funding.
- Aaron Miklosko of Concord Public Works, Highway & Grounds and Steve Dookran, Town Engineer will advise on installation.
- Final approval of the artwork and placement will rest with the Select Board.

ATTACHMENT A: SITE PHOTOS



ATTACHMENT B: PROPOSED ARTWORK



details

Wood • 7'-3"H x 4"W x 4"D

2025 • RYBEE HOUSE 5

ATTACHMENT C: CALL FOR ART



CALL FOR ARTISTS
Sculpt this Space
Public Art Project

The West Concord Cultural District Committee is seeking applications from artists who would like to loan a sculpture for a one-year installation in Junction Park.

The piece should celebrate nature and the peace it brings and invite visitors to enjoy the park as they explore our vibrant West Concord neighborhood.

Applications are due April 3 at 4:00 PM. Chosen artists will receive a \$4000 stipend. Installation is anticipated during the month of August, 2026.



Apply [HERE!](#)



Questions? PublicArtCall@concordma.gov

Full guidelines available [HERE](#)

SCULPT THIS SPACE

CALL FOR ART GUIDELINES

Sponsor:

West Concord Cultural District Committee of the Town of Concord, Massachusetts

Background:

The West Concord Cultural District Committee (WCCDC) seeks a temporary installation of a sculpture that will celebrate nature and the peace it brings while inviting visitors to enjoy the gardens of Junction Park. The artwork is proposed as a one-year loan, with the potential for renewal of the term of installation.

West Concord is home to artisan shops, cafés, restaurants, artists, performing-art centers, and a rich array of natural and historical landmarks. The WCCDC leverages these local resources to strengthen the Village's identity and increase visitation. Since its founding in 2016, in partnership with the Massachusetts Cultural Council, the WCCDC has provided financial and organizational support for community celebrations and public art.

Site:

The proposed site is within a grassy area of Junction Park near the corner of Main Street and Commonwealth Avenue in West Concord. This lively pocket park is steps away from the West Concord MBTA commuter rail stop, beside the path of the regional Bruce Freeman Rail Trail, and is within our business district. It is a frequent gathering place for neighbors, visitors and commuters and has attractive gardens well-tended by the team of volunteers of the West Concord Green Thumbs.

Junction Park is modest in size, with flower plantings and tree cover. The selected artwork will be of an appropriate scale. It is anticipated that the artwork will rest upon a concrete base approximately 3 feet square.



Specifications

The materials and fabrication should be suitable for long-term, outdoor exposure, assembled and installed in a viewer-safe manner.

Artwork should not be intended to be climbed upon or require much physical interaction.

Artwork should be inspired by nature and the peace it brings and should harmonize with its surroundings.

Sculpture shall have a maximum height of 8 feet and width of no more than 5 feet.

A concrete pad of up to 3' x 3' will be provided. A gravel or woodchip base is an alternative option.

Artwork is to be delivered and installed by the artist. Sculptures shall be installed in a manner that is sensitive to its environment.

Artists will be responsible for any maintenance required during the exhibition.

It should be understood that this is a town-sponsored exhibit, so the work should be thought of in terms of a small-town center rather than an art museum.

A plaque with identifying information will be displayed nearby by the Town.

Other Information:

- **Deadline:** Applications close April 3, 2026.
- **Eligibility:** Artists, aged 18 and over, working individually or in teams, in any phase of their career are encouraged to apply.
- **Creative Approach:** Preference will be given to designs that creatively respond to the proposed site.
- **Honorarium:** The artist/creative team selected for installation will receive \$4000 for a one-year loan of their artwork and maintenance.
- **Installation:** The art installation will be a temporary installation for a period of one year. The intended display period is August 2026 through September 2027. Specific dates and installation period shall be determined in dialogue with the selected artist(s) with an eye to how the artwork is best suited to engage the public in meaningful ways.
- **Project Assistance:** The Town will facilitate any necessary local permits and collaboration with municipal departments.
- **Insurance:** Artwork will be insured by the Town of Concord for the duration of the loan, excluding general liability for installation, de-installation and maintenance which shall be provided by the artist.
- [APPLICATION LINK](#)

Selection Information:

- Only original artworks will be accepted.
- If an artwork is accepted, artists may not substitute other works.
- Application materials submitted as part of the application process (excluding personal contact information) may be displayed on the Town of Concord website and other town sponsored digital and print media.

SELECTION PROCESS

Submissions will be reviewed by the West Concord Cultural District Committee with additional community representatives. A finalist will be presented to the Concord Select Board for final

approval. If approved, a contract is expected to be awarded in June 2026 for installation in the late summer of 2026. As part of municipal contracting requirements, proof of general liability insurance is required for installation and deinstallation of the artwork.

Selection Criteria:

The WCCDC is committed to fostering an inclusive environment that welcomes diverse perspectives and does not discriminate on the basis of sexual orientation, gender, race or any other protected characteristic.

Preference will be given to Massachusetts-based artists.

Applications will be evaluated including, but not limited to, the following criteria:

- Artistic merit of artwork.
- Strong site-responsive design.
- Potential for artist’s work to engage passersby in an accessible way.
- Completeness of application.

PROJECT TIMELINE

Applications Due: April 3, 2026

Finalist Announced: May

Contract Drafted with Artist: June

Select Board approval: June

Installation: August-September

Community Celebration: October

De-installation: September 2027



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Mark Howell, Chair, Concord Select Board

From: Mimi Graney, Economic Vitality Manager

Date: April 8, 2026

Re: Approval to Install Wayfinding Signage on the Bruce Freeman Rail Trail

Background:

The Bruce Freeman Rail Trail (BFRT) is a 25-mile, multi-town, ADA-accessible, multi-use, non-motorized trail that serves both recreation and transportation goals for communities across the region. Concord's portion of the trail spans approximately 3.75 miles, connecting residents and visitors to West Concord Village and surrounding areas.

As part of a multi-town effort to create a cohesive trail identity and wayfinding system, branded signage has been developed through a collaborative inter-municipal agreement. This memo seeks Select Board approval to install two types of signs from that suite within Concord.

Proposed Signage

The Town proposes to install eight signs at key locations along the Concord segment of the trail:

3 Small Orientation/Directory Signs at:

- Gerow Park
- Nashoba Brook
- Powder Mill Road

5 Pole-and-Arrow Wayfinding Signs near:

- Acton-Concord Town Line (approximate)
- Junction Park
- Old Marlboro Road
- Williams Road
- Garrison Building

Specific placement at each location is being finalized in consultation with the Department of Public Works, the Friends of the Bruce Freeman Rail Trail, and other relevant staff. A slideshow with illustrations and details for each sign location has been submitted.

Purpose

The Bruce Freeman Rail Trail signage program serves the following goals:

- **Safety and Accessibility:** Improve safety for all trail users by providing clear orientation and directional information throughout the Concord segment of the trail.
- **Economic Vitality:** Highlight the amenities of West Concord Village and encourage trail users to visit and support the local business district, boosting the economic vitality of the area.
- **Sustainable Transportation:** Reduce reliance on automobiles by promoting the trail as a practical means of reaching West Concord for everyday trips and errands.
- **Wayfinding and User Experience:** Orient trail users along the route; connect them with essential services including restrooms, food, water, and transit options; and inform them of nearby green spaces and additional areas to explore.

Budget

The total project cost is estimated at \$21,550, as detailed below:

3 Small Orientation Signs @ ~\$3,100 each =	\$9,300
5 Pole & Arrow Signs @ ~\$2,375 each =	\$11,875
Delivery =	\$375
TOTAL	\$21,550

Installation will be performed by the Concord Department of Public Works at no additional cost to the project.

Funding sources cover the full project cost:

Concord Community Preservation Act Funds: \$16,826
Planning Department awarded two CPC grants, one in 2020 and another in 2021, that included in their scope of work wayfinding along with other deliverables. To complete that work a total of \$16,826 remains in CPC funding.

Grant award in 2026 from Friends of the Bruce Freeman Rail Trail: up to \$10,675

Community Input and Review


The signage program has been reviewed and received input from the following departments, committees, and stakeholders:

- Select Board
- Public Works, Highway and Grounds Division
- Natural Resources Staff
- Transportation Advisory Committee
- West Concord Cultural District Committee
- West Concord Advisory Committee
- Community Development Staff

As a town-sponsored sign program, this installation is exempt from the Town's sign ordinance.

Terms and Maintenance

The signs are intended to be permanent installations. Ongoing maintenance will be the responsibility of the Concord Department of Public Works.



Wayfinding Signage for the Bruce Freeman Rail Trail

Presented by Mimi Graney, Economic Vitality Manager
Working Document – version 7 – April 2026



Funding Context

- Total cost \$27,501.
 - \$16,826 available from CPA
 - \$10,675 grant from Friends of BFRT
- Project scope limited to brand-approved signage
- CPA grant must be spent no later than August 2026

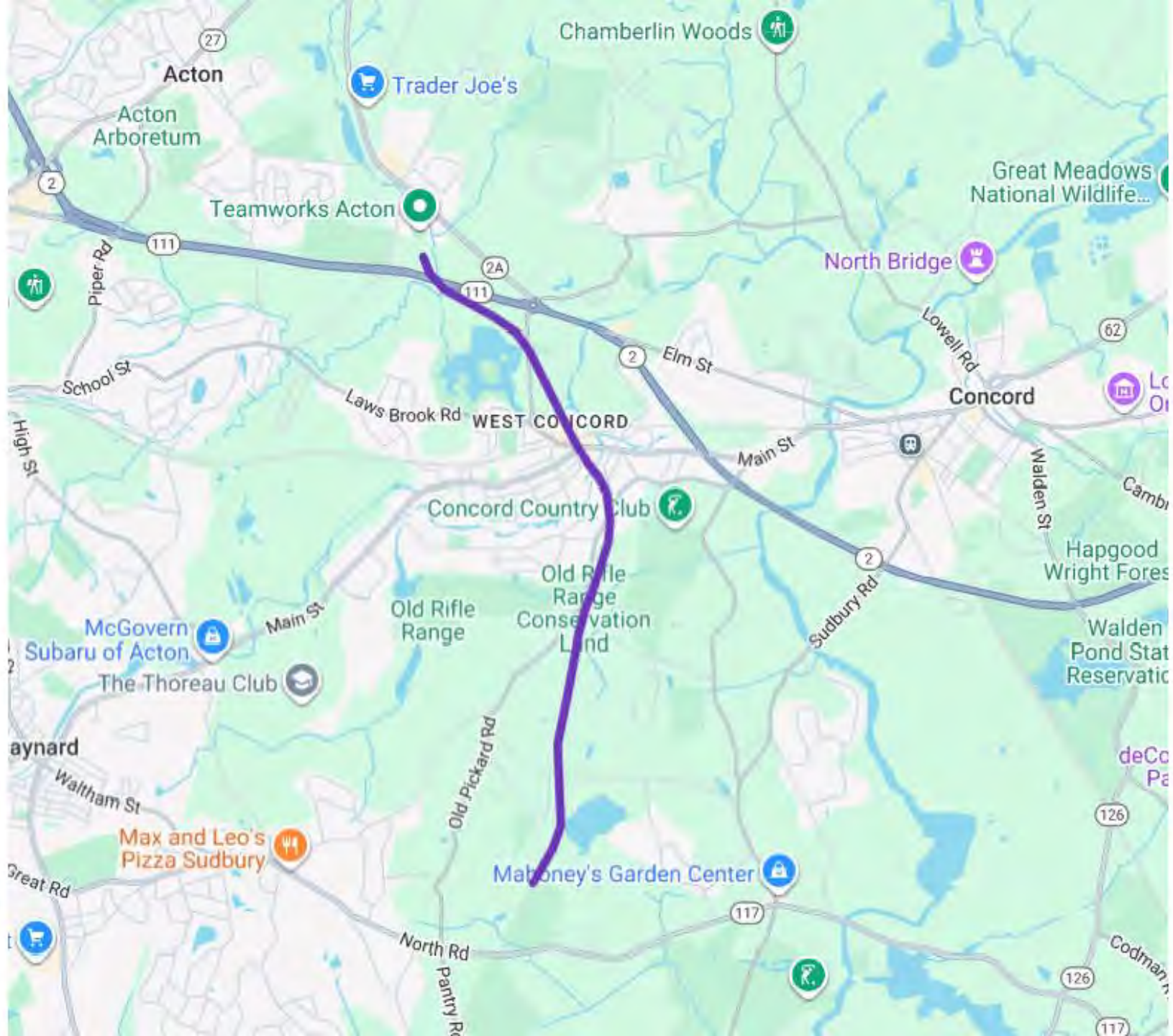
BRUCE
FREEMAN
RAIL TRAIL



Bruce Freeman Rail Trail Context

- 25-mile, multi-town trail
- Portion in Concord = ~ 3.75 miles
- ADA accessible, multi-use, non-motorized
- Serves both recreation & transportation goals

