



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

### Select Board Agenda

Monday, October 23, 2023 at 6:00 PM

Town House, Select Board Room, 22 Monument Square

#### Join Zoom Meeting

<https://us02web.zoom.us/j/87559881293?pwd=STVXSTJLZnh1SHN2MFFOSDNuU3JKZz09>

Meeting ID: 875 5988 1293

Passcode: 477895

Dial In Toll-Free: 833 928 4610

#	Time*	Agenda Item
I.	6:00 PM	Public Comment: Public Comment is limited to up to 15 minutes, with no more than 3 minutes allocated to any one speaker. Public Comment is limited to items that are not on the agenda.
II.	6:15 PM	<p>Consent Agenda</p> <ul style="list-style-type: none"> <li>a. Meeting Minutes: October 10, 2023</li> <li>b. One Day Liquor Licenses: <ul style="list-style-type: none"> <li>i. Retroactive approval for Wines &amp; Malt Beverages Only for Tim Hope of Creative Life Foundation for a Company Outing to be held at Verrill Farm on Sunday, October 22, 2023 from 2:00 PM to 5:00 PM</li> <li>ii. Approval for Wines &amp; Malt Beverages Only for Peggy McGillin of Journey Wealth Partners for a Company Outing to be held at Verrill Farm on Thursday, October 26, 2023 from 5:00 PM to 7:30 PM</li> <li>iii. Approval for Wines Only for Eric Van Loon of Camino Verde, Incorporated for the Anniversary of Camino Verde to be held at the Concord Scout House on Thursday, November 9, 2023 from 7:00 PM to 9:00 PM</li> </ul> </li> <li>c. Gift Acceptance from the Concord-Carlisle Community Chest to the Concord Recreation School Year Child Care Scholarship Gift Account in the amount of \$6,000.00</li> <li>d. Committee Nominations: <ul style="list-style-type: none"> <li>i. Joanne Crowell of 55 Woodland Road to the Bruce Freeman Rail Trail Advisory Committee for a term to expire May 31, 2026</li> <li>ii. Bruce Button of 28 Fairhaven Road to the Financial Audit Advisory Committee as a Citizen At-Large for a term to expire May 31, 2026</li> <li>iii. Anne Mauk of 199 Oak Hill Circle to the West Concord Cultural</li> </ul> </li> </ul>

		District Committee for an extended term to correctly stagger terms amongst the committee to expire May 31, 2025
III.	6:20 PM	<p>Appointments</p> <ul style="list-style-type: none"> <li>a. Select Board Committee Appointments: <ul style="list-style-type: none"> <li>i. Dr. Anna Feldweg of 343 Commonwealth Avenue to the West Concord Advisory Committee for a term to expire May 31, 2026</li> <li>ii. Tiffany Apczynski of 61 Garfield Road to the Economic Vitality Committee for a term to expire May 31, 2026</li> <li>iii. John Flaherty of 156 Upland Road to the Financial Audit Advisory Committee as a Citizen At-Large member for a term to expire May 31, 2025</li> <li>iv. Amy Hoey of 217 Central Street to the Pollinator Health Advisory Committee for an unexpired term to expire on May 31, 2024</li> </ul> </li> <li>b. Committee Appointments named by the Chair: <ul style="list-style-type: none"> <li>i. Cynthia Rainey of the Concord Regional School Committee to the Financial Audit Advisory Committee for the retroactive term of June 1, 2023 term to expire May 31, 2024</li> </ul> </li> </ul>
IV.	6:25 PM	Town Manager's Report
V.	6:35 PM	Chair's Report
VI.	6:45 PM	Select Board Liaison Reports
VII.	7:00 PM	<p>Public Hearing for a Grant of Location Request for Comcast at 48 Buttricks Hill Road</p> <p>Presenter: Cathy Maloney, Senior Manager of Government &amp; Regulatory Affairs, Comcast</p>
VIII.	7:20 PM	<p>Request to Increase Regional Housing Services Office Fiscal Year 2024 Revolving Fund Total Expenditure Subject to Prior Approval by the Finance Committee</p> <p>Presenter: Liz Rust, Director of the Regional Housing Services Office</p>
IX.	7:30 PM	<p>Authorize the Town Manager to act on behalf of the Town for the Wastewater Asset Management Grant</p> <p>Presenter: Jeff Murawski, Water and Sewer Superintendent</p>
X.	7:40 PM	<p>Town Manager Response to the Fiscal Year 2025 Finance Committee Guidelines Information Request Letter and Approve Select Board Response Letter to the Finance Committee Request Letter regarding Town Revenues and the 250<sup>th</sup> Anniversary Celebration</p> <p>Presenter: Kerry Lafleur, Town Manager</p>
XI.	8:10 PM	Communications and Documents of Interest for Information but Not Discussion

XII.	8:10 PM	Adjournment

*\*Times are approximate and subject to change*

**Upcoming Meetings:**

Monday, November 6, 2023

Monday, November 20, 2023

Monday, December 4, 2023



The Town of Concord endeavors to make public meetings accessible to all members of the community. To request a meeting accommodation or modification, please contact our ADA Coordinator Megan Zammuto, [mzammuto@concordma.gov](mailto:mzammuto@concordma.gov) or 978-318-3006. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.

**Town of Concord  
Select Board  
Minutes  
October 10, 2023**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting both in-person at 22 Monument Square on the 2<sup>nd</sup> floor in the Public Hearing Room and via Zoom at 6:00 PM on October 10, 2023. The Select Board reconvened in the Select Board Room at 6:30 PM following Public Comment.

Present during roll call were: Henry Dane, Chair; Mary Hartman, Clerk; Terri Ackerman; and Mark Howell (via Zoom).

\* All votes taken reflect a Roll Call vote due to the members attending in hybrid format

**Call to Order**

Select Board Chair Henry Dane called the meeting to order at 6:00 PM.

Ms. Hartman confirmed that the members present were Chair Dane, Ms. Ackerman, and Mr. Howell (via Zoom). Ms. Escobedo did not make her presence known at this time via Zoom dial-in.

**Public Comment**

Vickie Alani of 257 Commonwealth Avenue appeared on behalf of the Friends of Warners' Pond to summarize a letter on the condition and future of Warner's Pond and on a petition that has gathered signatures regarding the protection of the pond and suggestions for a process to determine next steps related to the pond. Ms. Alani's full letter is included in the Select Board meeting packet.

Mark Rigazio of 142 Chestnut Street appeared before the Select Board to comment on the residential tax exemption.

Mark Gailus of 62 Prescott Road appeared before the Select Board to remind the public about the Transportation Advisory Committee workshop taking place at the Harvey Wheeler Center next Tuesday, October 17, 2023 from 6:30 PM to 8:30 PM.

Denise Gilbert of 506 Concord Greene appeared before the Select Board to comment on the community support apparent behind the protection of Warners Pond as evidenced by attendance at the Select Board meeting tonight.

Enid Boasberg of 48 Laws Brook Road asked why the dam is being surveyed.

Delia Kaye, Natural Resources Director, responded that there are two surveyors working at the pond currently as part of the 30% design plans for the dam renewal. Ms. Kaye added that there will be three upcoming public hearings to discuss further options at the pond. She also confirmed that any subsequent actions related to the pond require approval at town meeting.

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Dr. Karin Hodges of 230 Harrington Avenue appeared before the Select Board and commented that she finds it problematic to remove a water source in Town when there are children that can benefit from the use.

Mark Boasberg of 48 Laws Brook Road appeared before the Select Board and asked where the funding came from to survey the dam.

Jimi Two Feathers of 303 Commonwealth Avenue appeared before the Select Board and commented on concerns regarding the wildlife habitats at Warner's Pond. Mr. Two Feathers continued and asked what would happen to their property values if the pond were dredged.

Nina Huber of 83 Wright Road appeared before the Select Board and commented on a flood that occurred in the area prior to when the new dam was installed and voiced concern regarding flooding threats if the dam were removed.

**Consent Agenda**

- a. Meeting Minutes: September 18, 2023
- b. One Day Liquor Licenses:
  - i. Wines & Malt Beverages Only for the Concord-Carlisle Community Chest for the Chip in for Neighbors Golf Tournament to be held at Concord Country Club, 246 ORNAC on Monday, October 16, 2023 from 12:30 PM to 6:30 PM
  - ii. Wines & Malt Beverages for the Nature Connection for the Nature Connection's 40<sup>th</sup> Anniversary to be held at the Concord Scout House, 74 Walden Street on Thursday, October 26, 2023 from 5:30 PM to 9:30 PM
  - iii. Wines & Malt Beverages Only for the Concord Education Fund for the Concord Education Fund Fundraising Gala to be held at the Concord Scout House, 74 Walden Street on Saturday, November 4, 2023 from 7:00 PM to 11:00 PM
  - iv. Wines & Malt Beverages Only for the First Parish Church for a Private Event to be held at the First Parish Church, 22 Lexington Road on Saturday, November 4, 2023 from 5:00 PM to 9:00 PM
  - v. All Alcoholic Beverages for the Concord Museum for the Fete Cocktail Party to be held at the Concord Museum, 53 Cambridge Turnpike on Friday, December 1, 2023 from 6:30 PM to 8:30 PM
- c. Gift Acceptances:
  - i. Gift of a Brush Mower valued at \$500.00 from Gaining Ground to the Natural Resources Division
  - ii. Gift of Cedar Shingles valued at \$509.73 from Jane Prentiss to the Natural Resources Commission
- d. Town Accountant Warrant: September 28, 2023
- e. Committee Nominations:
  - i. Dr. Anna Feldweg of 343 Commonwealth Avenue to the West Concord Advisory Committee for a term to expire May 31, 2026

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- ii. Tiffany Apczynskiof of 61 Garfield Road to the Economic Vitality Committee for a term to expire May 31, 2026
- iii. John Flaherty of 156 Upland Road to the Financial Audit Advisory Committee as a Citizen At-Large member for a term to expire May 31, 2025
- iv. Amy Hoey of 217 Central Street to the Pollinator Health Advisory Committee for an unexpired term to expire on May 31, 2024

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

**Committee Appointments**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint Anthony M. Anasaldi to the position of Treasurer-Collector effective October 16, 2023.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint Mark Howell of the Select Board to the Financial Audit Advisory Committee for the retroactive term of June 1, 2023 to May 31, 2024; to appoint Court Booth of the School Committee to the Financial Audit Advisory Committee for the retroactive term of June 1, 2023 to May 31, 2024; to appoint Bianca Taylor of the Municipal Light Board to the Financial Audit Advisory Committee for the retroactive term of June 8, 2023 to May 31, 2024.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

**Town Manager's Report**

Town Manager Kerry Lafleur presented the Weekly Operations Reports for the week ending October 6, 2023. The full weekly operation report can be viewed [here](#).

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Deputy Town Manager Megan Zammuto provided the Select Board an update on cellular service in Town. Ms. Zammuto continued that a Cell Coverage Listening Session will be held next Thursday, October 19, 2023 from 5:00 PM to 7:00 PM at the Town House, 22 Monument Square and via Zoom. More information can be found on the Town website [here](#).

In response to a question from Ms. Hartman regarding the progress of work at Gerow, Town Manager Kerry Lafleur indicated that recent change orders had been completed and work at was expected to be completed by Dec 31, 2023. She agreed to provide the Select Board with updates at each subsequent Select Board meeting.

**Chair's Report**

Chair Dane noted that he is committed to working with the Deputy Town Manager on the improvement of cellular service in Town. Chair Dane continued and noted of several upcoming events of interest to the public:

- Town Clerk's Office will be hosting an Effective Governance Training this Sunday, October 15, 2023 from 1:00 PM to 3:00 PM in the Goodwin Forum at the Concord Free Public Library
- Public Hearing on the NOVO Riverside Commons Development will be hosted by the Zoning Board of Appeals on Thursday, October 26, 2023 at 7:00 PM at the Harvey Wheeler Center and via Zoom
- Signing ceremony with the delegation from the Town's sister city of Nanae, Japan on Sunday, October 29, 2023 at 8:00 PM at the Concord Art Association
- Concord-Carlisle League of Women's Voters event titled "Does Town Meeting Work for You?" on Thursday, November 2, 2023 from 7:00 PM to 8:30 PM in the Goodwin Forum at the Concord Free Public Library and via Zoom

**Select Board Liaison Reports**

Ms. Hartman reported on:

- Finance Committee – Working to consolidate the operating budgets into one Town Meeting article. School Committee has expressed support for the idea and FinCom will discuss at their next meeting and make a recommendation to the Select Board. The Committee Chair on has sent the Select Board two letters on behalf of the Committee regarding Town revenues and the 250<sup>th</sup> American Revolution anniversary celebration and the Board should prepare a response to these letters.
- Economic Vitality Committee – Considering rewriting the Committee charge to absorb the responsibilities of the defunct Concord Center Cultural District Committee to properly distribute grant funding through an active Town committee

Ms. Ackerman reported on:

- Future agenda items for the Select Board:
  - o Update on Concord 2025 Executive Committee
  - o Strategic plan or progress review on Envision Concord

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- Update on sewer infrastructure
- Transportation Advisory Committee – Public Workshop (drop-in style) for the Comprehensive Transportation Plan will be held next Tuesday, October 17, 2023 from 6:30 PM to 8:30 PM at the Harvey Wheeler Center
- 2229 Main Street Advisory Task Force – Assisted Task Force Chair Paul Bohem in speaking to the Concord-Carlisle League of Women’s Voters; Public Information Meeting with the EPA will be held on Wednesday, October 25, 2023 from 6:30 PM to 8:30 PM at the Town House, Public Hearing Room and via Zoom; Public Information Meeting with the Task Force on Thursday, November 9, 2023 at 7:00 PM at the Town House Public Hearing Room.
- Public Works Commission – Working on stormwater utility, which they will probably bring an article forth at Town Meeting for to propose a user fee for all resident and commercial properties for stormwater (like an enterprise fund)
- PEG Access Advisory Committee – Begun negotiations with Comcast for a new franchise agreement; Working with the Police Department on the 250<sup>th</sup> American Revolution Anniversary Celebration logistics
- Cemetery Commission – CPA application to evaluate all metal structures in the three historic cemeteries
- Bruce Freeman Rail Trail Advisory Committee – Working on a letter of support for a CPA application sponsored by the Concord Prison Outreach to memorialize those who have been buried in the Concord Prison Cemetery along adjacent to the Bruce Freeman Rail Trail to include a contemplative sitting area and more.

Mr. Howell reported on:

- Middle School Building Committee – Construction is well underway; There was a recent member resignation for a citizen at-large member, so will need to recruit a new member
- Attended the electric vehicle test drive event
- Diversity Equity and Inclusion upcoming events:
  - Wednesday, October 11, 2023 at the First Parish from 1:30 PM to 3:30 PM for the Concord Social Justice Roundtable
  - Thursday, October 12, 2023 at the Concord Academy from 6:00 PM to 8:30 PM for a discussion on raising consciousness and confronting social bias in Concord

**Public Hearing for an All-Alcohol On-Premise Liquor License and Common Victualler License for Bandoleros to be located at 195 Sudbury Road**

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to open the Public Hearing.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

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Attorney Andrew Sprow appeared before the Select Board to present the application on behalf of Melendez Magana, Incorporated. The full application is included in the Select Board meeting packet.

Ms. Hartman noted that other restaurants owned by the group in Fitchburg and Devens received good reviews for service online and asked how much of their business they anticipate being takeout.

Mr. Melendez responded that based on other restaurants, they anticipate about 15-20%.

Chair Dane asked a question regarding the terms of the lease.

Mr. Melendez responded that one of the amendments to the lease was regarding the drainage and sewer, which the owner is going to repair, which made him comfortable to then apply for the liquor license.

Chair Dane asked a question regarding the finances for the business.

Attorney Sprow responded that the finances thus far have gone into renovations to the space and restaurant equipment and furniture.

Chair Dane noted that he thinks that the financial statements provided may need to be more robust for approval of the application by the ABCC.

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to close the Public Hearing.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to approve the All-Alcohol On-Premise Liquor License application for Melendez Magana, Incorporated, DBA Bandoleros, to be located at 195 Sudbury Road.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to approve the Common Victualler License application for Melendez Magana, Incorporated, DBA Bandoleros, to be located at 195 Sudbury Road.

**Roll Call Vote:**

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Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Manager of Record application for Melendez Magana, Incorporated, DBA Bandoleros, for Scott Sanford and to approve the Alternate Manager of Record application as required by the Select Board for Luis Angel.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

**Public Hearing for Grant of Location Requests for Comcast:**

- 495 Monument Street (**withdrawn**)
- 92-100 Commonwealth Avenue

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to open the Public Hearing.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Cathy Maloney of Comcast of Massachusetts, Incorporated appeared before the Select Board to present the petition for a Grant of Location request to be located at 92-100 Commonwealth Avenue. The full petition and application plans are included in the Select Board meeting packet.

Ms. Hartman asked if the work being performed by Comcast would affect the construction already being performed in the area at Commonwealth Avenue.

Ms. Maloney responded that Comcast and the Town have been working together to perform the installation while the construction is already underway to ensure that the ground will not have to be dug up again.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to close the Public Hearing.

**Roll Call Vote:**

Chair Dane – Aye

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Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Grant of Location request for Comcast of Massachusetts, Incorporated to install coaxial cable to be owned and used by the petitioner, along and across the public way or ways of 92-100 Commonwealth Avenue and in accordance with the conditions provided by the Concord Municipal Light Plant and Concord Engineering Department.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

**Update on the Sister City Arrangement and Review and Approve Sister City Agreement with Nanae, Japan**

Mike Lawson of 1695 Lowell Road appeared before the Select Board on behalf of the Nanae Network to present the Sister City Agreement with Nanae, Japan. Mr. Lawson continued and described the background of the relationship between Nanae and Concord and highlighted upcoming events when the Nanae delegation is to visit Concord at the end of October, including a signing ceremony of the agreement in front of the Board this evening. Mr. Lawson lastly requested that Sunday, October 29, 2023 be declared as Nanae Day, which will be the day of the signing ceremony.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Sister City Agreement with Nanae, Japan and authorize the Chair to sign the agreement on behalf of the Board.

**Roll Call Vote:**

Chair Dane – Aye  
Ms. Hartman – Aye  
Ms. Ackerman – Aye  
Mr. Howell – Aye

**Discuss Options to Enter a Development Agreement with NOVO Riverside Commons**

Deputy Town Manager Megan Zammuto appeared before the Select Board to discuss the process for entering a Development Agreement with Taurus for the NOVO Riverside Commons development at Baker Avenue. Ms. Zammuto asked the Select Board to consider two members of the Board to volunteer to work with Town staff and Keith Bergman as Chair of the Concord Municipal Affordable Housing Trust on a Development Agreement. Ms. Zammuto noted that the

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goal would be to have the Development Agreement prepared for execution at the same time the Zoning Board of Appeals Public Hearings on the matter concludes.

Ms. Hartman asked if the intent is to address items in the Development Agreement that will not be addressed in the Zoning Board of Appeals Public Hearings.

Ms. Zammuto responded not entirely, but if something is not appropriate to be addressed in a Public Hearing setting, the group could consider it in the Development Agreement. Ms. Zammuto added that the process for the Development Agreement would be an ongoing discussion with the developer, Taurus.

Ms. Ackerman asked how long the Zoning Board of Appeals Public Hearings would take to conclude.

Ms. Zammuto responded that there is not a timeline for this, as it varies per development and hearing. Ms. Zammuto noted that the developer is very prepared and does not anticipate any administrative delays down the line.

Ms. Ackerman asked how recommendations of the Transportation Advisory Committee would fit in this process.

Ms. Zammuto clarified that residents, Boards, Committees, etc. should first start with preparing comments for the Zoning Board of Appeals Public Hearings, and as previously mentioned, if not addressed in this setting, it could be considered for the Development Agreement.

Ms. Hartman volunteered to be part of the working group after consulting with town counsel regarding a possible conflict of interest. At this time, Ms. Escobedo temporarily joined the meeting and volunteered to be part of the group as well.

Ray Andrews on behalf of the Concord Housing Development Corporation appeared before the Select Board and noted that the corporation is preparing comments and recommendations for the development and asked who the comments should be sent to.

Ms. Zammuto said that the comments could be sent to her.

**Communications and Documents of Interest for Information but not discussion**

**Adjournment**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to adjourn the meeting at 8:25 PM.

**Roll Call Vote:**

Chair Dane – Aye

Ms. Hartman – Aye

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Ms. Ackerman – Aye  
Mr. Howell – Aye

The meeting adjourned at 8:25 PM.

**Meeting Materials:**

[Select Board Meeting Packet for October 10<sup>th</sup>](#)

[Select Board Meeting Recording for October 10<sup>th</sup>](#)

DRAFT



**TOWN OF CONCORD**  
**Office of the Town Manager**  
Town House  
P.O. Box 535  
Concord, Massachusetts 01742

To: Concord Select Board

From: Shannon McAndrew, Executive Assistant to the Select Board

Date: October 23, 2023

Re: One Day Liquor License – Creative Life Foundation

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Included in your packet is a One Day Liquor License for Tim Hope on behalf of Creative Life Foundation for a company outing to be held at Verrill Farm, 11 Wheeler Road. Creative Life Foundation is seeking retroactive approval for the event for Wines & Malt Beverages Only on Sunday, October 22, 2023 from 2:00 PM to 5:00 PM.

The application is complete with payment and TIPS Certifications for bartenders from Simply Serve.

RECEIVED  
OCT 04 2023

TOWN OF CONCORD

TOWN OF CONCORD  
TOWN MANAGER'S OFFICE

APPLICATION FOR ONE DAY SPECIAL LICENSE

FOR THE SALE OF WINES & MALT BEVERAGES/ALL ALCOHOLIC BEVERAGES



PAID

Fee: \$75.00/per day - One Day All Alcoholic and/or Wines & Malt Beverages Only Amount Paid \$

The undersigned hereby applies for a One Day Special License in accordance with the provisions of the Statutes relating hereto:

NAME: (please print) Tim Hupe

COMPANY or organization: Creative Life Foundation

ADDRESS: \_\_\_\_\_

TELEPHONE: 973 314 3243

DATE(S) APPLIED FOR: 10/22/23

EVENT: Company Outing

HOURS OF OPERATION: 2pm to 5pm

PREMISES TO BE LICENSED: Verrill Farm

ADDRESS OF PREMISE LICENSED: 11 Wheeler Rd Concord, MA

License is for the Sale of:

All Alcoholic Beverages

Wines & Malt Beverages Only

Wines Only

Malt Beverages Only

The Licensed Activity or Enterprise is:

For Profit

Non-Profit

Are the bartenders TIPS or equivalently trained? Yes  No

Will there be people in attendance that are under the age of 21? Yes  No

Is this the first one day special license secured by this organization? Yes  No

If no, number of consecutive years licensed? \_\_\_\_\_

Will there be more than 100 people in attendance? Yes  No

If yes, the applicant agrees to contact the Police Department to determine whether traffic control coverage is necessary. The traffic control coverage is provided at the expense of the applicant.

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgment that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord and the Board of Selectmen, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: [Signature] Date: 10/4/23



**TOWN OF CONCORD**  
**Office of the Town Manager**  
Town House  
P.O. Box 535  
Concord, Massachusetts 01742

To: Concord Select Board

From: Shannon McAndrew, Executive Assistant to the Select Board

Date: October 23, 2023

Re: One Day Liquor License – Journey Wealth Partners

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Included in your packet is a One Day Liquor License for Peggy McGillin on behalf of Journey Wealth Partners for a company outing at Verrill Farm, 11 Wheeler Road. The application is for Wines & Malt Beverages Only for an event to be held on Thursday, October 26, 2023 from 5:00 PM to 7:30 PM.

The application is complete with payment and TIPS Certifications for bartenders from Simply Serve.

RECEIVED  
OCT 04 2023

TOWN OF CONCORD  
APPLICATION FOR ONE DAY SPECIAL LICENSE

TOWN OF CONCORD  
TOWN MANAGER'S OFFICE

FOR THE SALE OF WINES & MALT BEVERAGES/ALL ALCOHOLIC BEVERAGES

PAID

Fee: \$75.00/per day - One Day All Alcoholic and/or Wines & Malt Beverages Only Amount Paid \$ \_\_\_\_\_

The undersigned hereby applies for a One Day Special License in accordance with the provisions of the Statutes relating hereto:

NAME: (please print) Peggy McGillin  
COMPANY or organization: Journey Wealth Partners  
ADDRESS: \_\_\_\_\_  
TELEPHONE: 978-831-3828  
DATE(S) APPLIED FOR: 10/26/23  
EVENT: Company Party  
HOURS OF OPERATION: 5-7:30pm  
PREMISES TO BE LICENSED: Verrill Farm  
ADDRESS OF PREMISE LICENSED: 11 Wheeler Rd Concord, MA

License is for the Sale of:

All Alcoholic Beverages	<input type="checkbox"/>
Wines & Malt Beverages Only	<input checked="" type="checkbox"/>
Wines Only	<input type="checkbox"/>
Malt Beverages Only	<input type="checkbox"/>

The Licensed Activity or Enterprise is:

For Profit	<input type="checkbox"/>
Non-Profit	<input checked="" type="checkbox"/>

Are the bartenders TIPS or equivalently trained? Yes  No

Will there be people in attendance that are under the age of 21? Yes  No

Is this the first one day special license secured by this organization? Yes  No

If no, number of consecutive years licensed? \_\_\_\_\_

Will there be more than 100 people in attendance? Yes  No

If yes, the applicant agrees to contact the Police Department to determine whether traffic control coverage is necessary. The traffic control coverage is provided at the expense of the applicant.

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgment that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord and the Board of Selectmen, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



**TOWN OF CONCORD**  
**Office of the Town Manager**  
Town House  
P.O. Box 535  
Concord, Massachusetts 01742

To: Concord Select Board

From: Shannon McAndrew, Executive Assistant to the Select Board

Date: October 23, 2023

Re: One Day Liquor License – Camino Verde, Incorporated

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Included in your packet is a One Day Liquor License for Eric Van Loon on behalf of Camino Verde, Incorporated for the organization anniversary event at the Concord Scout House, 74 Walden Street. The application is for Wines Only for an event to be held on Thursday, November 9, 2023 from 7:00 PM to 9:00 PM.

The application is complete with payment and TIPS Certification for one bartender.



**PAID**

**Shannon McAndrew**

---

**From:** noreply@civicplus.com  
**Sent:** Thursday, October 12, 2023 9:34 AM  
**To:** licensing board; Town Manager's Office; jromanul@concordma.gov  
**Subject:** Online Form Submittal: One Day Special Liquor Licenses

## One Day Special Liquor Licenses

Company or Organization	CAMINO VERDE, INC
Applicant Name	Eric E Van Loon
Email Address	vanlooneric@gmail.com
Applicant Address	95 Marthas Pt Rd
City	Concord
State	MA
Zip Code	01742
Phone Number	978-369-8528
Name of Event	NonProfit organization anniversary (Camino Verde)
Activity Is	Non-Profit
Event Type	Private Event in Rented Facility
Event Date & Start Time	11/9/2023 7:00 PM
End Time	9:00 PM
Premises to be Licensed	Concord Scout House
City	Concord
State	MA
Zip Code	01742
License is for the Sale of:	Wines Only
Bartenders TIPS trained?	Yes
Under 21 Attendees?	No

1st one-day license for Organization? Yes

If NO, number of years licensed? *Field not completed.*

More than 100 in attendance? No

*By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Select Board, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.*

I acknowledge and accept the above statement of liability Eric Van Loon

**APPLICATION FEE \$75.00**

*Please forward to: Town Manager's Office PO Box 535 Concord, MA 01742  
Applications cannot be processed until payment is received.*

Acknowledgements I attest the information contained in this form is true and accurate., I acknowledge that I must pay an application fee of \$75 and will mail my payment., I acknowledge that no action will be taken, or scheduled, regarding my application until payment is received.

