

**TOWN OF CONCORD  
SELECT BOARD  
AGENDA  
July 17, 2017**

<b>7PM – Select Board Room – Town House</b>	
1.	Call to Order
2.	Consent Agenda: <ul style="list-style-type: none"> <li>• Town Accountant's Warrants</li> <li>• Minutes</li> </ul>
3.	Town Manager's Report
4.	7:05PM Public Hearing - Discuss recommendation to transfer Town's right of first refusal under MGL c.61 to the Concord Land Conservation Trust to purchase the property at 1767 Lowell Road
5.	SuAsCo River Stewardship Council – Conservation Plan Update
6.	Trustees of Reservations – Concord Update
7.	Board of Health Update
8.	CCTV Update
9.	Update Charge for Concord Housing Development Corporation
10.	Review Draft Charge for Pollinator Health Advisory Committee
11.	Public Comments
12.	Committee Liaison Reports
13.	Miscellaneous/Correspondence
14.	Committee Nominations
15.	Committee Appointments: Wendy Rovelli of 42 Bow Street to the Financial Audit Advisory Committee as the Municipal Light Board member for a term to expire 5/31/18
16.	Committee Reappointments: Janet Friedman of 230 Old Pickard Road to the Trustees of Town Donations for a term to expire 5/31/20
17.	Adjourn to Executive Session for the purpose of discussing Collective Bargaining

**PENDING**

Monday	August 7	7PM	Select Board Meeting	Town House
Monday	August 21	7PM	Select Board Meeting	Town House
<b>Monday</b>	<b>September 4</b>	<b>All Day</b>	<b>Labor Day</b>	<b>Town Offices Closed</b>
Monday	September 11	7PM	Select Board Meeting	Town House
Monday	September 25	7PM	Select Board Meeting	Town House



**TOWN OF CONCORD**  
**DIVISION OF NATURAL RESOURCES**  
141 KEYES ROAD, CONCORD, MASSACHUSETTS 01742  
TEL. (978) 318-3285 FAX (978) 318-3291

Delia R. J. Kaye  
Natural Resources Director

June 15, 2017

Jane Hotchkiss, Chair  
Concord Select Board  
22 Monument Square  
Concord, MA 01742



RE: MGL Chapter 61A Right of First Refusal – 1767 Lowell Road (parcel 1538)

Dear Ms. Hotchkiss:

At their June 7, 2017 meeting, the Natural Resources Commission (NRC) reviewed the Notice under M.G.L. Chapter 61A for the sale and conversion to residential use of 5.36 acres of land at 1767 Lowell Road, and the fee interest under Hartwell Road (1.35 acres).

The land consists of an open agricultural field with frontage on Lowell Road and Hartwell Road (Lot A). A sliver of the parcel (Lot B) is on the south side of Hartwell Road, adjacent to a property in agricultural use with a Conservation Restriction held by the Concord Land Conservation Trust (CLCT).

The parcel is not identified as a priority for protection in the 2015 Open Space and Recreation Plan, and the NRC did not feel that acquisition from Town funds was justified. However, CLCT has expressed interest in purchasing the land because of its adjacency to other CLCT holdings in the Spencer Brook valley. If CLCT is able to raise funds to acquire the parcel, the land would continue to be farmed, a goal that is supported by the NRC.

The NRC unanimously voted to recommend that the Select Board transfer its right of first refusal to CLCT, provided that CLCT can commit to raising funds to purchase the property. In the event that CLCT cannot commit to acquiring the property, the NRC unanimously voted that the Board not exercise its right of first refusal on this Notice.

Please don't hesitate to let me know if additional information would be helpful.

Very truly yours,

Delia Kaye  
Natural Resources Director

cc: NRC  
Chris Whelan, Town Manager  
Elizabeth Hughes, Town Planner  
Joan Ferguson, Chair, CLCT



CONCORD LAND  
CONSERVATION TRUST  
Joan D. Ferguson, *Chairman*  
Pauline Cross Reeve, *Vice Chairman*  
Lynn G. Huggins  
Jonathan M. Keyes  
Gordon H. Shaw  
John M. Stevens, Jr.  
Jeff Wieand

Post Office Box 141  
Concord, Massachusetts 01742-0141  
[www.concordland.org](http://www.concordland.org)

CONCORD OPEN  
LAND FOUNDATION  
Thomas C. Tremblay, *President*  
John Bemis  
Lynn G. Huggins  
Frederic H. Mulligan  
F. Robert Parker

Jane Hotchkiss, *Chair*  
Concord Select Board  
Town House  
Concord, MA



By Hand

June 16, 2017

Dear Jane,

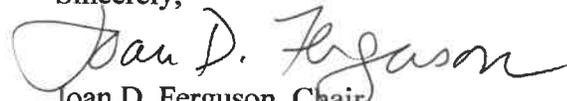
As I have indicated verbally, the trustees of the Concord Land Conservation Trust, a bona fide non-profit organization under the law, are respectfully asking the Select Board to assign the right of first refusal to our organization under the provisions of MGL Chapter 61A in order that we may purchase property at 1767 Lowell Road. The Town received the Notice from the property owners of their intention to sell this property dated April 3, 2017.

Since 2009, we have held a conservation restriction on the abutting property to the south that preserves 15 acres of actively-farmed hay fields. The Tyler family donated the restriction in order to preserve the agricultural landscape of this neighborhood that dates from 1698. The property at 1767 Lowell Road has been managed as a hayfield for many years, and continuing to have it hayed or put in some other agricultural use as time and demand suggests, rather than seeing it converted to a residential use, contributes to the historic character and builds the agricultural resources of the town.