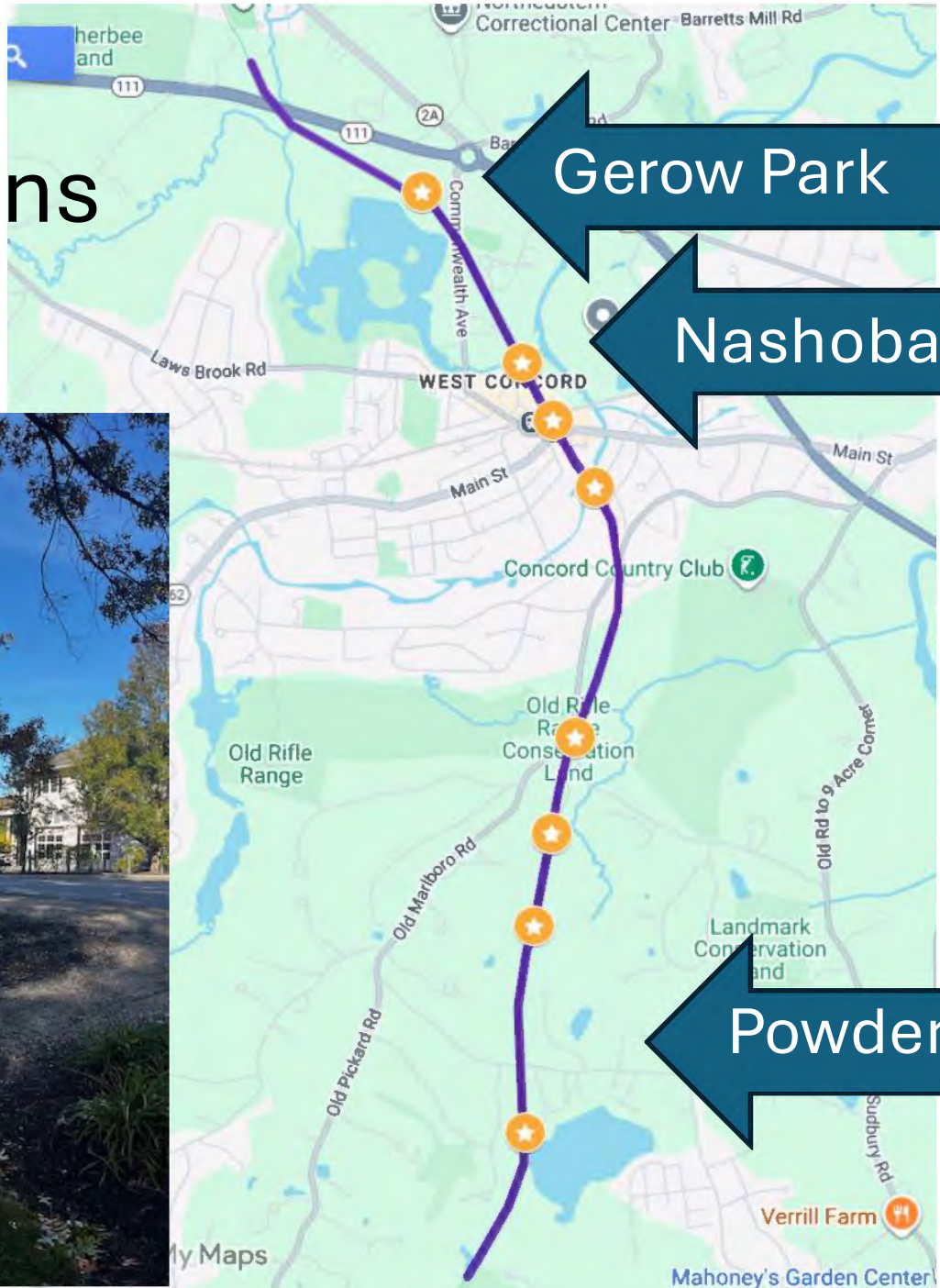




Branded Signage Suite



Proposed: 3 Small Directory Signs

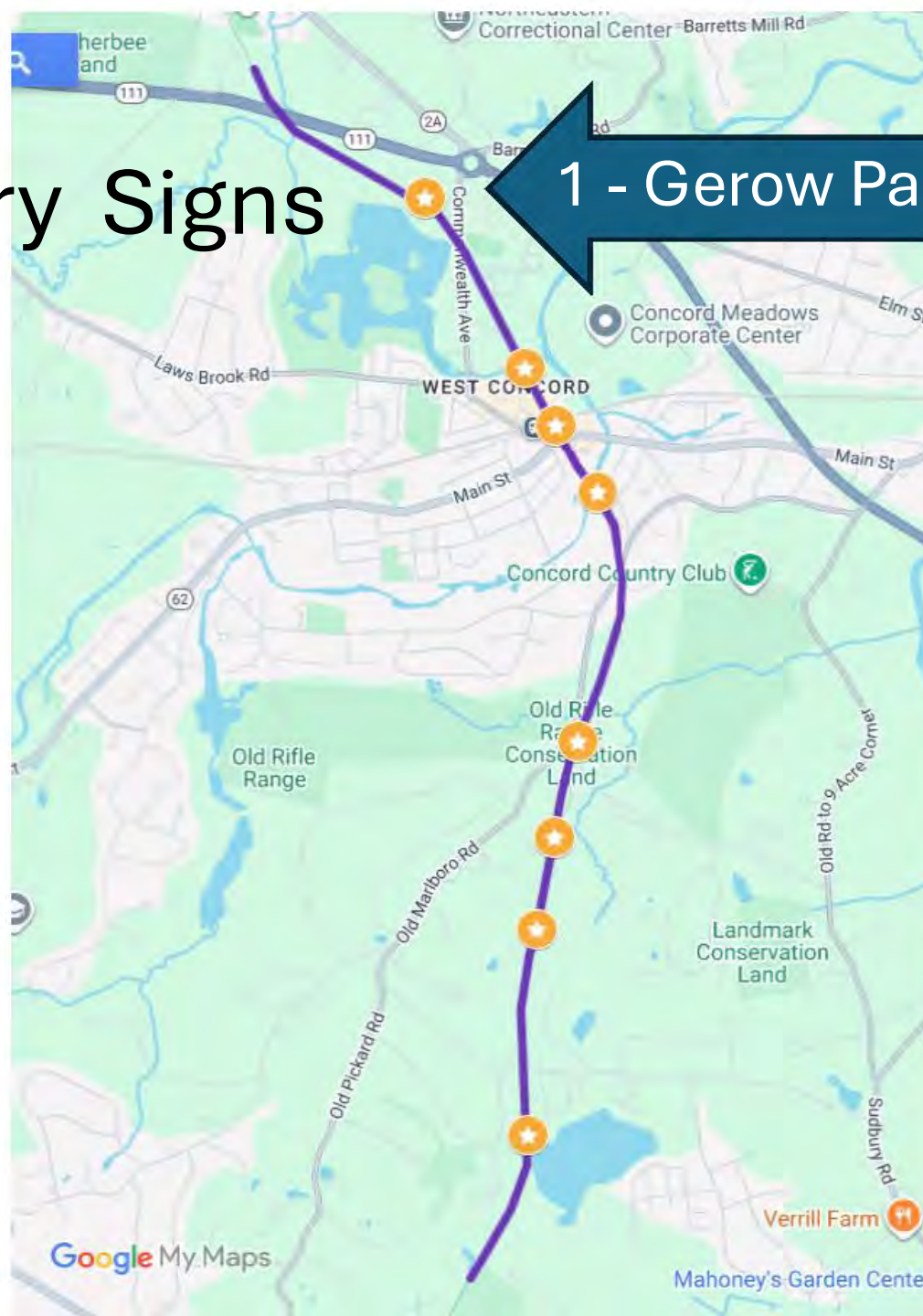


Gerow Park

Nashoba Brook

Powder Mill Road

Proposed: 3 Small Directory Signs

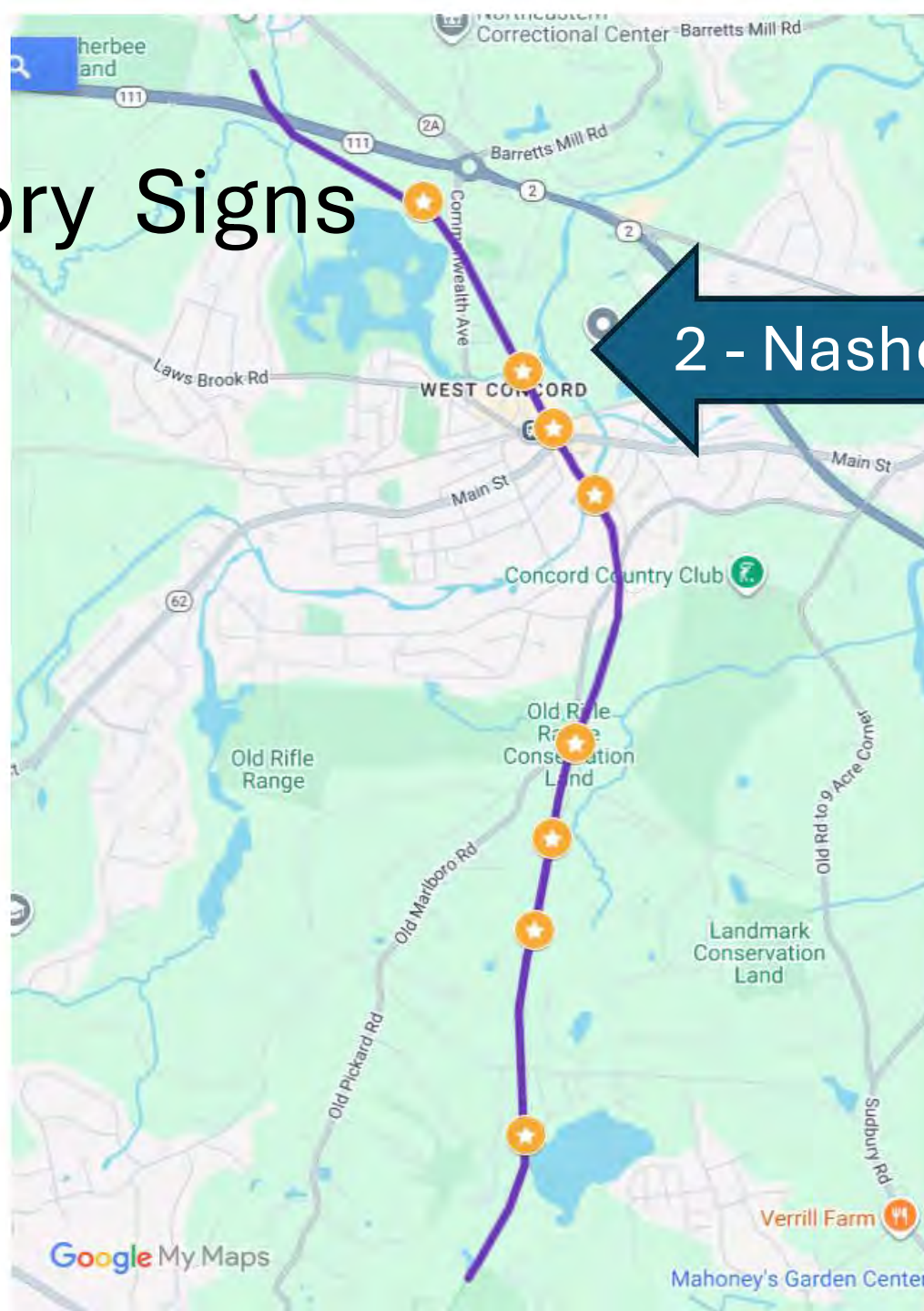


Content – updated every year or two:

Theme: Trail Amenities

- Map
- Amenities:
 - Restrooms
 - Vehicle Charging
 - Bike Share
 - Bike Repair
 - Business districts serving cyclists/walkers in Concord and beyond

Proposed: 3 Small Directory Signs

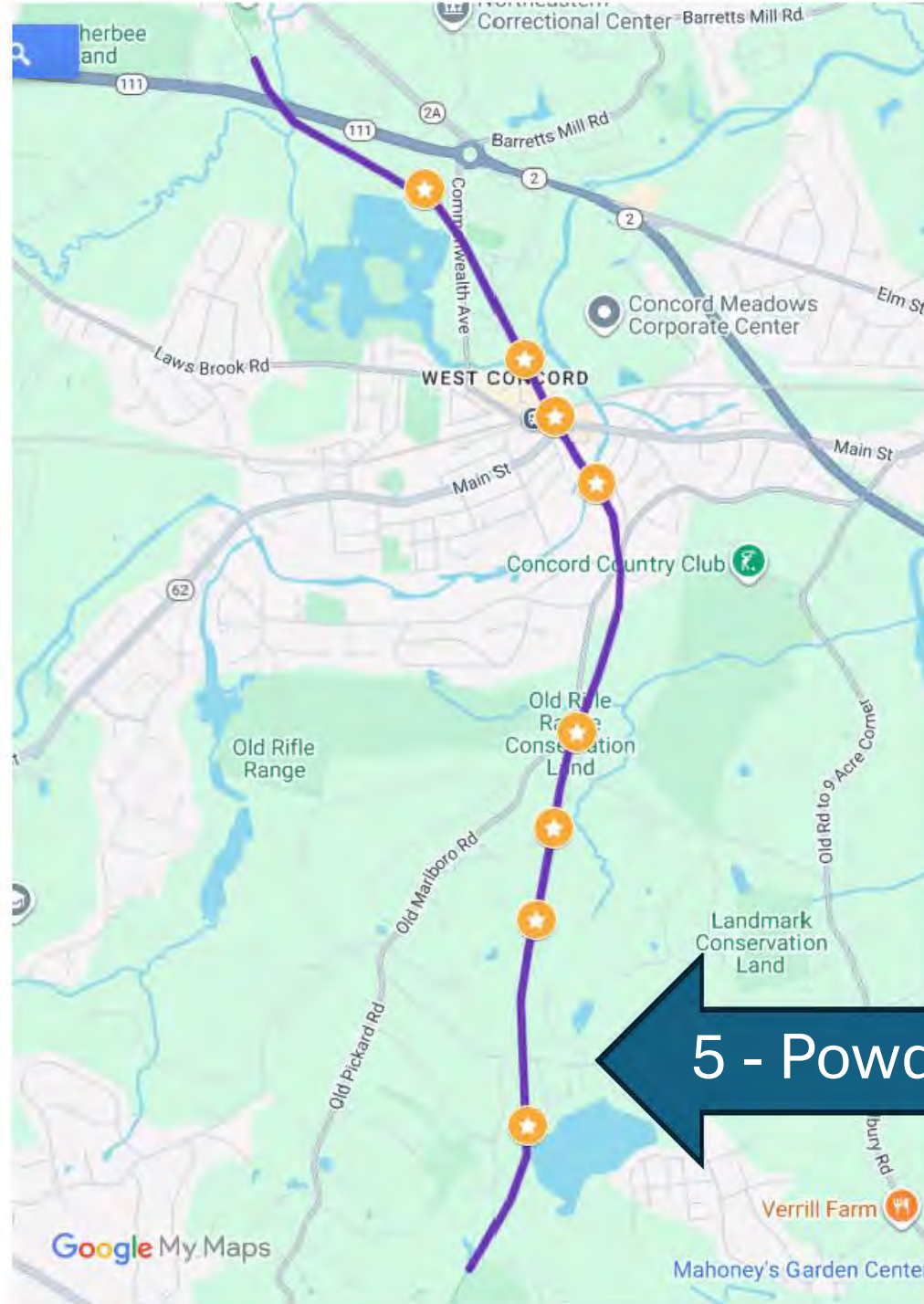


2 - Nashoba Brook

Content – updated annually
Theme: Local Businesses

- Map
- Business Directory organized by biz type
- Amenities:
 - Rideout
 - Boat launch
 - Gerow
 - Bike share & Bike Repair