**IMPORTANT NOTICE**

**Board & Committee Meeting Calendar**

(Section Break)

**TIPS TRAINING**

*The Select Board require that for any event which they issue a special permit, the alcohol provided must be served by a TIPS trained (or equivalent) bartender. TIPS training cards, or their equivalent, must accompany this application. Additionally, each certification must show a photo and name of the bartender(s) and must be current. If a photo is not on the TIPS training cards, a copy of a valid driver's license with a photo should be included. Proof of TIPS credentials must be provided before any application may be voted on by the Select Board.*

I acknowledge and agree to the Town of Concord's TIPS Training Policy as outlined above. Copies of card(s) will be mailed separately to the Town Manager's Office

**UNDER 21 POLICY**

*The Town of Concord Select Board assumes that there may be guests or attendees under 21 years of age at any event. therefore, this policy must be adhered to for all events. Applicants agree to check the ages of all guests at the door. If a persons under the age of 21 are present, his or her hand shall be stamped to indicate the he/she is underage for the bartender.*

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I certify that Concord's Under 21 Policy, as outlined above, will be followed.

A legal adult, over 21 years of age, shall check the ages of all guests to ensure compliance., All bartenders shall be made aware of the Under 21 Policy terms before the event's commencement.

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Email not displaying correctly? [View it in your browser.](#)

**Town of Concord**  
**Finance Department**  
*memorandum*

**TO:** Kerry A Lafleur, Town Manager  
**FROM:** Stephen Daly, Interim Finance Director   
**SUBJ:** Concord Recreation Summer Camp Scholarship Gift  
**DATE:** October 2, 2023

Please place on the Select Board's agenda the following gift made to the Concord Recreation School Year Childcare Scholarship Gift Account.

Concord-Carlisle Community Chest  
19 Main St. #2  
Concord, MA 01742

\$6,000.00

45100163-4850

Accepted: \_\_\_\_\_  
*Clerk*

Date: \_\_\_\_\_



**Town of Concord**  
Finance Department  
22 Monument Square  
P.O. Box 535  
Concord, Massachusetts 01742

October 2, 2023

Concord-Carlisle Community Chest  
19 Main St #2  
Concord, MA 01742

**Re: Concord School Year Childcare Scholarship Gift**

This will acknowledge your gift of \$6000.00 made to the Concord School Year Childcare Scholarship Gift Account. Thank you for your generous contribution.

Sincerely,

Stephen Daly  
Interim Finance Director

cc: Town Manager

This gift is deductible for federal income tax purposes to the extent allowed by law. No goods or services were provided in return for this gift. The Town's Tax Exempt ID number is 04-6001121. Gifts made to the Town are deductible in accordance with IRC section 170(c)(1).



# TOWN OF CONCORD

*Office of the Town Manager*

## Operational Status Reports and Departmental Updates For the week ending October 20, 2023

### General Administration

Anthony M. Ansaldi, Jr. was appointed by the Town Manager and confirmed by the Select Board to the position of Chief Financial Officer/Treasurer Collector. The posting was met with a strong response and a terrific field of candidates. Anthony stood out for his breadth of experience and versatility which touches on all aspects of the CFO position and will be an asset to the finance team and the Concord community. Anthony brings to the position over two decades of experience in local government, finance, and operations management. His professional experience includes overseeing municipal budgets, capital projects, collective bargaining agreements, significant grant funding, and auditing. In his most recent role as the Town Administrator for the Town of Littleton, he revamped the town's \$64 million operating and capital budget process.



Anthony holds a Master of Public Administration (MPA) and a Graduate Certificate in Local Government and Leadership and Management from Suffolk University's Sawyer Business School. He is a Massachusetts Certified Public Purchasing Official (MCPPO) and a member of the MMA (Massachusetts Municipal Association) and the ICMA (International City Managers Association). He is also a Governor Appointee to the Joint Labor-Management Committee.

Anthony started on Monday, Oct. 16, 2023. When you have a moment, please stop by the Town House and say hello.

### **Naloxone Administration Training**

The poster is titled 'EMERGENCY RESPONSE TRAINING SERIES' and features the Town of Concord seal. It includes a red arrow pointing right with the text 'Get Trained Be Prepared'. Below this, there are three sections: 1. 'Naloxone Training' for November 7, 2023, 1 PM - 2 PM, at the Goodwin Forum, Concord Free Public Library. 2. 'Stop the Bleed' training, TBD. 3. 'AED/CPR & First Aid' training, TBD. A registration link is provided: <https://forms.office.com/g/HYMDH10yL8>. The bottom of the poster states it is sponsored by the Concord Public Health Division & Fire Department for Town of Concord Employees.

The Concord Public Health Division and Concord Fire Department is co-sponsoring a naloxone administration training for employees on **November 7, 2023 at 1 PM** at the **Concord Free Public Library**. This is the first of a three-part series of emergency response training which will also include a Stop the Bleed training and AED/CPR training. More details to follow on the next two sessions.

### **Cell Tower Listening Session**

Jason Bulger, Chief Technology Officer, presented an overview of cell coverage in the Town of Concord

and the effort to expand coverage for the downtown and high school at a well-attended listening session on Oct. 19. He was joined by Lt. Brian Goldman and Chief Tom Judge who provided testimony on the impact of the lack of coverage on public safety and emergency response. Members of the chamber and business community expressed concern for the impact of the lack of coverage on their ability to conduct business. Megan Zammuto, Deputy Town Manager facilitated a dialog between the members of the community in attendance and on Zoom. There was a consensus that expanding coverage was a priority but differences in opinion on where a tower should be located and whether there were other options for the high school.



### **NMI/Starmet**

The EPA is hosting an information session on **Wednesday, Oct. 25 at 6:30 PM** at the Town House or on Zoom. The program will cover the site history, EPA's cleanup plan and provide an update on cleanup activities currently underway. This meeting will cover topics for community members with little to no knowledge of the Site and/or the Superfund process so whether you are a newcomer or very familiar, we look forward to your participation! For details on how to join this meeting and to see future updates, please visit: [www.epa.gov/superfund/nmi](http://www.epa.gov/superfund/nmi)

### **Police Department**

#### **Activity Log:**

- Log items: 704
- Traffic enforcements: 50
- Motor vehicle stops: 55
- Motor vehicle crashes and/or paper exchanges: 12
- Arrests: 3

#### **Community:**

- Lieutenant Landers, Sergeant Bordenca, Sergeant Manchuso, Detective Paladino, Officer LaCure, and Officer Olansky read to children during story time at the Concord Free Public Library this week.
- The Department has begun scheduling officers for their annual in-service training week. All officers will be scheduled to keep their training current and maintain their State Certification.
- Inspector Holsinger, along with officers from the dayshift, assisted with school bus evacuation drills at the Concord Public Schools.

### **Fire**

#### **Calls for Service:**

There were 100 calls for service over the last week.

#### **Personnel:**

Congratulations to Lieutenant Brad Ferrie who was promoted to Captain and Firefighter James Foley promoted to Lieutenant, both effective on October 16, 2023

### **Training**



Over the last week all four groups trained with a Trooper from the Mass. State Police mounted unit. The topic of the training was handling horses in an emergency, and how to get a horse out of a barn in the event of a fire. Many thanks to MSP Trooper Sonia for providing this training!

This week Concord hosted a Massachusetts Emergency Management Agency (MEMA) course on incident command. This three-day course was attended by members of the Concord Fire Department along with emergency personnel from other departments in the area.

## Planning

- **Planning Division** – Senior Planner Ann Clifford is working with the Finance Department and the Massachusetts Historical Commission to finalizing the contract with Heritage Strategies, LLC, of Pennsylvania to develop a community-wide Historic Preservation Plan for Concord. The plan will support the integrated, cross-disciplinary approach of *Envision Concord: Bridge to 2030* (2018) and reflect state and national preservation priorities as we approach the 250<sup>th</sup> anniversary of the Battle of Lexington and Concord in 2025 and the founding of the United States in 2026. This timing presents the citizens of Concord with an opportunity to engage an international audience, share a more inclusive national story and celebrate the field of historic preservation in the 21<sup>st</sup> century as it intersects with heritage tourism, education, architecture, urban planning, archaeology, conservation, and sustainability. Heritage Strategies has worked with World Heritage Sites and National Heritage Areas across the country, including our own Freedom's Way National Heritage Area.
- **Transportation Advisory Committee** - The first public workshop for the Comprehensive Transportation and Mobility Study took place on Tuesday October 17<sup>th</sup> at the Harvey Wheeler Community Center. The turnout was estimated to be well over 100 community members, who said that it exceeded their expectations, and that they enjoyed the open house style of the public workshop. Many members of the public took time to not only share their thoughts, ideas, and opinions on the provided sticky notes and posterboards but to also share them with members of Town Staff, the Transportation Advisory Committee, and members of the Stantec team. Thank you to everyone who attended and made the event such a success and we look forward to continuing this community process. We encourage everyone, including people who work in Concord or are visitors, to take the survey and help us identify what is important to YOU when thinking of transportation.
- **Historical Commission** – At the October 12<sup>th</sup> meeting, the Commission and Senior Planner Ann Clifford discussed problematic roadside markers in downtown Concord that present a flawed and outdated interpretation of American history and are antithetical to the inclusive goals of Concord and provided input to the Deputy Town Manager for discussion by the Select Board. As part of the Federal Section 106 review process, the Historical Commission and Senior Planner Ann Clifford participated in the Federal Highway Administration meeting regarding changes to Route 2A through the Minute Man National Historical Park.
- **Community Preservation Committee** - To date, the Committee has heard presentations from 12 of the 19 applicants to FY25 CPA funding. Following one more night of presentations on November 1<sup>st</sup>, deliberations will begin on November 14<sup>th</sup> on a

recommendation for grant awards for the 2024 Annual Town Meeting.

- **MBTA Communities Multi-family Zoning** – On Monday, October 16<sup>th</sup>, the Planning Board Chair Linda Miller attended the Willard School Parent Teacher Group meeting to give a brief presentation on the MBTA Communities Zoning and to answer questions from the approximate 30 participants. At the Planning Board meeting on October 24<sup>th</sup>, the Board will be discussing the first draft of the zoning boundary to be included in the Town Meeting warrant article.

## **Department of Public Works**

### **Engineering:**

- **Main Street/Walden Street Intersection Improvements:**  
Several circumstances, such as contract finalization, securing of all funds to award the contract, led to a construction schedule no earlier than this November. It was determined that performing this work this time of year will have significant impacts on adjacent businesses, as well as pedestrian and vehicular travel. As a result, the construction of this project is being postponed to the spring of 2024.



# CONCORD MUNICIPAL LIGHT PLANT

ELECTRIC | BROADBAND | ENERGY MANAGEMENT

---

**Date:** October 2, 2023  
**To:** Shannon McAndrew, Town Manager's Office, Senior Administrative Assistant  
**Via:** David Wood, CMLP Director  
**Via:** Joe Repoff, CMLP Assistant Director   
**From:** Jeffrey Cosgrove, CMLP Lead Electrical Engineer   
**Cc:** Steven Dookran, CPW Town Engineer  
**Cc:** Justin Richardson, CPW Assistant Town Engineer  
**Subject:** Petition of Comcast of Massachusetts III, Inc. for a Grant of Location on Buttricks Hill Rd

This memorandum is to provide comments to the Select Board on the petition for a Grant of Location filed by Comcast of Massachusetts III, Inc. to install underground facilities across the roadway between #'s 75 & 48 Buttricks Hill Rd. This crossing will allow Comcast to provide service to #48 Buttricks Hill Rd which was recently constructed; reference plan filed with said petition.

The Concord Municipal Light Plant (CMLP) has reviewed the attached Grant of Location petition and recommend approval of the petition with the following conditions.

1. Prior to construction, the applicant must complete a pre-Hearing site visit with the Concord Municipal Light Plant to review work to be completed.
2. Minimum separation and clearance requirements as described by the most recent National Electric Safety Code must be maintained between the proposed Comcast infrastructure and existing underground facilities.
3. As-built plans must be provided to the Concord Municipal Light Plant Engineering Division prior to the final closeout of the project.

133 Keyes Road  
Concord, MA 01742



**DATE: 10/02/2023**

## **MEMORANDUM**

**TO: Shannon McAndrew, Senior Administrative Assistant**  
**VIA: Alan Cathcart, Director of Public Works**  
**FROM: Stephen Dookran PE, Town Engineer**  
**PREPARED BY: Justin Richardson, PE, Assistant Town Engineer**  
**SUBJECT: Petition of Comcast of Massachusetts III, Inc. to install new coaxial cable along Buttricks Hill Road.**

This memorandum is to provide comments to the Select Board on the petition for a Grant of Location filed by Comcast of Massachusetts III, Inc. on Buttricks Hill Road. The applicant proposes new coaxial cable to be installed underground connecting to the Comcast network to provide service to #48 Buttricks Hill Road. Concord Public Works (CPW) Engineering Division has reviewed the attached Grant of Location petition dated July 20, 2023, and recommends approval of the petition with the following conditions.

1. Prior to construction, the applicant must complete a site visit with CPW to review work to be completed. CPW shall be notified at least 24 hours prior to the start of construction.
2. The applicant must remove any infrastructure deemed obsolete as a result of this project.
3. As-built plans must be provided to the Concord Public Works Engineering Division prior to the final closeout of the project.
4. The Applicant will remove the new coaxial cable upon completion of its service life.
5. A ROW Permit application shall be submitted to CPW with stamped constructions plans if any alteration of surface features in the ROW is being performed. A ROW permit shall also be applied for if obstructions will be left in the ROW when no work is being performed. If a ROW permit is required, no work shall commence until CPW has completed its review and provides ROW Permit approval to the Applicant.
6. A traffic management plan shall be submitted to the Concord Police Department Traffic Safety Officer and the CPW Engineering Division for approval. This should include sidewalk closures and alternative pedestrian routes around the construction.
7. The Applicant shall notify emergency services, the school district, the post office, CPW Solid Waste for trash pickup services via email one week prior to the start of construction. The applicant shall also notify neighborhood residents with door hangers prior to the start of construction.



85 East Belcher Road  
Foxborough, MA 02035  
Phone: 617-279-5880 (c)

July 20, 2023

Shannon McAndrew  
Senior Administrative Assistant  
Town Manager's Office  
Town of Concord, MA

**RE: Petition for Grant of Location, Buttricks Hill Road**

Dear Shannon:

Enclosed please find Comcast's Petition for Installation of Coaxial Cable along Buttricks Hill Road. I have also enclosed a draft Order. Please advise when the Board will be able to hear us on this matter.

Thank you for your assistance in this matter. Please do not hesitate to contact me should you have any questions, comments, or concerns regarding any aspect hereof.

Sincerely,

*Catherine Maloney*

Catherine Maloney, Senior Manager of Government & Regulatory Affairs  
Comcast

**PETITION FOR INSTALLATION OF COAXIAL CABLE**

Concord, Massachusetts

**7/20/2023**

To the Select Board of Concord, Massachusetts:

**Comcast of Massachusetts III, Inc.** requests permission to install coaxial cable to be owned and used by the petitioner, along and across the following public way or ways:

- *48 Buttricks Hill Road*

Wherefore they pray that after due notice and hearing as provided by law, they be granted permission to install coaxial cable over lashed to existing underground strand coaxial cable as they may find necessary and in accordance with the plan filed herewith.

1. **Comcast of Massachusetts III, Inc.**

By: *Catherine Maloney*

Print name: Catherine Maloney

Title: Sr. Manager of Government and Regulatory Affairs

Telephone or e-mail contact info: (617) 279-5880 cell phone  
Catherine\_Maloney@comcast.com

## ORDER FOR INSTALLATION OF COAXIAL CABLE

In Select Board of the Town of Concord, Massachusetts

Notice having been given and a public hearing held, as provided by law,

IT IS HEREBY ORDERED: that **Comcast of Massachusetts III, Inc.** be and is hereby granted permission to install coaxial cable as it deems necessary, in the public way or ways hereinafter referred to, as requested in the said petition and accompanying plan.

All construction under this order shall be in accordance with the following conditions:

*Excavate and place conduit system from Comcast pedestal that services 55 Buttricks Hill Rd. Continue excavation across Buttricks Hill Rd and place a hand hole near the electrical pedestal that services 48 Buttricks Hill Rd. This request is to provide access to Comcast service to the occupants of 48 Buttricks Hill Rd. All said coaxial cables shall be placed in a manner that complies with the National Electrical Safety Code.*

The following are the public ways or parts of ways along which the above referred to may be installed thereon under this order:

- *48 Buttricks Hill Road*

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of Concord, Massachusetts held the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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Clerk of Select Board

We hereby certify that on \_\_\_\_\_, at \_\_\_\_\_ O'clock \_\_\_\_\_, at

Concord, Massachusetts, a public hearing was held on the petition of **Comcast of Massachusetts III, Inc.**

permission to install coaxial cables, fixtures and connections described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to install coaxial cables, fixtures and connections under said order. And that thereupon said order was duly adopted.

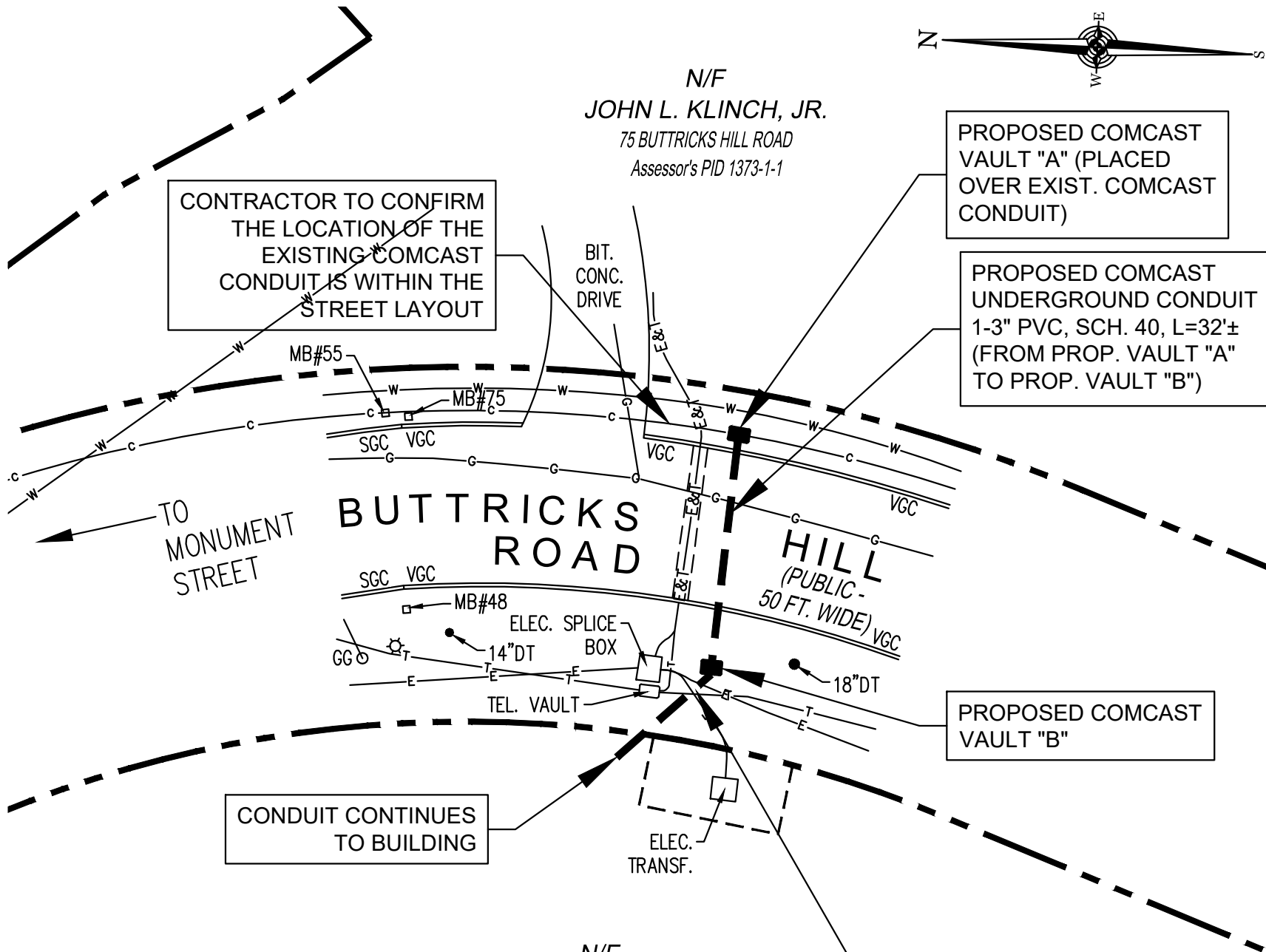
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Select Board of the Town of Concord, Massachusetts

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of a location order and certificate of Hearing with notice adopted by the Select Board of the Town of Concord, Massachusetts, on the \_\_\_\_\_ day of \_\_\_\_\_, and recorded with the records of location orders of said Town, Book \_\_\_\_\_, Page \_\_\_\_\_. This certified copy is made under the provisions of Chapter 166 of General Laws and additions thereto or amendments thereof.

Attest: \_\_\_\_\_  
Town Clerk

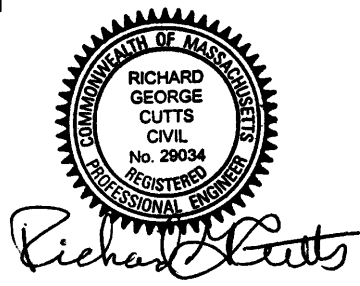
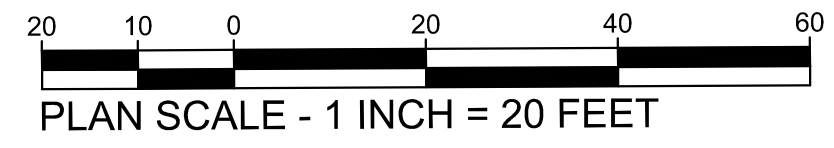


**LEGEND**

- |       |                       |        |                                      |
|-------|-----------------------|--------|--------------------------------------|
| □ CB  | CATCH BASIN           | —G—    | GAS LINE                             |
| ⊙ LP  | LIGHT POLE            | —W—    | WATER LINE                           |
| ⊗ WG  | WATER GATE            | —T—    | TELEPHONE LINE                       |
| ⊕     | FIRE HYDRANT          | —E—    | ELECTRIC CONDUIT                     |
| ⊙     | MANHOLE               | —S—    | SEWER LINE                           |
| ⊙     | TELEPHONE MANHOLE     | —D—    | DRAIN LINE                           |
| ⊙     | ELECTRIC MANHOLE      | —CATV— | CATV LINE                            |
| □ EHH | ELECTRIC HAND HOLE    | ---    | APPROX. P.L.                         |
| ⊙     | SEWER MANHOLE         | ---    | PROPOSED COMCAST UNDERGROUND CONDUIT |
| ⊙     | DRAIN MANHOLE         | DYCL   | DBL YELLOW CENTER LINE               |
| VGC   | VERTICAL GRANITE CURB | SYEL   | SINGLE YELLOW EDGE LINE              |
| SGC   | SLOPED GRANITE CURB   | SWEL   | SINGLE WHITE EDGE LINE               |
| PCC   | PRECAST CONCRETE CURB | SWLL   | SINGLE WHITE LANE LINE               |
| ⊙     | UTILITY POLE          | SWL    | SINGLE WHITE LINE                    |
| ⊙     | SIGN                  | DWL    | DOUBLE WHITE LINE                    |
| ⊙     | SIGN                  | ● B    | STEEL BOLLARD                        |
| 15"DT | DECIDUOUS TREE        | EOP    | EDGE OF PAVEMENT                     |
|       |                       | GRS    | GALVANIZED RIGID STEEL               |

**NOTES:**

1. For notes and construction details see sheets 2 & 3.



THIS PLAN IS DRAWN ON 11" X 17" PAPER.

<b>PRECINCT 5</b>	
<b>PROPOSED COMCAST UNDERGROUND</b>	
<b>MIDDLESEX COUNTY</b>	
<b>PLAN OF LAND</b>	
<b>IN</b>	
<b>CONCORD, MA</b>	
Prepared for: <b>COMCAST</b> 9 FORBES ROAD, SUITE 9B WOBURN, MA 01801	Prepared BY: <b>DEWSNAP ENGINEERING ASSOC. LLP</b> 178 Lincoln Avenue - Saugus, MA 01906 Tel.#:(781) 233-0595
Date: July 5, 2023	Scale: As Shown
Checked By: P.A.D. & R.G.C.	PROJECT LOCATION: <b>48 BUTTRICKS HILL ROAD</b> <b>CONCORD, MA</b>
Drawn By: W.A.J.	
Field By: P.A.D.	
Sheet No. 1 of 3	

**NOTES:**

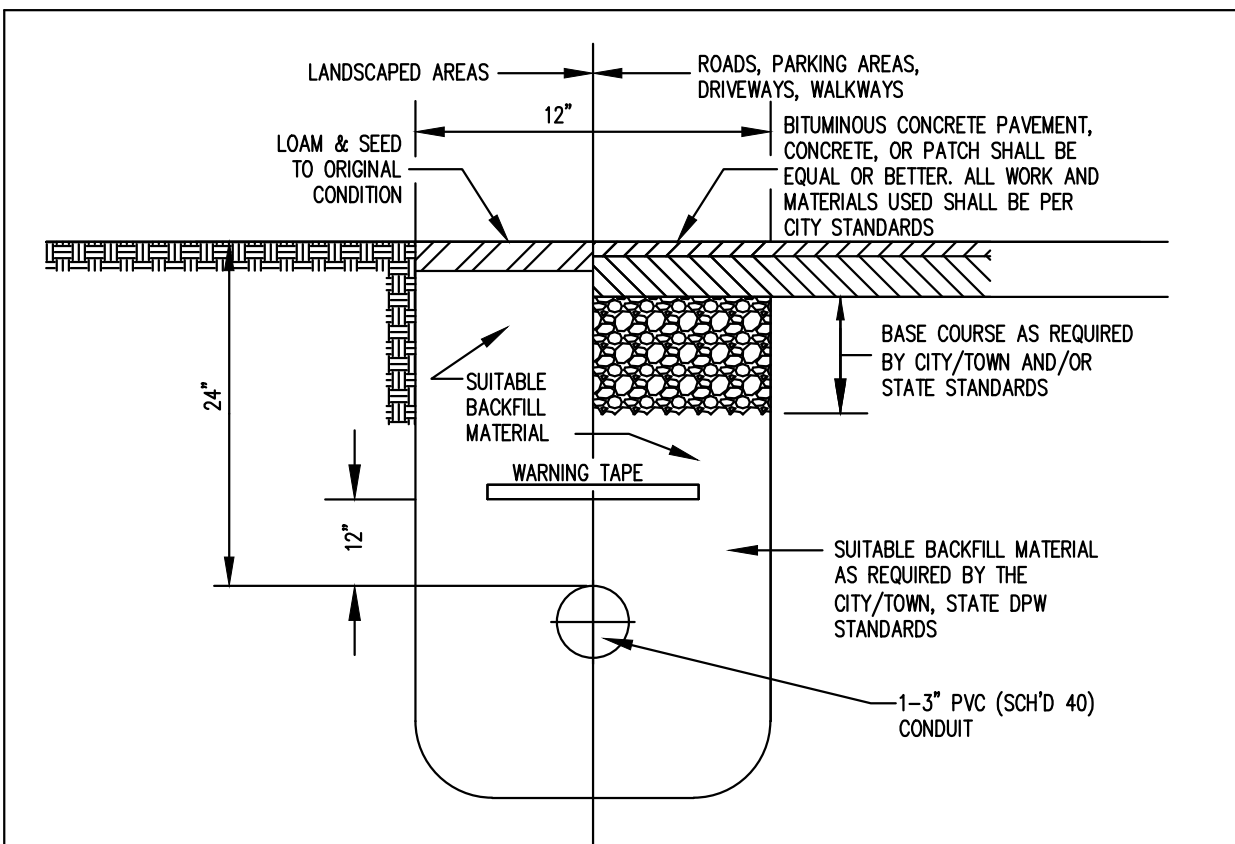
1. These plans were prepared from record data on file at the Town of Concord and plans obtained from Comcast.
2. The locations of underground utilities shown are based on the above referenced data. Locations of underground utilities/structures may vary from location hereon and are not warranted to be accurate and/or correct. Additional buried utilities/ structures may be encountered. No excavations were performed during the progress of this survey to locate buried utilities/structures.
3. Prior to any construction the Contractor shall notify DIG-SAFE at least 72 hours in advance at 811 (National Call Number) for verification of utilities and for field locations.
4. It is the responsibility of the utility contractor installing the Comcast underground conduit, manholes and vaults to notify those utility companies not associated with the DIG-SAFE system to verify the locations of their respective utilities. Also, the installing contractor shall be responsible for repairing or replacing any traffic signal loops damaged during the installation of the new Comcast underground conduits and vaults.
5. Prior to the start of construction, the Utility Contractor shall confirm the number of conduits and size of the conduits for this project with the Comcast Project Coordinator.
6. These plans were prepared for permitting purposes with the Town of Concord. After all utility lines have been marked out in the field the locations of the Proposed Comcast Underground Conduit may be adjusted to fit with the existing utilities in the field.
7. All work to be performed is for the installation of the New Comcast underground conduit.
8. All work shall conform to the approving authorities Engineering and DPW Standards.
9. Upon completion of the trench work for the day, the contractor shall backfill, compact and pave the trench in all roadway and sidewalk areas and the work area shall be broom swept clean. In grassed areas the trench shall be loamed, seeded and hay mulch spread to keep the area stabilized until the grass has taken hold.
10. All concrete sidewalks disturbed or damaged by the placement of the Comcast Underground Conduit shall be repaired/replaced in kind in accordance with the Town of Concord Standards and requirements. All Curbing, Signage, Road and Parking stripping and traffic signal conduits, wiring or detection loops disturbed during the placement of the Comcast Underground Conduit shall be restored/replaced to their original condition by the Utility Contractor. All property and street line bounds and markers expected to be damaged or disturbed by the placement of the Comcast Underground Conduit shall be located and tied in by a Massachusetts Registered Professional Land Surveyor prior to the work and shall be replaced by the Land Surveyor as part of the project.
11. Street/Property lines are not the result of a boundary survey and are considered to be approximate.