Our interest in this property also stems from its agricultural and conservation value; these are the uses for which we would manage it once acquired. CLCT has been protecting land in the Spencer Brook Valley for over 40 years and views the acquisition of this property as part of our commitment to the watershed, its ecology and its trail system.

Thank you for your consideration.

Sincerely,

  
Joan D. Ferguson, *Chair*  
Concord Land Conservation Trust





## TOWN OF CONCORD

### Planning Board

141 Keyes Road, Concord, MA 01742  
(978) 318-3290

To: Jane Hotchkiss, Chair  
Select Board

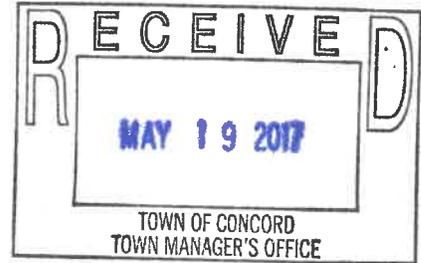
From: Brooke Whiting Cash, Chair  
Planning Board

Via: Elizabeth Hughes, Town Planner *EA*

cc: Christopher Whelan, Town Manager  
Delia Kaye, Natural Resources Director

Re: **1767 Lowell Road; Parcel #1538 – Notice under M.G.L. Ch. 61A**

Date: May 18, 2017



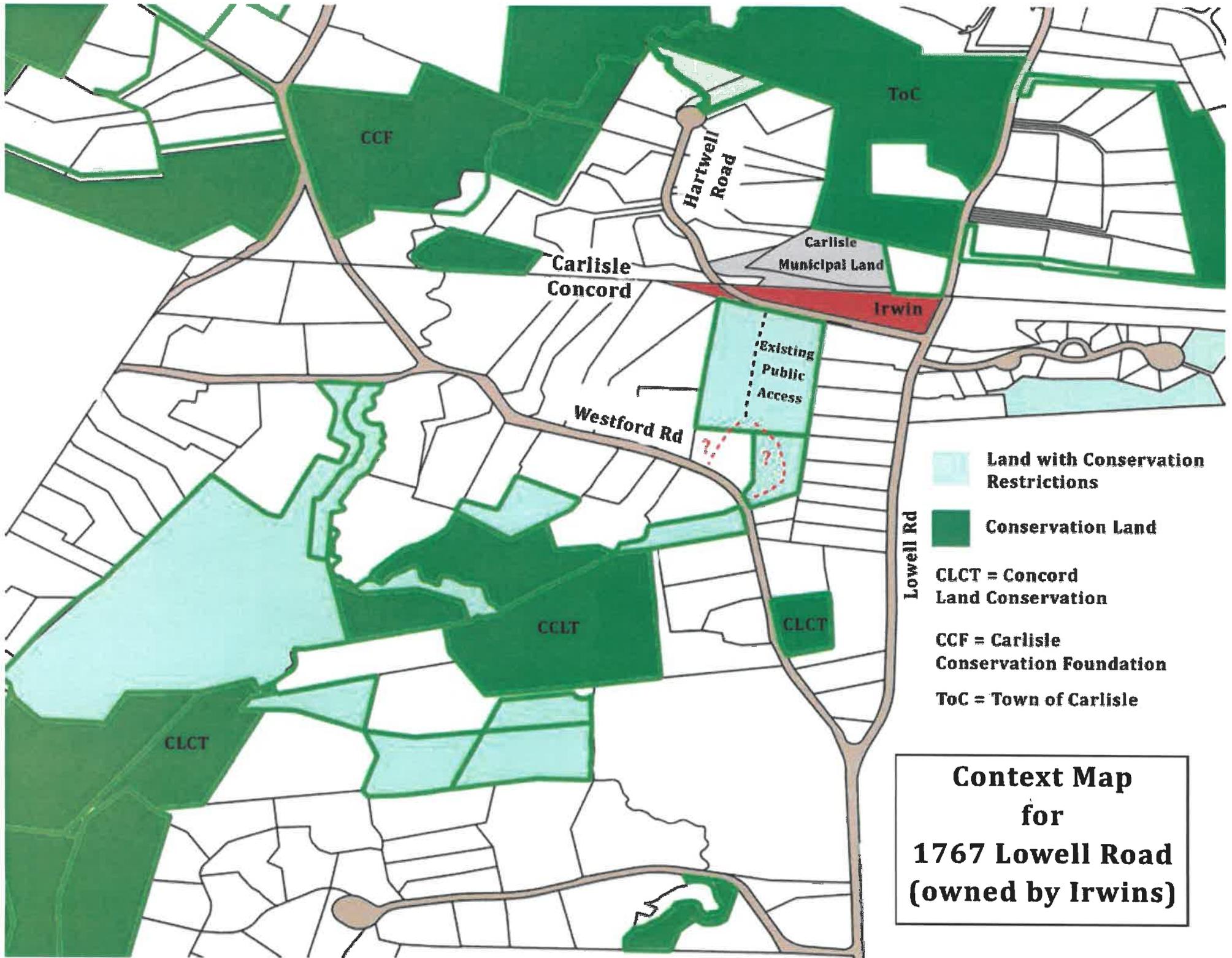
At the May 9, 2017 meeting, the Planning Board reviewed the Notice under the provisions of M.G.L. Ch. 61A for the property owned by Richard W. Irwin and Robert J. Irwin as Trustees of the Alexandrina E. Irwin Trust u/d/t dated November 12, 2013, as amended; and also as Trustees of the Warren H. Irwin Trust u/d/t dated November 12, 2003, as amended, which included a copy of the Purchase and Sale Agreement and plan of the land showing Lot A with 202,683 square feet. The Planning Board also heard from the Concord Land Conservation Trust (CLCT) regarding their interest in acquiring the property.