Proposed Signs

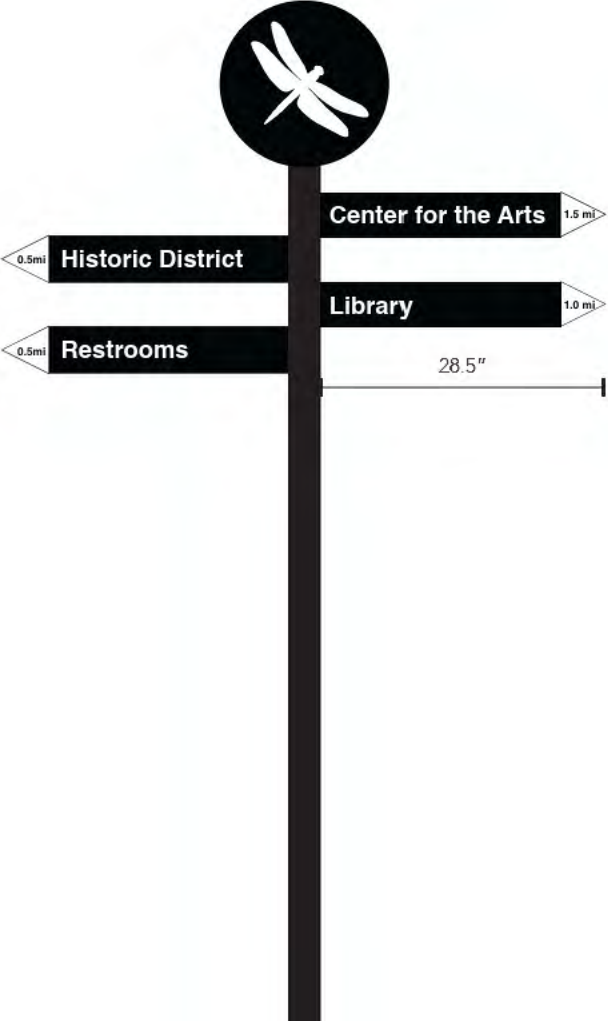


Content – updated biannually
Theme: Neighborhood history

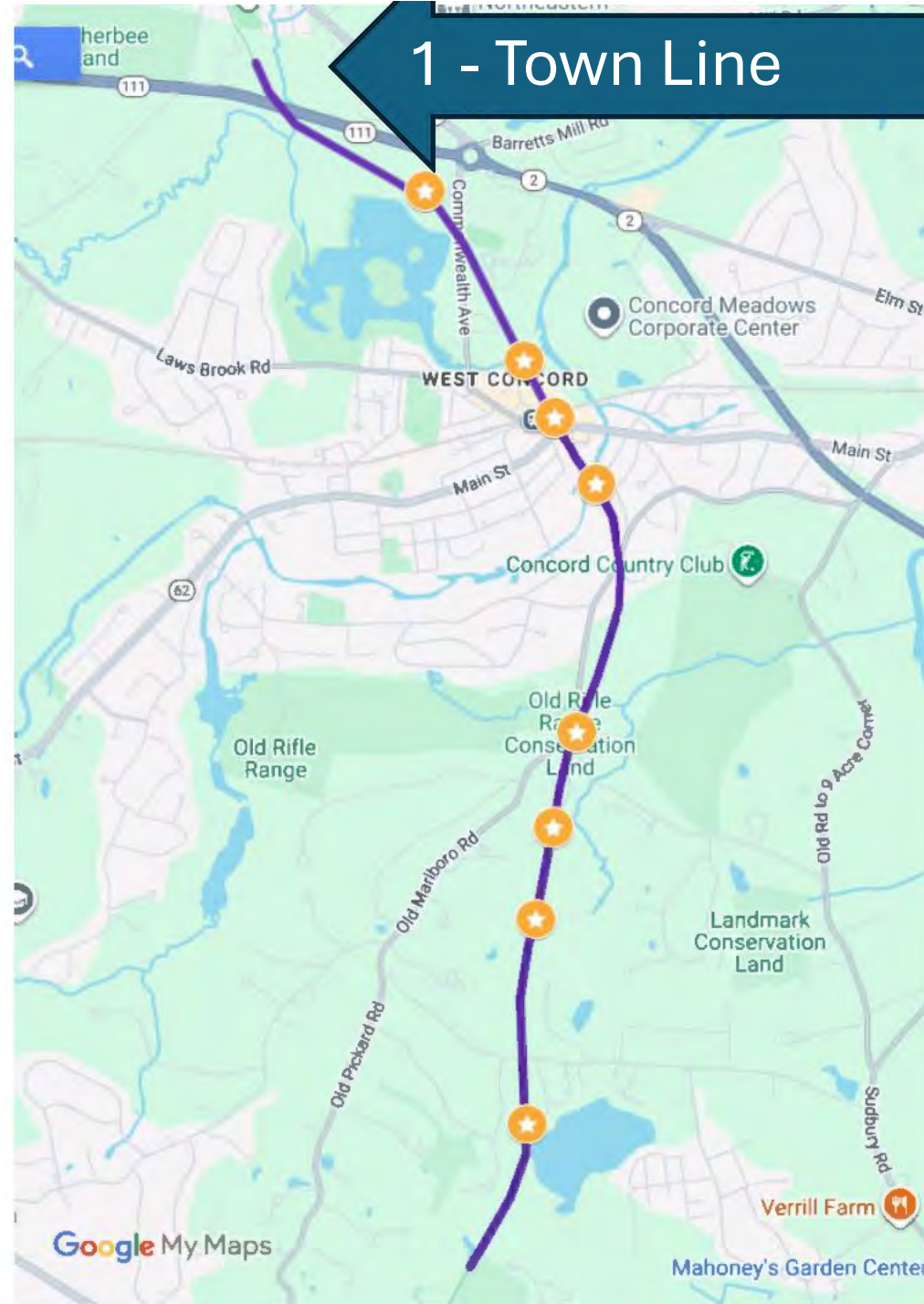
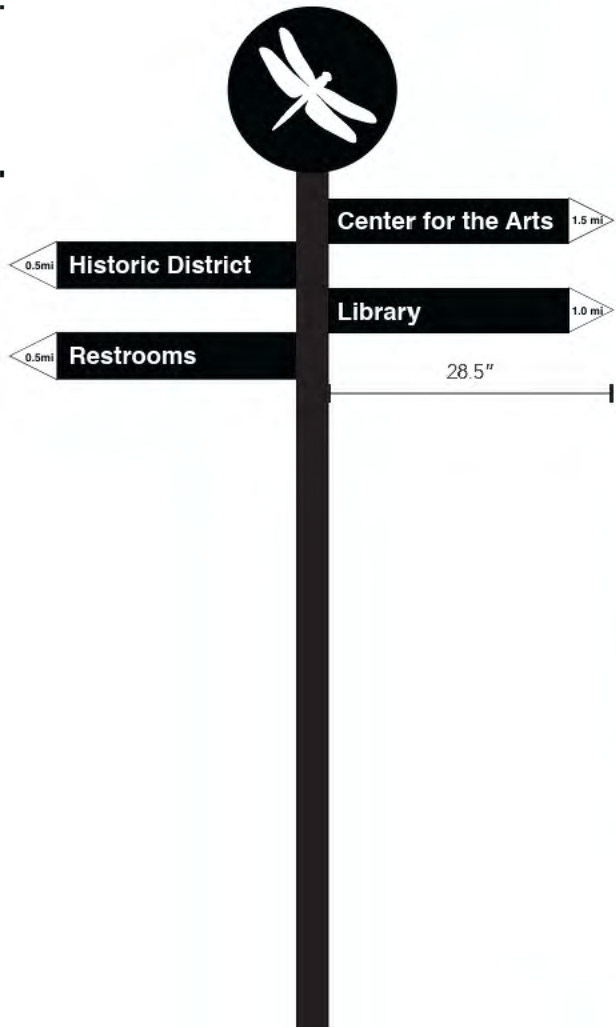
- Dugan Neighborhood was one of three Black enclaves in the 17th-18th centuries
- Tells story of changing land uses: settlement > cultivation > conservation
- Illuminates stories behind names of nearby features like Jennie Dugan's Brook

5 - Powder Mill Road

Proposed: 5 Pole & Arrow Signs



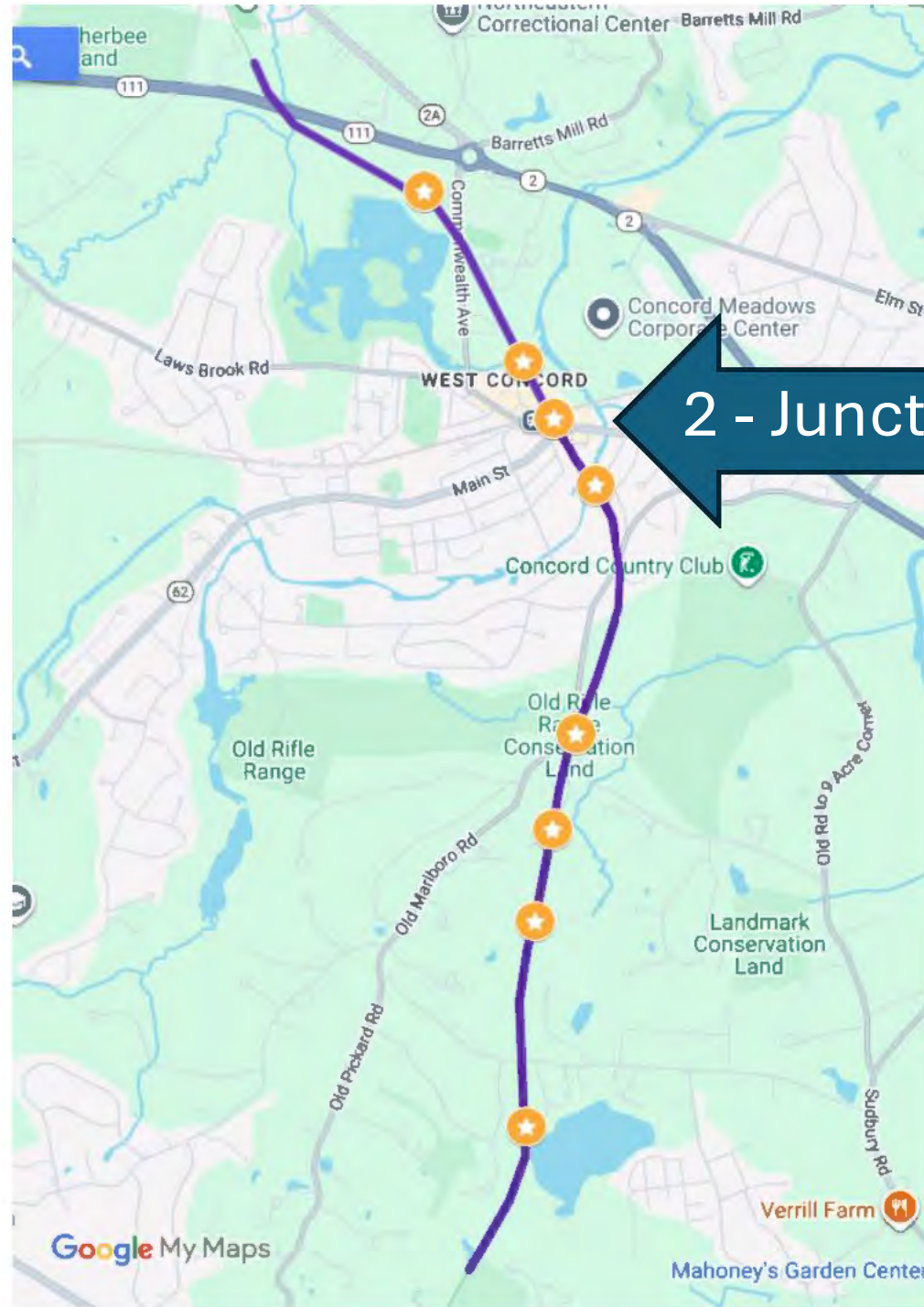
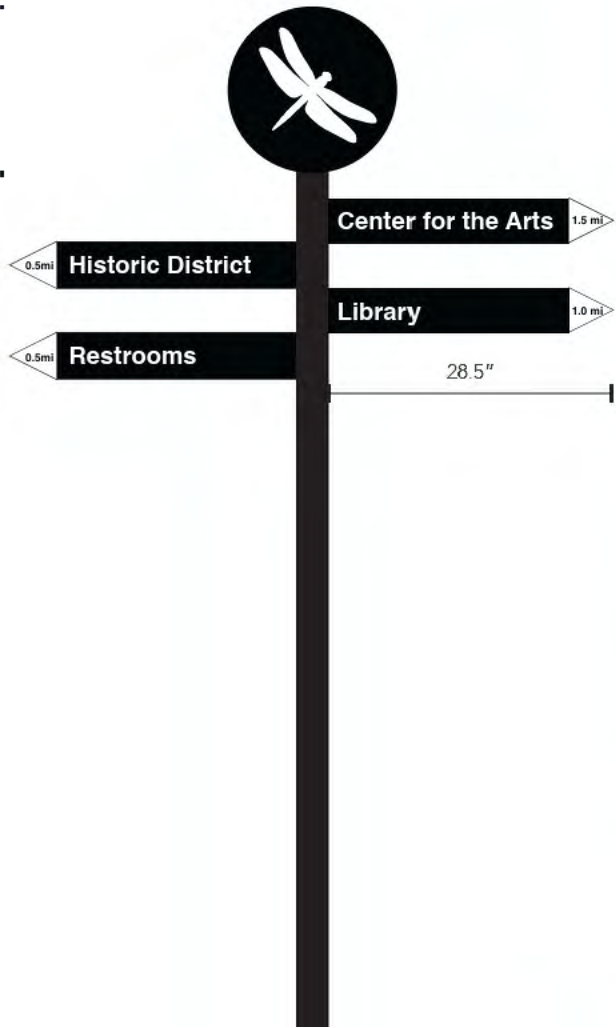
Proposed Signs