**CONSTRUCTION NOTES:**

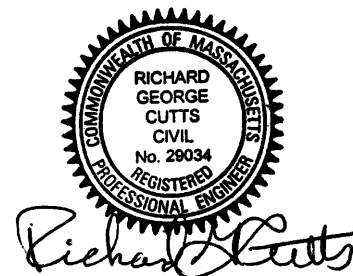
1. Following the Dig-Safe "mark out" and field verification of the existing underground utilities, the Proposed Comcast Conduit(s) shall be adjusted in the field by the utility contractor to avoid being located over any existing utilities.

**DETAIL NOTES:**

1. The details depicted are for general reference only. The final product used shall be the responsibility of the general contractor and shall be of equal or greater material than that depicted and shall conform to the Engineering/DPW Standards for the City/Town and/or State where the project is located.

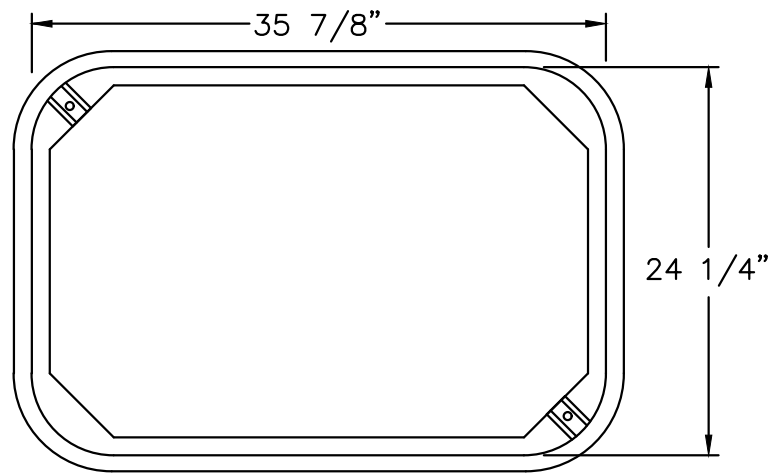


**GENERAL CATV TRENCH DETAIL - 1-3" PVC CONDUIT**  
NOT TO SCALE

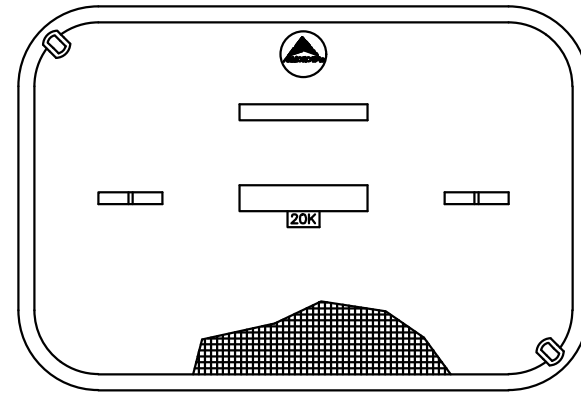


THIS PLAN IS DRAWN ON 11" X 17" PAPER.

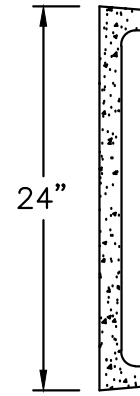
<b>PRECINCT 5</b>	
<b>PROPOSED COMCAST UNDERGROUND</b>	
<b>MIDDLESEX COUNTY</b>	
<b>PLAN OF LAND</b>	
<b>IN</b>	
<b>CONCORD, MA</b>	
Prepared for: <b>COMCAST</b> 9 FORBES ROAD, SUITE 9B WOBURN, MA 01801	Prepared BY: <b>DEWSNAP ENGINEERING ASSOC. LLP</b> 178 Lincoln Avenue - Saugus, MA 01906 Tel.#:(781) 233-0595
Date: July 5, 2023	Scale: As Shown
Checked By: P.A.D. & R.G.C.	PROJECT LOCATION: <b>48 BUTTRICKS HILL ROAD</b> <b>CONCORD, MA</b>
Drawn By: W.A.J.	
Field By: P.A.D.	
Sheet No. 2 of 3	



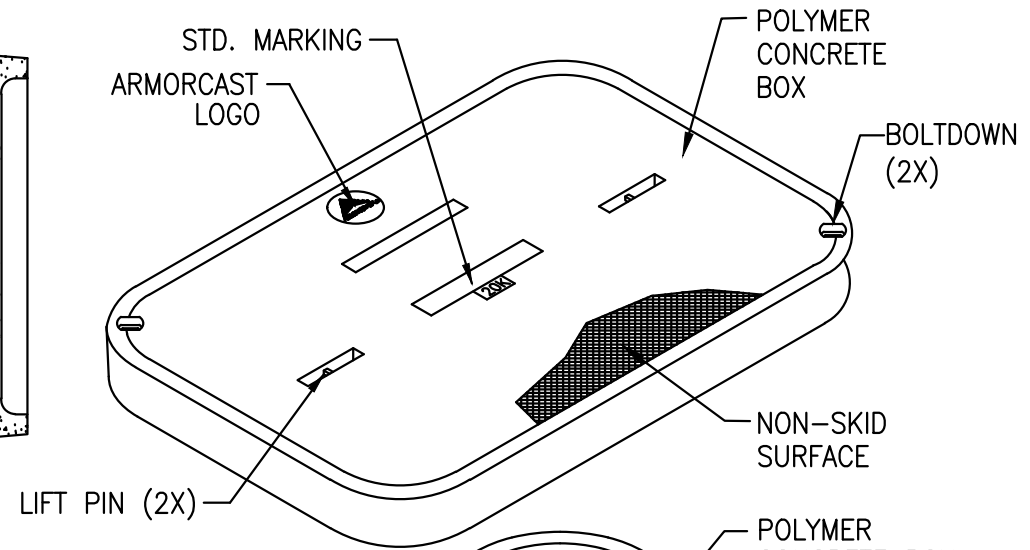
PLAN VIEW



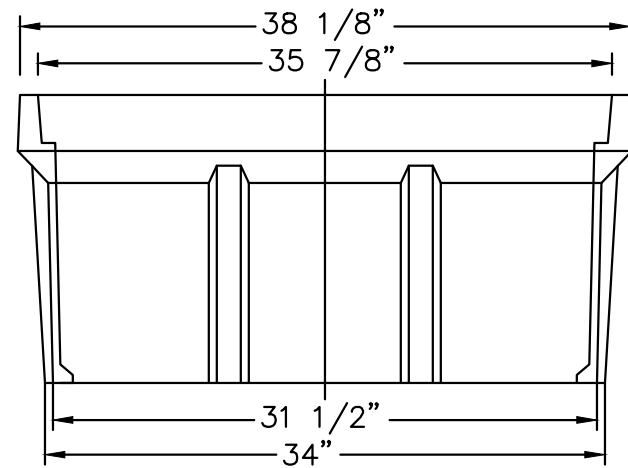
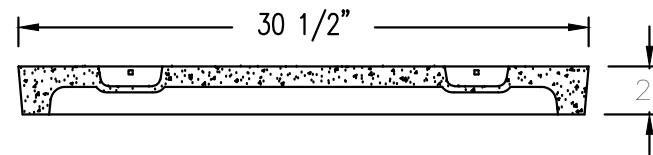
POLYMER CONCRETE COVER



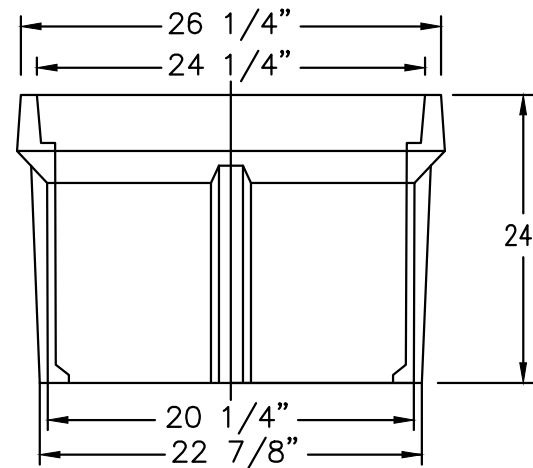
24"



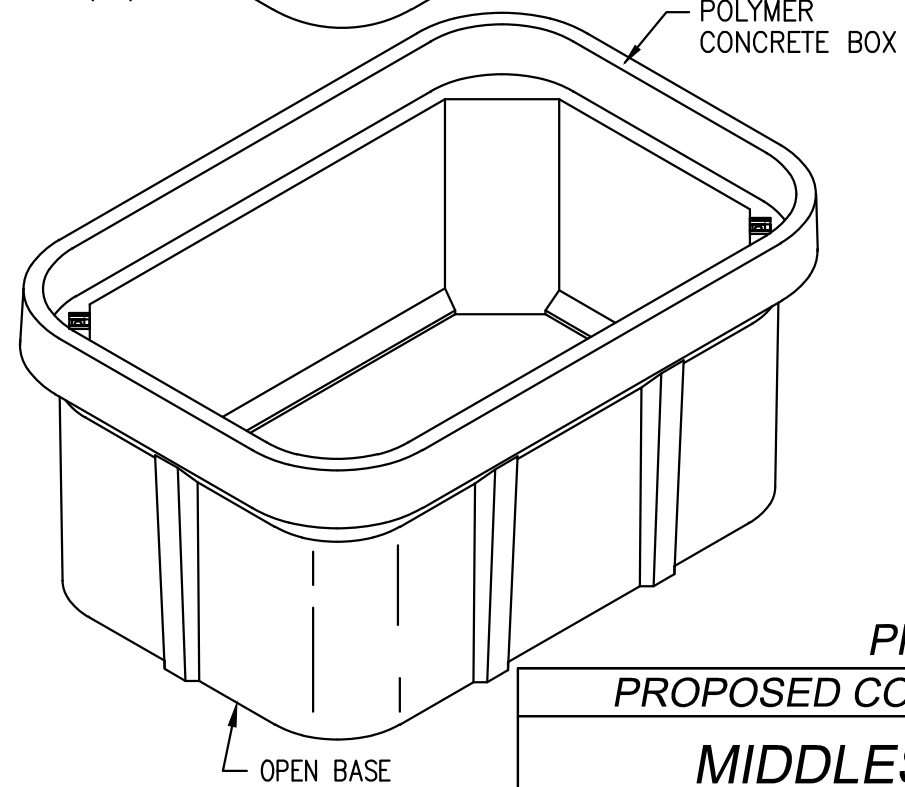
APPROX. WT. = 304 LBS.



SIDE VIEW



END VIEW



OPEN BASE

**ARMORCAST 24" X 36" VAULT DETAIL**  
NOT TO SCALE

**VAULT NOTES:**

VAULTS SHALL BE AS MANUFACTURED BY ARMORCAST PRODUCTS COMPANY, CHASTWORTH, CA, 24" X 36" X 24" DEEP, TIER 22, 20K LOAD RATED, MODEL #A6001974HDAPCX24.



*Richard Cutts*

THIS PLAN IS DRAWN ON 11" X 17" PAPER.

<b>PRECINCT 5</b>	
<b>PROPOSED COMCAST UNDERGROUND</b>	
<b>MIDDLESEX COUNTY</b>	
<b>PLAN OF LAND</b>	
<b>IN</b>	
<b>CONCORD, MA</b>	
Prepared for: <b>COMCAST</b> 9 FORBES ROAD, SUITE 9B WOBURN, MA 01801	Prepared By: <b>DEWSNAP ENGINEERING ASSOC. LLP</b> 178 Lincoln Avenue - Saugus, MA 01906 Tel.#:(781) 233-0595
Date: July 5, 2023	Scale: As Shown
Checked By: P.A.D. & R.G.C.	PROJECT LOCATION: <b>48 BUTTRICKS HILL ROAD</b> <b>CONCORD, MA</b>
Drawn By: W.A.J.	
Field By: P.A.D.	
Sheet No. 3 of 3	

**TOWN OF CONCORD  
SELECT BOARD**

**PUBLIC HEARING NOTICE**

Notice is hereby given that a Public Hearing will be held at the Town House in the Select Board Meeting Room, 22 Monument Square, Concord, MA on Monday, October 23, 2023 at 7:00 PM, upon the petition of Comcast of Massachusetts to install coaxial cable to be owned and used by the petitioner, along and across the following public ways or ways:

- 48 Buttricks Hill Road

The petition was filed with the Select Board on July 20, 2023.

Questions on this matter should be directed to Catherine Maloney, Senior Manager of Government and Regulatory Affairs at Comcast, via phone at 617-279-5880 or via email at [Catherine.Maloney@comcast.com](mailto:Catherine.Maloney@comcast.com).

By Order of the Select Board

Mary Hartman, Clerk



# 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](http://WWW.RHSOhousing.org)  
Email: [INFO@RHSOhousing.org](mailto:INFO@RHSOhousing.org)

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October 3, 2023

To: Kerry Lafleur

From: Liz Rust

CC: Megan Zammuto

RE: Increase RHSO FY24 Revolving Fund total expenditure

Dear Kerry,

I am writing to request a FY24 budget adjustment of the RHSO Revolving Fund of \$50,000, from \$375,000 to \$425,000 to accommodate and increase in contracted services, which is fully offset by fees collected for those services.

The 2023 Annual Town Meeting under Article 44 approved a spending limit of \$375,000 for the RHSO Revolving Fund.

While the limit was set allowing for some headroom at the time of the warrant, the RHSO planned expenditures are now \$401,513 with the additional of Natick joining the RHSO and the addition of creating a Housing Production Plan for Sudbury.

Increasing the spending limit to \$425,000 gives us additional headroom for the balance of the year.

Increasing the spending limit mid-year is allowed with Select Board and Finance Commitment. Under MGL Chapter 44, Section 53E 1/2, " ... *the limit on the amount that may be spent from a revolving fund may be increased with the approval of .. the board of selectmen and finance committee in a town.*". This has been done in years past (FY20, FY21 and FY22).

I am glad to request this individually to the Select Board and Finance Committee, and support this request at scheduled upcoming meetings.

Sincerely,  
Elizabeth Rust

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## CONCORD PUBLIC WORKS

**DATE:** October 11, 2023

**MEMORANDUM**

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**TO:** Select Board

**Via:** Kerry Lafluer, Town Manager

**FROM:** Alan H. Cathcart, Public Works Director

**PREPARED BY:** Jeffrey A. Murawski, Water & Sewer Superintendent

**SUBJECT:** Wastewater Asset Management Grant - Authority to File

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**Request:**

The Water & Sewer Division (Division) recently applied for a an "Asset Management Grant" through the State's Clean Water State Revolving Fund (CWSRF). *set Management Grant*" for the. This grant will be used to develop Asset Management Program for the Town's Wastewater Treatment Facility. If successful, we intend to expand this effort to incorporate other Public Work assets, including water systems, the sewer system, the storm drainage system.

Concord was selected to receive a (60%) grant in the amount of \$107,970. The remaining project cost amount (\$71,980) will be a Town "match", funded through the Wastewater Enterprise. The overall project cost was funded in the Spring 2023 Town Meeting for FY24.

In order to secure these funds, I request the Select Board authorize the Town Manager to act on behalf of the Town, by adopting the following resolution:

"The Concord Select Board hereby designates Concord Town Manager, Kerry Lafleur, to act as the Town's representative, as its agent, in filing applications for, executing agreements regarding, and performing any and all other actions necessary to secure for the Town such loan(s) for construction or planning of Water Pollution Abatement Projects as may be made available to the Town pursuant to the provisions of the Massachusetts Clean Waters Act (M.G.L. c.21, section 27-33E, inclusive, as amended) and the Water Pollution Abatement Revolving Loan Program (M.G.L. c.29C) for the following project: CWSRF 7288 - Asset Management Plan."



**Town of Concord**  
**Finance Committee**  
22 Monument Square  
P.O. Box 535  
Concord, Massachusetts 01742

**To:** Kerry Lafleur, Town Manager  
Alexa Anderson, Chair, Concord School Committee  
Tracey Marano, Chair, Concord-Carlisle Regional School District Committee

**From:** Lois Wasoff, Chair, Guidelines Subcommittee, Concord Finance Committee

**Cc:** Henry Dane, Chair, Concord Select Board  
Dr. Laurie Hunter, Superintendent, Concord Public Schools  
Steve Daly, Concord Interim Finance Director  
Robert Conry, Assistant Superintendent of Finance & Operations, Concord Public Schools

**Date:** August 1, 2023

**Re:** Annual Budget Data Request – FY 2025 Guidelines

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To help prepare us for the FY 2025 budget cycle, we would appreciate your perspectives on:

- the top 3-5 strategic issues, challenges, and/or opportunities facing the Town, Concord Public Schools (CPS), and the Concord-Carlisle Regional School District (CCRSB)
- your plan for addressing those topics in FY 2025, FY 2026, and later years
- ARPA historical and projected spending; and
- the financial impact, if any, to Concord

In addition to your perspectives on the top 3-5 strategic topics, please share your five-year projections of spending under current service levels as detailed in the “Expenditure Growth Model”. To the extent that you anticipate future spending needs to address the strategic topics, please include those as separate line items if they are incremental to current service levels.

The Finance Committee will formally approve the metrics to be used in connection with FY2025 budget at its August meeting. The final metrics will be forwarded to you upon approval. The Committee expects to use metrics like those used in developing the 2024 Guidelines, when the Committee used two measures based on projections from the Congressional Budget Office (CBO). The first is a measure of ‘level service’ growth; the second is anticipated real personal income growth. Last year’s CBO projections were as follows:

	SFY 2024	SFY 2025	SFY 2026	SFY 2027	SFY 2028
<b>“Level” services rate:</b>	3.71%	3.32%	3.12%	3.01%	2.97%
<b>Real Personal Income:</b>	2.54%	2.22%	2.16%	2.09%	2.07%

**We invite you to present your perspectives on these topics at our meetings on September 21, 2023 and October 26, 2023.**

As an appendix to the presentation made at the September 21 meeting, please provide information (to the extent not included in the discussion of strategic topics) about the following areas:

**Town**

- 1) FY24 & FY25 Budget Update: Please identify major variations ( $\pm 10\%$ ) in actual spend versus planned as well as the status of Free Cash.
- 2) Spending levels: Please highlight any programs and services for which you are planning to change service levels in the next five years.
- 3) Capital Program: Please provide information on your 5-year Tier II capital plan and highlight any items that might require excluded debt.
- 4) OPEB: Please provide the funding status of the pension liability
- 5) Land Acquisition: Please provide information on the status of reserves accumulating for the acquisition, development, and/or maintenance of land.
- 6) Additional Information: Please provide other information that you believe may be helpful to the deliberation of this year's guideline recommendation.

**CPS and CCRSD**

- 1) FY24 & FY 25 Budget Update: Please identify major variations ( $\pm 10\%$ ) in actual spend versus planned, as well as the status of carry forward fund balances (e.g., E&D, Circuit breaker, Revolving accounts, etc.)
- 2) Spending levels: Please highlight any programs and services for which you are planning to change service levels in the next five years.
- 3) Capital Program: Please provide information on your 5-year Tier II capital plan and highlight any items that might require excluded debt.
- 4) Enrollment Impacts: Please provide information on the impact of enrollment changes over the next five years and the impact on spending.
- 5) Education Reform and Mandates: Please provide information on anticipated reforms or mandates and their impact on spending.
- 6) OPEB for CCRSD: Please provide the funding status of the pension liability.
- 7) Additional Information: Please provide other information that you believe may be helpful to the deliberation of this year's guideline recommendation.

We would appreciate receiving a response electronically, preferably one week before the meetings to allow time to review the materials.

Thank you in advance for your assistance. We look forward to the upcoming conversations and please let us know if you have questions.



# TOWN OF CONCORD

Office of the Town Manager  
Town House, P.O. Box 535  
Concord, Massachusetts 01742

## Response to the Finance Committee's FY2025 Guidelines Information Request

DRAFT: October 21, 2023

In response to your letter of August 1, 2023, the Town provides the following responses.

### Top 3 – 5 strategic issues, challenges, and/ or opportunities facing the Town.

- Recruitment & retention
- Maintaining Capital Infrastructure
- Balancing Service Level Expectations through Strategic Planning

#### **Strategic Issue 1: Recruitment & Retention**

The Town completed a Classification & Compensation Plan for Non-Union Employees, in time for implementation in FY24. This new plan provides competitive wages for employees across the board, and we are already seeing slightly stronger candidate pools for positions covered under this plan, even in this incredibly challenging market. At the end of the current fiscal year, five- (5) of our six- (6) union contracts will expire (Dispatchers; Highway & Grounds; Library, Non-Supervisory; Library, Supervisory; Police), and will need to be renegotiated. The Town will plan to follow the same overall compensation strategy when negotiating these contracts, and in both cases (Union and Non-Union) will need to commit to maintaining its market position relative to total compensation in order to attract and retain a highly competent, dedicated and diverse workforce moving forward. Further, the Town will need to dedicate resources to develop a solid, inclusive and comprehensive recruitment strategy and marketing plan to ensure we meet these objectives.

**Plan for addressing strategic issues in FY2025, 2026 and beyond:** An estimate of funding for known and anticipated compensation adjustments is set aside in the Town's budgeted Salary Reserve (included in Guidelines Budget). We do not foresee additional expense over and above the customary salary adjustments to implement these objectives, but rather are making the adjustments to organizational structure noted below **and** may make other adjustments as needed moving forward.

In order to better position ourselves for success, we are in the process of realigning our organizational structure to create efficiencies (time and money), resiliency (to withstand inevitable vacancies), and succession planning (maintaining institutional knowledge), **all within our existing, and budgeted FTE.** To that end, the following has occurred:

- Deputy Town Manager has been appointed to also serve as Director of Department of Planning & Land Management. Existing Director FTE to be redeployed for another staff planner. In addition to this role, the Deputy Town Manager oversees the offices of Sustainability and Economic Vitality **and** will also play a primary role in coordinating major cross-departmental projects and initiatives, particularly in the areas of housing, multi-modal transportation and infrastructure planning. The Deputy Town Manager also serves as the primary back-up to the organization in the absence of the Town Manager.
- Division of Facilities has been transferred to Concord Public Works. Most recently, Facilities was operating under the supervision of the Chief Financial Officer, and before that, under the supervision of the former Deputy Town Manager. For several years, the Town has been in the process of standing-up a comprehensive Facilities division to provide and plan for both current and future building maintenance, leveraging resources and taking advantage of economies of scale. Currently, we are working to determine how to best incorporate maintenance, both current and future, of the Town's recreational assets which have not received an appropriate level of attention and care.
- We are currently recruiting for an Assistant Town Manager who will be appointed as the Director of Human Services, overseeing the divisions of Community Services, Council on Aging, Recreation and Veteran's Services **and** work closely with our HR Director to modernize practices and procedures (much of what was outlined in the Final Report of the Personnel Study Task Force), update recruitment and compensation strategy and then be primarily responsible for coordinating major cross-departmental projects and initiatives, particularly in the area of employee benefits and community services. The Assistant Town Manager will serve as the Town's ADA Coordinator and will be the secondary back-up to the organization in the absence of the Town Manager.

None of the above organizational adjustments will increase existing FTE, but will provide for stronger management and oversight, overall better functionality and better position the organization to implement community goals and objectives.

The following information was provided to the Select Board to help address questions raised by some community members:

	FY23	FY24	FY25
<b>Deputy Town Manager</b>	1.00	1.00	1.00
<b>Assistant Town Manager/ Human Services Director</b>	0.00	1.00	1.00
<b>DPLM Director</b>	1.00	0.00	0.00
<b>Staff Planner</b>	0.00	1.00	1.00
<b>Human Resources Director</b>	1.00	1.00	1.00
<b>Assistant Human Resources Director</b>	1.00	0.00	0.00
<b>DEIB Coordinator</b>	0.00	0.00	0.00
<b>total:</b>	4.00	4.00	4.00

When originally presented (in July), I thought we could convert an existing position to hire a DEIB Coordinator without adding additional headcount. As it turns out, we are generally covering this work well through a partnership between our contracted DEI services (Lisa Stricker, GovHR) and sharing of other responsibilities between TMO and HR. I think it makes the most sense to continue with this arrangement until a decision is made on whether the Town will hire a FT DEIB Director in FY25. Further, continuing with our current arrangement allows us to hire (another) appropriate-level staff planner in DPLM, as needed, to assist with current, and projected workload.

Another important note to make is that of overall growth in FTE over the last 10 years versus growth in the Town Manager's Office. This is shown below:

	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24	10-year	% increase
Total FTEs: General Fund	224.20	227.08	229.76	230.73	237.03	248.24	247.20	248.39	255.34	260.49	36.29	16.19%
Town Manager's Office	6.01	5.53	5.53	5.00	5.50	5.50	5.88	6.00	6.00	6.00	-0.01	-0.17%

While we've seen a 16+% growth in headcount over the past 10-years, there's been 0% growth in the TMO. Note that this is the FTE associated with General Fund expenditures; there is an additional and substantial headcount associated with Enterprise and Other Special Funds (Recreation Revolving) that is not included in these numbers.

One question I have heard is that if the Deputy Town Manager will serve as the DPLM Director, why not just title the position DPLM Director. **Answer:** as noted above, in addition to serving as the DPLM Director, the Deputy Town Manager will also be supervising the work of the Sustainability Director and Economic Vitality Manager **and** will also be primarily responsible for coordinating major cross-departmental projects and initiatives, particularly in the areas of housing, multi-modal transportation and infrastructure planning.