The property is identified as 1767 Lowell Road as shown on Lot Layout Plan dated May 24, 1989 and revised through May 29, 1992 in the Certified Notice dated April 3, 2017 from the property owners' attorney Henry J. Dane. The property is Parcel 1538 on Map F1 and F2 of the Town of Concord Assessor's Map.

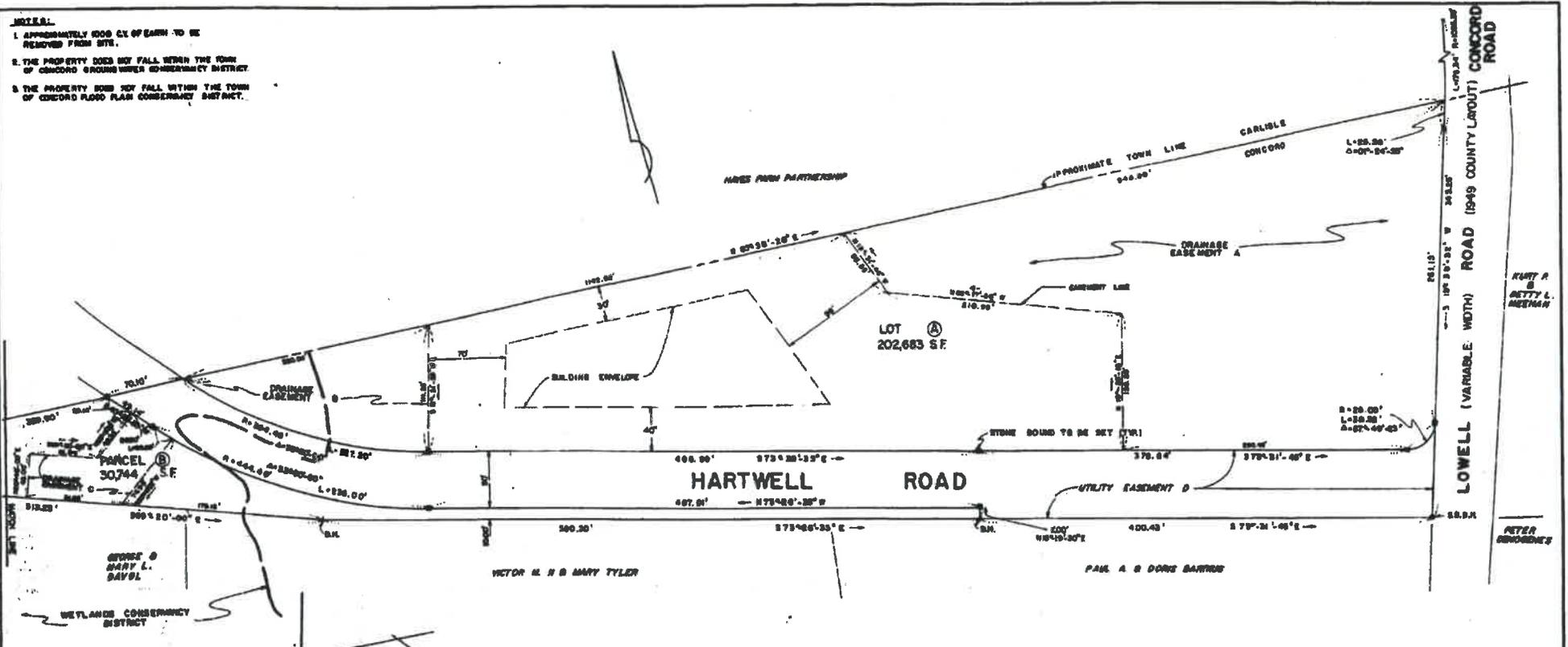
At the meeting, the Board unanimously voted to recommend that the Select Board exercise the Town's right to transfer the Town's "right of first refusal" to the CLCT for the following five reasons:

1. The property offers a connection between larger undeveloped and protected habitats in Carlisle to the north and in Concord to the south;
2. The existing agricultural field offers a scenic vista from Lowell Road for over 800 feet that would be destroyed with the construction of a residential dwelling within the defined building envelope;

3. The property has been in agricultural use since approximately 1694 and acquisition by the CLCT will allow it to stay in active agricultural use;
4. The property owners adjacent to the property across Hartwell Road have expressed a willingness to allow the extension of an existing trail from Hartwell Road to Westford Road should the CLCT acquire the property. This would create a much larger trail connection to other CLCT trails to the south, and;
5. The Trust indicated to the Planning Board that funds to purchase the property would be through private donations and they would not seeking funding from the Town.



- NOTES:**
1. APPROXIMATELY 8000 CY OF EARTH TO BE REMOVED FROM SITE.
  2. THE PROPERTY DOES NOT FALL WITHIN THE TOWN OF CONCORD GROWTH UNDER CONSERVATION DISTRICT.
  3. THE PROPERTY DOES NOT FALL WITHIN THE TOWN OF CONCORD FLOOD PLAN CONSERVATION DISTRICT.



**RECORD OWNER:**

ALEXANDRINA IRWIN  
1005 LOWELL ROAD  
CONCORD, MASS. 01742

NOTE: PARCEL B, BY ITSELF, IS NOT A LEGAL BUILDING LOT - INSUFFICIENT AREA  
NOTE: HARTWELL ROAD IN CONCORD IS INTENDED TO REMAIN A PUBLIC HWY OF SIGNIFICANCE.