Directional pointers to:

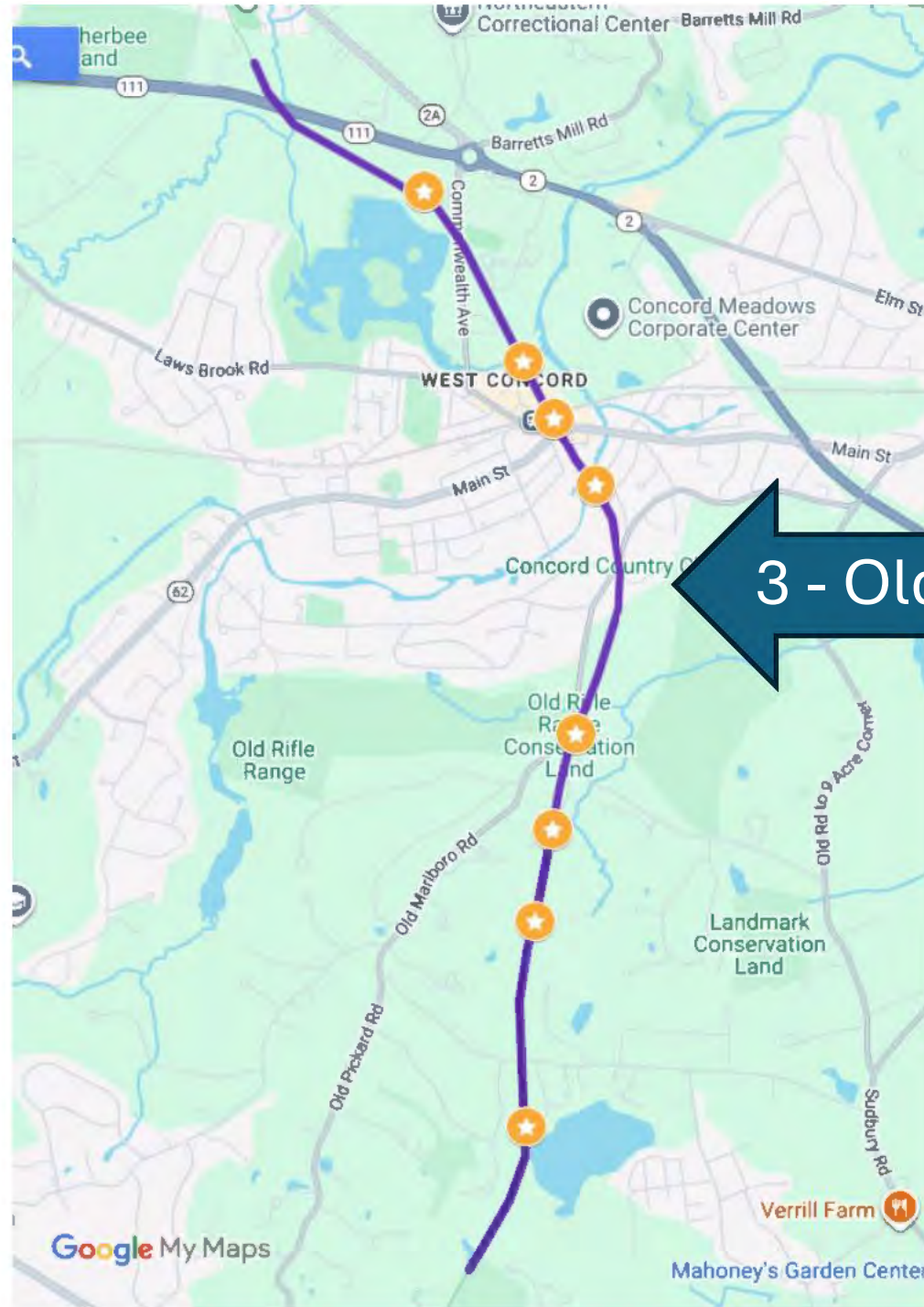
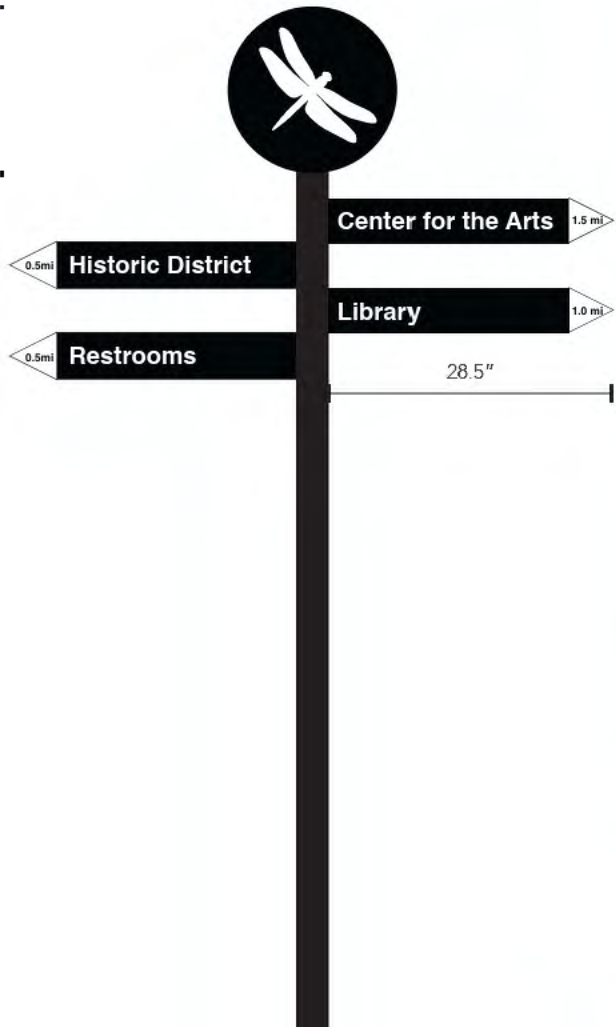
- Nara Park 3.5 miles
- East Acton Village Green – icons shopping - .6 miles
- Gerow Park .6 miles
- West Concord Village – icons for food, shopping, MBTA - 1.3 miles

Proposed Signs



- Directional pointers to:
- Nara Park - 5 miles
 - Gerow Park - .9 miles
 - Assabet River Bluff - .3 miles
 - Rideout Park - .4 miles

Proposed Signs

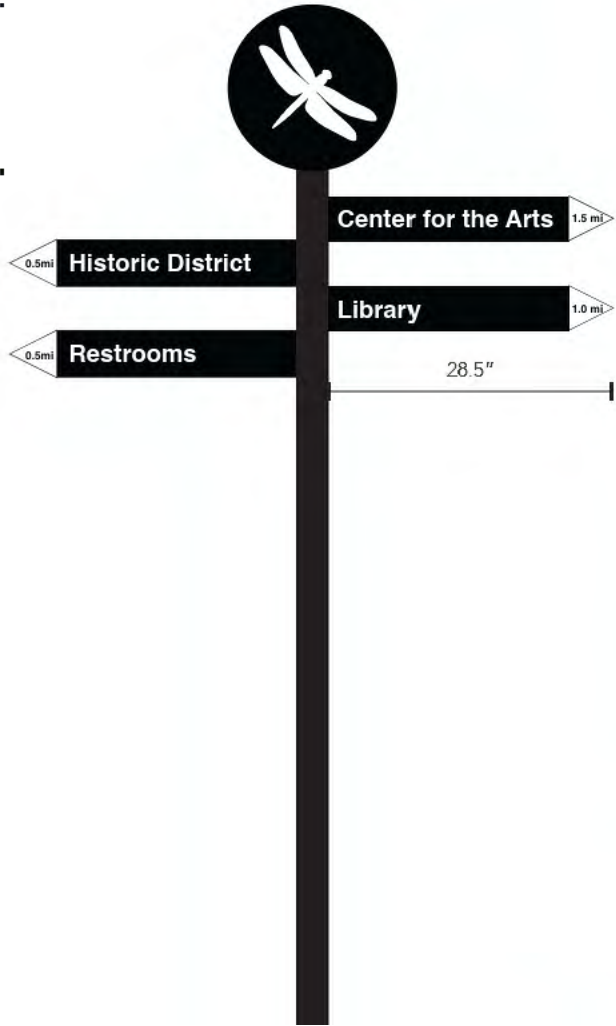


3 - Old Marlboro Road

Directional pointers to:

- West Concord Village – icons for food, shopping, MBTA - .6 miles
- Davis Field Sudbury – 2.6 miles
- Mass Central Rail Trail – 6.4 miles