Another similar question is if the Assistant Town Manager will serve as the Human Services Director, why not title the position Human Services Director. **Answer:** similar to the previous answer, in addition to serving as the Human Services Director, the Assistant Town Manager will also work closely with our HR Director to modernize practices and procedures (much of what was outlined in the Final Report of the Personnel Study Task Force), update recruitment and compensation strategy and then be primarily responsible for coordinating major cross-departmental projects and initiatives, particularly in the area of employee benefits and community services. It is likely that this individual will also serve as the Town's ADA Coordinator.

The key factors to support each of these positions being at the Assistant Town Manager level are:

- the responsibility of over two or more disciplines, and
- significant responsibilities for key organization-wide projects, initiatives and/ or goals.

**Strategic Issue 2: Maintaining Capital Infrastructure**

The Town's policy relative to capital investment is a total of 7 – 8% of total budget, net of excluded debt service, allocated as follows:

- (at least) 2 – 3% for Tier I (cash); and

- (no more than) 5% for Tier II (debt, within levy).

For reference, we define capital planning tiers in the following terms:

Tier	Range Min (Annual)	Range Max (Annual)	Funded
I	\$ 25,000	\$ 250,000	Cash
II	\$ 250,001	\$ 2,000,000	Debt, within levy
III	\$ 2,000,001	\$ 10,000,000	Debt, excluded

While we are still in the process of drafting the FY25 – 29 Capital Improvement Plan, you know from the FY24 – 28 Plan that we have identified a total of \$10.8M in Tier I Capital needs and a total of \$33.0M in Tier II Capital needs, inclusive of \$900k for the annual CPS plan, but exclusive of adequate funding for maintenance of roads (in process). Additionally, these amounts do not take into account any Tier III Capital needs such as the funding needed to address long-term public safety or public works facilities.

For illustrative purposes, and assuming the information above for FY24 – 28 is indicative of typical need, you can see that if we were to **actually** allocate 2 (cumulative = \$11.2M) – 3 (cumulative = \$16.8M) percent of the annual property tax levy to Tier I Capital, we would easily satisfy the need; however, the same can't be said for Tier II. For this category, according to policy, no more than 5%, i.e. no more than \$28M, should be allocated against an identified need of \$33M. Again, it is important to note that we know that the Tier II need is understated **and** the Town, since the Covid-19 Pandemic, has not yet been able to re-commit to funding Tier I at the minimum policy level.

Capital needs will be discussed more thoroughly through the established Capital Improvement Planning process beginning in November.

The chart below shows the target amounts by year, for Tiers I and II. Note this tool targets a percentage of the property tax levy versus "budget". The assumption relative to levy growth is +2.5%.

	FY24	FY25	FY26	FY27	FY28	FY29
<b>1 Debt Service Budget, Within Levy - TARGET (5%)</b>	\$ 5,135,374	\$ 5,289,435	\$ 5,448,118	\$ 5,611,562	\$ 5,779,908	\$ 5,953,306
<b>A. Existing Debt Service:</b>						
	FY24	FY25	FY26	FY27	FY28	FY29
2 Town	\$ 3,698,148	\$ 3,407,149	\$ 3,123,449	\$ 2,692,064	\$ 2,209,969	\$ 1,532,000
3 School	\$ 829,552	\$ 803,652	\$ 624,152	\$ 519,602	\$ 500,882	\$ 519,602
4 <b>sub-total, existing debt</b>	\$ 4,527,700	\$ 4,210,800	\$ 3,747,600	\$ 3,211,665	\$ 2,710,850	\$ 2,051,602
<b>B. Projected Debt, Short-Term &amp; Other Costs</b>						
	FY24	FY25	FY26	FY27	FY28	FY29
5 Debt Plan (BAN) - \$2.0M, varying interest rates	\$ -	\$ 50,000	\$ 50,000	\$ 55,000	\$ 55,000	\$ 55,000
6 Debt Issuance/ Admin Expense (covered in Premium)	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 45,000	\$ 45,000
7 <b>sub-total, Short-Term Projected &amp; Other Costs</b>	\$ -	\$ 75,000	\$ 75,000	\$ 80,000	\$ 100,000	\$ 100,000
8 <b>Remaining Debt Service Capacity Line A - (Line 6 + 8)</b>	\$ 607,674	\$ 1,003,635	\$ 1,625,518	\$ 2,319,897	\$ 2,969,058	\$ 3,801,704
<b>FY25-29 Capital Plan</b>						
9 <b>Est. General Fund Levy (exclude Exempt Debt)</b>	\$ 102,707,476	\$ 105,788,700	\$ 108,962,361	\$ 112,231,232	\$ 115,598,169	\$ 119,066,114
10 <b>5% Debt Target</b>	\$ 5,135,374	\$ 5,289,435	\$ 5,448,118	\$ 5,611,562	\$ 5,779,908	\$ 5,953,306
11 <b>Operating Capital Outlay Target - 2%</b>	\$ 2,054,150	\$ 2,115,774	\$ 2,179,247	\$ 2,244,625	\$ 2,311,963	\$ 2,381,322
12 <b>Operating Capital Outlay Target - 3%</b>	\$ 3,081,224	\$ 3,173,661	\$ 3,268,871	\$ 3,366,937	\$ 3,467,945	\$ 3,571,983
<b>C. Projected Debt, Long-Term</b>						
	FY24	FY25	FY26	FY27	FY28	FY29
14 General Obligation Bond Issue - 2024 (2023 Capital Plan, \$5.0M)	\$ -	\$ 800,000	\$ 776,000	\$ 752,000	\$ 728,000	\$ 704,000
15 General Obligation Bond Issue- 2025 (2024 Capital Plan, est. \$5.0M)		\$ 800,000	\$ 776,000	\$ 752,000	\$ 728,000	\$ 704,000
16 General Obligation Bond Issue- 2026 (2025 Capital Plan, est. \$5.0M)			\$ 800,000	\$ 776,000	\$ 752,000	\$ 728,000
17 General Obligation Bond Issue- 2027 (2026 Capital Plan, est. \$5.0M)				\$ 800,000	\$ 776,000	\$ 752,000
General Obligation Bond Issue- 2028					\$ 800,000	\$ 776,000
General Obligation Bond Issue- 2029						\$ 752,000
General Obligation Bond Issue- 2030						\$ 728,000
General Obligation Bond Issue- 2031						\$ 704,000
General Obligation Bond Issue- 2032						\$ 680,000
General Obligation Bond Issue- 2033						\$ 656,000
General Obligation Bond Issue- 2034						\$ 632,000
18 <b>sub-total: Projected Long Term Debt</b>	\$ -	\$ 800,000	\$ 1,576,000	\$ 2,328,000	\$ 3,056,000	\$ 3,760,000
19 <b>Total: Debt</b>	\$ 4,527,700	\$ 5,085,800	\$ 5,398,600	\$ 5,619,665	\$ 5,866,850	\$ 5,911,602
20 (over)/ under	\$ 607,674	\$ 203,635	\$ 49,518	\$ (8,103)	\$ (86,942)	\$ 41,704
21 <b>Non-Exempt Debt Service as a percentage of target</b>	4.41%	4.81%	4.95%	5.01%	5.08%	4.96%

**Strategic Issue 3: Balancing Service Level Expectations through Strategic Planning**

Over the years, the Town has invested significant dollars in the creation and development of planning documents to identify, detail, and match community goals, objectives, needs and wants with policies and projects to implement stated vision. Often these various planning documents are well in alignment, but not always, and when they aren't, they create an inevitable tension (think "affordable housing & current zoning," or "CWMP & economic vitality"). These planning documents also outline significant capital spending, which along with request for service level increases, far exceed available resources. Further, we need to do a better job capturing the work done across-the-board and the progress made against identified objectives so that we are able to use this information to collectively identify the path forward, understanding the various tradeoffs to be made along the way to get us all to where we want to be as a community. As an affluent community, and one that has continuously supported its municipal services, we have long benefitted from the ability to individually advance our causes with minimal need to build coalitions of support outside of our immediate circle. Moving forward, as resources become increasingly strained, the need to meet multiple objectives in single projects and actions will become more important, and in order to be successful, we will need to be able to regularly and easily build coalitions of support.

**Plan for addressing strategic issues in FY2025, 2026 and beyond:** Part of the FY24 ARPA Spending Plan included \$25,000 for Municipal Strategic Planning. While it was anticipated that this work would be over the summer, we have yet to move forward. Given staffing and competing priorities, we expect this work to begin in January 2024. The results of this work will inform any future spending requests, though it is my expectation that we're looking at paradigm shifts, process change versus the need to expend hard dollars.

Amount	Description	Justification	ARPA Spending Category	Town Priorities
\$ 25,000	Municipal, Strategic Planning: Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.	Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.	Lost Revenue	SB: A; TM 1

**ARPA Historical and Projected Spending, including long-term impact of spending:**

The Town was granted a total of \$5,654,719 in funding under the American Rescue Plan Act's (ARPA) Coronavirus State and Local Fiscal Recovery Fund (CLFRF). All Funds have been received, and the following commitments have been made to date:

<b>Grant Award</b>	<b>\$ 5,654,719</b>		
<b>FY</b>	<b>Amount</b>	<b>Balance to Award</b>	<b>\$ 2,634,719</b>
FY22	\$ 800,000	<b>Anticipated Commitments</b>	
FY23	\$ 900,000	FY25	\$ 1,320,000
FY24	\$ 1,320,000	FY26	\$ 1,314,719
<b>Committed:</b>	<b>\$ 3,020,000</b>		

## FY24 Spending Priorities Include:

FY24 Target:				
Amount	Description	Justification	ARPA Spending Category	Town Priorities
\$ 500,000	250th Celebration: To pay for expenses of the 250th Anniversary Celebration Commemorating the historic battles of Concord and Lexington.	To pay for expenses of the 250th Anniversary Celebration Commemorating the historic battles of Concord and Lexington.		
\$ 150,000	Level 3 Charging, Public Safety: Installation is needed to make efficient use of the department's electric fleet. In accordance with the Fleet Electrification Study.	Installation is needed to make efficient use of the department's electric fleet. In accordance with the Fleet Electrification Study.	Lost Revenue	Sustainability
\$ 150,000	Facilities Study: Town appropriated \$150,000 in 2014 for a CPW Feasibility Study, and is now positioning itself to move forward. On a parallel path, the Town would also like to explore options for Public Safety. Project funding will be combined to explore all options relative to both facilities.	Town appropriated \$150,000 in 2014 for a CPW Feasibility Study, and is now positioning itself to move forward. On a parallel path, the Town would also like to explore options for Public Safety. Project funding will be combined to explore all options relative to both facilities.	Infrastructure	Capital
\$ 130,000	Park Improvements: Emerson Basketball & tennis court rehabilitation; Rideout Basketball & tennis court rehabilitation. Projects eliminated from CIP due to lack of resources.	Emerson Basketball & tennis court rehabilitation; Rideout Basketball & tennis court rehabilitation. Projects eliminated from CIP due to lack of resources.	Infrastructure	Capital
\$ 100,000	Stormwater Management Fund: Evaluate feasibility of creation of fund. Revenue to fund future stormwater infrastructure maintenance and improvements.	Evaluate feasibility of creation of fund. Revenue to fund future stormwater infrastructure maintenance and improvements.	Infrastructure	Sustainability; Capital
\$ 100,000	Municipal Buildings Energy Audit: Working with a vendor, explore options for energy efficiency and implement recommendations. This funding to be combined with the remaining Sawyer Trust Funds (approximately \$75,000)	Working with a vendor, explore options for energy efficiency and implement recommendations. This funding to be combined with the remaining Sawyer Trust Funds (approximately \$75,000)	Lost Revenue	Sustainability
\$ 75,000	DEI Initiatives: Advancing initiatives identified by the DEI Commission & the Town's DEI Consultant	Advancing initiatives identified by the DEI Commission	Lost Revenue	SB: C1-3; TM 2
\$ 50,000	Water Due Diligence: Town is investigating the feasibility of joining MWRA, the cost of which would be borne by the Water Enterprise Fund. Approximately 95% of residents are served by municipal water, but 5% are not for a variety of reasons. Funds would be used to determine the feasibility of providing municipal water to remaining residents.	Town is investigating the feasibility of joining MWRA, the cost of which would be borne by the Water Enterprise Fund. Approximately 95% of residents are served by municipal water, but 5% are not for a variety of reasons. Funds would be used to determine the feasibility of providing municipal water to remaining residents.	Infrastructure	Sustainability; Capital
\$ 40,000	GIS: Additional data gathering and development.	Additional data gathering and development.	Infrastructure	Sustainability; Capital: Economic Vitality
\$ 25,000	Municipal, Strategic Planning: Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.	Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.	Lost Revenue	SB: A; TM 1
\$ 1,320,000	Total			

**FY25 and 26 Spending Priorities will be identified through the upcoming FY25 Budget and FY25 - 29 CIP processes.**

**Five-year projections of spending under current service levels as detailed in "Expenditure Growth Model". Incremental spending should be identified separately.**

**DRAFT** Five Year Forecast, FY25 - 29

Line			FY24 Appropriated	Article	FY25	FY26	FY27	FY28	FY29
1	Guideline Budget	Personnel	\$ 24,918,155	8	\$ 25,961,234	\$ 27,047,188	\$ 28,177,782	\$ 29,354,853	\$ 30,580,314
2		Salaries, Regular Full-Time; Regular Part-Time	\$ 21,410,784		\$ 22,165,784	\$ 23,092,751	\$ 24,058,410	\$ 25,064,373	\$ 26,112,319
3		Salaries, Overtime	\$ 1,929,214		\$ 1,996,736	\$ 2,066,622	\$ 2,138,954	\$ 2,213,817	\$ 2,291,301
4		Salaries, Shift Differentials & Allowances	\$ 330,175		\$ 338,429	\$ 346,890	\$ 355,562	\$ 364,451	\$ 373,563
5		Salaries, Temporary & Limited-Status	\$ 1,008,384		\$ 1,048,719	\$ 1,090,668	\$ 1,134,295	\$ 1,179,667	\$ 1,226,853
6		Salaries, Other (inc. Salary Reserve)	\$ 755,000		\$ 926,967	\$ 965,659	\$ 1,005,963	\$ 1,047,947	\$ 1,091,679
7		Adjustment	\$ (515,402)		\$ (515,402)	\$ (515,402)	\$ (515,402)	\$ (515,402)	\$ (515,402)
8	Guideline Budget	Contractual & Commodities	\$ 6,361,874	8	\$ 6,584,540	\$ 6,814,998	\$ 7,053,523	\$ 7,300,397	\$ 7,555,911
9	Policy	Capital, Tier One, 2%	\$ 1,725,000	11	\$ 2,180,000	\$ 2,234,500	\$ 2,290,363	\$ 2,347,622	\$ 2,406,312
10		Capital, Tier One, +1%	\$ -		\$ 1,090,000	\$ 1,117,250	\$ 1,145,181	\$ 1,173,811	\$ 1,203,156
11		sub-total: Capital, Tier One	\$ 1,725,000		\$ 3,270,000	\$ 3,351,750	\$ 3,435,544	\$ 3,521,432	\$ 3,609,468
12	Guideline Budget	Sub-total:	\$ 33,005,029		\$ 35,815,774	\$ 37,213,937	\$ 38,666,849	\$ 40,176,682	\$ 41,745,693
13									
14	Non-Guidelines	Debt, Non-Exempt (Tier Two)	\$ 4,527,700	8	\$ 5,010,800	\$ 5,323,600	\$ 5,539,665	\$ 5,766,850	\$ 5,811,602
15		Debt, Non-Exempt, Town, Tier Two	\$ 3,698,148		\$ 3,407,149	\$ 3,123,449	\$ 2,692,064	\$ 2,209,969	\$ 1,532,000
16		Debt, Non-Exempt, CPS, Tier Two	\$ 829,552		\$ 803,652	\$ 624,152	\$ 519,602	\$ 500,882	\$ 519,602
17		BAN Interest/ Debt Issuance Expense	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
18		Projected Debt from Capacity Analysis	\$ -		\$ 800,000	\$ 1,576,000	\$ 2,328,000	\$ 3,056,000	\$ 3,760,000
19									
20	Non-Guidelines	Debt, Exempt (Tier Three)	\$ 10,015,805	8	\$ 9,996,952	\$ 8,554,601	\$ 8,138,117	\$ 7,988,828	\$ 7,092,188
21		Debt, Exempt, Town, Tier Three	\$ 317,544		\$ 303,794	\$ 295,094	\$ 187,000	\$ 178,500	\$ -
22		Debt, Exempt, CPS, Tier Three	\$ 2,349,960		\$ 2,247,320	\$ 1,692,400	\$ 1,293,650	\$ 1,246,750	\$ 624,750
23		Debt, Exempt, Middle School	\$ 3,885,296		\$ 4,182,046	\$ 3,649,300	\$ 3,805,550	\$ 3,777,550	\$ 3,747,300
24		Debt, Exempt, CCRSD Assessed	\$ 3,055,012		\$ 2,855,799	\$ 2,509,814	\$ 2,443,924	\$ 2,378,035	\$ 2,312,145
25		Debt, Exempt, Minuteman	\$ 407,993		\$ 407,993	\$ 407,993	\$ 407,993	\$ 407,993	\$ 407,993
26									
27	Non-Guidelines	Employee Benefits	\$ 9,431,457	8	\$ 9,345,644	\$ 9,914,638	\$ 10,493,304	\$ 11,079,092	\$ 11,669,250
28	Non-Guidelines	Retirement, General Fund	\$ 3,399,675	8	\$ 3,621,737	\$ 3,694,172	\$ 3,768,056	\$ 3,843,417	\$ 3,920,285
29	Non-Guidelines	OPEB	\$ 1,467,851	12	\$ 1,467,851	\$ 1,467,851	\$ 1,467,851	\$ 1,467,851	\$ 1,467,851
30	Non-Guidelines	Property & Liability Insurance	\$ 406,350	8	\$ 446,985	\$ 491,684	\$ 540,852	\$ 581,416	\$ 625,022
31	Non-Guidelines	Sub-total:	\$ 29,248,838		\$ 29,889,969	\$ 29,446,546	\$ 29,947,844	\$ 30,727,453	\$ 30,586,197
32		Total:	\$ 62,253,867		\$ 65,705,742	\$ 66,660,482	\$ 68,614,693	\$ 70,904,135	\$ 72,331,890
33		Dollar Increase			\$ 3,451,875	\$ 954,740	\$ 1,954,211	\$ 2,289,442	\$ 1,427,755
34		Percent Increase			5.54%	1.45%	2.93%	3.34%	2.01%
35		Guidelines, Dollar Increase			\$ 2,810,745	\$ 1,398,163	\$ 1,452,913	\$ 1,509,833	\$ 1,569,011
36		Guidelines, Percent Increase			8.52%	3.90%	3.90%	3.90%	3.91%
37		Non-Guidelines, Dollar Increase			\$ 641,131	\$ (443,423)	\$ 501,298	\$ 779,609	\$ (141,256)
38		Non-Guidelines, Percent Increase			1.03%	-1.48%	1.70%	2.60%	-0.46%

The following general assumptions are included in the above Forecast:

- **Guidelines, Personnel:** Overall increase is approximately 4%
- **Guidelines, Expense, Contractual & Commodities:** overall increase is 3.5%
- **Guidelines, Expense, Capital, Tier I:** assumption includes 3% spending which is the maximum under policy. If funding remained at current levels, the overall increase for FY25 would drop to +3.84%. At minimum capital spending, the overall increase would drop to +5.21%.
- **Non-Guidelines, Debt, Non-Exempt, Tier II:** Includes all non-exempt debt (Town & CPS) plus a projection for new non-exempt debt based upon debt capacity analysis per policy (i.e. no more than 5% of levy for debt service). The model does not yet take into account the need for additional funding for road maintenance, though we are working on a funding model which we expect to review further at next month’s Capital Planning Forum.
- **Non-Guidelines, Debt, Exempt Tier III:** Includes all existing exempt debt (Town, CPS, CCRSD, Minuteman). Includes projections for issued Middle School debt only.
- **Non-Guidelines, Employee Benefits:** FY25 health insurance projection is held at FY24 budget level. While on its face, this is highly unusual, we are in the process of evaluating various health insurance options and have reason to believe that we can offer the same, or better, coverage options in FY25 within the FY24 Budget. Future increases are projected at the same medical trend used by the Town’s actuary. Other employee benefits increases are projected at +5% per year for FY25 – 29. Note: approximately 65% of benefit-eligible Town employees and 60% of CPS employees are enrolled in health insurance.
- **Non-Guidelines, Retirement:** current projections are based on the results of the January 1, 2022 system valuation, which call for about a 2% increase each year. Note: system is anticipated to be fully funded as of June 30, 2029, after which time, the Town’s annual assessment is expected to drop approximately 45%, or by approximately \$1.8M.
- **Non-Guidelines, OPEB:** current projections are based on the June 30, 2022 valuation and the alternative funding schedule letter dated March 16, 2022 to smooth budgetary impact to full funding in 2031.

The above assumptions produce an overall increase of +8.52% for FY25, or +\$2,810,745 for Guidelines only, and 5.54%, or +\$3,451,875. We understand that this is **far too high!** and that we need to work to both reduce and identify additional funding sources.

## APPENDIX

1. **FY23 & FY24 Budget Update:** identify major variations (+/- 10%) in actual spend versus planned, as well as the status of Free Cash. Reports are attached at the end, in unaudited format. By all accounts, FY23 is closing very favorably, with an estimated return from budget at about +\$800,000 and “excess” receipts of about \$3M. Free Cash as of June 30, 2023 calculation is still in progress.

Category	Amount
Real Estate	\$ 128,486
State Aid	\$ 2,661,579
Local Receipts	\$ 255,613
<b>total:</b>	<b>\$ 3,045,677</b>

2. **Spending Levels:** highlight any programs and services for which you are planning to change service levels in the next five years. While no final determinations have been made, we are looking at specifically looking at service levels in the following areas:

- **Capital Investment:** we expect to fund at stated policy levels.
- **Ambulance:** Town currently provides Basic Life Support (BLS) level service through the Fire Department. Advanced Life Support (ALS/ Paramedic) level service is provided through a multi-community cooperative, CMERA (Central MA Emergency Response), whose long-term viability is unknown. CFD is currently in the process of assessing the feasibility of offering ALS-level service and expected to make a recommendation to the Town Manager within the next several months. Implementation of ALS service would come with an increase in Ambulance receipts.
- **Transportation:** we continually receive requests to make improvements to support all modes of transportation. While some grant funding may be available, we do anticipate the need to provide significant local funding as well. We are currently developing a Comprehensive Transportation Plan and are sponsoring a Town-wide Mobility Survey through November 20, 2023, [www.concordma.gov/transitstudy](http://www.concordma.gov/transitstudy)
- **Senior Services:** we are outgrowing available space at the Harvey Wheeler Community Center, at the same time that we are looking to expand program offerings to seniors of all ages. We are undergoing some staffing changes and expect to have more clearly defined proposals in the near term.
- **Social Services:** increasingly we find the need to provide residents with “gap” services to meet urgent needs. While we don’t have any additional proposals to bring forward just yet, we do expect to have more clearly defined needs within the next fiscal year.

3. **Capital Program:** provide information on your 5-year Tier II capital plan and highlight any items that might require excluded debt. Attached for your review is a copy of the FY24 – 28 Capital Improvement Plan. This includes both cash (Tier I, Small) and debt-related (Tier II, Medium) projects. We are currently reviewing requests submitted for the FY25 – 29 CIP but have not yet made a recommendation. The recommendation will be provided to the Finance Committee in time for the scheduled November 16, 2023 Capital Planning Forum.

In terms of potential debt exclusion (Tier III, Large) projects, the Town has substantial capital needs that involve the need for new or substantially improved public safety and public works facilities, in addition to the ongoing Middle School project. We understand that it will be highly unlikely to move forward with any additional large building project until at least FY29, when nearly all of the debt associated with the elementary school projects will be paid off. We will, however, be moving forward with a feasibility study/ assessment of options. This study is already funded in the FY24 CIP.

In addition, the Town has substantial funding needs for maintenance of public roadways, sidewalks and drainage infrastructure, approximately \$8M annually. We are currently working on a funding proposal which we hope to share at the forum next month.

**4. OPEB & Pension: provide the funding status of the (unfunded) liability.**

The Town of Concord has long been a leader in funding its long-term liabilities (OPEB & Pension), standing out even among Aaa/ AAA rated communities. (Refer to Chart below).

- a. The Town’s most recent OPEB Liability Statement is as of a measurement date of June 30, 2022. As of that date, the Town’s OPEB total liability was \$51.15M, with \$27.73M funded (54.21%). On an actuarial basis, the Unfunded Liability assigned to the General fund is \$16.30M. The discount rate being used is 6.75%, as recommended by the actuary. Beginning in FY22, the Town adopted a level cash contribution funding schedule to smooth the budgetary impact. The funding schedule is updated annually as part of the valuation process. The current funding schedule calls for a level payment from the General Fund of \$1,364,608 per year through FY30, after which time, the annual expense related to the cost of retiree health insurance benefits will be funded from the OPEB Trust Fund.
- b. The Concord Retirement System’s most recent System Valuation Statements is as of January 1, 2022. As of that date, the System’s total liability was \$227.8M, with \$212.8M funded (93.4%). Based upon the current amortization schedule, the Town’s Unfunded Pension Liability will be fully funded at the end of FY29, after which time, on an annual basis, the Town will only be assessed for the System’s “Normal Cost,” which is the portion of the Present Value of Benefits that is attributable to benefits to be earned in the coming year.

**Sample of Aaa/ AAA Communities as of October 2022  
(Best Positioned)**

Municipality	Unfunded Pension Liability	Unfunded Pension Liability as a % of Revenue	Unfunded OPEB Liability	Unfunded OPEB Liability as a % of Revenue
Concord	\$ 23,225,348	19.33	\$ 18,190,466	15.14
Bedford	\$ 55,791,158	53.77	\$ 50,511,777	53.77
Boxborough	\$ 12,970,595	56.71	\$ 3,326,960	14.55
Cohasset	\$ 16,813,530	29.55	\$ 72,399,073	127.25
Dover	\$ 11,502,985	28.92	\$ 4,497,383	11.31
Foxborough	\$ 38,579,098	45.94	\$ 25,704,406	30.61
Great Barrington	\$ 4,068,602	12.87	\$ 20,597,579	64.14
Manchester-by-the-sea	\$ 15,299,182	46.81	\$ 5,299,445	16.21
Wenham	\$ 8,929,125	42.55	\$ 4,761,614	22.69
Weston	\$ 69,039,912	65.21	\$ 50,051,715	47.28
Westwood	\$ 42,377,844	38.03	\$ 36,106,033	32.4

5. **Land Acquisition: provide information on the status of reserves accumulating for the acquisition, development, and/ or maintenance of land.**

A report showing balances in all Capital Project Accounts as of June 30, 2023 is provided. Note: Year-End adjusting entries are still in process, which include adjustments from CPS and other specific projects (i.e. if you see a negative balance, a closing entry is needed to correct.)

6. **Additional Information: provide other information that you believe may be helpful to the deliberation of this year's guideline recommendation.** We are at the beginning stages of preparing the FY25 budget recommendation and will provide updates as we move through the process. As you consider setting the FY25 Guidelines, it is important to consider the annual goals that have been established by the Select Board, <https://concordma.gov/2876/Select-Board-Annual-Goals>, Town Manager, <https://concordma.gov/DocumentCenter/View/44308/Fiscal-Year-2024-Town-Manager-Goals?bidId=>, & departments, as shown in the FY24 General Fund Budget Book, <https://concordma.gov/3273/FY2024>, and FY24 Enterprise Fund Budget Book, <https://concordma.gov/3291/2024>.