**REFERENCES:**

1. PLAN OF LANE IN CONCORD & CARLISLE, MADE SCALE 1"=80', OCTOBER 27, 1905 BY STAMSKI & McNARY, INC., ACTON, MASS.
2. DRAINAGE, UTILITY, VIEW EASEMENT AND RESTRICTION FROM ALEXANDRINA IRWIN TO THE TOWN OF CONCORD TO BE RECORDING WITH THIS PLAN.
3. SEE HARTWELL ROAD HOMEOWNERS TRUST RECORDING VOUCHER WITH DISTRICT REGISTRY OF DEEDS IN BOOK 3003 PAGE 123
4. SEE ACCORD ROAD MAINTENANCE AGREEMENT RECORDED NEW SHADLE NORTH DISTRICT REGISTRY OF DEEDS, BOOK 3003, PAGE 113

**ZONING REQUIREMENTS**

CONCORD DISTRICT - RESIDENCE AA  
MIN. LOT AREA = 80,000 S.F. (1.85 AC.)  
MIN. FRONT YARD = 200 FT.  
MIN. SIDE YARD = 10 FT.  
MIN. REAR YARD = 30 FT.

**NOTE:**

THIS PLAN IS SUBJECT TO THE CONDITIONS OF APPROVAL, OUTLINED IN A CERTIFICATE OF APPROVAL OF A DEFINITIVE SUBDIVISION PLAN FILED WITH THE CONCORD TOWN CLERK ON SEPTEMBER 27, 1989 AND CERTIFICATE TO CONDITIONALLY LIFT THE RESCISSION OF APPROVAL FILED WITH THE CONCORD TOWN CLERK ON APRIL 27, 1990.

I, CLERK OF THE TOWN OF CONCORD, MASSACHUSETTS, HEREBY CERTIFY THE NOTICE OF APPROVAL OF THIS PLAN BY THE CONCORD PLANNING BOARD HAS BEEN RECEIVED AND RECORDED AT THIS OFFICE AND NO APPEAL HAS RECEIVED DURING THE TWENTY DAYS NEXT AFTER SUCH RECEIPT AND RECORDING OF SAID NOTICE.

October 25, 1989 / July 7, 1992  
DATE  
Merrill R. Conroy / Nancy R. Conroy  
TOWN CLERK

I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTRY OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

24 MAY 89  
DATE  
[Signature]  
REGISTERED PROFESSIONAL LAND SURVEYOR

REV. OCT 24 1988  
REV. OCT 24 1988  
REV. MAY 23 1992

Middlesex Registry of Deeds,  
Southern District  
Cambridge, Massachusetts  
Plan No. 630 of 19 92  
Filed 10 19 89  
S. A. McNary Doc No. 213  
Filed on 2/22/92 Page 1/2

APPROVED BY:  
CONCORD PLANNING BOARD  
[Signature]  
[Signature]  
DATE

<b>HAYES FARM CONCORD, MASS.</b>		
<b>LOT LAYOUT PLAN FOR: HAYES FARM PARTNERSHIP</b>		
SCALE: 1"=40'	MAY 24, 1989	
<b>STANSKI AND McNARY, INC.</b> 60 HARRIS STREET - ACTON, MASS. ENGINEERING - PLANNING - SURVEYING 1989		

## Sudbury, Assabet and Concord Wild and Scenic River Conservation Plan Update Process Summary

### Introduction to Your Local Wild and Scenic River

In 1999, Congress designated 29 miles of the Sudbury, Assabet and Concord Rivers as Wild and Scenic, recognizing their outstanding scenic beauty, ecology, and recreational opportunities, and their special place in American history and literature. Just 25 miles West of Boston, the Rivers are a unique resource just outside a growing metropolitan area.



### What is the Wild and Scenic Rivers Act?

Passed in 1968, the Wild and Scenic Rivers Act established a program to permanently protect special rivers. To date, over 11,000 river miles have been designated. Designated rivers and their shoreline communities receive Federal dollars for their care and long-term protection, which includes funds for education and recreation programs, signage, bridge and bank restoration, ensuring clean water, and other needs that benefit us all.

### About the Management of the Wild and Scenic River:

Designation of our local Wild and Scenic River was initiated by local groups, and later voted on by each of the 8 towns along the River segments. It was designated as a 'Partnership River', meaning it is managed by a committee of partners called the River Stewardship Council. The members of the Council are representatives from: the Towns of Framingham, Wayland, Sudbury, Lincoln, Concord, Carlisle, Bedford and Billerica, and Sudbury Valley Trustees, OARS, US Fish and Wildlife Service, and National Park Service.



Drafted in 1996, the River Conservation Plan is the document that laid out the strategies to protect this special resource. Now 20 years old, the River Stewardship Council has begun work to update the plan. Our goal is to work with the Wild & Scenic towns, local, state and federal partners to protect and enhance the rivers *outstandingly remarkable* resources for generations to come.



### We need your input!

The Conservation Plan laid out issues facing the rivers over 20 years ago. We need your expertise, experience and good ideas to improve the revisions to the management plan.

New issues we see facing the Wild and Scenic River today include:

- Helping people understand the value of water quality and water protections, and the ways that Federal dollars support the places they love
- There is a lack of access opportunities along the rivers
- Water flow in the rivers is a major concern, as weather patterns become more extreme (drought and flooding) and water withdrawals increase.
- We will see a decrease in federal and state environmental program budgets, which correlates to less money for community projects, programs and support
- Invasive species are a constant problem now, clogging the rivers
- Rapid development of natural areas, esp. in the headwaters, threatens water quality
- Stormwater runoff is still the #1 water quality problem impacts, and impervious surfaces are on the rise due to rapid development.