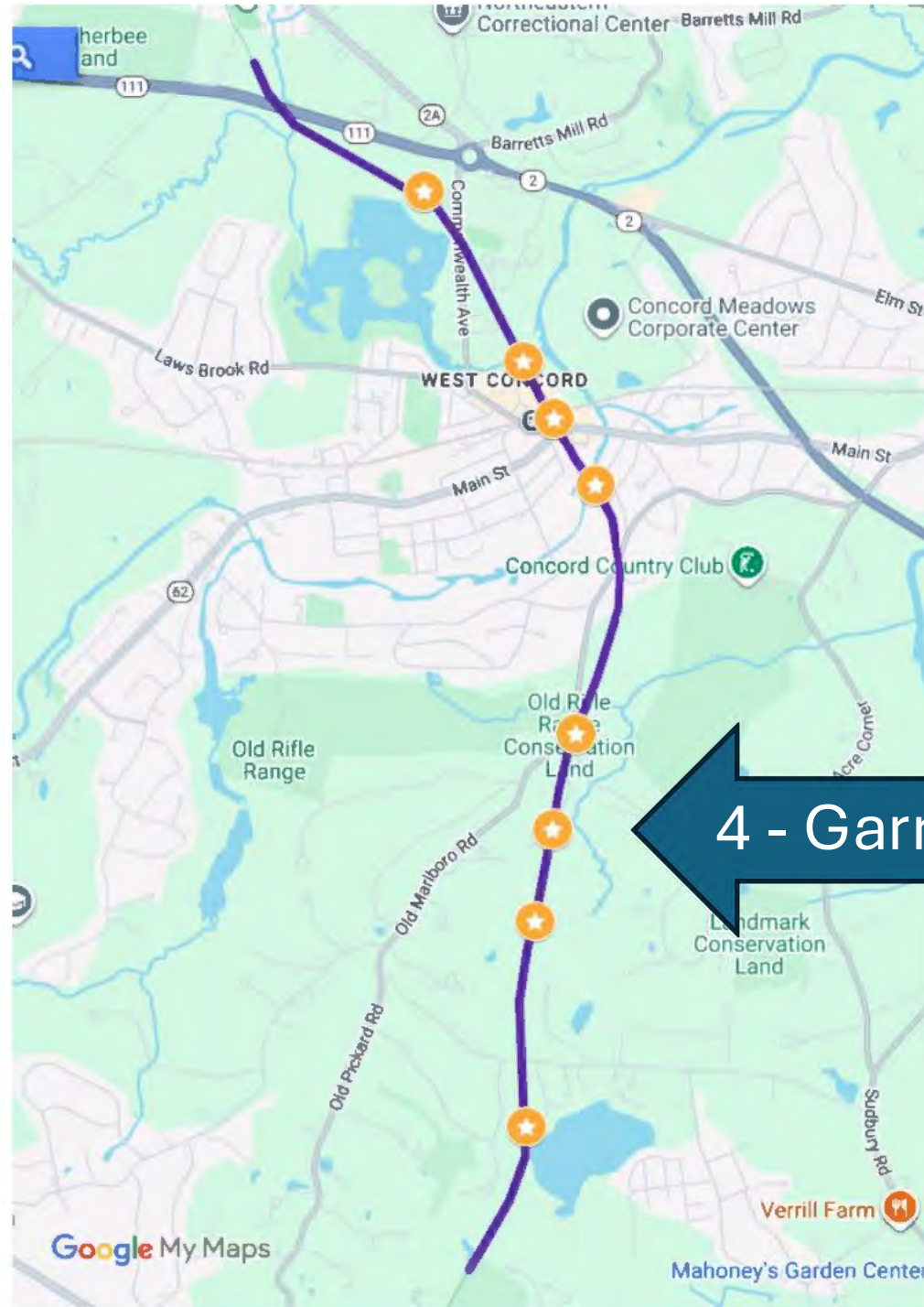
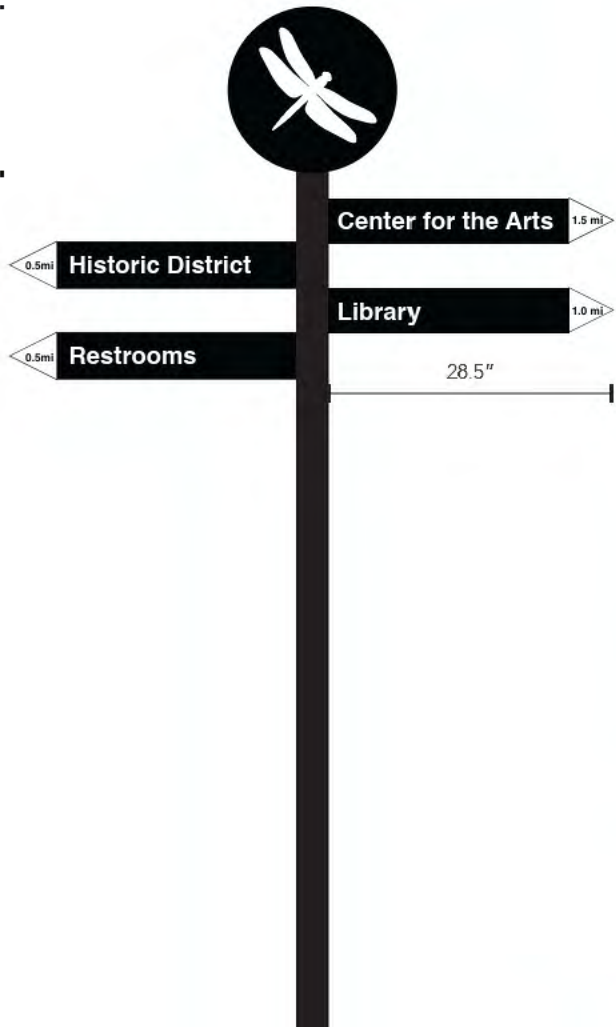
Proposed Signs



Directional pointers to:

- Gerow Park – 2.1 miles
- West Concord Village – icons for food, shopping, MBTA – 1.5 miles
- Davis Field Sudbury – 1.8 miles
- Mass Central Rail Trail – 5.5 miles

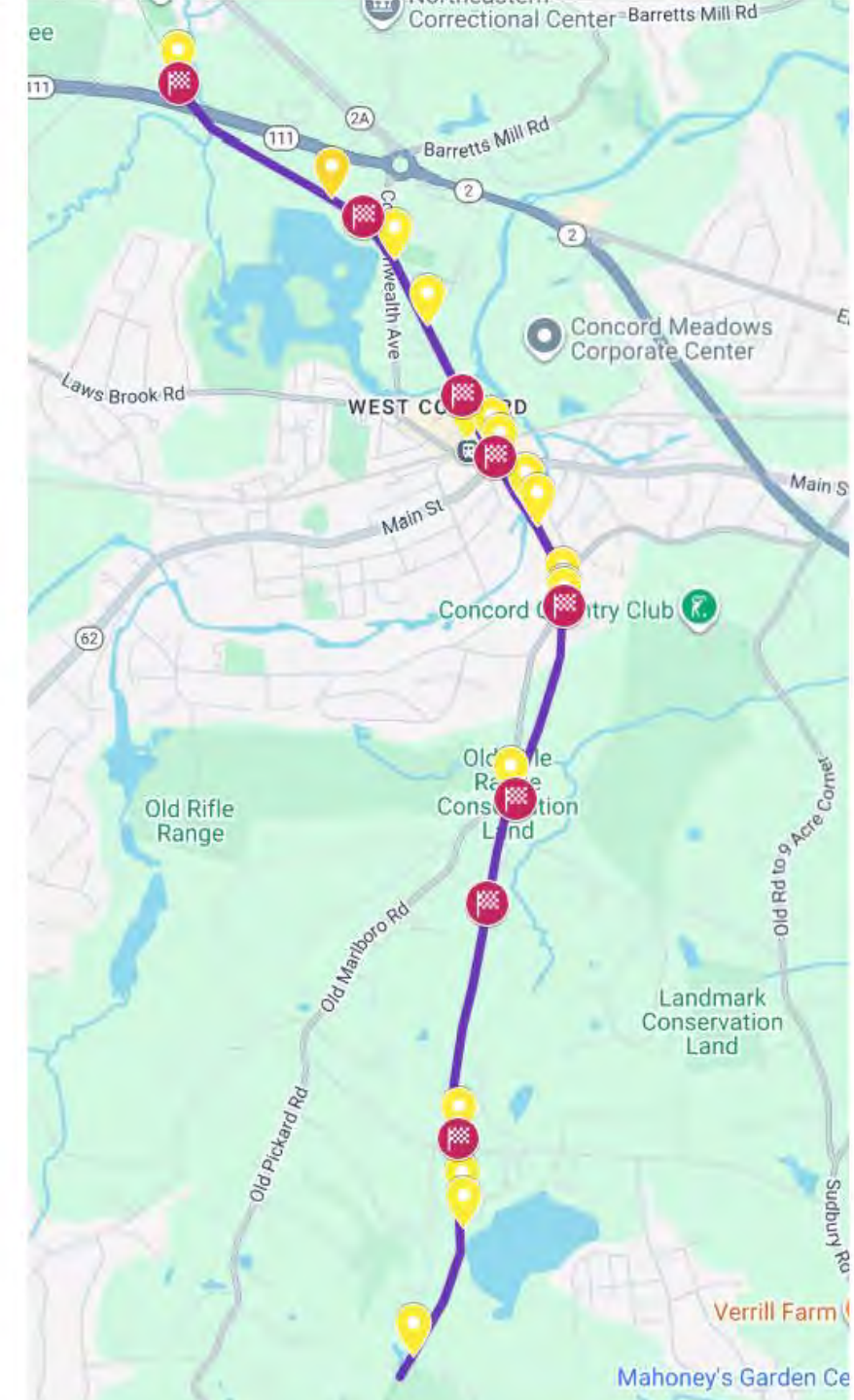
Proposed Signs



Directional pointers to:

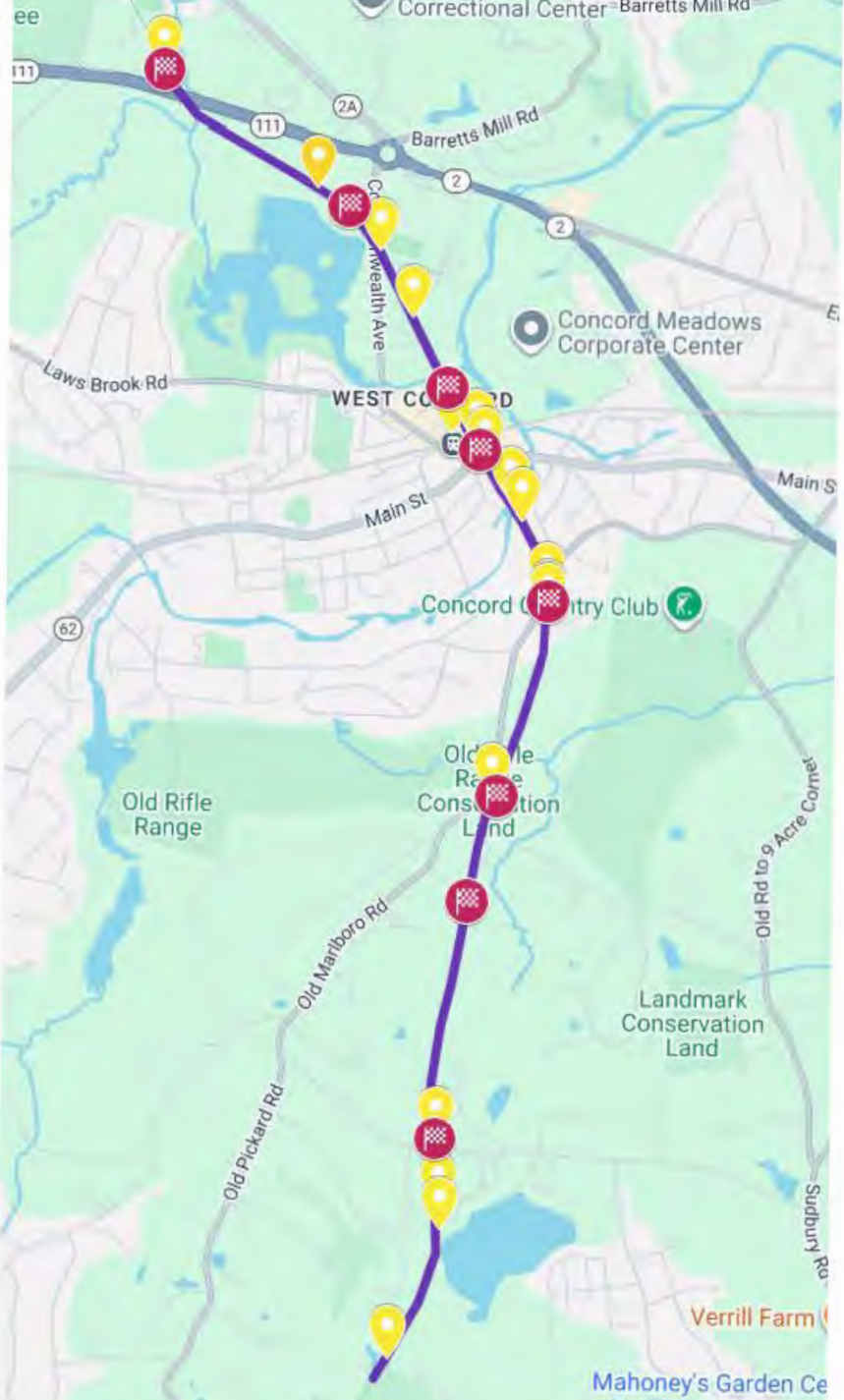
- Gerow Park – 2.1 miles
- West Concord Village – icons for food, shopping, MBTA – 1.5 miles
- Davis Field Sudbury – 1.8 miles
- Mass Central Rail Trail – 5.5 miles

4 - Garrison Building



Yellow = existing sign
Red = Proposed sign

[Interactive Google Map](#)



Budget:

3 Small Orientation Signs @ ~ \$3,100 each = \$9,300

5 Pole & Arrow Signs @ ~ \$2,375 each = \$11,875

Installation (now by Public Works) = ~~\$6,326~~

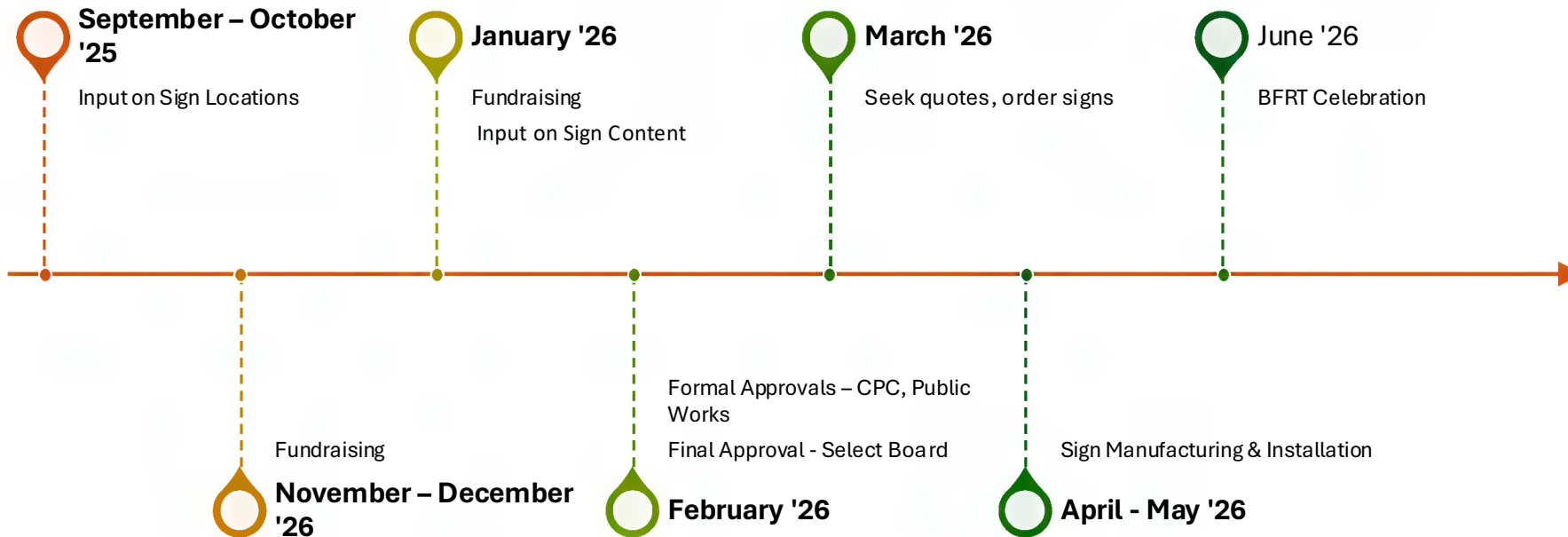
+ Delivery (now needed from sign co) = +\$375

TOTAL = ~~\$27,501~~
\$21,550

CPC Funds = \$16,826

Grant, Friends BFRT = up to \$10,675

Proposed Timeline



Revised:
April – Formal Approvals
May – Bid released
Summer – Installation
October - Celebration



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Concord Select Board

From: Mimi Graney, Economic Vitality Manager

Date: March 17, 2026

Re: Public Art Proposal - **Mural for Powder Mill Road underpass on Bruce Freeman Rail Trail**

Request for Provisional Approval for Public Art on town owned property

Sponsor:

Economic Vitality Division working with a Project Advisory Team.