# FY23 Revenue

Town of Concord  
Revenue Summary w/WIP  
Fiscal Year: 2023 to 2023

Account Number	Description	Appropriation	Amprop Adj	Debit Amounts	Credit Amounts	In-Progress	Remain Balance	% Recd	Activity
4824 UNREALIZED GAINS/(LOSSES)		0.00	0.00	0.00	11,663.43	0.00	-11,663.43	0.00	-11,663.43
Total 0000 *** NO DESCRIPTION		0.00	0.00	0.00	11,663.43	0.00	-11,663.43	0.00	-11,663.43
4001 REVENUE ESTIMATES		104,355,859.00	0.00	0.00	0.00	0.00	104,355,859.00	0.00	0.00
4120 PERSONAL PROPERTY TAXES		0.00	0.00	9,843.19	837,877.56	0.00	-828,034.37	0.00	-828,034.37
4120 REAL ESTATE TAXES		0.00	0.00	685,110.32	104,096,911.94	0.00	-103,340,904.62	0.00	-103,340,904.62
4142 TAX LIENS REDEEMED		0.00	0.00	0.00	315,405.72	0.00	-315,405.72	0.00	-315,405.72
Total 0001 TAXES		104,355,859.00	0.00	674,953.51	105,189,289.22	0.00	-104,884,344.71	100.12	-104,884,344.71
4001 REVENUE ESTIMATES		8,205,250.00	0.00	0.00	0.00	0.00	8,205,250.00	0.00	0.00
4141 41A REDEMPTION		0.00	0.00	0.00	35,973.86	0.00	-35,973.86	0.00	-35,973.86
4150 MOTOR VEHICLE EXCISE		0.00	0.00	70,828.63	3,457,597.86	0.00	-3,386,739.23	0.00	-3,386,739.23
4161 61B ROLLBACK		0.00	0.00	0.00	4,650.87	0.00	-4,650.87	0.00	-4,650.87
4166 ROOM OCCUPANCY		0.00	0.00	0.00	597,897.83	0.00	-597,897.83	0.00	-597,897.83
4167 JET FUEL		0.00	0.00	0.00	495,863.25	0.00	-495,863.25	0.00	-495,863.25
4168 LOCAL MEALS TAX		0.00	0.00	2.14	470,010.43	0.00	-470,010.43	0.00	-470,010.43
4171 PENALTY INTEREST-PROP. TAXES		0.00	0.00	0.00	802.19	0.00	-800.05	0.00	-800.05
4172 REAL ESTATE INTEREST		0.00	0.00	2,097.06	121,621.91	0.00	-119,524.85	0.00	-119,524.85
4173 TAX TITLE INTEREST		0.00	0.00	0.00	107,172.91	0.00	-107,172.91	0.00	-107,172.91
4174 MV EXCISE INTEREST		0.00	0.00	8.50	15,762.66	0.00	-15,754.16	0.00	-15,754.16
4175 DEF. REAL ESTATE INTEREST		0.00	0.00	0.00	3,402.37	0.00	-3,402.37	0.00	-3,402.37
4181 PILOT-HOUSING AUTHORITY		0.00	0.00	0.00	24,098.65	0.00	-24,098.65	0.00	-24,098.65
4182 PILOT-FISH W/LIFE		0.00	0.00	0.00	3,632.00	0.00	-3,632.00	0.00	-3,632.00
4190 SUPPLEMENTAL RE TAX		0.00	0.00	0.00	82,626.22	0.00	-82,626.22	0.00	-82,626.22
4271 AMBULANCE FEES COASTAL		0.00	0.00	11,146.53	916,892.67	0.00	-905,746.12	0.00	-905,746.12
4320 FEES		0.00	0.00	0.00	1,525.00	0.00	-1,525.00	0.00	-1,525.00
4321 ADMIN DETAIL FEES		0.00	0.00	0.00	37,351.06	0.00	-37,351.06	0.00	-37,351.06
4322 FALSE ALARM FEES		0.00	0.00	0.00	5,125.00	0.00	-5,125.00	0.00	-5,125.00
4323 FIREARM IDENTIFICATION FEE		0.00	0.00	25.00	2,700.00	0.00	-2,675.00	0.00	-2,675.00
4324 MV LESSOR SURCHARGE		0.00	0.00	0.00	98.40	0.00	-98.40	0.00	-98.40
4327 FIRE ALARM MONITOR FEE		0.00	0.00	0.00	15,210.00	0.00	-15,210.00	0.00	-15,210.00
4328 SUBDIVISION APPLICATION FEES		0.00	0.00	0.00	4,262.00	0.00	-4,262.00	0.00	-4,262.00
4329 COLLECTORS FEES		0.00	0.00	0.00	9,450.00	0.00	-9,450.00	0.00	-9,450.00
4330 COLLECTORS COSTS		0.00	0.00	22,157.90	43,715.69	0.00	-21,557.79	0.00	-21,557.79
4331 CONSTABLE FEES		0.00	0.00	0.00	55.00	0.00	-55.00	0.00	-55.00
4335 CABLE TV FRANCHISE		0.00	0.00	1,312.00	117,600.45	0.00	-116,288.45	0.00	-116,288.45
4337 COBRA FEES		0.00	0.00	0.00	82,213.53	0.00	-82,213.53	0.00	-82,213.53
4338 BAD CHECK FEES		0.00	0.00	0.00	43.29	0.00	-43.29	0.00	-43.29
4339 FILING FEES		0.00	0.00	126.00	2,800.00	0.00	-2,775.00	0.00	-2,775.00
4347 BUILDING REVIEW FEE		0.00	0.00	200.00	8,696.35	0.00	-8,696.35	0.00	-8,696.35
4359 WIRELESS RENTAL FEES		0.00	0.00	0.00	11,825.00	0.00	-11,825.00	0.00	-11,825.00
4360 RENTALS		0.00	0.00	1,779.25	243,640.03	0.00	-243,040.03	0.00	-243,040.03
4362 RIPLEY RENTAL		0.00	0.00	0.00	44,525.25	0.00	-42,746.00	0.00	-42,746.00
4370 MISCELLANEOUS REVENUE		0.00	0.00	2,858.47	25,774.68	0.00	-25,774.68	0.00	-25,774.68
4376 HEALTH SERVICES OVERHEAD		0.00	0.00	0.00	165,458.39	0.00	-163,222.92	0.00	-163,222.92
4378 FUND PRIOR YEAR		0.00	0.00	0.00	6,743.78	0.00	-6,743.78	0.00	-6,743.78
4400 BOA PROCUREMENT CARD REBATES		0.00	0.00	116.54	5,157.13	0.00	-5,040.59	0.00	-5,040.59
4411 LICENSES PERMITS		0.00	0.00	16,973.40	3,205.80	0.00	-3,205.80	0.00	-3,205.80
4414 FIRE ALARM		0.00	0.00	0.00	14,555.00	0.00	-14,555.00	0.00	-14,555.00
4570 OPIOD SETTLEMENT PAYMENTS		0.00	0.00	0.00	64,584.91	0.00	-64,584.91	0.00	-64,584.91
4771 TOWN BYLAW FINES		0.00	0.00	0.00	1,000.00	0.00	-1,000.00	0.00	-1,000.00
4772 LIBRARY BOOK FINES		0.00	0.00	0.00	2,715.33	0.00	-2,715.33	0.00	-2,715.33
4775 COURT FINES		0.00	0.00	0.00	2,099.96	0.00	-2,099.96	0.00	-2,099.96
4778 CIVIL FINES RMV		0.00	0.00	0.00	49,320.27	0.00	-49,320.27	0.00	-49,320.27
4824 UNREALIZED GAINS/(LOSSES)		0.00	0.00	28,730.39	131,265.19	0.00	-102,535.60	0.00	-102,535.60
4830 INTEREST ON INVESTMENTS		0.00	0.00	1,084,272.12	3,004,903.93	0.00	-1,700,703.81	0.00	-1,700,703.81
Total 0002 LOCAL RECEIPTS		8,205,250.00	0.00	1,484,310.16	12,331,138.90	0.00	-2,651,878.76	132.44	-10,866,828.75
4001 REVENUE ESTIMATES		5,995,235.00	0.00	0.00	0.00	0.00	5,995,235.00	0.00	0.00
4611 LOSS OF TAXES STATE LAND		0.00	0.00	0.00	828,810.00	0.00	-828,810.00	0.00	-828,810.00
4616 ABATEMENTS TO THE ELDERLY		0.00	0.00	0.00	2,008.00	0.00	-2,008.00	0.00	-2,008.00
4620 SCHOOL AID CH. 70		0.00	0.00	0.00	3,916,391.00	0.00	-3,916,391.00	0.00	-3,916,391.00
4623 CHARTER SCHL. TUITION ASSESSMENT RE		0.00	0.00	0.00	71,113.00	0.00	-67,919.00	0.00	-67,919.00
4666 CORRECTIONAL INSTITUTIONAL AID		0.00	0.00	3,194.00	59,240.01	0.00	-59,240.01	0.00	-59,240.01
4667 VETERANS BENEFITS		0.00	0.00	0.00	32,826.00	0.00	-32,826.00	0.00	-32,826.00
4673 UNRESTRICTED GEN GOVT AIDE		0.00	0.00	0.00	1,343,854.00	0.00	-1,343,854.00	0.00	-1,343,854.00
Total 0003 STATE RECEIPTS		5,995,235.00	0.00	3,194.00	8,284,042.01	0.00	-285,613.01	104.26	-6,250,648.01
4972 TRANSFERS FROM SPECIAL REVENUE		0.00	0.00	0.00	364,103.00	0.00	-364,103.00	0.00	-364,103.00
4975 TRANSFERS FROM ENTERPRISE FUND		0.00	0.00	0.00	2,316,276.00	0.00	-2,316,276.00	0.00	-2,316,276.00
4979 TRANSFER IN FROM OTHERS		0.00	0.00	0.00	27,401.02	0.00	-27,401.02	0.00	-27,401.02
Total 0009 OTHER FINANCING SOURCES		0.00	0.00	0.00	2,707,780.02	0.00	-2,707,780.02	0.00	-2,707,780.02
Total 0001 GENERAL FUND		118,556,344.00	0.00	2,142,467.66	126,483,922.58	0.00	-5,765,120.92	104.86	-124,321,464.92



**TOWN OF CONCORD  
FY23 Year End Summary Report**

<u>Account Number</u>	<u>Description</u>	<u>Appropriations</u>	<u>Txfrs Supplem</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>In-Progress</u>	<u>Account Balance</u>	<u>Used</u>
000 NO DESCRIPTION		2,000,000.00	0.00	0.00	2,000,000.00	0.00	0.00	100.00
<b>_Total_000 *** NO DESCRIPTION</b>		<b>2,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
113 TOWN MEETING REPORTS		117,919.00	0.00	2,000.00	126,847.00	0.00	-10,928.00	109.27
<b>_Total_113 TOWN MEETING AND REPORTS</b>		<b>117,919.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>126,847.00</b>	<b>0.00</b>	<b>-10,928.00</b>	<b>109.27</b>
123 BOSMANAGERS OFFICE		686,197.00	125,548.00	42,801.85	782,172.85	0.00	-13,229.70	101.63
127 TOWNWIDE BUILDING MAINTENANCE		1,026,590.00	21,494.00	41,156.29	998,946.49	0.00	7,981.22	99.24
128 RESOURCE SUSTAINABILITY		165,203.00	0.00	14,500.00	54,024.68	0.00	96,678.32	41.48
137 PARKS AND PLAYGROUNDS		215,776.00	7,453.00	4,740.50	95,941.99	0.00	122,546.51	45.10
152 HUMAN RESOURCES		595,606.00	15,662.00	44,264.92	680,927.56	0.00	-113,924.48	118.64
671 INFORMATION CENTER		37,970.00	0.00	169.82	17,751.75	0.00	20,048.43	47.20
<b>_Total_122 TOWN MANAGERS OFFICE</b>		<b>2,727,342.00</b>	<b>170,157.00</b>	<b>147,633.38</b>	<b>2,629,765.32</b>	<b>0.00</b>	<b>120,100.30</b>	<b>95.86</b>
133 FINANCE ADMINISTRATION		555,491.00	15,843.00	125.67	633,074.41	0.00	-61,866.08	110.83
135 TOWN ACCOUNTANT		340,945.00	16,111.00	10,000.00	334,073.73	0.00	12,982.27	96.36
141 ASSESSORS		444,387.00	12,543.00	0.00	392,490.73	0.00	64,439.27	85.90
145 TREASURER-COLLECTOR		505,631.00	17,392.00	7,333.77	410,446.11	0.00	105,243.12	79.88
161 TOWN CLERK		439,831.00	21,140.00	0.00	448,230.81	0.00	12,740.19	97.24
<b>_Total_133 FINANCE</b>		<b>2,286,285.00</b>	<b>83,029.00</b>	<b>17,459.44</b>	<b>2,218,315.79</b>	<b>0.00</b>	<b>133,538.77</b>	<b>94.36</b>
147 RESERVE FUND		225,000.00	0.00	0.00	0.00	0.00	225,000.00	0.00
<b>_Total_147 RESERVE FUND</b>		<b>225,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>225,000.00</b>	<b>0.00</b>
148 RESERVE FOR SALARY INCREASE		1,057,934.00	-1,022,066.00	0.00	35,868.00	0.00	0.00	100.00
<b>_Total_148 RESERVE FOR SALARY INCREASE</b>		<b>1,057,934.00</b>	<b>-1,022,066.00</b>	<b>0.00</b>	<b>35,868.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
151 LEGAL SERVICES		450,000.00	0.00	45,000.00	363,838.43	0.00	41,161.57	90.85
<b>_Total_151 LEGAL SERVICES</b>		<b>450,000.00</b>	<b>0.00</b>	<b>45,000.00</b>	<b>363,838.43</b>	<b>0.00</b>	<b>41,161.57</b>	<b>90.85</b>
155 INFORMATION SYSTEMS		1,348,980.00	59,323.00	52,691.17	1,338,861.15	0.00	16,750.68	98.81
<b>_Total_155 INFORMATION SYSTEMS</b>		<b>1,348,980.00</b>	<b>59,323.00</b>	<b>52,691.17</b>	<b>1,338,861.15</b>	<b>0.00</b>	<b>16,750.68</b>	<b>98.81</b>
162 ELECTIONS		89,374.00	0.00	0.00	89,789.55	0.00	-415.55	100.47
163 REGISTRARS		10,452.00	0.00	0.00	11,018.26	0.00	-566.26	105.42
<b>_Total_170 ELECTIONSREGISTRARS</b>		<b>99,826.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,807.81</b>	<b>0.00</b>	<b>-981.81</b>	<b>100.98</b>
171 NATURAL RESOURCES		449,396.00	8,389.00	17,698.75	408,356.75	0.00	31,729.50	93.07
175 PLANNING		583,522.00	8,545.00	39,264.98	566,844.59	0.00	-14,042.57	102.37
241 INSPECTIONS		479,288.00	24,091.00	0.00	472,723.15	0.00	30,655.85	93.91
510 HEALTH		462,035.00	5,542.00	3,332.50	416,199.95	0.00	48,044.55	89.73
672 ECONOMIC VITALITY & TOURISM		190,735.00	3,264.00	11,169.81	183,019.68	0.00	-190.49	100.10
<b>_Total_180 PLANNING AND LAND MANAGEMENT</b>		<b>2,164,976.00</b>	<b>49,831.00</b>	<b>71,466.04</b>	<b>2,047,144.12</b>	<b>0.00</b>	<b>96,196.84</b>	<b>95.66</b>
188 LAND FUND		25,000.00	0.00	0.00	25,000.00	0.00	0.00	100.00
<b>_Total_188 LAND FUND</b>		<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
197 141 KEYES ROAD		48,840.00	0.00	0.00	25,950.23	0.00	22,889.77	53.13
<b>_Total_197 141 KEYES ROAD</b>		<b>48,840.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,950.23</b>	<b>0.00</b>	<b>22,889.77</b>	<b>53.13</b>
210 POLICE		4,864,484.00	176,651.00	35,633.10	4,994,395.79	0.00	11,106.11	99.78
<b>_Total_210 POLICE</b>		<b>4,864,484.00</b>	<b>176,651.00</b>	<b>35,633.10</b>	<b>4,994,395.79</b>	<b>0.00</b>	<b>11,106.11</b>	<b>99.78</b>
215 POLICE FIRE STATION		278,317.00	0.00	15,698.03	242,130.75	0.00	20,488.22	92.64
<b>_Total_215 POLICE FIRE STATION</b>		<b>278,317.00</b>	<b>0.00</b>	<b>15,698.03</b>	<b>242,130.75</b>	<b>0.00</b>	<b>20,488.22</b>	<b>92.64</b>
220 FIRE		5,783,853.00	230,109.00	100.73	6,067,477.03	0.00	-53,615.76	100.89
<b>_Total_220 FIRE</b>		<b>5,783,853.00</b>	<b>230,109.00</b>	<b>100.73</b>	<b>6,067,477.03</b>	<b>0.00</b>	<b>-53,615.76</b>	<b>100.89</b>
225 WEST CONCORD FIRE STATION		21,309.00	0.00	0.00	18,401.09	0.00	2,907.91	86.35
<b>_Total_225 WEST CONCORD FIRE STATION</b>		<b>21,309.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,401.09</b>	<b>0.00</b>	<b>2,907.91</b>	<b>86.35</b>
291 EMERGENCY MANAGEMENT		16,000.00	0.00	0.00	2,115.01	0.00	13,884.99	13.22
<b>_Total_291 EMERGENCY MANAGEMENT</b>		<b>16,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,115.01</b>	<b>0.00</b>	<b>13,884.99</b>	<b>13.22</b>
292 ANIMAL CONTROL		28,500.00	0.00	4,572.40	27,597.07	0.00	-3,669.47	112.88
<b>_Total_292 ANIMAL CONTROL</b>		<b>28,500.00</b>	<b>0.00</b>	<b>4,572.40</b>	<b>27,597.07</b>	<b>0.00</b>	<b>-3,669.47</b>	<b>112.88</b>
300 SCHOOL		43,186,745.00	0.00	0.00	42,739,837.05	0.00	446,907.95	98.97

**TOWN OF CONCORD  
FY23 Year End Summary Report**

<u>Account Number</u>	<u>Description</u>	<u>Appropriations</u>	<u>Txfrs</u>	<u>Supplem</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>In-Progress</u>	<u>Account Balance</u>	<u>Used</u>
<b>_Total_300 SCHOOL</b>		<b>43,186,745.00</b>		<b>0.00</b>	<b>0.00</b>	<b>42,739,837.05</b>	<b>0.00</b>	<b>446,907.95</b>	<b>98.97</b>
410 PUBLIC WORKS ADMINISTRATION		403,332.00		20,389.00	0.00	349,482.03	0.00	74,238.97	82.48
411 ENGINEERING		506,999.00		32,881.00	5,433.69	534,826.87	0.00	-380.56	100.07
422 HIGHWAY MAINTENANCE		1,638,237.00		55,622.00	126,269.73	1,641,476.98	0.00	-73,887.71	104.36
490 PARKS TREES		901,592.00		34,171.00	64,133.11	733,199.55	0.00	138,430.34	85.21
491 CEMETERY		312,235.00		5,097.00	99,377.44	160,333.87	0.00	57,620.69	81.84
<b>_Total_410 PUBLIC WORKS</b>		<b>3,762,395.00</b>		<b>148,160.00</b>	<b>295,213.97</b>	<b>3,419,319.30</b>	<b>0.00</b>	<b>196,021.73</b>	<b>94.99</b>
423 SNOW REMOVAL		650,000.00		0.00	0.00	650,000.00	0.00	0.00	100.00
<b>_Total_423 SNOW REMOVAL</b>		<b>650,000.00</b>		<b>0.00</b>	<b>0.00</b>	<b>650,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
424 STREET LIGHTING		31,625.00		0.00	4,500.00	55,284.03	0.00	-28,159.03	189.04
<b>_Total_424 STREET LIGHTING</b>		<b>31,625.00</b>		<b>0.00</b>	<b>4,500.00</b>	<b>55,284.03</b>	<b>0.00</b>	<b>-28,159.03</b>	<b>189.04</b>
426 133135 KEYES ROAD		183,580.00		5,000.00	37,274.52	154,781.86	0.00	-3,476.38	101.84
<b>_Total_426 133135 KEYES ROAD</b>		<b>183,580.00</b>		<b>5,000.00</b>	<b>37,274.52</b>	<b>154,781.86</b>	<b>0.00</b>	<b>-3,476.38</b>	<b>101.84</b>
521 HUMAN SERVICES ADMINISTRATION		74,286.00		22,061.00	0.00	94,060.00	0.00	2,287.00	97.63
541 SENIOR SERVICES		630,527.00		20,437.00	1,251.49	558,486.54	0.00	91,225.97	85.99
630 RECREATION ADMINISTRATION		114,569.00		4,578.00	0.00	119,146.95	0.00	0.05	100.00
<b>_Total_520 HUMAN SERVICES</b>		<b>819,382.00</b>		<b>47,076.00</b>	<b>1,251.49</b>	<b>771,693.49</b>	<b>0.00</b>	<b>93,513.02</b>	<b>89.21</b>
544 VETERANS SERVICES		36,887.00		0.00	0.00	45,366.75	0.00	-8,479.75	122.99
545 VETERANS BENEFITS		41,847.00		0.00	0.00	49,214.48	0.00	-7,367.48	117.61
<b>_Total_543 VETERANS SERVICES &amp; BENEFITS</b>		<b>78,734.00</b>		<b>0.00</b>	<b>0.00</b>	<b>94,581.23</b>	<b>0.00</b>	<b>-15,847.23</b>	<b>120.13</b>
546 HARVEY WHEELER COMM. CENTER		101,276.00		2,249.00	3,824.00	100,790.75	0.00	-1,089.75	101.05
<b>_Total_546 HARVEY WHEELER COMM. CENTER</b>		<b>101,276.00</b>		<b>2,249.00</b>	<b>3,824.00</b>	<b>100,790.75</b>	<b>0.00</b>	<b>-1,089.75</b>	<b>101.05</b>
610 LIBRARY		2,398,544.00		48,686.00	25,540.84	2,425,218.25	0.00	-3,529.09	100.14
<b>_Total_610 LIBRARY</b>		<b>2,398,544.00</b>		<b>48,686.00</b>	<b>25,540.84</b>	<b>2,425,218.25</b>	<b>0.00</b>	<b>-3,529.09</b>	<b>100.14</b>
631 HUNT RECREATION CENTER		93,375.00		1,795.00	0.00	102,353.34	0.00	-7,183.34	107.55
<b>_Total_631 HUNT RECREATION CENTER</b>		<b>93,375.00</b>		<b>1,795.00</b>	<b>0.00</b>	<b>102,353.34</b>	<b>0.00</b>	<b>-7,183.34</b>	<b>107.55</b>
692 CEREMONIES CELEBRATIONS		44,960.00		0.00	75,575.00	41,233.01	0.00	-71,848.01	259.80
<b>_Total_692 CEREMONIES CELEBRATIONS</b>		<b>44,960.00</b>		<b>0.00</b>	<b>75,575.00</b>	<b>41,233.01</b>	<b>0.00</b>	<b>-71,848.01</b>	<b>259.80</b>
700 DEBT SERVICE		8,084,999.00		0.00	0.00	8,044,156.96	0.00	40,842.04	99.50
<b>_Total_700 DEBT SERVICE</b>		<b>8,084,999.00</b>		<b>0.00</b>	<b>0.00</b>	<b>8,044,156.96</b>	<b>0.00</b>	<b>40,842.04</b>	<b>99.50</b>
800 SCHOOL ASSESSMENT		24,962,356.00		0.00	0.00	24,962,356.00	0.00	0.00	100.00
<b>_Total_800 SCHOOL ASSESSMENT</b>		<b>24,962,356.00</b>		<b>0.00</b>	<b>0.00</b>	<b>24,962,356.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
810 MINUTEMAN VOTECH ASSESSMENT		1,508,544.00		0.00	0.00	1,508,544.00	0.00	0.00	100.00
<b>_Total_810 MINUTEMAN</b>		<b>1,508,544.00</b>		<b>0.00</b>	<b>0.00</b>	<b>1,508,544.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
911 RETIREMENT		3,381,101.00		0.00	0.00	3,381,101.00	0.00	0.00	100.00
<b>_Total_911 RETIREMENT</b>		<b>3,381,101.00</b>		<b>0.00</b>	<b>0.00</b>	<b>3,381,101.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
916 SOCIAL SECURITYMEDICARE		942,064.00		0.00	0.00	970,191.78	0.00	-28,127.78	102.99
<b>_Total_916 SOCIAL SECURITYMEDICARE</b>		<b>942,064.00</b>		<b>0.00</b>	<b>0.00</b>	<b>970,191.78</b>	<b>0.00</b>	<b>-28,127.78</b>	<b>102.99</b>
919 TOWN EMPLOYEE BENEFITS		26,609.00		0.00	26,609.00	0.00	0.00	0.00	100.00
<b>_Total_919 TOWN EMPLOYEE BENEFITS</b>		<b>26,609.00</b>		<b>0.00</b>	<b>26,609.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
912 WORKERS COMPENSATION		142,450.00		0.00	0.00	142,450.00	0.00	0.00	100.00
913 UNEMPLOYMENT		120,000.00		0.00	15,910.84	104,089.16	0.00	0.00	100.00
<b>_Total_930 UNEMPLOYMENT WORKERS COMP</b>		<b>262,450.00</b>		<b>0.00</b>	<b>15,910.84</b>	<b>246,539.16</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
193 PROPERTYLIABILITY		378,000.00		0.00	0.00	304,141.95	0.00	73,858.05	80.46
914 GROUP INSURANCE		7,468,322.00		0.00	0.00	6,357,430.10	0.00	1,110,891.90	85.13
915 OPEB		1,401,347.00		0.00	0.00	1,401,347.00	0.00	0.00	100.00
<b>_Total_960 INSURANCE</b>		<b>9,247,669.00</b>		<b>0.00</b>	<b>0.00</b>	<b>8,062,919.05</b>	<b>0.00</b>	<b>1,184,749.95</b>	<b>87.19</b>
996 INTERGOVERNMENTAL ASSESSMENTS		0.00		0.00	0.00	534,147.00	0.00	-534,147.00	0.00
<b>_Total_996 INTERGOVERNMENTAL ASSESSMENTS</b>		<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>534,147.00</b>	<b>0.00</b>	<b>-534,147.00</b>	<b>0.00</b>

**TOWN OF CONCORD  
FY23 Year End Summary Report**

<u>Account Number</u>	<u>Description</u>	<u>Appropriations</u>	<u>Txfrs</u>	<u>Supplem</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>In-Progress</u>	<u>Account Balance</u>	<u>Used</u>
Grand Total		123,310,973.00		0.00	877,953.95	120,529,561.85	0.00	1,903,457.20	98.46

Note: this report does not include final close out adjustments & transfer affecting: Concord Public Schools; Group Insurance and Intergovernmental Assessments. Anticipated FY23 Expenditure release to Fund Balance is approximately \$800,000.