Some of the strategies we identified to help tackle issues:

- Increase, enhance and encourage access to the rivers through trails, canoe launch points and improved maintenance.
- Work with state and local partners to improve the natural flow regime in the rivers.
- Build stronger connections with our Wild & Scenic member towns.
- Work to reconnect watershed residents with the significant natural resources in their 'backyard'
- Help our partners protect sensitive areas- especially our smaller and more susceptible streams
- Support efforts to improve plant and animal diversity
- Improve, expand and advance the RSC's communications

What issues do you see?

What strategies to enjoy and protect the River do you think we should tackle?

We want to know!

To find out more or share your thoughts:

Anne Slugg, Council Chair, [anne.slugg@gmail.com](mailto:anne.slugg@gmail.com)

Sarah Bursky, Nat'l Park Service Community Planner, [sarah\\_bursky@nps.gov](mailto:sarah_bursky@nps.gov)

[www.Sudbury-assabet-concord.org](http://www.Sudbury-assabet-concord.org)



The Sudbury, Assabet and Concord  
**WILD & SCENIC**  
River Stewardship Council

# The Sudbury, Assabet, Concord Wild and Scenic River

Elissa Brown  
Concord Representative  
Spring 2017

# Goals for our time today...

- Revisit the history and significance of the Sudbury, Assabet and Concord Wild and Scenic River
- Tell you about our Conservation Plan Update process
- Get your feedback on town issues of concern and how the River Stewardship Council can help



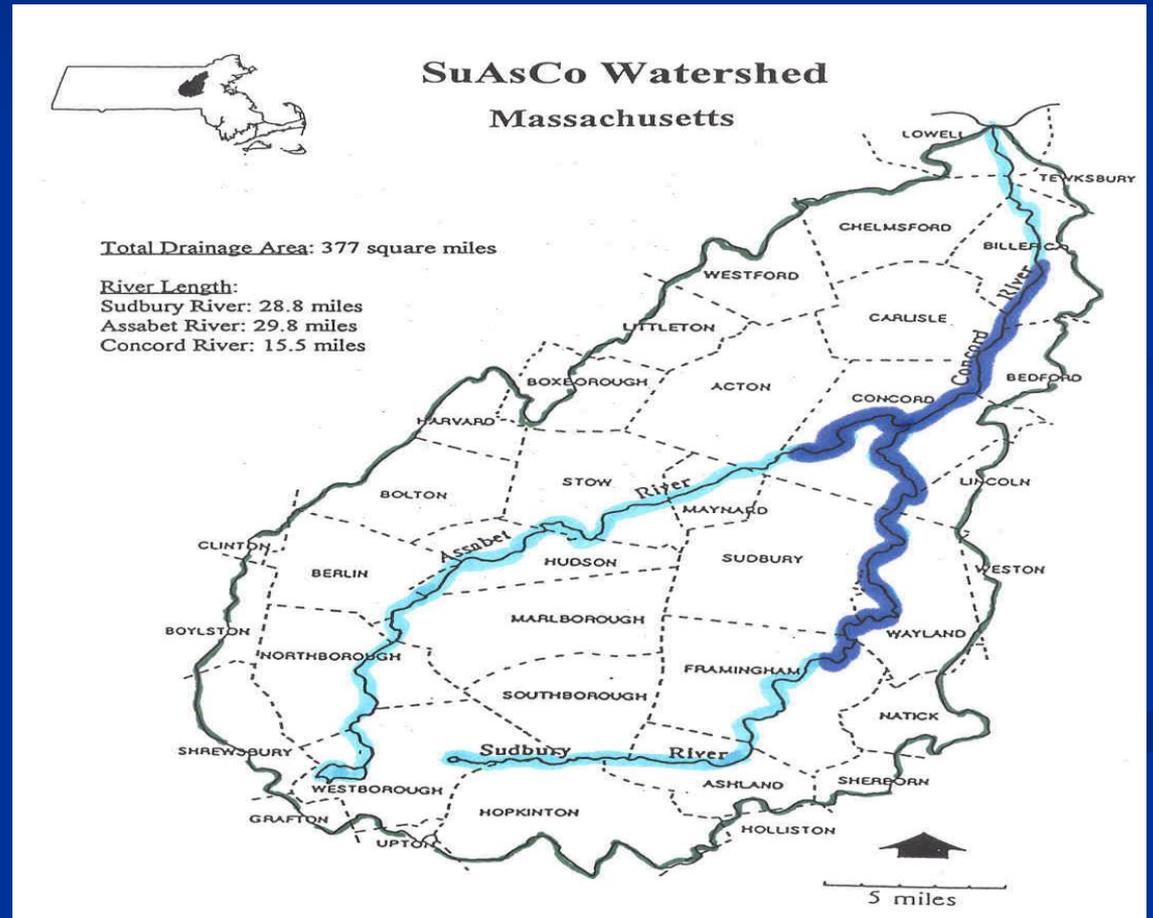
# What is the Wild and Scenic Act?

- Passed in 1968 to protect the water quality, free-flowing, and “outstandingly remarkable values” of selected rivers
- Safeguards the special character, while recognizing appropriate use
- Less than  $\frac{1}{4}$  of 1% of US Rivers are protected under the Act
- See [www.rivers.gov](http://www.rivers.gov)
- “Partnership rivers” –  
Management plan coordinated  
by partner organizations/towns



# SuAsCo Wild and Scenic River

- 8 towns voted YES at town meeting for designation!
- In 1999, Congress designated 29 miles of the Sudbury, Assabet, and Concord Rivers!