Managed by Mimi Graney, Economic Vitality Manager with support from Advisory Team members representing community stakeholders.

Purpose:

This mural will beautify the blank white walls of the Powder Mill Road underpass and create a memorable landmark along the Bruce Freeman Rail Trail. The commission will enrich the experience of trail users — cyclists, pedestrians, and families — by transforming a utilitarian structure into an engaging work of public art. The artwork will also help address an ongoing maintenance challenge by mitigating graffiti and tagging on the underpass walls by those attracted to the blank canvas and through the application of an anti-vandalism coating. By activating this quiet, enclosed space with color and imagery, the project will enhance the feeling of safety and welcome for all who pass through.

A mural on the site has been proposed by Public Works staff as well as residents.

Site(s):

The Powder Mill Road underpass on the Bruce Freeman Rail Trail, Concord, MA. The bridge is State-owned (MassDOT bridge number C-19-105) with a 15-foot span. The

pedestrian-side walls run approximately 60 feet from headwall to headwall and stand 7.5 feet high, providing roughly 900 square feet of mural surface.

Project Description:

Artist Selection: Through a well-publicized Call for Artists, the project team will execute a transparent and fair process to select an artist whose design best serves the site. The Call will suggest possible themes rooted in the character of the trail corridor such as natural environment of the Assabet River watershed and history of the area that had at one time been farmland. The Project Advisory Team will serve as the jury for artist selection.

Artist Agreements: Before beginning work, the selected artist will be required to execute a contract, reviewed and approved by the Town Manager, that details the final approved design, permitted materials, copyright and ownership title, terms for site access, maintenance responsibilities, and other obligations. Insurance requirements for this project are set by MassDOT and are anticipated to be higher than those typically required for Town art projects. The artist agreement will reflect the applicable MassDOT standards.

Permitting: Because the bridge is State-owned, MassDOT permission is required prior to any work on the structure. MassDOT permission can be obtained through an online form submitted once the artist has been selected and the design approved. Staff will initiate this process promptly after artist selection and allow a minimum of two weeks for MassDOT review and approval.

Materials: The mural will be executed in exterior latex paint applied directly to the underpass walls. Upon completion, the artwork will be sealed with an anti-vandalism coating to protect the investment and reduce future graffiti maintenance costs.

Installation: Work is expected to take 7 to 14 days. A power lift or scaffolding platforms will be required to reach the full height of the walls. The mural can be executed without closing the underpass to trail users.

Maintenance: Maintenance, such as graffiti removal, will be the responsibility of Concord Public Works. It is expected, should maintenance of the artwork require more than a minor paint touch up, the Town will consult with the artist for repairs while retaining the rights to remove the mural by either repainting in a solid color or with a new design.

Tentative Schedule:

- April: Funds appropriated. Select Board provisional approval
- Early May: Advisory Team convened. Themes and approach determined.
- Mid-May: Call for Artists issued (open for 5-6 weeks)
- Late-June: Application review and artist selection (2 weeks)
- July: Select Board review approval. MassDOT permit application submitted.
- August: Artist contracting and scheduling
- Mid-September: Mural installation begins
- Late September – mid-October: Mural installation complete (7–14 days)

Community:

A Project Advisory Team will provide guidance throughout the initiative. Advisory Team members are anticipated to include representatives from:

- Public Works
- Friends of the Bruce Freeman Rail Trail
- West Concord Cultural District Committee
- Natural Resources Commission
- Neighbors (White Pond, Powder Mill Road)
- Transportation Advisory Committee
- Additional representatives as identified by the project team

Administration and Town Responsibilities:

Concord's model Artist Agreement will be the basis for individual agreements to be executed with each of the select artists before any work may proceed. Each agreement will include the final approved design along with certificate of insurance covering the artist with the Town of Concord listed as an additional insured.

Economic Vitality Manager Mimi Graney is the staff lead and will manage the Call for Artists, coordinate the Project Advisory Team, execute the artist contract, and obtain MassDOT permitting.

Additional expenses beyond the artist's commission include paint and materials, rental of a power lift or platforms and the anti-vandalism coating. These will be reflected in the project budget.

Budget:

Artist Fee	\$20,000	See note
Exterior latex paint and primer	\$1,850	10 gals primer @ \$35, 30 gals paint @ \$50/gal
Anti Vandalism coating	\$1,500	
Supplies (brushes, rollers, drop cloths, misc)	\$750	
Baker scaffold rental	\$1,200	3 units x 2 weeks @ \$200/week
Insurance	\$1,800	MassDOT requires higher coverage than typical Town projects
Contingency	\$2,710	10%
TOTAL	\$29,810	

A 900 square foot exterior mural is a substantial commission well-suited to an experienced muralist. At a \$20K commission, the project will attract capable artists.

Professional muralists typically charge \$25–\$35/sq ft for complex work which is on the lower range of this budget (900 x \$25 = \$22,500).

The project as outlined in terms of budget and timeframe favors bold, graphic designs over highly detailed or photorealistic work, which demands significantly more time and is difficult to execute within a 7–10 day window.

Public art projects generally set a fixed commission and state it clearly in the Call for Artists.

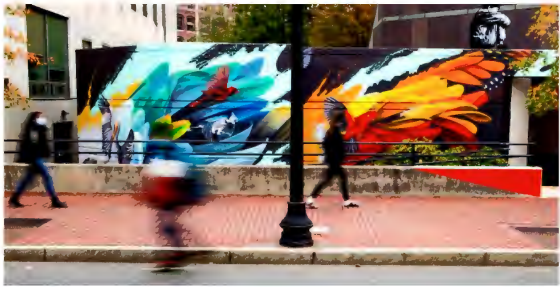
Issuing the Call in May is necessary as artists will be more likely available to respond before the painting season opens and demands their attention. The best artists will be booked quickly.

Site Images:



Sample artistic approaches:

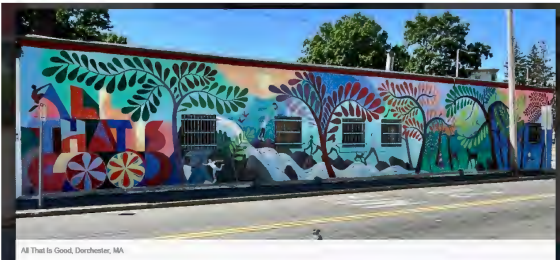
[Felipe Ortiz](#), based in East Boston, has executed a number of projects on underpasses and is inspired by birds and the surrounding landscape.



[Sophy Tuttle](#) brings a scientist's eye to her creative representations of nature.



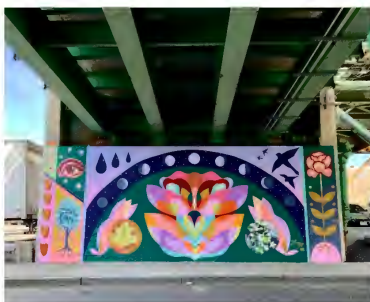
[Alex Cook](#) creates murals as part of a community process. As part of his practice, teams of youth and others work alongside the artist to create a mosaic of color within the outlines of the artist.



[Anna Dugan's](#) murals are graphic and boldly colorful, just right for a dark underpass.



[Lena McCarthy](#) leaps from the inspiration of the natural world and delves into the power for spiritual transformation and mysticism.



[Amanda Hill](#) celebrates the commonplace and populates her murals with people within dynamic, organic graphic fields.





Black Heritage Trail Markers Project

April 9, 2026



MASSACHUSETTS
visitma.com

Sponsors

The Robbins House
Concord DEI Committee
Concord Visitors Center
Economic Vitality and Tourism
Divisions
Mass Office of Travel and Tourism

Project Description

8 -10 trail markers

Centers Black heritage, including former Black residents and Concord's abolitionist history

Grounded in documented scholarship and community knowledge

Pilot-scale: modest, informative

Designed as a coordinated set that work together

Functional trail markers, not historic or commemorative monuments

\$28K budget funded by MOTT, ARPA



Why Black Heritage Visibility Matters



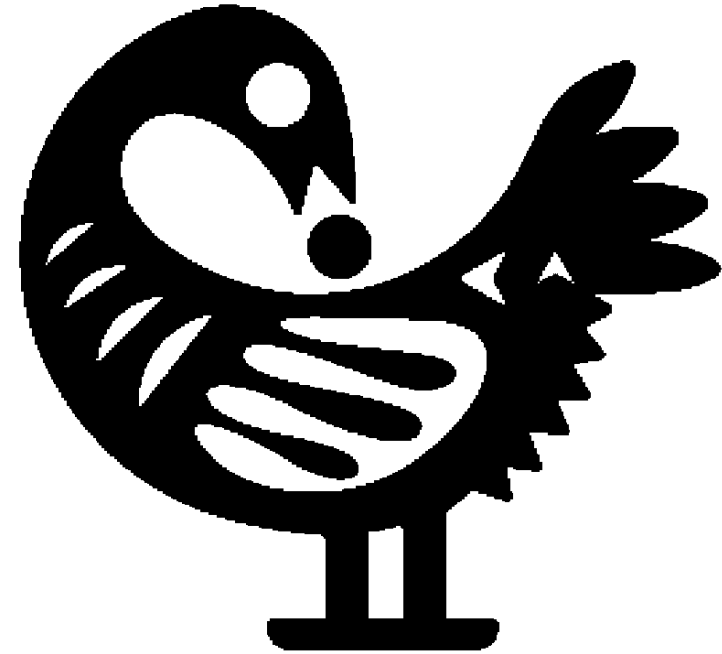
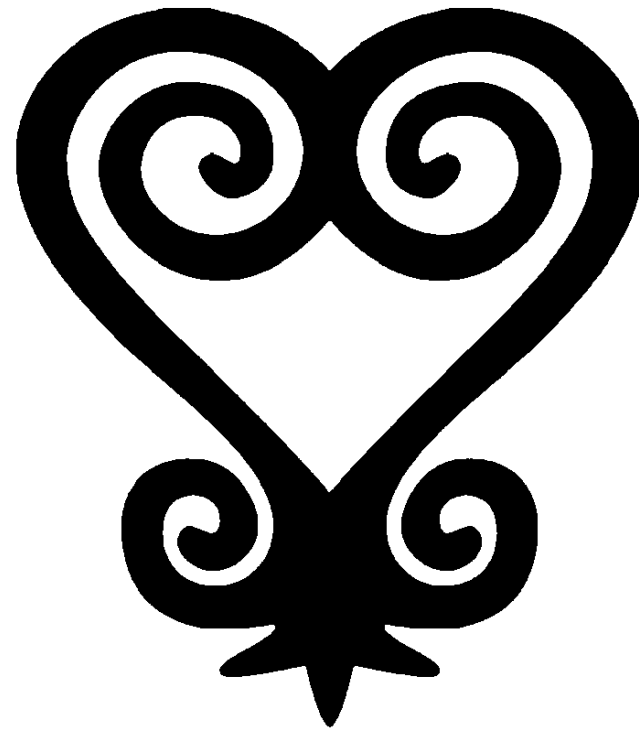
- Concord's celebrated history of liberty was shaped by Black and Native people — their story is largely invisible in our public landscape
- The stories we see determine who feels they belong
- Black history is not a footnote to Concord's story — it is foundational to it
- Visible history changes how residents and visitors understand this community
- The trail affirms Concord's commitment to being welcoming and honest about its past

Sankofa

Learning from the Past to Guide the Future

Akan term from Ghana "to go back and get it" and proverb: "It is not taboo to go back for what you forgot"

Often used to represent African American educational initiatives focused on history, community and reclaiming heritage



Advisory Team



Project Leads:

Mimi Graney

Joe Palumbo

Jen Turner

Beth Williams

Team Members:

Dr. Robert Bellinger - Suffolk University, Professor Emeritus in History; Founder, Righting Histories; Public Historian

Brian Bradbury - Revolutionary Valley Regional Tourism Council

Ann Clifford - Town of Concord Planner, Historic Districts

Grady Flinn - CCHS Alum, currently at Yale University

Dr. Maria Madison - Robbins House founder, Dean at Brandeis University

Rebecca Migdal - Thoreau Farm, Executive Director

Rob Munroe - Concord Academy, Concord 250, Historical Committee

Andrew Nyamekye - DEIB Director, CPS

Osamagbe Osagie - Resident

Sandra Harbert Petrulionis, PhD - Pennsylvania State University, Professor of American Studies, Concord abolitionist history

Nikki Turpin - Robbins House, President, Programming Director

Dr. Michael Williams - Elected official (School Committee)

Sam Williams - CPO Director

Joe Zellner - CCHS Black History teacher, Robbins House Interpreter

Selection of Locations

Matrix to Assess Appropriateness

- Significance
- Agency
- Interpretative Power, Clarity
- Coherent Narrative
- Accessibility, Engagement



CONCORD'S BLACK HERITAGE TRAIL

THE GREAT FIELD

Great Meadows Road

Historic Black Neighborhood

In the 1700s and 1800s, the Great Field was home to a community of Black and Native Concordians living on the edge of town life. Families farmed small plots, harvested cranberries, and took on skilled work. In 1761, John Jack became Concord's first Black landowner. Caesar Robbins – a Patriot of Color – built a home here that became a refuge for others, including Jack Garrison, a freedom seeker from New Jersey, who raised a family that left a lasting mark on Concord.