Balances: Capital Projects  
 As of: June 30, 2023  
 Before: Year-End Adjustments

Town of Concord  
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Account Number	Description	Appropriations	Intra-Supplies	Encumbrances	Expenditures	In-Progress	Account Balance	Used
0030-122-123-0371-5848-0000	BUILDING IMPROVEMENTS ART16ATM15 37 KNOX TRAIL	93,166.52	0.00	0.00	37,947.22	0.00	55,219.30	40.73
<b>Total_0371 ART16ATM15 37 KNOX TRAIL RENOVATION WORK</b>		<b>93,166.52</b>	<b>0.00</b>	<b>0.00</b>	<b>37,947.22</b>	<b>0.00</b>	<b>55,219.30</b>	<b>40.73</b>
0030-122-123-0394-5848-0000	BUILDING IMPROVEMENTS	0.00	0.00	0.00	19,107.16	0.00	-19,107.16	0.00
0030-122-123-0394-5874-0000	OFFICE FURNISHINGS REPLACEMENT	0.00	0.00	0.00	6,509.54	0.00	-6,509.54	0.00
0030-122-123-0394-6001-0000	TOWN MEETING ARTICLES	618,273.66	0.00	0.00	6,509.54	0.00	611,764.12	0.00
<b>Total_0394 ART17ATM18 TOWN BLDGS CAPITAL PROJECTS</b>		<b>618,273.66</b>	<b>0.00</b>	<b>0.00</b>	<b>12,526.18</b>	<b>0.00</b>	<b>605,747.48</b>	<b>0.00</b>
0030-122-123-0401-5848-0000	BUILDING IMPROVEMENTS	0.00	0.00	0.00	27,616.79	0.00	40,686.86	40.45
0030-122-123-0401-6001-0000	TOWN MEETING WARRANT ARTICLES	368,119.04	0.00	0.00	33,737.00	0.00	334,382.04	0.00
<b>Total_0401 ART17ATM19 TOWN BLDGS CAPITAL PROJECTS</b>		<b>368,119.04</b>	<b>0.00</b>	<b>0.00</b>	<b>33,737.00</b>	<b>0.00</b>	<b>334,382.04</b>	<b>0.00</b>
0030-122-123-0402-5319-0000	OTHER PROF. TECHNICAL SERVICES	0.00	0.00	7,912.80	0.00	0.00	-7,912.80	0.00
0030-122-123-0411-5319-0017	SITE IMPROVEMENTS	203,260.00	0.00	203,260.00	124,064.18	0.00	-79,195.82	0.00
0030-122-123-0411-6001-0000	TOWN MEETING WARRANT ARTICLES	383,136.28	0.00	0.00	0.00	0.00	383,136.28	0.00
<b>Total_0411 ART14ATM18 MIDDLE SCH FEASIBILITY STUDY</b>		<b>383,136.28</b>	<b>0.00</b>	<b>211,172.80</b>	<b>124,064.18</b>	<b>0.00</b>	<b>47,876.30</b>	<b>87.50</b>
0030-122-123-0416-6001-0000	TOWN MEETING WARRANT ARTICLES	5,672.00	0.00	0.00	0.00	0.00	5,672.00	0.00
<b>Total_0416 ART16ATM18 PARK IMPROVEMENTS WHITE POND</b>		<b>5,672.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,672.00</b>	<b>0.00</b>
0030-122-123-0417-5319-0019	OTHER PROF. TECHNICAL SERVICES - DESIGNER	0.00	0.00	0.00	22,990.00	0.00	-22,990.00	0.00
0030-122-123-0417-6001-0000	TOWN MEETING WARRANT ARTICLE APPROPRIATION	22,990.00	0.00	0.00	0.00	0.00	22,990.00	0.00
<b>Total_0417 ART14ATM18 MIDDLE SCH FEASIBILITY STUDY</b>		<b>22,990.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22,990.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0030-122-123-0418-6001-0000	TOWN MEETING WARRANT ARTICLES	4,087.20	0.00	4,087.20	33,367.59	0.00	-37,454.79	0.00
<b>Total_0418 ART26ATM18 GROWLAND PURCHASE</b>		<b>4,087.20</b>	<b>0.00</b>	<b>4,087.20</b>	<b>33,367.59</b>	<b>0.00</b>	<b>-33,367.59</b>	<b>916.36</b>
0030-122-123-0437-5302-0000	LEGAL SERVICES	0.00	0.00	0.00	20,080.00	0.00	-20,080.00	0.00
0030-122-123-0437-5319-0019	OTHER PROF. TECHNICAL SERVICES - OFM	0.00	0.00	0.00	707,365.00	0.00	-707,365.00	0.00
0030-122-123-0437-5319-0017	OTHER PROF. TECHNICAL SERVICES - DESIGNER	0.00	0.00	2,850,931.28	3,401,238.72	0.00	-3,401,238.72	0.00
0030-122-123-0437-5319-0044	OTHER MISCELLANEOUS SUPPLIES	0.00	0.00	148,154.85	45,255.15	0.00	-102,899.70	0.00
0030-122-123-0437-5323-0000	CONSTRUCTION EXPENSES	0.00	0.00	24,088.00	0.00	0.00	-24,088.00	0.00
0030-122-123-0437-5844-0000	CONSTRUCTION EXPENSES	0.00	0.00	84,141,110.62	1,003,689.38	0.00	-85,144,700.24	0.00
0030-122-123-0437-6001-0000	TOWN MEETING WARRANT ARTICLES	107,149,105.00	2,200,000.00	0.00	10,005.00	0.00	-10,005.00	0.00
<b>Total_0437 ART18ATM2022 NEW WS CONSTRUCTION PROJ.</b>		<b>107,149,105.00</b>	<b>2,200,000.00</b>	<b>88,786,428.76</b>	<b>5,217,633.28</b>	<b>0.00</b>	<b>109,389,105.00</b>	<b>0.00</b>
<b>Total_123 BOSMANAGERS OFFICE</b>		<b>102,134,548.70</b>	<b>7,200,000.00</b>	<b>90,003,899.76</b>	<b>5,497,676.94</b>	<b>0.00</b>	<b>13,333,253.01</b>	<b>87.35</b>
0030-122-127-0425-5319-0000	BLDG IMPROVEMENTS	0.00	0.00	0.00	6,982.09	0.00	-6,982.09	0.00
0030-122-127-0425-5848-0000	TOWN MEETING WARRANT ARTICLE APPROPRIATION	146,533.21	0.00	1,461.32	46,533.21	0.00	-50,894.53	0.00
<b>Total_0425 ART13ATM2021 MUN BLDG IMPROVEMENTS</b>		<b>146,533.21</b>	<b>0.00</b>	<b>1,461.32</b>	<b>53,066.30</b>	<b>0.00</b>	<b>195,000.00</b>	<b>0.00</b>
0030-122-127-0428-5319-0000	OTHER PROFESSIONAL SVCS	0.00	0.00	2,580.28	0.00	0.00	-2,580.28	0.00
0030-122-127-0428-5898-0000	TRANS TO CAPITAL PROJECTS FUND	182,000.00	0.00	0.00	39,743.68	0.00	-142,256.32	0.00
0030-122-127-0428-6001-0000	TOWN MEETING WARRANT ARTICLE APPROPRIATION	182,000.00	0.00	2,580.28	30,743.96	0.00	-181,836.32	23.26
<b>Total_0428 ART13ATM2021 HWCC BLDG IMPROVEMENTS</b>		<b>182,000.00</b>	<b>0.00</b>	<b>2,580.28</b>	<b>30,743.96</b>	<b>0.00</b>	<b>139,817.65</b>	<b>0.00</b>
0030-122-127-1146-6001-0000	TOWN MEETING WARRANT ARTICLES	52,750.00	0.00	0.00	0.00	0.00	52,750.00	0.00
<b>Total_1146 CFF MUNICIPAL BLDGS GENERAL ART10ATM2022</b>		<b>52,750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>52,750.00</b>	<b>0.00</b>
<b>Total_127 TOWNWIDE BUILDING MAINTENANCE</b>		<b>439,750.00</b>	<b>0.00</b>	<b>4,041.60</b>	<b>64,358.94</b>	<b>0.00</b>	<b>330,346.44</b>	<b>23.13</b>
0030-122-132-0428-5319-0000	OTHER PROFESSIONAL SVCS	0.00	0.00	0.00	64,917.59	0.00	-64,917.59	0.00
0030-122-132-0428-5848-0000	REGISTRATION FEE	0.00	0.00	0.00	105,875.95	0.00	-105,875.95	0.00
0030-122-132-0428-6001-0000	TOWN MEETING WARRANT ARTICLE APPROPRIATION	296,583.91	0.00	0.00	0.00	0.00	296,583.91	0.00
<b>Total_0428 ART13ATM2021 WHITE POND PARK IMPROV</b>		<b>296,583.91</b>	<b>0.00</b>	<b>0.00</b>	<b>168,793.54</b>	<b>0.00</b>	<b>127,790.36</b>	<b>56.92</b>
0030-122-137-1148-9001-0000	TOWN MEETING WARRANT ARTICLES	150,000.00	0.00	0.00	0.00	0.00	150,000.00	0.00
<b>Total_1148 EMERSON BSKTBALL CRT RESURF ART10 ATM22</b>		<b>150,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150,000.00</b>	<b>0.00</b>
0030-122-137-1148-9001-0000	TOWN MEETING WARRANT ARTICLES	200,000.00	0.00	0.00	0.00	0.00	200,000.00	0.00
<b>Total_1148 GROWPARK IMPROVEMENTS ART10 ATM2022</b>		<b>200,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200,000.00</b>	<b>0.00</b>
<b>Total_137 PARKS AND PLAYGROUNDS</b>		<b>848,583.91</b>	<b>0.00</b>	<b>0.00</b>	<b>164,703.54</b>	<b>0.00</b>	<b>477,788.47</b>	<b>28.11</b>
<b>Total_122 TOWN MANAGERS OFFICE</b>		<b>103,210,881.71</b>	<b>7,200,000.00</b>	<b>90,007,731.35</b>	<b>5,761,738.44</b>	<b>0.00</b>	<b>14,841,491.92</b>	<b>86.74</b>
0030-180-171-0439-5319-0000	OTHER PROFESSIONAL SVCS	0.00	0.00	0.00	62,910.00	0.00	-62,910.00	0.00
0030-180-171-0439-6001-0000	TOWN MEETING WARRANT ARTICLE APPROPRIATION	1,250,000.00	0.00	0.00	0.00	0.00	1,250,000.00	0.00
<b>Total_0439 ART13ATM2021 WARNERS FOND PARK IMPROV</b>		<b>1,250,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,910.00</b>	<b>0.00</b>	<b>1,187,090.00</b>	<b>5.09</b>
0030-180-171-1161-5810-0000	LAND	500,000.00	0.00	0.00	500,000.00	0.00	0.00	100.00
<b>Total_1161 ASSABET RIVER PRESERVATION PROJECT</b>		<b>500,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
<b>Total_171 NATURAL RESOURCES</b>		<b>1,750,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>562,910.00</b>	<b>0.00</b>	<b>1,187,090.00</b>	<b>32.17</b>

Account Number	Description	Appropriations	14frs Supplement	Encumbrances	Expenditures	In-Progress	Account Balance	Used
0330-180-175-0382-5318-0000	OTHER PROF. TECHNICAL SERVICES ART57ATM18	0.00	0.00	21,959.34	0.00	0.00	-21,959.34	0.00
0330-180-175-0382-6001-0000	TOWN MEETING ARTICLES	21,959.34	0.00	0.00	0.00	0.00	21,959.34	0.00
<b>Total_0383 ART57ATM18 BFR1 PHASE 2B DESIGNING</b>		<b>21,959.34</b>	<b>0.00</b>	<b>21,959.34</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0330-180-175-0392-6001-0000	TOWN MEETING ARTICLES	75,000.00	0.00	0.00	0.00	0.00	75,000.00	0.00
<b>Total_0385 ART57ATM18 TRAIL IMPROVEMENTS</b>		<b>75,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>0.00</b>
0330-180-175-0429-5519-0000	OTHER PROFESSIONAL SVCS	0.00	0.00	0.00	325,000.00	0.00	-325,000.00	0.00
0330-180-175-0429-6001-0000	TOWN MEETING ARTICLE APPROPRIATION	325,000.00	0.00	0.00	0.00	0.00	325,000.00	0.00
<b>Total_0429 ART19ATM2021 R W EMERSON HOUSE/MUSEUM</b>		<b>325,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>325,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0330-180-175-0432-6001-0000	TOWN MEETING ARTICLES	487,969.34	0.00	21,959.34	335,000.00	0.00	76,000.00	82.26
<b>Total_0432 ART19ATM2020 AMBULANCE #2 REPLACEMENT</b>		<b>487,969.34</b>	<b>0.00</b>	<b>21,959.34</b>	<b>335,000.00</b>	<b>0.00</b>	<b>76,000.00</b>	<b>82.26</b>
0330-180-175-0432-6001-0000	TOWN MEETING ARTICLES	2,174,869.34	0.00	21,959.34	617,930.00	0.00	1,262,870.00	41.86
<b>Total_0432 ART19ATM2020 AMBULANCE #2 REPLACEMENT</b>		<b>2,174,869.34</b>	<b>0.00</b>	<b>21,959.34</b>	<b>617,930.00</b>	<b>0.00</b>	<b>1,262,870.00</b>	<b>41.86</b>
0330-180-175-0432-6001-0000	TRANS TO CAPITAL PROJECTS FUND	0.00	0.00	0.00	52,135.00	0.00	-52,135.00	0.00
<b>Total_0431 ART19ATM14 PUB SAFE BLDG SECURITY IMPRV</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>52,135.00</b>	<b>0.00</b>	<b>-52,135.00</b>	<b>0.00</b>
0330-216 POLICE FIRE STATION		0.00	0.00	0.00	62,135.00	0.00	-62,135.00	0.00
<b>Total_216 POLICE FIRE STATION</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,135.00</b>	<b>0.00</b>	<b>-62,135.00</b>	<b>0.00</b>
0330-220-220-0422-6001-0000	TOWN MEETING WARRANT ARTICLES	275,000.00	0.00	275,000.00	0.00	0.00	0.00	100.00
<b>Total_0422 ART11ATM2020</b>		<b>275,000.00</b>	<b>0.00</b>	<b>275,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0330-220-220-0431-5871-0000	VEHICLE REPLACEMENT	0.00	0.00	185,468.00	28,833.39	0.00	-217,299.39	0.00
0330-220-220-0431-6001-0000	TOWN MEETING ARTICLE APPROPRIATION	540,000.00	0.00	0.00	0.00	0.00	290,000.00	0.00
<b>Total_0431 ART19ATM2021 LAUDERHILL RETURB (2012)</b>		<b>540,000.00</b>	<b>0.00</b>	<b>185,468.00</b>	<b>28,833.39</b>	<b>0.00</b>	<b>32,700.61</b>	<b>88.92</b>
0330-220-220-0432-5857-0000	PUBLIC SAFETY EQUIPMENT	0.00	0.00	0.00	6,610.42	0.00	6,610.42	0.00
<b>Total_0432 ART19ATM2021 SELF CONTAINED BREATH EQUIP</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,610.42</b>	<b>0.00</b>	<b>6,610.42</b>	<b>0.00</b>
<b>Total_220 FIRE</b>		<b>535,000.00</b>	<b>0.00</b>	<b>463,466.00</b>	<b>22,222.97</b>	<b>0.00</b>	<b>39,311.03</b>	<b>92.51</b>
<b>Total_220 FIRE</b>		<b>535,000.00</b>	<b>0.00</b>	<b>463,466.00</b>	<b>22,222.97</b>	<b>0.00</b>	<b>39,311.03</b>	<b>92.51</b>
0330-300-300-0424-6001-0000	ART26 ATM2020 SCHOOL CAPITAL EXPENDITURES	116,179.03	0.00	0.00	116,179.03	0.00	0.00	100.00
<b>Total_0424 ART26 ATM2020 CPS CAPITAL BUDGET</b>		<b>116,179.03</b>	<b>0.00</b>	<b>0.00</b>	<b>116,179.03</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0330-300-300-0438-6001-0000	ART29ATM21 SCHOOL CAPITAL EXPENSES	900,000.00	0.00	0.00	377,285.96	0.00	522,714.94	41.92
<b>Total_0438 ART29ATM21 CPS CAPITAL IMPROVEMENTS</b>		<b>900,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>377,285.96</b>	<b>0.00</b>	<b>522,714.94</b>	<b>41.92</b>
0330-300-300-1156-6001-0000	ART19ATM22 CPS CAPITAL BORROWING PROJECTS	900,000.00	0.00	0.00	0.00	0.00	900,000.00	0.00
<b>Total_1156 CPS CAPITAL PROJECTS ART19 ATM2022</b>		<b>900,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>900,000.00</b>	<b>0.00</b>
<b>Total_300 SCHOOL</b>		<b>1,918,178.03</b>	<b>0.00</b>	<b>463,466.00</b>	<b>493,464.09</b>	<b>0.00</b>	<b>1,422,714.94</b>	<b>25.75</b>
<b>Total_300 SCHOOL</b>		<b>1,918,178.03</b>	<b>0.00</b>	<b>463,466.00</b>	<b>493,464.09</b>	<b>0.00</b>	<b>1,422,714.94</b>	<b>25.75</b>
0330-410-411-0433-5131-0000	OVERTIME POLICE DETAIL	0.00	0.00	0.00	29,408.51	0.00	-29,408.51	0.00
0330-410-411-0433-5319-0000	OTHER PROFESSIONAL SVCS	0.00	0.00	31,713.49	29,618.01	0.00	-61,332.50	0.00
0330-410-411-0433-5641-0000	HWY IMPROVEMENTS	0.00	0.00	118,401.26	127,522.62	0.00	-245,923.88	0.00
<b>Total_0433 ART19ATM2021 ROADS AND PKNG LOTS RECONIST</b>		<b>0.00</b>	<b>0.00</b>	<b>150,114.75</b>	<b>157,140.63</b>	<b>0.00</b>	<b>1,070,868.85</b>	<b>31.44</b>
0330-410-411-0434-5841-0000	HIGHWAY IMPROVEMENTS	0.00	0.00	125,740.98	14,075.51	0.00	-139,816.49	0.00
0330-410-411-0434-5847-0000	DRAINAGE IMPROVEMENTS	0.00	0.00	105,000.00	119,816.63	0.00	-224,816.63	0.00
<b>Total_0434 ART19ATM2021 DRAINAGE AND SIDEWALKS</b>		<b>0.00</b>	<b>0.00</b>	<b>400,271.96</b>	<b>16,511.29</b>	<b>0.00</b>	<b>364,653.17</b>	<b>8.90</b>
0330-410-411-1156-5504-0000	ENGINEERINGARCHITECTURAL SVCS	382,000.00	0.00	249,850.89	150,420.47	0.00	0.00	100.00
<b>Total_1156 CPW TRAFFIC IMPROVEMENTS ART10 ATM2022</b>		<b>382,000.00</b>	<b>0.00</b>	<b>249,850.89</b>	<b>150,420.47</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
0330-410-411-1151-5131-0000	OVERTIME POLICE DETAIL	0.00	0.00	0.00	14,416.14	0.00	-14,416.14	0.00
0330-410-411-1151-5304-0000	ENGINEERINGARCHITECTURAL SVCS	0.00	0.00	30,092.30	106,207.70	0.00	-136,300.00	0.00
<b>Total_1151 CPW PAVEMENT MGMT ART10 ATM2022</b>		<b>0.00</b>	<b>0.00</b>	<b>30,092.30</b>	<b>120,625.84</b>	<b>0.00</b>	<b>2,000,000.00</b>	<b>7.54</b>
0330-410-411-1152-5304-0000	ENGINEERINGARCHITECTURAL SVCS	0.00	0.00	529.08	64,400.92	0.00	-64,930.00	0.00
0330-410-411-1152-5319-0000	OTHER PROF. TECHNICAL SERVICES	0.00	0.00	0.00	0.00	0.00	-1,375.00	0.00
<b>Total_1152 CPW CULTVERT&amp;BRIDGE REPAIRS ART10 ATM2022</b>		<b>0.00</b>	<b>0.00</b>	<b>529.08</b>	<b>64,400.92</b>	<b>0.00</b>	<b>772,000.00</b>	<b>0.00</b>
<b>Total_411 ENGINEERING</b>		<b>4,435,349.91</b>	<b>0.00</b>	<b>853,336.61</b>	<b>85,775.92</b>	<b>0.00</b>	<b>3,548,307.67</b>	<b>23.39</b>
0330-410-422-0405-5841-0000	HIGHWAY IMPROVEMENTS	167,338.18	0.00	0.00	87,215.57	0.00	80,118.61	52.12

Account Number	Description	Allocations	Trxs	Supplm	Encumbrances	Expenditures	In-Progress	Account Balance	Used
<b>Fiscal Year: 2023 to 2023</b>		187,218.87	0.00	0.00	0.00	87,218.87	0.00	80,116.91	52.12
Total_0402 ART2ATM19 CAMBRIDGE TPK RECONSTRUCTION		5,300.00	0.00	0.00	0.00	4,830.00	0.00	550.00	88.76
0030-410-422-0436-5852-0000	PUBLIC WORKS EQUIPMENT	5,300.00	0.00	0.00	0.00	4,830.00	0.00	550.00	88.76
Total_0436 ART13ATM2021 HEAVY EQUIP - HWY		5,300.00	0.00	0.00	0.00	4,830.00	0.00	550.00	88.76
0030-410-422-1155-5871-0000	VEHICLE REPLACEMENT	180,000.00	0.00	0.00	177,000.00	0.00	0.00	3,000.00	88.33
Total_1155 CPW VEHICLE/HEAVY EQUIPMENT ART10ATM22		180,000.00	0.00	0.00	177,000.00	0.00	0.00	3,000.00	88.33
Total_422 HIGHWAY MAINTENANCE		352,718.16	0.00	0.00	177,000.00	92,048.87	0.00	83,669.29	76.28
0030-110-490-0435-5871-0000	VEHICLE REPLACEMENT	246,000.00	0.00	0.00	201,638.00	43,362.00	0.00	0.00	100.00
Total_0435 ART13ATM2021 HEAVY EQUIP - PARKS/TREES		246,000.00	0.00	0.00	201,638.00	43,362.00	0.00	0.00	100.00
0030-410-490-1162-5871-0000	VEHICLE REPLACEMENT	182,000.00	0.00	0.00	0.00	181,227.00	0.00	773.00	99.58
Total_1162 CPW VEHICLE/HWY EQUIP REPLACE ART10ATM22		182,000.00	0.00	0.00	0.00	181,227.00	0.00	773.00	99.58
Total_490 PARKS TREES		427,000.00	0.00	0.00	201,638.00	224,589.00	0.00	773.00	99.82
0030-110-491-0381-5355-0000	ADVERTISING	0.00	0.00	0.00	0.00	115.20	0.00	-115.20	0.00
0030-110-491-0381-5355-0000	TOWN MEETING ARTICLES	78,257.99	0.00	0.00	0.00	0.00	0.00	78,257.99	0.00
Total_0381 ART146 ATH17 CEMETERY IMPROVEMENTS		78,257.99	0.00	0.00	0.00	115.20	0.00	78,142.79	0.15
Total_481 CEMETERY		78,257.99	0.00	0.00	0.00	115.20	0.00	78,142.79	0.15
Total_410 PUBLIC WORKS		5,483,238.68	0.00	0.00	930,984.97	847,384.74	0.00	3,707,853.22	32.36
0030-428-428-1147-5848-0000	BUILDING IMPROVEMENTS	0.00	0.00	0.00	1,000.00	145,728.60	0.00	-146,728.60	0.00
0030-428-428-1147-5001-0000	TOWN MEETING ARTICLE APPROPRIATION	581,250.00	0.00	0.00	0.00	0.00	0.00	581,250.00	0.00
Total_1147 CPW KEYS RD ROOF REPLACEMENT ART10ATM22		581,250.00	0.00	0.00	1,000.00	145,728.60	0.00	434,521.40	25.24
Total_428 133138 KEYS ROAD		581,250.00	0.00	0.00	1,000.00	145,728.60	0.00	434,521.40	25.24
Total_428 133138 KEYS ROAD		581,250.00	0.00	0.00	1,000.00	145,728.60	0.00	434,521.40	25.24
0030-429-429-0379-5841-0000	HIGHWAY IMPROVEMENTS ART28ATM16	329.76	0.00	0.00	0.00	0.00	0.00	-329.76	0.00
0030-429-429-0379-5841-0000	TOWN MEETING ARTICLES	329.76	0.00	0.00	329.76	0.00	0.00	0.00	100.00
Total_0379 ART28ATM16 ROAD IMPROV PROGRAM 2016		329.76	0.00	0.00	329.76	0.00	0.00	0.00	100.00
0030-429-429-0392-5841-0000	HIGHWAY IMPROVEMENTS ART27ATM17	1,343.70	0.00	0.00	0.00	0.00	0.00	-1,343.70	0.00
0030-429-429-0392-5841-0000	TOWN MEETING ARTICLES	1,343.70	0.00	0.00	1,343.70	0.00	0.00	0.00	100.00
Total_0392 ART27 ATH17 2017 ROADS PROGRAM		1,343.70	0.00	0.00	1,343.70	0.00	0.00	0.00	100.00
0030-429-429-0397-5841-0000	HIGHWAY IMPROVEMENTS	0.00	0.00	0.00	1,639.32	0.00	0.00	-1,639.32	0.00
0030-429-429-0397-5841-0000	TOWN MEETING ARTICLES	1,639.32	0.00	0.00	0.00	0.00	0.00	1,639.32	0.00
Total_0397 ART27ATH18 ROADS PROGRAM		1,639.32	0.00	0.00	1,639.32	0.00	0.00	0.01	100.00
0030-429-429-0404-5841-0000	HIGHWAY IMPROVEMENTS	0.00	0.00	0.00	3,483.60	26,585.97	0.00	-30,066.57	0.00
0030-429-429-0404-5841-0000	TOWN MEETING WARRANT ARTICLES	30,066.57	0.00	0.00	0.00	0.00	0.00	30,066.57	0.00
Total_0404 ART27ATH19 ROADS PROGRAM		30,066.57	0.00	0.00	3,483.60	26,585.97	0.00	0.00	100.00
0030-429-429-0423-5841-0000	HIGHWAY IMPROVEMENTS	738,388.19	0.00	0.00	178,858.41	461,782.83	0.00	95,747.15	87.00
Total_0423 ART11ATH2020 ROADS-PG LOT RECONSTR		738,388.19	0.00	0.00	178,858.41	461,782.83	0.00	86,747.16	87.00
Total_428 ROAD IMPROVEMENTS		789,774.65	0.00	0.00	185,655.79	468,388.60	0.00	86,747.16	87.56
Total_428 ROAD IMPROVEMENTS		789,774.65	0.00	0.00	185,655.79	468,388.60	0.00	86,747.16	87.56
0030-546-546-0372-5318-0000	OTHER PROF. TECHNICAL SERVICES ART22ATM6	3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_0375 ART22ATM18 MUNICIPAL BLDG RENO HWCC/HUNT		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_646 HARVEY WHEELER COMM. CENTER		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_646 HARVEY WHEELER COMM. CENTER		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
0030-510-610-0405-5854-0000	OFFICE FURNISHINGS	3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_0405 ART27ATH19 LIBRARY EQUIP/FURNITURE IMPROV		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_610 LIBRARY		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
Total_610 LIBRARY		3,538.92	0.00	0.00	2,008.92	1,530.00	0.00	0.00	100.00
0030-00300-00300-0000-0000	GRAND TOTAL	114,772,677.01	7,260,000.00	0.00	91,438,366.82	8,770,394.36	0.00	21,583,826.83	82.32
Total		114,772,677.01	7,260,000.00	0.00	91,438,366.82	8,770,394.36	0.00	21,583,826.83	82.32

## Communications and Documents of Interest for Information but Not Discussion

- I. Statement to the Joint Committee on Tourism by Henry Dane, Select Board Chair
- II. Statement to the Joint Committee on Tourism by Dr. Robert Munro, Vice-Chair of the Concord 2025 Executive Committee
- III. Massport Community Advisory Committee Comment on Federal Aviation Administration Review of Civil Aviation Noise Policy



STATEMENT TO THE JOINT COMMITTEE ON TOURISM  
OCTOBER 16, 2023  
HENRY J. DANE, CHAIR CONCORD SELECT BOARD

*“AT THE MOMENT OF JOHN BUTTRICK’S WORD OF COMMAND ‘FIRE, FELLOW SOLDIERS! FOR GOD’S SAKE, FIRE!’ AMERICAN NATIONAL LIFE BEGAN. THE ORDER WAS GIVEN TO BRITISH SUBJECTS, THE ORDER WAS OBEYED BY AMERICAN CITIZENS. HERE WAS THE DIVIDING LINE.” (GEORGE FRISBEE HOAR)*

I AM THE CHAIR OF CONCORD’S SELECT BOARD. AND THE ORGANIZER OF THE TOWN’S COMMITTEE TO OBSERVE THE 250<sup>TH</sup> ANNIVERSARY OF APRIL 19, 1775, THE MOST SIGNIFICANT EVENT IN THE HISTORY OF THE UNITED STATES, THE DAY, THE MOMENT AND THE PLACE AT WHICH THE INEVITABLE AND UNSTOPPABLE PROGRESS OF AMERICA AS A FREE REPUBLIC PASSED THE POINT OF NO RETURN.