# Outstandingly Remarkable Values (ORV's)

- Literary connections to these Rivers

- Transcendentalist writers
- Henry David Thoreau

*Nationally, and possibly internationally unique*



- Ecological resources

- 32 state-listed rare plants and birds
- 221 bird species at Great Meadows in prior ten years

*Nationally exemplary*

# ORVs



- History: American Revolution

- Countless sites!

- Minuteman National Historical Park

*Nationally exemplary and unique*

- Archaeology

- One of highest densities of prehistoric Native American archaeological sites in MA

*Regionally exemplary*

# ORVs



## ■ Scenery

- Portions of USFWS refuges create a feel of untouched river

*Regionally exemplary*

## ■ Recreation

- Many attractions: historic sites, wildlife visible from the rivers
- Absence of development along much of the rivers
- “Boatability” – possible to canoe 29 miles without a portage
- Proximity to densely populated areas

*Regionally unique*

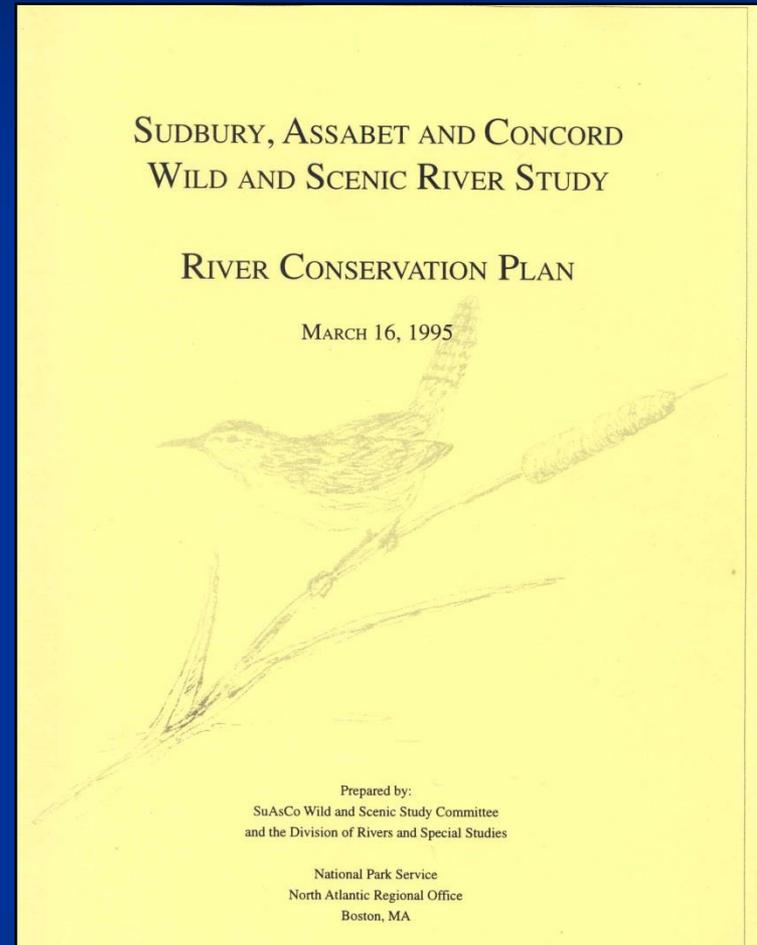
# River Stewardship Council

- Created by Wild and Scenic Designation Act
- Representatives from 8 towns, 2 local non-profits, Commonwealth, US Fish and Wildlife Service, National Park Service
- Authorized to work with NPS to:
  - Promote long term protection of the rivers
  - Review projects under section 7 of W&S Act (federal activities)
  - Implement River Conservation Plan



# River Conservation Plan

- Recommended actions to protect scenery, ecology, recreation, history and literary values of rivers
- Drafted with input from all 8 towns, US Fish and Wildlife Service, MA DEP, NPS



# Impact of Wild & Scenic 20 years later

- Federal funds (NPS) directed annually to communities for education, ecology, land protection, stewardship.
- Annual community RiverFest and Solstice celebrations
- Community grants program funds small local projects (camps, invasive species removal, and trail projects)
- Conserves a recreational resource, which benefits towns.
- Provides expertise and funds to bridges and other structural restoration work

# Activities in Concord

- Comments on Rt 2, Lee's Bridge, and Hanscom Field ESPR
- River cleanups, water chestnut removal, and boating guides
- Support for Ball's Hill, Rogers Land, and October Farm acquisition; Old Manse boathouse



# Updating the Conservation Plan

- Plan is now over 20 years old. Issues have changed to include climate change and increases in invasive species.

## We want to know:

- What is your vision for these rivers and their community?
- What do you see as threats to the rivers and major efforts that should be undertaken?

Please gather comments and send to

[sarah\\_bursky@nps.gov](mailto:sarah_bursky@nps.gov) or [elissajoybrown@gmail.com](mailto:elissajoybrown@gmail.com)

**DRAFT CHARGE OF**  
**THE CONCORD HOUSING DEVELOPMENT CORPORATION**

**Purpose and Background**

The Concord Housing Development Corporation (CHDC) is a non-profit housing corporation established by special legislation (“Act Establishing the Concord Housing Development Corporation”). The CHDC will be governed by a Board of Directors to be appointed by the Concord Board of Selectmen. The Board of Selectmen may set policies and guidelines under which the CHDC board operates, but day-to-day operation of the corporation is independent of the Board of Selectmen and the Concord Town Manager. The intent, however, is that there be a real partnership between the Board of Selectmen and the Board of the CHDC in furthering the affordable housing interests in Concord.