Jack Garrison

Site
1

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

THE TOWN HOUSE

22 Monument Square

The Life of John Garrison Jr.

For many years, John Garrison Jr. was a familiar presence in and around this building. As Superintendent of the Town House beginning in 1862, he maintained Concord's government buildings – a position of real responsibility. John grew up in the Great Field neighborhood of Concord and the Garrison family lived in the historic Robbins House, home to both the Robbins and Garrison families, whose histories are woven into Concord's story. John Jr.'s grandfather Caesar Robbins was a Revolutionary War veteran and Patriot of Color. John's wages here helped him build the cottage at 78 Monument St., still standing today.



John Garrison Jr.

Site
2

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

UNIVERSALIST MEETING HOUSE
12 Monument Square

Frederick Douglass Speaks

On October 12, 1841, Frederick Douglass – newly free and emerging as a powerful abolitionist voice – spoke at Concord's Universalist Meeting House during a Middlesex County Anti-Slavery Society meeting. He was invited by the Concord Female Anti-Slavery Society, led by Mary Merrick Brooks, Helen Thoreau and Susan Garrison, the mother of John and Ellen Garrison. Though abolitionists were a minority in town, the event strengthened local and national anti-slavery efforts. Douglass would return to Concord to speak several more times.



Frederick Douglass

Site
3

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

HILL BURYING GROUND Monument Square

John Jack's Grave and the Graves of Black Concordians

John Jack was born in Africa around 1706, kidnapped and brought here to spend much of his life enslaved in Concord. Eventually, he secured his freedom, bought land in Concord, and became the first formerly enslaved person to own land here. His gravestone features an epitaph written by Loyalist lawyer Daniel Bliss that highlights the contradiction between America's ideals of liberty and the reality of slavery. It is one of the few known pre-Revolutionary grave markers for a free Black man in North America. The remaining graves of other Black Concordians of this era, both free and enslaved, remain unmarked.



Black Minuteman
artist rendering

Site
4

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

SLEEPY HOLLOW CEMETERY 24 Court Lane

Unmarked Graves of Black Concordians

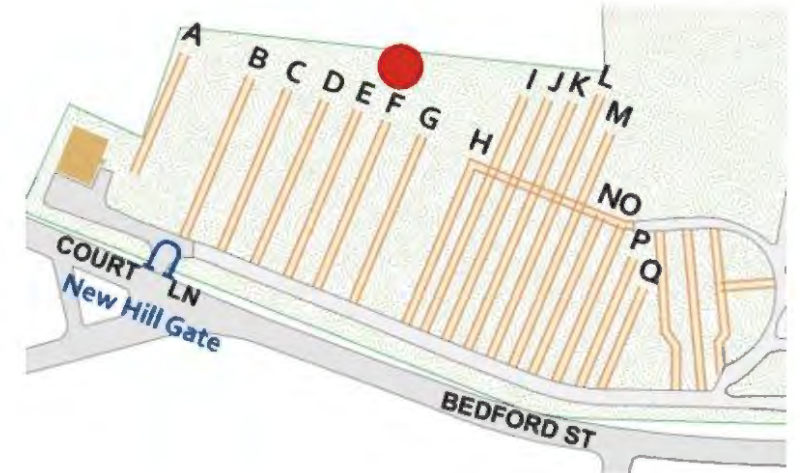
The Northeast Corner of this cemetery was segregated by Concord's Town Meeting in 1824 for the burial of Black residents. Families whose names appear throughout the Concord Black Heritage Trail – Garrison, Robbins, and others – were laid to rest here. For generations, their graves went unmarked. Ongoing research, including recently rediscovered cemetery records, have begun to identify who is buried here and restore their names to Concord's history.



Lot Map for New Hill Burying Ground.
Courtesy of the Town of Concord Archives.

Site
5

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

THE CENTER SCHOOL

58 Monument Square

The Center School

Ellen Garrison and her brother John attended this public school. Their parents – Jack, a freedom seeker from New Jersey, and Susan, the child of formerly enslaved parents – had both been denied an education in their youth. They made sure their children had the opportunities they never did. Ellen was a student here and just 12 years old when she marched in a Concord parade "beneath the gaze of curiosity, surprise, ridicule and admiration." She won a top prize for her scholarship. Later, Ellen taught at freedmen schools during Reconstruction and almost a century before Rosa Parks, Ellen became one of the first African Americans in the United States to challenge the legitimacy of the Civil Rights Act of 1866 by sitting in a "whites only" train station waiting room.



"Built in 1820, classes of the Concord Center School House were held at the Masonic Corinthian Lodge."

Site
6

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

TRINITY CONGREGATIONAL CHURCH

54 Walden Street

19th Century Worship Space

Just two years after this church was founded, Susan Robbins Garrison transferred her membership here from the African Baptist Church on Beacon Hill. This congregation was committed to antislavery activism and Black and white children learned side by side. She enrolled her children, including Ellen, in the Sabbath School alongside six other Black children and their white peers. Ellen later credited her "good Common School and Sabbath School education" when she applied in 1865 to teach newly freed people in the South.



Trinity Congregational Church in the 1830s

Site
7

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

BIGELOW HOUSE

19 Sudbury Rd.

Shadrack Minkins Freedom Journey

In 1851, Shadrach Minkins became the first person rescued from federal custody under the Fugitive Slave Act. Boston's Black community organized his escape, and Minkins, accompanied by Black abolitionists Lewis Hayden and John J. Smith, found refuge here at 19 Sudbury Road on his journey north to freedom in Canada. Just steps away lived Mary Merrick Brooks, leader of Concord's Female Anti-Slavery Society – neighbors united in the national fight against slavery.



Lewis Hayden, a leader of Boston's Black community on Beacon Hill

Site
8

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

WHITING HOUSE

169 Main St.

Harriet Tubman Stayed Here

Harriet Tubman visited Concord three times. On her 1859 visit she stayed in this house as a guest of the Whiting family and spoke at a public meeting, bringing her firsthand experience of enslavement and resistance directly to local audiences. Harriet Tubman built a national network, often called the Underground Railroad, to move freedom seekers to safety. The Whitings were connected to this movement and linked Concord to the national fight for emancipation.



Harriet Tubman portrait circa 1868

Site
9

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

JOHN GARRISON HOUSE 78 Monument St.

The Garrison Homestead

The Garrison family first settled on this hill in 1837, making their home in an old windmill before building this cottage – a multigenerational refuge for one of Concord's most prominent Black families. John Garrison Jr., grandson of Caesar Robbins, a Revolutionary War veteran and Patriot of Color, built the cottage using wages from his job as Superintendent of Concord's Town House. His sister Ellen taught at freedmen schools during Reconstruction and was known to visit here in the summer. John died in 1872, and although well known in the community, was buried without a headstone in the Northeast Corner of the Hill Burying Ground in Sleep Hollow – the segregated lot set aside by the town for Black residents.



Representative image of Ellen Garrison
in front of a freedman school, 1860s

Site
10

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

JOHN CUMING, BRISTER FREEMAN HOUSE

998 Elm St.

Brister Freeman's Stolen Labor

Brister Freeman (1744-1822), was enslaved by John Cuming and forced to live and work in this house. Cuming, a country doctor, led more 70 town meetings before and during the American Revolution. The stolen labor of Brister and another enslaved man, Jem, made Cumings wealth possible. Brister served as a Patriot of Color in the Revolutionary War. After the war, he secured his freedom and returned to Concord to build a life of his own. He purchased land near Walden Woods, making him one of the first Black landowners in the town's history.



John Cuming
artist rendering

Site
11

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

BRISTER and FENDA FREEMAN HOUSE SITE

55 A Walden St.

Black Land Ownership in Walden Woods

After gaining his freedom, Brister Freeman (1744–1822) purchased land in Walden Woods in 1792 with fellow Patriot of Color Charleston Eddes, where they built a shared home. Brister's wife, Fenda Freeman, told fortunes, and together they raised three children. Brister worked as a day laborer despite constant harassment from locals and town officials. Even after his death, his legacy endured – Thoreau noted Brister's apple trees still standing in Walden.



Brister Freeman
artist rendering

Site
12

Priority Locations



Temporary sign design
Content not final

CONCORD'S BLACK HERITAGE TRAIL

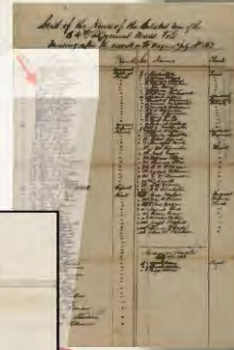
THE DUGAN NEIGHBORHOOD BFRT

The Fight for Freedom Continues

Near here lived Thomas Dugan (1747-1827), a self-emancipated man from Virginia who arrived in Concord around 1787. Thomas introduced the rye cradle to local farmers and taught them to graft apple trees. He married Jennie Parker (1770-1855), for whom Jennie Dugan's Brook was named, and she was well known for the butter she cultured and sold from her farm. Their son George gave his life at the Battle of Fort Wagner with the 54th Massachusetts Regiment in 1863. This neighborhood was one of three Black enclaves in Concord, alongside The Great Field and Walden Woods.



Soldier in the
54th Regiment



Site
13

Priority Locations

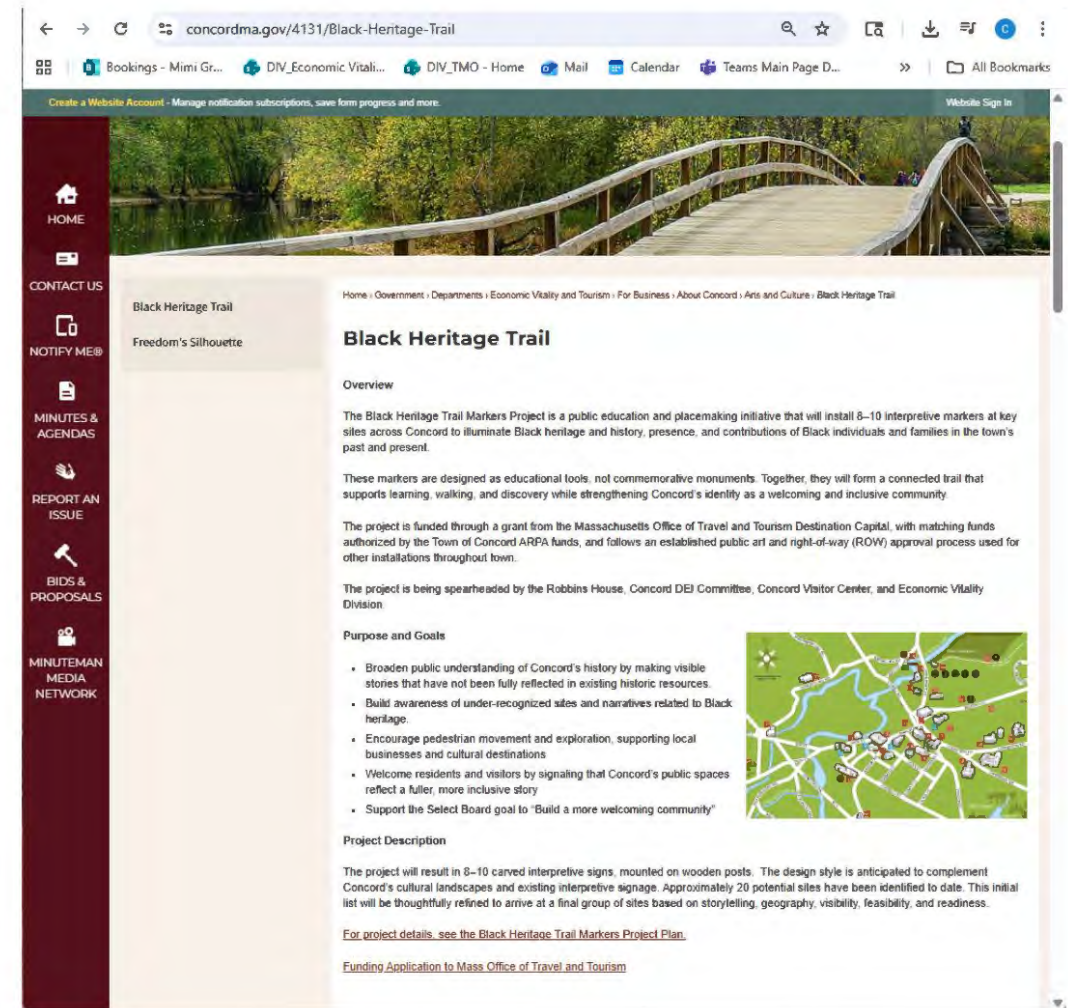


Temporary sign design
Content not final

Community Engagement



Concord for All Podcast



<https://concordma.gov/4131/Black-Heritage-Trail>



Patriots Day Community Engagement

"Lawn signs" at select sites
and tabling during Block
Party event

Design Considerations

- ✓ Compatible with Concord's landscape
- ✓ Cohesive set of shared visual identity
- ✓ Appropriate for variety of settings
- ✓ Durable
- ✓ Installation standards for public realm