THAT SHOT MADE FAMOUS BY EMERSON’S CONCORD HYMN WAS NOT THE FIRST BATTLE OF THE WAR, BUT “SUCH WAS CONCORD’S FIGHT, FAMOUS . . . FOR THE FIRST TIME AMERICANS MARCHED AGAINST SOLDIERS OF THE KING, ACCEPTING THE MORAL CONSEQUENCES OF A RIGHTEOUS REBELLION.” AFTER THAT, THERE WAS NO TURNING BACK.

THE ANNIVERSARY WE WILL CELEBRATE IN 2025 WILL PROVE MUCH THE SAME AS IT WAS 50, 100 AND 150 YEARS AGO, BUT THE NUMBERS ATTENDING AND THE COST WILL BE SUBSTANTIALLY GREATER BECAUSE OF HIGHER EXPECTATIONS AND THE CHALLENGES TO PUBLIC HEALTH AND SAFETY RELATING TO THE PROFESSIONAL MANAGEMENT OF EVENTS OF THIS MAGNITUDE WHICH ARE WELL BEYOND THE RESOURCES OF ANY TOWN OF SOME 16,000 RESIDENTS NO MATTER HOW AFFLUENT .

WE UNDERSTAND THAT THE REVOLUTION WAS FOUGHT IN MANY PLACES, AND THE OCCASION OF APRIL 19 DESERVES RECOGNITION AND CELEBRATION IN BOSTON, WORCESTER, NEW BEDFORD AND SPRINGFIELD, BUT IT IS TO CONCORD AND LEXINGTON THAT THE CROWDS WILL COME BECAUSE IT WAS ON OUR GROUND, OUR TOWN GREENS, OUR HILLSIDE AND OUR BRIDGE THAT THESE MOMENTOUS EVENTS TOOK PLACE, AND THIS IS WHERE THE RESOURCES AND ASSETS WILL BE NEEDED.

WE HAVE PREPARED A DETAILED BUDGET AND ANTICIPATE THE TOTAL EXPENSE WILL EXCEED \$2MILLION OF WHICH WE HAVE BEEN ABLE TO RAISE LESS THAN HALF FROM LOCAL RESOURCES. AT PRESENT

WE HAVE NO OTHER RECOURSE THAN TO ASK THE LEGISLATURE TO  
MAKE A SIGNIFICANT CONTRIBUTION SO THAT WE CAN PAY DUE RESPECT  
TO THOSE WHO GAVE THEIR LIVES AND LIMBS THAT WE MAY LIVE  
TOGETHER AS FREE MEN AND WOMEN, AND TO HONOR THE PLACE  
THESE PIONEERS OF LIBERTY STOOD ON THAT COLD APRIL MORN SOME  
250 YEARS AGO.

## Henry Dane

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**From:** Christopher Carmody  
**Sent:** Friday, October 13, 2023 2:11 PM  
**To:** robert.munro8914@gmail.com  
**Cc:** Frederick Ryan; Henry Dane; Gary Clayton  
**Subject:** draft testimony for the Joint Committee on Tourism public hearing  
**Attachments:** TM testimony on H. 3242 250th tourism.docx

Hi Dr. Munro,

Please see attached draft testimony for your review and comment in advance of the public hearing on Monday regarding funding for public safety for Concord and Lexington for the 250<sup>th</sup> anniversary events. I have prepared this from the perspective of one of the co-chairs of the Concord 250<sup>th</sup> Executive Committee.

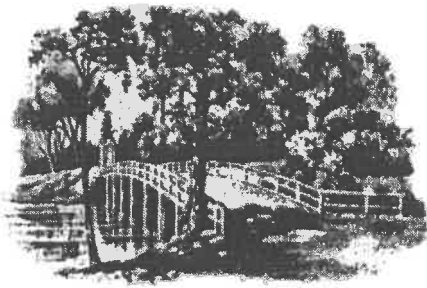
Our current plan is as follows:

1. Representative Cataldo (virtually), introduction
2. Mr. Frederick Ryan (in person)
3. Dr. Robert Munro, Ph.D., co-chair of the Concord 250<sup>th</sup> Executive Committee (virtually)

You should be receiving a link to Microsoft teams meeting to attend the public hearing virtually.

Best,  
Chris

Christopher Carmody, MPA, CRM  
(he/him/his)  
Risk & Compliance Manager  
Intergovernmental Relations  
Town Manager's Office  
22 Monument Square  
Concord, MA 01742  
[ccarmody@concordma.gov](mailto:ccarmody@concordma.gov)  
direct: 978-318-3009



OLD NORTH BRIDGE

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

October 16, 2023

Testimony by the Concord 250<sup>th</sup> Executive Committee  
Regarding RE: H.3242,

An Act to create the American Revolution anniversary public safety and operations fund

Joint Committee on Tourism, Arts and Cultural Development  
Public Hearing  
October 16, 2023 at 10:00 A.M.

Dear Chairs Mark and Domb and esteemed members of the Joint Committee on Tourism, Arts, and Cultural Development:

I am here to provide testimony on H.3242, An Act to create the American Revolution anniversary public safety and operations fund. We are grateful for Representative Michelle Ciccolo's sponsorship of this legislation and for the support of Representative Cataldo, Representative Gentile, and Senator Barrett.

The Concord Select Board created a committee to plan for the 250<sup>th</sup> anniversary of the Battle of Concord during the Revolutionary War. The 200<sup>th</sup> anniversary of this event, in 1975, was attended by President Ford along with local, national, and international dignitaries. According to various estimates, Concord received well over 100,000 visitors in 1975 to commemorate this historic battle. Concord is once again planning for this historic anniversary with many celebrations and large crowds on and around April 20, 2025.

The Concord 250<sup>th</sup> Executive Committee has established nine subcommittees to properly plan for this event, each with its own focus including Arts, Communications, Event Planning, Finance, History & Education, Hospitality, Outreach, Permanent Memorial, and Public Safety. Our subcommittees have been hard at work to plan for this anniversary event and we anticipate a surge in local and regional tourism along with a greater need to support public safety.

The 250<sup>th</sup> anniversary is expected to attract hundreds of thousands of tourists and visitors to our community. The Town is busy planning for various events leading up to the Patriots Day parade on April 20, 2025. These events include performances by the Concord Conservatory of Music, Concord Band, Concord Orchestra, Concord Players, Concord Women's Chorus, a re-enactment of Revolutionary Debate, a celebration of Ellen Garrison and Frederick Douglas, contributions by the Robbins' House and Native Americans, a Freedom Festival, a permanent memorial commemorating this anniversary event, 3 exhibitions on the American Revolution, teacher workshops, a catalogue of Concord-housed Revolutionary War artifacts, stories told of Concord soldiers, wives, households, and widows, and of course the famous Patriots Day parade.

As a tourist destination, Concord has seen its revenue from lodging tax and meals tax increase

year over year since 2016, peaking at \$1.29 Million in 2019. The Town is well on its way to recovery from the pandemic impact on local receipts. Concord's Tourism Division reports that the Town generates \$72 Million in tourism-related sales of commodities yearly and we expect to see that number rise to \$90 Million in 2024 and \$100 Million in 2025. We also expect the number of tourists to rise with 1.25 Million tourists expected in 2024 and 1.5 Million tourists in 2025.

According to other recent reports, Concord delivers about \$4.5 Million in tourism-derived sales tax to the Commonwealth each year. That revenue to the state is projected to rise to \$5.625 Million in 2024 and \$6.3 Million in 2025. This could result in aggregate revenue to the state of over \$4 Million over a three-year period.

In light of these events leading up to the Patriots Day Parade, Concord expects a significant need to fund public safety that is vital to the functioning of these events. We expect over 250,000 spectators for the parade itself. These estimates are driving other staff projections including 800 deployed police officers, 150 Fire & Rescue staff deployed, 15 first aid stations, and the possibility of counter-protesting that is becoming common at such large-scale events.

Concord's current staff of about 45 Police Officers and about 44 Fire & Rescue professionals is completely overshadowed by the projected labor needed to support this event. The Town has been working with its sister city on this, the Town of Lexington, and we plan on pooling resources to address the public safety needs. But our joint efforts will not be enough to provide the necessary public safety staff needed to ensure a safely run event. Our Towns will need significant support from the Commonwealth to help protect these events, our residents, and the projected revenues so that everyone will be able to enjoy this event successfully.

Please vote to support H. 3242 favorably out of committee and ensure that the Commonwealth makes the necessary investments in public safety and economic vitality to ensure that this event properly commemorates our honored history. Thank you for your time.

Dr. Munro, co-chair of the Concord 250<sup>th</sup> Executive Committee



September 29, 2023

Docket Operations, M-30  
U.S. Department of Transportation (DOT)  
1200 New Jersey Avenue, SE, Room W12-140  
West Building Ground Floor  
Washington, DC 20590-0001

Submitted via: Federal eRulemaking Portal

Re: Docket # FAA-2023-0855 FAA Request for Comments on Review of Civil Aviation Noise Policy

To Whom It May Concern:

Please accept this comment letter from the Massachusetts Port Authority Community Advisory Committee (MCAC) on the Review of the Federal Aviation Administration's (FAA) Civil Aviation Noise Policy pursuant to the notice published in the Federal Register on May 1, 2023. The MCAC is a legislatively created committee (See 2013 Mass. Acts Ch. 46, §§ 55, 82, as amended) comprised of representatives from thirty-five communities impacted by the Massachusetts Port Authority's (Massport) operations. Our statutory purpose is to provide oversight to Massport in order to minimize and mitigate the impacts that Massport has on our member communities. The MCAC appreciates the opportunity to comment on this important initiative and looks forward to working collaboratively with the Federal Aviation Administration, Massport, local, state, and federal elected officials to ensure that the federal noise regulations appropriately consider and mitigate **the adverse health impacts of aviation noise** on communities across the country.

Noise has been recognized as a public health problem for decades, though even today far too many people remain exposed to harmful levels of aviation noise. The Noise Control Act of 1972 declared that "it is the policy of the United States to promote an environment for all Americans free from noise that jeopardizes their health or welfare."<sup>1</sup> Noise from all transportation sources including air, rail, and surface transportation is rightly covered by this law. The health impacts from each source are linked biologically in how we experience and react to noise. For purposes of this response, however, we are addressing aviation noise specifically. **We agree that the paramount reason for regulating aviation noise must be to protect the health of the people on the ground.** The FAA has recognized in creating flight paths that it has the authority and, in fact, the obligation to do so.<sup>2</sup> That promise remains unfulfilled to this day.

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<sup>1</sup> [Noise Control Act of 1972.pdf \(gsa.gov\)](#)

<sup>2</sup> The FAA has broad authority and responsibility to regulate the operation of aircraft, the use of the navigable airspace and to establish safety standards for and regulate the certification of airmen, aircraft, and air carriers. ([49 U.S.C. 40104 et seq.](#), 40103(b)). The FAA's authority for this rule is contained in [49 U.S.C. 40103](#) and [44715](#). Under section 40103, the Administrator of the FAA has authority to "prescribe

Though some progress has been made in aircraft technology that has made airplanes quieter over the past several decades, people in communities near airports as well as overflight communities continue to be affected by persistent aviation noise that negatively impacts their health. The FAA represents that one flight by a typical commercial aircraft in the 1950's is roughly equivalent to the noise produced from 30 flights by a typical jet today.<sup>3</sup> Unfortunately, the number of aviation operations that occur today and Performance Based Navigation (PBN) flightpaths erase any benefits from this quieter technology. Though the concentration of flight paths by the RNAV system implemented nationally means that fewer people are exposed to aviation noise levels above the current regulatory threshold (**which we assert is inadequate to protect public health**), there remains by the FAA's own estimates over 400,000 people who are experiencing unhealthy aviation noise levels. Those people are also exposed to more flights because the RNAV system also reduces the required horizontal spacing between aircraft.

Despite these facts, even this estimate of the number of people exposed to unhealthy aviation noise masks the truth on the ground. As is clear from the Neighborhood Environmental Survey (NES), many more people are highly annoyed at DNL levels between 45 DNL and 65 DNL than are annoyed (and thus subject to negative health effects) above the current 65 DNL regulatory threshold. Even so, above the FAA's current noise threshold (65 DNL), the adverse noise impacts are borne by far fewer people even as the number of operations particularly at night has increased dramatically. It stands to reason that these people are constantly subjected to the adverse effects of aviation noise from early in the morning until late at night. Indeed, many of our member communities complain of being awakened during the night by flights out of Logan International Airport on a regular basis. So, even if we accept that fewer people are exposed to aviation noise at 65+ DNL today than fifty years ago, the number of flights that they are experiencing at all sound levels is much greater resulting in persistent harmful noise.

The FAA has been regulating noise impacts since the 1970's. The Aviation Safety and Noise Abatement Act of 1979 required FAA to develop a system for analyzing aircraft noise exposure that must have a high degree of correlation between the projected noise exposure levels and the surveyed reactions of people to those noise levels and must account for the intensity, duration, frequency, and tone of noise-producing activity as well as the time of occurrence.<sup>4</sup> A review of the literature shows that when the FAA initially established 65 DNL as the level at which residential land use was incompatible with airport operations, this noise threshold was not in accordance with the recommendation from the Environmental Protection Agency which served as part of the federal working group researching this issue. In 1974, as mandated by Congress in the Noise Control Act of 1972 and before the implementation of NextGen technologies, the Environmental Protection Agency calculated that the safe noise level to prevent outdoor activity interference and annoyance was Ldn =<55 dB and to prevent indoor activity interference and annoyance in residential areas was only Ldn =< 45 dB (Ldn = DNL).<sup>5</sup> From the beginning,

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air traffic regulations on the flight of aircraft (including regulations on safe altitudes) for \* \* \* (B) protecting individuals and property on the ground. ([49 U.S.C. 40103\(b\)\(2\)](#)). In addition, section 44715(a), provides that to "relieve and protect the public health and welfare from aircraft noise," the Administrator of the FAA, "as he deems necessary, shall prescribe \* \* \* (ii) regulations to control and abate aircraft noise \* \* \*"

From: [Federal Register :: The New York North Shore Helicopter Route](#)

<sup>3</sup> Based on an average of approach and takeoff certificated noise levels as defined in 14 CFR part 36.

<sup>4</sup> 49 U.S.C. 47502 (2).

<sup>5</sup> EPA, Information on Levels of Environmental Noise Requisite to Protect Public Health and Welfare with an Adequate Margin of Safety (1974) <https://www.nonoise.org/library/levels74/levels74.htm>

the 65 DNL level contradicted the best science available (as well as the recommendation of the Environmental Protection Agency) and ignores the health impacts of aviation noise on people on the ground and does so to this day.

The FAA adopted 65 dBA DNL as the threshold for significant aviation noise, below which residential land uses are compatible.<sup>6</sup> As discussed later in more detail, this was based on the Schultz curve, which showed that 12.3% of the population was “highly annoyed” at this 65 DNL. Subsequent research (the NES)<sup>7</sup> has shown that many more people are highly annoyed at much lower DNL levels than was estimated in the 1970s by the Schultz curve. If the same logic was to be applied to that research (that 12.3% of the population being highly annoyed is where the regulatory threshold should be set), the regulatory DNL threshold would be set at approximately 45 DNL instead of 65 (a higher percentage of people are “highly annoyed” at that level than were at 65 DNL when the Schultz curve was created). If the FAA were to determine as a result of this noise policy review that DNL will remain the sole metric for regulating noise (which we do not recommend), then 45 DNL would be a more appropriate threshold to protect human health. That level is consistent with the results published in the World Health Organization Europe’s Systematic Review in 2018. That body recommended a level of approximately 45 DNL as the proper regulatory threshold.<sup>8</sup> We support this conclusion.

For almost fifty years, the FAA has recognized that aviation noise poses a public health problem. The FAA’s 1976 Aviation Noise Abatement Policy states: “Aircraft noise disturbs the normal activities of airport neighbors—their conversation, sleep, and relaxation and degrades their quality of life. Depending on the use of land contiguous to an airport, noise may also affect education, health services, and other public activities.”<sup>9</sup> Since that time, an enormous body of research suggests just how pervasive are the health effects of aviation noise. Chronic noise, even at low levels, can cause annoyance (as reflected in the Schultz curve and the NES cited above), sleep disruption, and stress that contributes to cardiovascular disease, cerebrovascular disease, metabolic disturbances, exacerbation of psychological disorders, and premature mortality.<sup>10</sup> It is imperative that the FAA’s noise policy protects against these health effects.

Using only the DNL metric has not accurately reflected the lived experience of community members on the ground, particularly those beneath the concentrated flight paths post-RNAV. As an averaging metric, DNL is not appropriate for measuring annoyance or health impacts from noise. As discussed more fully in our response to specific questions, we must approach the noise problem for what it is, a **public health issue**. Using annoyance as an indicator minimizes and trivializes the lived experience of people living near airports and in overflight communities who experience persistent and repetitive noise day and night.<sup>11</sup> As former U.S. Surgeon General William H. Stewart said in 1978, “[c]alling noise a nuisance is like calling smog an inconvenience. Noise must be considered a hazard to the health of people everywhere.” In order to fully address this issue, FAA will need to rely on the expertise of the public health, medical, and epidemiological communities in determining the appropriate way(s) to measure aviation noise impacts. Just as a doctor would not rely only on blood pressure to diagnose a patient, so the FAA must

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<sup>6</sup> FAA History of Noise, [https://www.faa.gov/regulations\\_policies/policy\\_guidance/noise/history#](https://www.faa.gov/regulations_policies/policy_guidance/noise/history#)

<sup>7</sup> Analysis of the Neighborhood Environmental Survey, HMMH Report No. 308520.004.001, January 2021, page xi.

<sup>8</sup> World Health Organization. Environmental Noise Guidelines for the European Region. Copenhagen: World Health Organization Regional Office for Europe: 2018.

<sup>9</sup> Aviation Noise Abatement Policy, Department of Transportation, November 18, 1976 (p.12)

<sup>10</sup> [Noise as a Public Health Hazard \(apha.org\)](https://www.apha.org) (accessed August 31, 2023).

<sup>11</sup> See letter attached as Appendix 1, Letter from Medford, MA resident

not rely solely on DNL to understand and fix the aviation noise problem. We strongly recommend a National Academies Division of Medicine consensus report on aviation noise effects on public health to provide an independent, scientific, expert opinion. In addition, other metrics, like N-above which indicates the number of noise events above a certain dBA level, and T-above which measure persistent noise must be used to determine significant noise impacts. Additional metrics and risk equations that go with these metrics are required to develop a full understanding of the health implications of aviation noise.

Over the past 50 years significant progress has been made in understanding the correlations between aviation noise and health outcomes. Unfortunately, none of the expertise required to understand and apply this research is represented at the FAA. The FAA should rely on federal agencies with expertise in health to develop a holistic and defensible approach to aviation noise. Toward this end, we support Congressman Steven Lynch's Air Traffic Noise and Pollution Expert Consensus Act, H.R. 2562 which would require such a committee.<sup>12</sup> Health experts are needed to address health problems. We further support a National Academies consensus report on aviation metrics and thresholds that includes the Division of Medicine. Here again, Congressman Lynch's Peer-Reviewed Report on Measuring Metrics and Thresholds, H.R. 2561, mandates such a report.<sup>13</sup> The research exists to support the use of alternative metrics and lower noise thresholds; the FAA should use this expertise to **develop a more robust and health-protective noise policy.**

Additionally, whatever metric or metrics are chosen as a result of this process, the FAA must ensure that there are some teeth to the regulation. DNL has been used for planning purposes only; enforcement when these levels are "violated" are non-existent. The only outcome is eligibility for sound insulation or other mitigation. The FAA must be willing to adopt remedies like a noise surcharge which will push the industry in the direction of using quieter aircraft. Enforcement of more stringent regulations is a powerful form of communication with the airline industry and should be used by the FAA to protect the health of people on the ground. **In addition, noise must be added to safety and efficiency as measurable stated goals for aircraft operations.** Flights from Logan International Airport to Paris are among the quietest that use the airport precisely because the Paris airports impose a noise-based landing fee. This option should be available at domestic airports around the country.<sup>14</sup> Seattle-Tacoma International Airport recently worked with a carrier, EVA Airlines, to ensure that nighttime flights used the quietest planes in the fleet to reduce noise impact.<sup>15</sup> The FAA must also have increased funding to implement a more robust noise policy. Money must be available to support airports in their efforts to mitigate the health-impacting noise that results from aviation operations. These interventions will help the FAA to truly achieve its mission of protecting the safety of not only the flying public but also the people on the ground who are subject to persistent aviation noise which affects their quality of life and health.

Thank you for the opportunity to submit these comments on the FAA's Noise Policy. Our answers to the specific questions asked in the Federal Register are enumerated below. If you have any questions, or

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<sup>12</sup> [Actions - H.R.2562 - 118th Congress \(2023-2024\): Air Traffic Noise and Pollution Expert Consensus Act of 2023 | Congress.gov | Library of Congress](#)

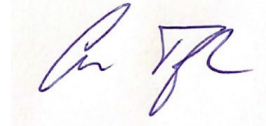
<sup>13</sup> [Text - H.R.2561 - 118th Congress \(2023-2024\): Peer-Reviewed Report on Measuring Metrics and Thresholds | Congress.gov | Library of Congress](#)

<sup>14</sup> [ADP \(parisaeroport.fr\)](#) (accessed August 15, 2023).

<sup>15</sup> [Why Seattle Asked EVA Air To Change From A Boeing 777 To A 787 For Night Flights \(simpleflying.com\)](#)

would like more information from the Massport Community Advisory Committee, please feel free to contact Aaron Toffler at [atoffler@massportcac.org](mailto:atoffler@massportcac.org).

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Aaron Toffler', is placed over a light-colored rectangular background.

Aaron Toffler, Executive Director  
Massport Community Advisory Committee

cc: Senator Edward Markey  
Senator Elizabeth Warren  
Representative Stephen Lynch  
Representative Ayanna Pressley  
Representative Katherine Clark  
Representative Jake Auchincloss  
Representative William R. Keating  
Representative Seth Moulton  
Representative James McGovern  
Representative Lori Trahan  
Representative Richard Neal  
MCAC Members

**Questions:**

**1. Vehicle Type.**

**When the FAA published the ANAP in 1976, the impacts of aviation noise were related to commercial jet service at or in the immediate vicinity of airports. What types or elements of current or future air vehicle activity (e.g., unmanned aircraft systems (also known as UAS or drones), advanced air mobility, rotorcraft, subsonic fixed wing, supersonic, or commercial space) should the policy describe and disclose? How should this information be described using noise metrics? Should the FAA use this information to make decisions or for public disclosure only? Please explain your reasoning.**

Comment: The MCAC recommends that noise and other impacts of future air vehicle activity be rigorously evaluated regarding noise and regulated by the FAA. Unmanned aircraft systems are already beginning to fly over cities for commercial purposes and their usage is likely to increase dramatically over the next few decades. It is critical that the noise from these systems is measured and regulated. Additionally, eVTOLs are being piloted in airports across the country to travel the final miles to and from the airport. From a safety and noise perspective, these flights must be understood and included in the noise impact analysis by FAA. Without more information, it is difficult to recommend appropriate metric/metrics that would be sufficient to control noise from these systems. At a minimum, the FAA should consult with and distribute the results to the general public for a more robust and informed dialogue. At the present time, there is not enough known about these technologies or how they will be implemented in the future to make specific recommendations. A “future technologies” working group which would include members of communities near airports around the country who bear the disproportionate impact of these new technologies should be created in order to ensure that any new regulations accurately reflect the experience of people on the ground.

The FAA is now contemplating how to integrate EVTOL and other advanced air mobility technologies (power-lift, special-class aircraft) into the fleet of aircraft providing point to point service to the general public. We begin by noting that the FAA is not now successful in addressing the issue of helicopter noise and fails to prevent helicopter traffic from straying off both required and recommended flight paths. This creates great annoyance 24-hours a day for people who live in congested areas with significant helicopter traffic. There is no way for people on the ground to complain about those flights in a way that results in meaningful change; no way to address the nuisance. This does not bode well for adding other forms of air travel to the mix and only serves to reinforce the truism that people on the ground are nobody’s constituents and that the FAA will continue to feed the industry at our expense. In the numerous news reports about these new aircraft, there is no discussion of their wind impact at and around urban vertiports or the sound and emissions that they will generate during arrival, idling and departure. Without transparency on all these issues, the FAA will do a disservice, once again, to people on the ground.

With respect to supersonic flight, we oppose supersonic flight over the land of the United States regardless of any “quiet sonic boom” technology. If, in the future, Congress determines that supersonic flight will be allowed over land, then such flight should be strictly regulated. No takeoff, landing, or overflight of such supersonic aircraft should take place over any portion of the land area of the United States or within 12 nautical miles offshore during the hours of 10:00

p.m. to 7:00 a.m. local time. We also note that although hypersonic technology is not yet available, similar restrictions would likely be appropriate for that type of travel as well.

## 2. *Operations of Air Vehicles.*

- a. **What elements of aircraft operations (e.g., en-route, takeoff, landing) should the noise metric evaluate and disclose? Should the FAA use this information to make decisions or disclose to the public noise impacts? Please explain your reasoning.**

Comment: The noise metrics should evaluate and measure the impacts of aircraft operations throughout the duration of the entire flight because all aspects of these flights can affect people and/or wildlife. Additionally, the wind associated with arrivals and departures, noise of idling on the ground and the associated emissions that will be associated with the vehicles, particularly at urban vertiports should also be evaluated and disclosed.

Regarding noise impacts, departures and arrivals and the time immediately before landing and immediately after take-off are the most impactful. We recommend that the FAA noise metrics measure from the time of take-off until the aircraft has exited the TRACON boundaries. With landings, noise metrics should also account for any impact from 10,000 feet in altitude to final landing. In this way, impacts to communities on the localizer and glide slope beacons will be included in the analysis.

- b. **What interests or concerns do communities in the vicinity of airports have? How can these concerns be addressed using noise metrics? What noise metrics would address these concerns? Please explain your reasoning.**

Comment: Communities in the vicinity of airports have the same concerns as any community; that they live free from unnecessary and excessive health hazards. The MCAC member communities near Logan International Airport (and airports across the country) experience all the aviation noise from departures and arrivals, as well as the noise generated by ground service equipment and generators operated on the airport's property. They are particularly impacted by nighttime take-offs and arrivals, which disrupt sleep patterns and lead to adverse health effects such as hypertension and stress hormone release.<sup>16</sup> We believe that night-time operations should be analyzed separately from daytime operations given their disparate health effects. FAA's noise metrics for decision-making should seek to mitigate the impacts of noise on both "near-in" communities and overflight communities for the purpose of reducing the risk of adverse health effects related to aviation. Solely relying on DNL as a policy metric does not achieve this goal. Instead, a combination of metrics including T-above and N-above, among others, should be analyzed to accurately reflect the burdens placed on near-in communities and to reduce the negative health impacts associated with these burdens through their use in policy and decision-making. The FAA should evaluate and propose noise metrics to give the public a full understanding of their own noise profile and to support regulations that protect the health of all communities on the ground. For example, A-weighting defeats approximately 30% of low-frequency sound energy and is therefore an inadequate measure of the impact of jet noise on near-in communities. C-weighting would be a better metric for these communities as commercial aircraft noise

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<sup>16</sup> [Acute effects of night-time noise exposure on blood pressure in populations living near airports | European Heart Journal | Oxford Academic \(oup.com\)](#)  
[\(99+\) Effect of nighttime aircraft noise exposure on endothelial function and stress hormone release in healthy adults | Murat Sariyar - Academia.edu](#)

cannot be fairly assessed using A-weighting. Both measures should be made, understood, and communicated by the FAA to the public.

