



# TOWN OF CONCORD

## Town Manager's Report

Week of: December 19, 2016

### Town Offices Closed Dec. 26

Please be advised that all Town of Concord municipal buildings will be closed on Monday, December 26 in observance of the Christmas holiday the day prior. Regular business hours will resume on Tuesday, December 27.

### Council on Aging (COA)/Senior Services

Contact: (978) 318-3020

The COA is pleased to announce that it has trained Volunteers to help seniors with 5 of the most common RMV (Registry of Motor Vehicles) transactions to help reduce the need to go to an RMV branch and wait in line. Please call the COA to make an appointment if you need help with license renewals, registration, change of address, duplicate licenses, or lost or stolen disability placards.

The COA encourages residents to look for the COA decorated tree at the Concord Museum Family Tree Exhibit on display until January 2nd.

New Year's Eve at Noon! The COA is planning a wonderful party for Concord seniors on Friday, December 30th at 11am. We will have entertainment, Chinese food, party hats and noise makers. We will have a "countdown" at Noon. Cost is \$5. Reservations must be made in advance. We expect this event to sell out, so please sign up soon.

### Cooler Concord Fair Seeks Volunteers and Sponsors

Contact: Jill Appel, (978) 835-7520

The Comprehensive Sustainable Energy Committee (CSEC) will be holding an event on February 4, 2017 geared toward reducing Concord's carbon footprint and is seeking sponsors and interested volunteers to contribute. The event will be held at CCHS from 10am to 4pm. Contact Jill Appel, CSEC Member, for more information.

### Community Service News

Contact: (978) 318-3034

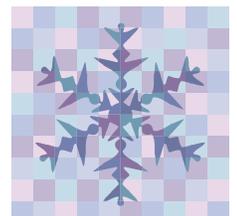
Community and Youth Services wishes to say a very big thank you to all who have generously donated to our Holiday Gift Drive. The toys and gifts cards that have been donated are being distributed now to the families in town who have requested assistance. Donations are welcome until December 16th. There is still a need for tween/teen gifts for both boys and girls. Anyone interested in contributing to the Holiday Gift Drive may contact Bonny Wilbur, Community Services Coordinator, at 978-318-3034 or [bwilbur@concordma.gov](mailto:bwilbur@concordma.gov).

See something in the community that could use some fixing? Maybe it's a pesky pothole or a light pole that's out. Let us know via SeeClickFix/ Commonwealth Connect on the web or on your mobile phone!

**Commonwealth Connect**  
Report potholes and other problems to your town on the go!

Download on the App Store  
Get it on Google play

SeeClickFix





**DEPARTMENT OF PLANNING & LAND MANAGEMENT**  
Natural Resources • Planning • Building • Health

**Planning Division**

Contact: (978) 318-3290

**Community Preservation Committee meeting on December 12:** The Committee reviewed and discussed the draft conditions for those projects recommended for funding to the 2017 Annual Town Meeting. Members also reviewed and approved the draft warrant articles for Town Meeting and finalized the meeting schedule for the first half of 2017. The Committee will be distributing letters to this year's applicants with their specific recommendations. The full list of recommended projects is now available on the CPC's webpage: <http://concordma.gov/906/Community-Preservation-Committee>.

**Massachusetts Cultural Council meets with Chamber and Town staff:** Meri Jenkins from MCC met with the Chamber of Commerce Executive Director and Planning Division staff to discuss the upcoming renewal of the Concord Center Cultural District and to hear an update on the newly created West Concord Junction Cultural District. MCC has a small grant program available for new cultural districts and Concord was invited to apply for those funds to implement identified action items that were aligned with the goals of the MCC.

**Planning Board meeting on December 13<sup>th</sup>:** The Board voted to submit six warrant articles for the 2017 Annual Town Meeting – one is a new tree preservation bylaw and the other five are proposed Zoning Bylaw amendments. The Board met again with the Applicant of the Keuka Road Preliminary Subdivision. After discussion, the Board accepted the grant of a time extension by the Applicant and continued to the January 24, 2017 meeting. Lastly, the Board reappointed three members of the West Concord Advisory Committee.

**Zoning Board of Appeals (ZBA) meeting on December 15<sup>th</sup>:** The ZBA approved a Special Permit to allow the conversion of a barn to an additional dwelling unit at 40 Pine Street and approved a Special Permit to allow of an addition to an existing two-family dwelling at 1431-1433 Main Street. The ZBA also continued the application to allow the demolition of an existing dwelling and construction of a new dwelling that is over 50% larger at 367 Powder Mill Road to January 12, 2017 so the Board can conduct a site visit before the January meeting.

**Comprehensive Long Range Plan Committee meeting on December 16<sup>th</sup>:** The Committee approved a correspondence spreadsheet that will track incoming correspondence and assign an APA principle to any question, concern or idea raised in the correspondence. This spreadsheet will be posted on the Committee's web page so citizens can easily see what types of issues, concerns and ideas are being raised by citizens and how the Committee intends to address them. The Committee then completed the Strength, Weakness, Opportunity and Threat (SWOT) analysis for the six APA Principles on Responsible Regionalism. The Committee learned that there were three proposals submitted in response to the Request for Proposals for consultant services.