Design Considerations

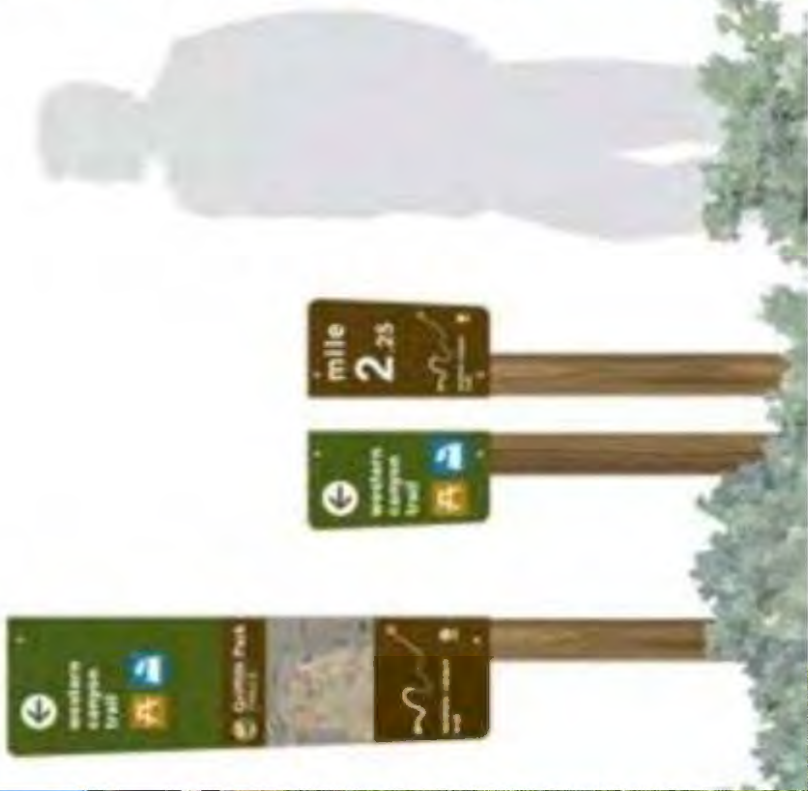
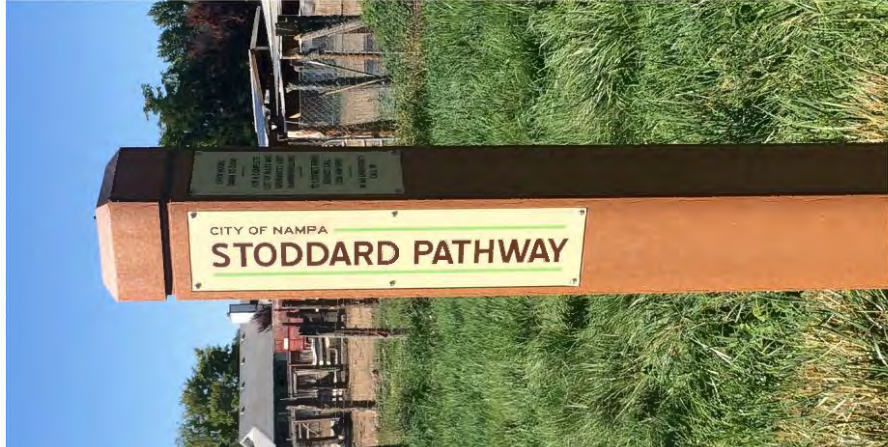
Relatively short term

- Replacement due to vandalism
- Living history with active scholarship requiring updated content

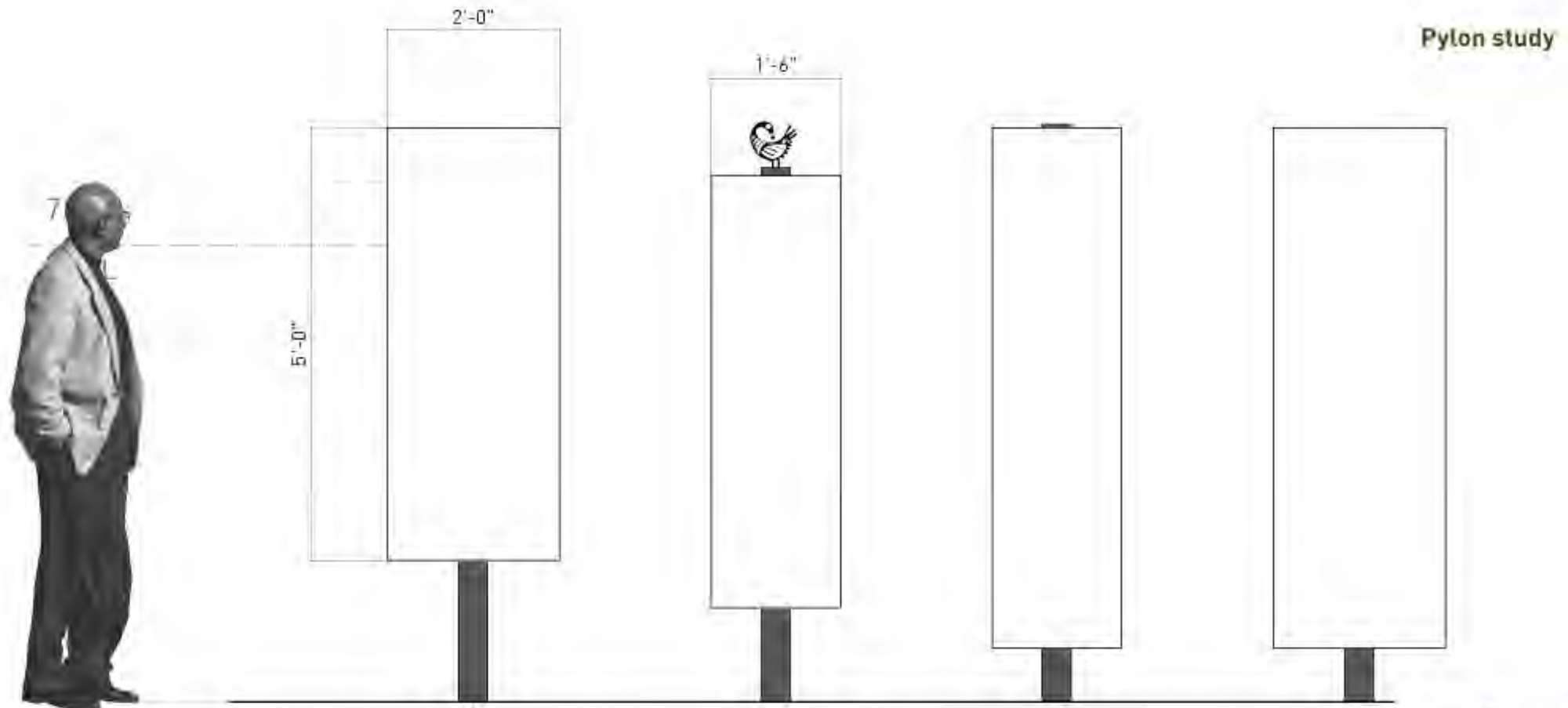
Communicate identity as a trail marker



Design Vernacular for Trail Markers



Preliminary Design Ideas



Scale: $3/4" = 1'-0"$

Layout

The Black Heritage Trail
Concord Massachusetts

The Great Field

Historic Black Neighborhood

In the 1700s and 1800s, the Great Field was home to a community of Black and Native Concordians living on the edge of town life. Families farmed small plots, harvested cranberries, and took on skilled work. In 1761, John Jack became Concord's first Black landowner. Caesar Robbins — a Patriot of Color — built a home here that became a refuge for others, including Jack Garrison Sr., a freedom seeker from New Jersey, who raised a family that left a lasting mark on Concord.



John Jack, circa 1800-1810
Boston, MA, and Concord, MA



The Black Heritage Trail
Concord Massachusetts

Universalist Meeting House

In 1841 Frederick Douglass addressed the congregation in this Meeting House

On October 12, 1841, Frederick Douglass—newly free and emerging as a powerful abolitionist voice—spoke at Concord's Universalist Meeting House during a Middlesex County Anti-Slavery Society meeting. He was invited by the Concord Female Anti-Slavery Society, led by Mary Merrick Brooks, Helen Thoreau, and Susan Garrison, the mother of John and Ellen Garrison. Though abolitionists were a minority in town, the event strengthened local and national anti-slavery efforts. Douglass would return to Concord to speak several more times.



Frederick Douglass, circa 1840-1850
Boston, MA



Alternate C
18 x 60



Flexibility/Updating/Shorter-Term
Materials





Portrait, John Garrison, Jr.

Questions and Reflection

What resonates?
What excites you?
What questions remain?

Discussion of the Reference of the IHRA Definition of Antisemitism in the Select Board January 27, 2026 Proclamation

-Statements from the Select Board

-Discussion of Potential Actions by the Select Board

-Public Comment Period

-Action by Select Board

Presenter: Mark Howell, Chair

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**AFFIRMING THE TOWN OF CONCORD'S COMMITMENT TO OPPOSING
ANTISEMITISM, ADOPTING THE IHRA WORKING DEFINITION OF
ANTISEMITISM, AND PROMOTING A WELCOMING AND INCLUSIVE
COMMUNITY**

- WHEREAS,** Antisemitism- prejudice, hatred, or discrimination against Jewish people, has existed for centuries and continues to cause harm to individuals and communities; and
- WHEREAS,** The Jewish community has long been and remains an important part of the Town of Concord's civic, cultural, educational, and religious life; and
- WHEREAS,** Discrimination, intimidation, and harassment on the basis of religion, ethnicity, ancestry, or identity undermine public safety, erode community trust, and are incompatible with the Town's values; and
- WHEREAS,** Acts of antisemitism, including demonizing or stereotypical allegations, hateful rhetoric, intimidation, vandalism, and violence, have increased in many communities and cause real harm and fear among Jewish residents; and
- WHEREAS,** The Town of Concord has recently experienced acts of antisemitism, including swastika graffiti on school grounds and vandalism of a private memorial honoring victims of the October 7, 2023 attacks, which have caused distress and concern within the community; and
- WHEREAS,** The Town of Concord believes that all residents and visitors should be able to live, work, learn, and participate in community life free from discrimination or hostility; and
- WHEREAS,** In moments when members of the community express concern about antisemitism, clarity and leadership from elected officials matters; and
- WHEREAS,** The International Holocaust Remembrance Alliance has developed a working definition of antisemitism that has been adopted by governments and municipalities as a tool to help recognize and understand antisemitism in its various forms;

NOW,
THEREFORE,

We, the Select Board of the Town of Concord, Massachusetts, on behalf of Concord's employees, committees, community partners, and residents, do hereby condemn antisemitism in all its forms and reaffirm our commitment to foster a welcoming and inclusive community where all people, regardless of faith, background, or identity, are treated with dignity and respect.

For purposes of education, awareness, and recognition, the Select Board hereby adopts the International Holocaust Remembrance Alliance (IHRA) working definition of antisemitism, with the understanding that this adoption does not create new legal standards, enforcement authority, or limitations on constitutionally protected speech.

We further encourage education and awareness to help residents recognize and reject antisemitism and other forms of hate, and we encourage anyone who experiences or witnesses harassment, threats, or suspected hate incidents to report such matters to the appropriate authorities.

Proclaimed this 27th day of January, 2026, in recognition of International Holocaust Remembrance Day, a time to honor the memory of the six million Jewish people murdered in the Holocaust and to reaffirm the responsibility of all communities to confront antisemitism and hatred in all its forms.



Matt Skell
Amanda Repelli
Mary Hartman
Faust Buch
Cameron McKee
CONCORD SELECT BOARD

Vote: MCI Concord Master Plan Committee Charge

Vote: MCI Concord Master Plan Committee Nominations

Presenter: Mark Howell, Chair

Favorable action is requested: Motion to approve the MCI Concord Master Plan Committee Charge as presented.

Favorable action is requested: Motion to approve the MCI Concord Master plan nominations.

Town Meeting Business

-Update on Article 31

-Review Town Meeting Article Select Board Speaking Assignments

Presenter: Mark Howell, Chair

Select Board Liaison Reports