**Notwithstanding the Select Board’s acknowledgement that CHDC is a private entity, the Board and the CHDC has agreed to conduct business in a manner consistent with the Open Meeting Law and Public Records law in the interest of enhancing public interest in CHDC’s activities and improving public access to information concerning affordable housing in Concord. The CHDC will be permitted to schedule and hold “Executive Sessions” to discuss value of real estate if negotiations are under way, ad to discuss litigation and a limited number of other topics allowed under law.**

As background, on January 9, 1989, the Concord Board of Selectmen created a permanent Affordable Housing Committee (AHC) to facilitate the process of affordable housing projects and to create methods for increasing the availability of housing for people with low to middle income on behalf of the town. As this charge for the new CHDC creates considerable overlap with the charge and intent of the AHC, the latter committee is hereby dissolved.

**General Charge**

The Concord Housing Development Corporation (CHDC) is established by its enabling legislation with broad powers and duties to investigate and implement alternatives for the provision of affordable housing for persons of low, moderate and middle income and others whose needs may be identified from time to time in the town. To that end, and to further Town goals, the CHDC is to work closely with all town boards, committees, and departments as well as the Concord Housing Authority (CHA), the Concord Housing Foundation (CHF) and the Concord Housing Trust (CHT). The CHDC may, over time, be able to take on larger development and fundraising activities that cannot be undertaken by the town’s existing volunteer housing organizations. By its enabling legislation, the powers and duties of the CHDC are to be alternative and supplemental to and not in limitation of the powers and duties of the CHA.

The CHDC will be governed by a board of directors consisting of not less than five (5) members who live in Concord and are to be appointed for staggered 3-year terms (as well as to be removed with or without cause) by the Board of Selectmen. It is desirable to have representation on the CHDC board from the following areas: land planning, design & construction, real estate law, government housing, real estate development and brokerage, and housing financing. In addition, a member of the Board of Selectmen, the Planning Board, and Directors of the CHA, CHF, and CHT may serve as liaisons to the CHDC. It is expected that an assigned member of the Town Planning Department will attend CHDC meetings as needed.

The board of the CHDC may create from time to time advisory board(s) or sub-committees comprised of various housing constituencies as well as citizens who possess specific backgrounds and experiences that are helpful to the work of the CHDC. These may include bankers, architects, builders, planners, individuals familiar with the state and regional government, and advocates for and others having skills relevant to affordable housing.

### **General Responsibilities related to Concord's Housing Goals**

The CHDC is to coordinate and eventually play the principal role in the Town's pursuit of Concord's housing goals, including:

- To maintain and increase a diversity of housing types and sizes to meet the needs of the Town and its traditionally diverse population.
- To increase the supply of affordable housing and preserve existing affordable dwellings.
- To enable people in changed circumstances to continue to live in Concord.
- To increase the options that would allow older residents to remain in their homes.
- To enable Town and School employees, children of Concord residents, and farm workers to live in Concord.
- To enable those of modest to medium income to live in Concord.
- To research and recommend to the Board of Selectmen policies and by-laws that promote the creation and retention of housing diversity, including affordable housing, throughout the town.

### **Initial Guidelines for Short-Term Responsibilities and Functions**

In superceding the Affordable Housing Committee, the CHDC will thus be immediately responsible for being the primary organization working with the Town Planning Department and the Planning Board relative to housing planning activities and policies

The CHDC will be responsible for setting its initial priorities and goals in order that it:

- Be successful in accomplishing a limited number of short-term goals within its long-term broad powers and purposes, e.g., by underwriting options on parcels of land and funding feasibility studies for development on those parcels.
- In this way develop an impressive track record by which it develops into an effective and respected vehicle for the Town to achieve its housing goals.
- Provide oversight of existing affordable housing for compliance with the terms of sales or rentals (e.g. develop a solution for preserving the affordability of the Town's remaining affordable units in the Emerson Annex) and oversee compliance of Chapter 40B developments with their intended affordable units.
- Cooperate with and support other existing housing groups in Concord so as to complement their activities and programs; place emphasis on taking on tasks not presently being done by those groups; later on the CHDC may well prove to be the better organization for addressing tasks now being done by those other groups.
- Coordinate the annual prioritization and unified presentation by all housing groups of the needs for CPA funds and grants.
- Support and co-sponsor the resulting application of other housing groups for CPA funds and hold, as appropriate, such earmarked funds on their behalf.
- Seek the counsel of the Selectmen, the Planning Board, and other housing groups on the usage of CPA funds.
- Work in conjunction with an assigned staff member of the Planning Department.
- Report annually on the progress within the town (and of the CHDC specifically) with regards to promoting housing diversity and affordability.
- Annually seek, in the initial years, needed new authorities or Planning Department support from the Board of Selectmen and be subject to renewed guidelines from the Selectmen.
- Understand and seek to apply the "best practices" used by similar public town housing corporations.

On August 22, 2006, the Massachusetts Senate and House of Representatives in General Court enacted and approved an "Act Establishing the Concord Housing Development Corporation". This

enabling legislation confers certain powers to the CHDC. The following is a partial list of the powers and functions afforded the Concord Housing Development Corp. by Chapter 275 of the Acts of 2006. This charge does not limit or amend Chapter 275 of the Acts of 2006.