**Recreational Marijuana Information Session:** Town Planner Elizabeth Hughes attended an Information Session on the Recreation Marijuana Act sponsored by the Central Mass Regional Planning Commission (CMRPC). The CMRPC has compiled a significant amount of useful information on their web site at: <http://cmrpc.org/recreationalmarijuana> for communities as they attempt to navigate through, in the opinion of everyone in attendance at the session, some serious issues and concerns with the language of the Act and steps communities have to take to prepare.



**DEPARTMENT OF PLANNING & LAND MANAGEMENT**  
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**Natural Resources Division**

Contact: (978) 318-3285

**October Farm Riverfront:** The Town, in conjunction with the Concord Land Conservation Trust (CLCT), successfully purchased the 78± acre parcel of land at the end of Ball's Hill Road this week. A parking area was delineated in the field, a map box installed, trail map developed, and signs have been placed to direct and inform people of where to park and what areas are open to the public. This is a monumental acquisition which has been desired by both the Town and CLCT for some time. This could not have happened without support from the citizens of Concord, other Town departments, Community Preservation Act funding, and the LAND grant awarded by the Executive Office of Energy and Environmental Affairs. We hope you enjoy the story this landscape tells, from the historical structures of William Brewster, Mass Audubon's first president and former owner of the land, to the chorus of songs that emanate from its vernal pools in the Spring, to the tranquil beauty of over a mile of frontage along the Concord River.

**Building Inspections Division**

Contact: (978) 318-3280

**Energy Code Training:** Concord Building Inspections staff Pat Sands, Ray Matte, and Laurie Livoli attended a Mass Save 2015 Energy course on Thursday December 16, 2016. This class satisfies the requirement for all building officials to attend the mandatory energy code training every three years when a new code is promulgated. The new 2015 International Energy Code with Massachusetts Amendments goes into full effect on January 2, 2017. For all energy code related information, please visit [www.mass.gov](http://www.mass.gov).

**Health Division**

Contact: (978) 318-3275

**Weights and Measures contract renewal:** The Town's annual contract with the Massachusetts Division of Standards (DOS) to perform required annual weights and measures inspections has been signed. The Town of Concord, through the Concord Health Division, contracts with the MA DOS to provide weights and measures inspections to ensure the accuracy of all weighing and measuring devices used for sales to the public.

**CONCORD PUBLIC WORKS (CPW)**  
**ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • WATER & SEWER**

Contact: (978) 318-3206

**Wastewater Treatment Plant EPA Inspection -** Regional inspectors from both the EPA and MassDEP conducted an inspection of the Wastewater Treatment Facility on December 13, 2016. Their visit included a brief table top review of the Town's collection system, pumping/lift stations, customer service area followed by discussion around solids handling and disposal activities. The inspectors then were walked through the facility by contract operations group representatives, Woodard & Curran, with notable attention placed on the testing laboratory and the CoMag process (layout and operation). Based on feedback provided by inspectors, we believe the inspection went very well and it was our general impression that the regulators were pleased with the operation.



**CONCORD PUBLIC WORKS (CPW)**  
**ADMINISTRATION • ENGINEERING • HIGHWAY & GROUNDS • WATER & SEWER**

Contact: (978) 318-3206

**Concord Public Works Emergency Storm Response** - This past weekend was very active for CPW winter maintenance crews requiring multiple responses. The first response began at 3:30 AM in the early morning of Saturday, December 17th when Concord Public Works deicing crews began treating roads immediately after the snow began falling. As the snow continued to fall and accumulate, the Concord Public Work plow crews were mobilized and began plowing around 7:00 AM. The snow ended around 1:30 PM and all clean up and treatment was completed and crews were released by 6:00 PM. Shortly after 9:00 PM that evening, freezing drizzle/rain passed through the Concord area creating icy roads which resulted in deicing crews responding to treat the roads. At 5:00 AM on Sunday morning, a crew came in to complete clean up in the downtown areas and parking lots. This was necessary due to the number of cars parked in these areas during the day on Saturday. The fourth, and final response was on Sunday evening. While Sunday was in the 50's with rain, a cold front was predicted to swiftly move into our area shortly after dark. As the day continued, weather forecasters predicted a flash freeze would occur and black ice would form on the roads from the moisture remaining from the rain. CPW crews began treating the roads and sidewalks in the downtown and commercial areas around 5:00 PM to ensure the safety of all motorists and pedestrians and minimize the risk of a flash freeze and the black ice that could form as a result.

**Westford Road Culvert** – CPW received notice that the Westford Road Culvert Replacement Project received a write up in the November 2016 MEMA Reports publication. The Westford Road culvert was partly funded through a FEMA Hazard Mitigation Grant. Hazard Mitigation Grants are administered at the state level by MEMA. The project was designed and permitted internally by the CPW's Engineering Division.

The write up can viewed on page 3 at the following link:

<http://www.mass.gov/eopss/docs/mema/mema-reports/mema-reports-15-11.pdf>