- Make recommendations on approaches for the preservation and expansion of affordable housing that might include making existing homes available to qualified families, subsidies to assist present home owners, and zoning and bylaw changes.
- Increase the number of housing options by identifying possible private, Town-sponsored, or other public opportunities for affordable housing, and by assisting in the creation of these homes with support of initial planning and project formulation, project approvals process, project development and completion, and collaboration with standing or special Town committees.
- As housing planners, help define what kind of data on affordable housing is useful and what kind of housing, housing inventory, demographic, and financial data the Planning Department should gather and make available to the public. Assist the Planning Department to maintain a record of the Town's efforts to comply with affordable housing statutes.
- Report annually, consistent with the budgeting cycle, to the Board of Selectmen regarding the state of affordability in Concord, identification of existing and potential opportunities, resources, and housing approaches, barriers to affordable housing, and promotion of appropriate Federal, state and local programs and regulatory changes.
- Review Town Meeting articles and present comments and recommendations on those that affect affordable housing.
- Respond to partnership proposals from private developers and formulate proposals on behalf of the Town.
- Acquire or lease real and personal property necessary to carry out its purpose, it being understood that the acquisition or sale of town-owned real estate shall be subject to authorization by Town Meeting.
- Enter into agreements or other transactions with the Commonwealth, and other federal, state or governmental agencies.
- Borrow money and execute notes (not considered to be debts of the town), hold mortgages, or invest any funds not required for immediate disbursement in any investments.
- Contract with and employ from time to time contractors, architects, engineers, consultants, attorneys, accountants, or experts in construction or finance that may be necessary as well as to fix their compensation.
- Receive and hold funds and other things of value from the Town or from other sources, use these amounts on behalf of its affordable housing programs or act as an agent in administering these funds.
- Appear on its own behalf before boards, commissions, departments or other agencies of government, municipal, state or federal.
- Procure insurance against any loss connected with property or activities of the board.
- Formulate, carry out or monitor plans for projects involving acquisition or operation of housing facilities including construction, renovation, improvement or management of these facilities.
- Collect rent and sales prices for the use or occupancy of any property under its ownership or control as well as establish any restrictions in respect to income of the occupants of these housing facilities.
- Enter into agreements with contractors, developers, brokers and other real estate professionals relating to the providing of affordable housing in Concord.

### **Ethical Conduct**

Because it is likely that Concord Housing Development Corporation will be entrusted with public funds, included grant funds and appropriated funds, it is important that the members of the Board of Directors conform to the highest standards of ethical conduct, avoiding the acceptance of personal gifts from individuals doing business with the CHDC and otherwise avoiding the appearance of a conflict of interest.

**TOWN OF  
CONCORD**

**Pollinator Health  
Advisory Committee**

**Committee Charge**

**Draft: June 10, 2017**

**A. Background**

Beekkeepers and environmentalists are concerned about a possible link between neonicotinoids and the loss of honey bee populations and the decline in other pollinators. Many large-scale farmers praise the chemical as both effective and less toxic than many of the alternatives.

The science is still evolving on the toxicity and risks associate with the use of neonicotinoids. Several insecticides containing neonicotinoids have been found to be potentially toxic to honey bees and bumblebees, and other pollinators causing Colony Collapse Disorder (CCD).

Some studies suggest that CCD-mortality may be caused by bees' reduced resistance to mites or parasites that may also be related to exposure to pesticides.

The responsible use of neonicotinoid compounds is supported by many in the agricultural community in Concord as an appropriate way to deal with some insects and pests. There are differences of opinion, however, about the value of these compounds in comparison to their potential risk to the environment.

**B. Purpose**

The purpose of Pollinator Health Advisory Committee is to understand the regulatory framework for pesticide registration and use, to examine the issues and concerns surrounding the use of neonicotinoids, and to advise the Select Board on plan for a communications strategy for educating citizens, lawn care companies and farmers about the risks of these compounds to pollinators and advising on alternative best practices. The committee will review and / or revise town policies regarding the use of neonicotinoids on town owned land and review and / or propose town policies, if any, for the protection of pollinator habitats.

**C. Membership**

The Committee shall be comprised of five members appointed by the Select Board. The term of office shall be for one year, and it is expected the Committee's work will be completed within two years. The members shall represent a diversity of perspectives relating to matters of public interest. The membership shall be as follows:

One representative from the Agricultural Committee;

One representative from the Natural Resources Commission or their designee;  
One representative from the Board of Health  
One citizen with a knowledge of pollinators, entomology or similar field  
One citizen representing the beekeeping community  
Two citizens at-large

**D. Duties and Responsibilities**

1. To become familiar with the issues concerning the use of neonicotinoids and the current science involving pollinators;
2. To fully understand local, state and federal regulatory roles regarding the use of neonicotinoids;
3. To solicit public input on the subject through a variety of methods, including holding at least one public hearing early in the fact-finding process;
4. To determine whether any other communities have adopted policies concerning neonicotinoids and whether those policies might be beneficial for Concord;
5. To prepare a draft report by June 1, 2017, including recommendations for policies or actions the Town may take.
6. To submit a final report to the Select Board for possible future implementation.
7. To perform such other duties as the Select Board may request, including such tasks as the committee may propose to the Board as modifications to this committee charge.

**E. Other Considerations**

The Study Committee is responsible for conducting its activities in a manner which is in compliance with all relevant State and local laws and regulations, including but not limited to, the Open Meeting Law, Public Records Law and Conflict of Interest Law. The Committee shall consult with the Town Manager concerning the allocation of town staff or financial resources toward this effort.

**Attachments**

- A. Certified Vote taken on Article 48 of 2016 Annual Town Meeting.