Additionally, around Logan International Airport, and, we suspect, around many of the airports across the country, the populations that live closest to the airport are classified as Environmental Justice communities. This places an increased burden on the FAA to analyze the impact of any rule change that may result from this policy review. In fact, such an analysis should have already been done in accordance with the 2012 Department of Transportation's Environmental Justice Strategy.<sup>17</sup> We recommend that such an analysis be done and that the result of any noise policy change not involve simply reshuffling which communities experience unhealthy levels of noise.

MCAC communities in the vicinity of airports are very concerned about the constant expansion of flights and facilities at Logan and Hanscom airports and the effects of this on their quality of life, air quality, and health.

**c. What interests or concerns do overflight communities have? How can these concerns be addressed using noise metrics? What noise metrics would address these concerns? Please explain your reasoning.**

Comment: Overflight communities share an interest in protecting their residents' health from unnecessary and excessive health hazards. In addition to the annoyance and health problems experienced by these overflight communities, their neighborhoods have been sacrificed, without their consent, by unjust noise from concentrated flight paths and persistent noise. They are concerned that the current metric and noise levels that are "compatible with airport operations" do not adequately reflect their lived experiences. In fact, these are the people who are most failed by a reliance on the current 65 DNL metric and threshold. None of the residents of these communities are within the 65 DNL noise contour, yet many are being awakened during the night by aviation noise and being unable to enjoy the use of their property outdoors during the day because of frequent, noisy overflights.<sup>18</sup> As a result of the Next Gen concentration of flight paths above their homes, the residents of overflight communities can experience upwards of 400 flights above their properties per day. These are the people for whom a different metric or combination of metrics would make the most difference. Any such system would have to account for the number of events per day that they experience, as well as the maximum noise levels to which they are subjected. Potential metrics that could help to address the health impacts experienced in these communities by virtue of the extreme number of overflights per day to which they are subjected include N-above, T-above, and Sound Exposure Level (SEL) of individual noise events. The frequency and persistence of intermittent aviation noise is the greatest contributor to community annoyance. We recommend using NAbove Ambient (day/night) +10 with a threshold of 50 noise events per 24 hours. If ambient noise cannot be estimated, use NAbove 55/40 (day/night from measurement Lmax dBA) with a threshold of 50 noise events per 24 hours.

In addition to the annoyance experienced by these overflight communities, they are also subject to the adverse health effects of persistent and intermittent noise.

Overflight communities are especially concerned about the damage to their health and quality of life from the FAA's implementation of NextGen and from the unjust noise

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<sup>17</sup> [Environmental Justice Strategy | US Department of Transportation](#)

<sup>18</sup> See letter attached as Appendix 1 – Letter from Medford, MA resident

exposure forced on some of their residents from concentrated flight paths over their homes and schools, decisions that were made without their consent.

- d. **What interests or concerns do communities in the vicinity of commercial space transportation operations have? How can these concerns be addressed using noise metrics? What noise metrics would address these concerns? Please explain your reasoning.**

Comment: Not currently applicable to MCAC communities.

- e. **What interests or concerns do communities in the vicinity of UAS (drone) package delivery or other newly emerging technology operations have? How can these concerns be addressed using noise metrics? What noise metrics would address these concerns? Please explain your reasoning.**

Comment: The timing and frequency of use will be of concern to communities in the vicinity of UAS package delivery facilities not only because of the wind, noise, and emissions that will be generated by the newly emerging technologies but by the surface vehicles that will be arriving and departing the facilities with passengers and goods. Enforcement of flight paths and any other regulations will also be important, particularly given the total lack of existing enforcement of helicopter flight paths and regulations. Additionally, it seems likely that these operations will be sited in the vicinity of airports and/or in densely populated urban areas and thus have a disproportionate impact on environmental justice communities. Therefore, in addition to measuring and analyzing the noise impacts of these operations, the FAA should analyze the impact of any rule/threshold change to result from this analysis on these communities.

### 3. **DNL.**

**What views or comments do you have about the FAA's core decision-making metric, DNL? How would these views regarding DNL be resolved if the FAA employed another noise metric (either in addition to, or to replace DNL) or if the FAA calculated DNL differently? Please explain your reasoning.**

Comment: DNL is a statistically invalid metric for assessing aviation noise annoyance. A measurement system is **valid** if it measures what it claims to measure (e.g., "significant noise"), and the **results closely correspond to real-world values** (e.g., "survey reactions of people to noise"). In statistics [a measurement system](#) is *valid* if it is both *accurate* and *precise*, i.e., unbiased with small estimation error. The NES shows that DNL does not correspond well to survey reactions of people to aviation noise. DNL estimates are imprecise. According to Vincent Mestre, February 26, 2021 (ANE Symposium) the AEDT software with good data, produces DNL estimates with the margin of errors about  $\pm 1.5$  dB @ 65 DNL,  $\pm 3$  dB @ 60 DNL,  $\pm 5$  dB around 55 DNL, and  $\pm 10$  dB at  $\leq 50$  DNL. Therefore, the estimates cannot be used to determine significant or reportable increases in noise as FAA's 1050.1F requires.

Also, the metric does not capture the variation in noise, which is what people react to. It does not report the frequency of events nor the change from ambient levels.

As noted in the introduction to this response, the use of DNL as the primary decision-making metric has been flawed from the beginning. When the FAA initially sought to establish a standard, the Environmental Protection Agency's (now non-existent) Office of Noise Abatement and Control was part of the Federal working group convened to advise the FAA. Despite the calculation from that office that the safe noise level to prevent outdoor activity and annoyance was  $L_{dn} < 55$  dB and to prevent indoor activity interference and annoyance in residential areas

was only  $L_{dn} = < 45$  dB, the FAA set the level at 65 DNL.<sup>19</sup> If the FAA insists on continuing to use only DNL as their decision-making metric, the level which is set for residential incompatibility must be lowered to 45 DNL or thereabouts. This would be consistent with the research on health effects of aviation noise<sup>20</sup> and the FAA's Neighborhood Environmental Survey<sup>21</sup> as noted above. Further, even though the FAA applies a nighttime "penalty" of 10 dB for flights occurring between the hours of 10:00 p.m. and 7:00 a.m., this is not sufficient compensation for the effects of nighttime noise on peoples' health. Residents of overflight communities are often awakened multiple times during the night and struggle to get even seven hours of sleep per night when exposed to airplane noise at levels as low as 45 dB.<sup>22</sup>

The primary flaw with using DNL as the core decision-making metric is its inability to accurately portray the lived experience of overflight communities. DNL is an average, which ignores the impacts of intermittent and repetitive noise that put people in a state of chronic stress. In order to address this issue, the FAA must involve health experts in choosing appropriate metrics and setting regulatory thresholds. The metrics that are ultimately chosen must support predictions of health and impacts on the biological communities (non-human) which are also impacted by aviation noise. As noted above, living in an area that is within the 45, 50, or 55 DNL noise contours, especially if the area includes loud nighttime operations, exposes the on-the-ground population to chronic stress and limits residents' amount of health-restoring sleep, increases their susceptibility to serious disease, and results in very high levels of annoyance.<sup>23</sup> As evidenced by the results of the NES, there are far more people exposed to, and negatively impacted by, noise levels between 45 and 65 DNL than there are above 65 DNL. These people are experiencing negative health effects and it should be within the scope of this noise policy review to get them some relief. We incorporate by reference all the recommendations from the American Public Health Association regarding the health effects of noise as well as the proposed solutions.<sup>24</sup>

In order to understand the impact of aviation noise on these communities, data on factors such as noise pattern and duration, frequency band distribution, frequency of exposure, and time of exposure that bear on human response are needed. Furthermore, reliance on A-weighted decibels to reflect the impacts of sound involving strong low-frequency components (e.g., aircraft, outdoor power equipment) is widely criticized as inadequate, because A-weighting underrepresents those components and their potential harms. The importance of meaningful metrics is well understood by the European Commission, which convened a working group to study and recommend indicators to describe noise from all outdoor sources for the purposes of assessment, mapping, planning, control, and implementation. Metrics other than A-weighted decibels that account for characteristics such as frequency, tonality, and intermittency would allow decision makers to more accurately assess the harmful effects that noise may have on communities.

By relying solely on DNL as a decision-making metric, the FAA continues to operate in contradiction to its mission. The FAA is charged with providing "the **safest**, most efficient

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<sup>19</sup> EPA. Information on Levels of Environmental Noise Requisite to Protect Public Health and Welfare with an Adequate Margin of Safety (1974). <https://www.nonoise.org/library/levels74/levels74.htm>.

<sup>20</sup> The Executive Summary of the "Environmental Noise Guidelines for the European Region" can be found here: [WHO-EURO-2018-3287-43046-60243-eng.pdf](https://www.who.int/publications/m/item/who-euro-2018-3287-43046-60243-eng-pdf)

<sup>21</sup> [https://www.faa.gov/regulations\\_policies/policy\\_guidance/noise/survey](https://www.faa.gov/regulations_policies/policy_guidance/noise/survey)

<sup>22</sup> <https://ehp.niehs.nih.gov/doi/10.1289/EHP10959>

<sup>23</sup> [Noise as a Public Health Hazard \(apha.org\)](https://www.apha.org/noise)

<sup>24</sup> Id.

aerospace system in the world.” This mission MUST include protecting the safety of those living near airports or under aircraft flight paths from dangerous aviation noise exposure. Currently, this is only partially recognized in the statement that “[t]he FAA is charged with controlling aircraft noise by regulating source emissions, and managing the air traffic control system and navigable airspace in ways that minimize, **where appropriate**, noise impacts on the ground consistent with the highest standards of safety.”<sup>25</sup> The MCAC believes that minimizing the noise impacts on the ground is **always appropriate**, and encourages the FAA to adopt this posture as well. If the FAA does not agree that it is always appropriate to minimize noise impacts on the ground, the MCAC requests that the FAA clearly and specifically define when it is inappropriate.

#### 4. *Averaging.*

**DNL provides a cumulative description of the noise events expected to occur over the course of an entire year averaged into a representative day, described as an Average Annual Day (AAD).**

- a. **Do you believe an AAD is an appropriate way to describe noise impacts? Please explain why or why not.**

Comment: No, AAD fails to adequately represent the lived experience of overflight communities, as discussed above. Instead, it flattens the variations in impact and duration of noise events to a “representative day.” There are metrics that would reflect their experience, like N-above or T-above, which would do a better job of expressing the impact of aviation noise on their daily lives, including being subject to intermittent and repetitive noise. The FAA must justify to the public in an understandable format each how these will protect human health.

- b. **If not, what alternative averaging schemes to AAD should be considered and why? What information would the use of an alternative averaging scheme capture that AAD does not?**

Comment: We do not believe that averaging is in any way appropriate for measuring the impact of noise on the general public.

#### 5. *Decision-making Noise Metrics.*

**The FAA currently uses DNL as its primary decision-making metric for actions subject to NEPA and airport noise compatibility planning studies prepared pursuant to 14 CFR part 150.**

- a. **Should different noise metrics be used in different circumstances for decision-making?**

Comment: Yes. Different decision-making metrics and thresholds are needed for NEPA and land-use decisions as well as for communities in the vicinity of airports and overflight communities. Also, given the lower noise levels of AAM and general aviation, and the less frequent but very noisy helicopter noise events, the FAA cannot expect a single decision-making metric to work for all aircraft type. The FAA knows this and even made this statement to Congress “As will be discussed in this report, **no single metric can cover all situations** due to the dynamic acoustical and operational characteristics of aviation noise.” (page 3 of 4/14/20 [Report to Congress FAA Reauthorization Act of 2018 \(Pub. L. 115-254\) Section 188 and Sec 173](#)). DNL can continue to inform FAA’s decision making, but it should not be the sole metric upon which the FAA relies in making determinations. Other metrics and thresholds should be developed and used to inform the FAA’s decision making.

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<sup>25</sup> Federal Register/Vol. 88, No. 83/Monday, May 1, 2023/Notices, p.26642

More information would also be useful for air traffic controllers which could reduce noise impacts on overflight communities. Air traffic controllers could be given population density information which could help them to vector aircraft differently to avoid overburdening densely populated areas.

- b. If the answer to Question 5.a. is “yes,” please identify: the metric, the information it provides that DNL does not, and explain when and how it should be employed by the FAA in its system (e.g., should the FAA use a noise metric other than DNL to evaluate noise exposure in quiet settings, such as national parks, national wildlife and waterfowl refuges, etc.)? Should this metric be used when the FAA is making decisions that affect noise in these settings? Should this metric be used alone or in combination with another metric?**

Comment: As noted above, DNL has been a flawed metric from the start. It is imperative that the metric or metrics chosen accurately represent the lived experience of people who are impacted by persistent and repetitive aviation noise. There are several metrics that could be analyzed that would give a more accurate representation of noise impacts ( $L_{max}$ , T-above, and N-above could all contribute to this understanding of noise impacts). Additionally, the FAA should tie these metrics to DNL to serve as proxies for health effects. The goal of any system of noise measurement and regulation is to minimize (or eliminate) the deleterious health effects that noise has on people. There is ample evidence in the research to suggest that exposure to aviation noise impacts that autonomic system, annoyance, and sleep disturbance. Noise exposure, particularly at night, has negative impacts on cardiovascular health, especially hypertension, as well as metabolic disturbances and exacerbation of anxiety and depression.

We note that this information was largely provided by the Government Accountability Office in their September 2021 report “Aircraft Noise: FAA Could Improve Outreach through Enhanced Noise Metrics, Communication, and Support to Communities, GAO-21-103933.” The recommendations that emerged from that report remain relevant today:

The Administrator of the Federal Aviation Administration should identify appropriate supplemental noise metrics, such as the “number above” metric, and circumstances for their use to aid in FAA’s internal assessments of noise impacts related to proposed PBN flight path changes. (Recommendation 1) Note: we believe that the GAO’s use of the term “supplemental noise metrics” is used differently here than the FAA’s meaning. The GAO is using it to mean decision-making metrics. In its second Recommendation, where it writes about “communication tools” it is referring to what the FAA calls supplemental metrics.

The Administrator of the Federal Aviation Administration should update guidance to incorporate additional communication tools that more clearly convey expected impacts, such as other noise metrics and visualization tools related to proposed PBN implementation. (Recommendation 2)

The Administrator of the Federal Aviation Administration should, related to post-implementation outreach, provide

clearer information to airports and communities on what communities can expect from FAA, including the technical assistance FAA can provide. (Recommendation 3)

- c. If the metric should be used in combination with another metric, please describe how they should be used together for decision-making.**

Comment: See above.

- d. If the answer to Question 5.a is “no,” should DNL remain the core decision-making metric or should another metric be substituted in all circumstances?**

Comment: See above.

- e. How would the use of the metrics that you recommend support better agency decision-making? Please explain and illustrate with specific examples how the use of the recommended metric(s) would benefit agency decision-making.**

Comment: See above.

## **6. Communication.**

- a. Please identify whether and how the FAA can improve communication regarding changes in noise exposure (e.g., what information FAA communicates, where and with whom FAA communicates, what information methods FAA uses to communicate and the venues at which FAA shares this information). Please explain your reasoning.**

Comment: Communication is key to keeping the public informed and engaged. There must be frequent updates from the FAA on the development of new metrics and impacts of noise on the public. The FAA can make use of the many regional groups that exist throughout the country to share information. People have a right to know the type of environment that they live in as well as what negative health impacts result from the noise to which they are subject. Additionally, the Community Engagement Officers at the FAA should be able to provide consistent communication with regional groups through periodic updates and consistent attendance at meetings.

Because the results of this noise policy review are so important, we would also recommend that the FAA report back on the responses, once tabulated, to each question in table format. Additionally, as noted above, the Government Accountability Office had several recommendations, including how the FAA can improve communication with communities, that the MCAC supports.

Perhaps more importantly, the FAA should involve the public in their decision-making earlier in the process and at every point along the way. An Impacted Communities National Advisory Committee to advise the FAA on current and future noise pollution issues, among others. In the GAO report referenced earlier, it was stated that the FAA “collaborates with airports and airlines in mitigating aviation noise, designing PBN procedures, and implementing PBN.” It is essential that impacted communities have a voice in this process. Again, Congressman Lynch’s Impacted Communities Advisory Committee, H.R. 2565, mandates a national committee to provide a community voice on these issues.

Finally, the FAA needs to consider how it will enforce whatever changes to its noise policy are adopted through this process. Enforcement is a powerful form of communication that indicates a seriousness of purpose and has the potential to change behavior and force technological changes that could benefit communities. We recommend that any noise policy include a robust and clear enforcement mechanism to achieve these goals.

- b. **Should the FAA consider revisions to its policy on the use of supplemental noise metrics in the FAA’s NEPA procedures? Please explain how this policy should be modified to improve FAA communication of noise changes when the FAA is making decisions that affect noise. Please explain your reasoning.**

Comment: More information in the form of supplemental noise metrics should be given to the public in order to help facilitate their understanding of their own noise profiles.

- c. **What information about the change in noise resulting from civil aviation operations (e.g., UAS or drones, helicopters, fixed wing aircraft, rockets/ commercial space transportation vehicles, and new entrant technologies) should the noise metric communicate to the public? Please explain your reasoning.**

Comment: The public should be kept informed of new studies, information regarding these new technologies. The FAA should sponsor research into the impacts of these new technologies on noise pollution and exposure and share with the public in the same way mentioned above. Some emerging research already indicates that negative health impacts will flow from the expected increased usage (especially in urban environments) of drones and other UAV’s. The public must be kept apprised of the most recent research on these topics.

- d. **Please explain how the public will benefit if the FAA implements your proposal in response to Questions 6.a and 6.b.**

Comment: Transparency and dialog are key to good communication.

**7. *NEPA and Land Use Noise Thresholds Established Using DNL or for Another Cumulative Noise Metric.***

The FAA has several noise thresholds that are informed by a dose-response curve (Schultz Curve), which historically provided a useful method for representing the community response to aircraft noise. Two of the noise thresholds informed by the Schultz Curve are the FAA’s significant noise impact threshold for actions being reviewed under the National Environmental Policy Act and the land use compatibility standards established in 14 CFR part 150, Appendix A. Both of these rely on the cumulative noise metric DNL and are referred to collectively in this question and questions 8–10 as “the FAA noise thresholds.” On January 11, 2021, the FAA published the results of the Neighborhood Environmental Survey, a nationally representative dataset on community annoyance in response to aircraft noise. The Neighborhood Environmental Survey results show higher percentage of people who self-identify as “highly annoyed” by aircraft noise across all DNL levels studied in comparison to the Schultz Curve.

- a. **How should the FAA consider this information (i.e., the Schultz Curve and Neighborhood Environmental Survey findings) when deciding whether to retain or modify the FAA noise thresholds established using the DNL metric or to establish new FAA noise thresholds using other cumulative noise metrics? Please explain your reasoning.**

Comment: The results from the Neighborhood Environmental Survey show that a much higher percentage of the population is highly annoyed and subject to negative health effects at every decibel level, including those below 65 DNL. These results must make the FAA lower its “noise thresholds” to closer to 45 DNL, as supported by the NES results, research on the negative health effects of aviation noise, and the World Health Organization’s Systematic review referenced earlier. Additionally, such a noise threshold would be more consistent with the American Public Health Association’s work on the health effects of aviation (and other transportation) noise (see footnote 8 above). It has

been unclear from the very beginning how the Schultz curve was used to establish 65 DNL as the FAA's "noise threshold." This was the level at which 12.3% of the population identified as "highly annoyed" by aviation noise. We are not clear as to why 12.3% was the acceptable level at which to set this threshold. In order to more fully understand why this level was chosen, the FAA should explain to the public the significance of this level of annoyance.

However, as noted above, if the "acceptable" level of annoyance is 12.3% of the population, then the Neighborhood Environmental Survey results would dictate a noise threshold of approximately 45 DNL. Subjective comments and complaints from the public who experience DNL 45 (and lower) aviation noise levels are consistent with the finding. If the FAA continues to rely on DNL as the sole decision-making metric, the noise threshold should be set at 45 DNL. This level has the advantage of being supported by years of health research on the impacts of noise as well as the determination of the World Health Organization Europe's Systematic Review 2018.<sup>26</sup>

As noted above, however, we urge the FAA to incorporate other metrics to represent and understand the impact of aviation noise on our member communities and others across the country more accurately. DNL cannot continue to be the sole metric used by the FAA. For locations adjacent to commercial airports, a lower DNL level than 65 DNL would be appropriate. We recommend 45 DNL for the reasons stated above. For overflight communities, N-above should be used in addition to DNL to understand aviation impacts.

- b. Should the FAA consider other or additional information when deciding whether to retain or modify the FAA noise thresholds that were established using the DNL metric or to establish new FAA noise thresholds using other cumulative noise metrics? Please describe the reason for the recommendation and identify the data, information, or evidence that supports the recommendation.**

Comment: As discussed above, there are several additional metrics that should be considered in establishing new noise thresholds that are rooted in science and research. Avoiding the negative health impacts of aviation (which include noise) on the public is paramount to the FAA's mission (or should be).

- c. How should research findings on auditory or non-auditory effects (e.g., speech interference, sleep disturbance, cardiovascular health effects) of noise exposure caused by civil aircraft and vehicles be considered by the FAA when it decides whether to retain or modify the FAA noise thresholds that were established using the DNL metric? How should the FAA consider this same research when deciding whether to establish new FAA noise thresholds using other cumulative noise metrics? Please explain your response.**

Comment: There is voluminous research indicating that health effects occur as a result of transportation noise at levels much lower than the FAA's current noise threshold of 65 DNL. Much of this research is appended to this comment letter as Appendix 2.

Epidemiological studies generally report statistically significant associations between aircraft noise and adverse cardiovascular outcomes. Sleep disturbance, associated with nighttime noise, has been shown to be a risk factor for cardiovascular disease given

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<sup>26</sup> The Executive Summary of the "Environmental Noise Guidelines for the European Region" can be found here: [WHO-EURO-2018-3287-43046-60243-eng.pdf](https://www.who.int/publications/m/item/WHO-EURO-2018-3287-43046-60243-eng.pdf)

associations with inflammatory markers and metabolic changes.<sup>27</sup> Aircraft noise has been shown to impair reading comprehension in children ages 9-10.<sup>28</sup> Chronic aircraft noise exposure in children is associated with impairment of reading and long-term memory.<sup>29</sup> There is a statistically significant association between exposure to aircraft noise and risk of hospitalization for cardiovascular diseases among older people living near airports.<sup>30</sup> The FAA must examine all of this research to determine at what threshold the adverse health impacts of noise will be mitigated. Any new metric(s) that emerge from this noise policy review must mitigate the negative health impacts of aviation noise. Annoyance, as noted earlier, is simply a proxy for negative health impacts. The goal of this noise policy review must be to avoid negative health outcomes as well as to reduce annoyance.

This question also points to the FAA's need to use a National Academies Division of Medicine consensus committee to guide its noise policy making. Public comments will not and should not be the solution for this question. The public and the FAA do not have the required expertise to effectively assess aviation noise and pollution on auditory and non-auditory impacts. If the FAA plans to implement policy to protect the public without a medical/health independent expert consensus report to guide it, the new noise policy will fail to protect the health of the public.

- d. **In examining whether to change its metrics and thresholds for noise, the FAA needs reliable information to support any changes. One type of information that the FAA can rely on is epidemiological evidence. This means the study (scientific, systematic, and data-driven) of the distribution (frequency, pattern) and determinants (causes, risk factors) of health-related states and events (not just diseases) in specified populations (neighborhood, school, city, state, country, global). What amount of epidemiological evidence is sufficient to provide the FAA with a sound basis for establishing or modifying the FAA noise thresholds either using the DNL metric or another cumulative noise metric? Please explain your response.**

Comment: We recommend that the FAA consult with experts in the areas of using health data in policy-making decisions. This is an area in which having the ability to consult with public health, medical, epidemiological, and statistical experts would be beneficial to the FAA in moving forward with this potential policy change. As we have noted previously, the FAA staff is currently not equipped to make these determinations unilaterally. They must rely on experts from other federal agencies as well as consultants in the above-mentioned fields.

We do note, however, that there are several potential principles upon which these decisions can be made. The first is the Precautionary Principle, which would require that airlines or airports prove that the level of noise that they create is safe instead of placing the burden on the public to prove that it is not. This should be a guiding principle in how the FAA moves forward.

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<sup>27</sup> [Aviation Noise and Cardiovascular Health in the United States: a Review of the Evidence and Recommendations for Research Direction - PubMed \(nih.gov\)](#)

<sup>28</sup> [Exposure-effect relations between aircraft and road traffic noise exposure at school and reading comprehension: the RANCH project - PubMed \(nih.gov\)](#)

<sup>29</sup> [Night time aircraft noise exposure and children's cognitive performance - PubMed \(nih.gov\)](#)

<sup>30</sup> [Residential exposure to aircraft noise and hospital admissions for cardiovascular diseases: multi-airport retrospective study | The BMJ](#)

Additionally, there is the Bradford Hill criteria whose application would allow an independent expert committee, e.g., from the National Academies Division of Medicine, to determine the sufficiency of the existing epidemiologic evidence to support a policy change.<sup>31</sup>

- e. **Should the FAA consider using factors other than annoyance to establish FAA noise thresholds using the DNL metric or other cumulative noise metrics? What revisions to existing FAA noise thresholds or new noise thresholds do you recommend be established and why? Please explain your response.**

Comment: See above. Annoyance is a proxy for health impacts, including all of those listed in the American Public Health Association's statement on the health effects of noise referenced above. It (annoyance) trivializes the experience of communities underneath concentrated flight paths which are subject to intermittent and persistent noise throughout the day and night.

Instead of relying on a measure of annoyance, we recommend starting from the adverse health effects of noise and creating a policy that mitigates these impacts.

**8. *FAA Noise Thresholds Using Single-Event or Operational Metrics.***

**As the FAA learned from the results of the NES, people are bothered by individual aircraft noise events, but their sense of annoyance increases with the number of those noise events. Should the FAA consider employing new FAA noise thresholds using single-event or operational metrics? If the answer is "yes," which metrics should be used to establish the FAA noise thresholds? What should be the relevant noise exposure level for the new noise thresholds you propose? Please explain your reasoning. If the answer is "no," please explain your reasoning.**

Comment: See above.

**9. *FAA Noise Thresholds for Low-Frequency Events.***

**Should FAA establish noise thresholds for low-frequency events, such as those associated with the launch and reentry of commercial space transportation vehicles authorized by the FAA Office of Commercial Space Transportation? If the answer is "yes," which metrics should be used to establish the noise thresholds? What should be the relevant noise exposure level for the new noise thresholds you propose? Please explain your reasoning. If the answer is "no," please explain your reasoning.**

Comment: See above.

**10. *Miscellaneous.***

**What other issues or topics should the FAA consider in this review regarding noise metrics, the method of calculating them, the establishment of noise thresholds, or FAA's method of communicating the change in noise exposure? Please explain your response.**

Comment: In addition to the recommendations from the GAO which we referenced previously, we urge the FAA to consider how it will enforce any system of noise metrics that it ultimately adopts as a result of this process. Specifically, the FAA must consider the use of noise-based landing fees to address nighttime noise, enforce the nighttime "curfew" for flights between 10:00 p.m. and 7:00 a.m., determine appropriate enforcement measures when noise thresholds

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<sup>31</sup> [Applying the Bradford Hill criteria in the 21st century: how data integration has changed causal inference in molecular epidemiology - PMC \(nih.gov\)](#)

are exceeded, and provide more funding for noise abatement/mitigation at airports throughout the country.

**11. Literature Review.**

In this review, the FAA will examine the body of scientific and economic literature to understand how aviation noise correlates with annoyance as well as environmental, economic, and health impacts. The FAA also will evaluate whether any of these impacts are statistically significant and the metrics that may be best suited to disclose these impacts. A bibliography of this body of research is available for review in the Background Materials tab in the Docket and as Appendix 1 to the FAA framing paper entitled, *The Foundational Elements of the Federal Aviation Administration Civil Aircraft Noise Policy: The Noise Measurement System, its Component Noise Metrics, and Noise Thresholds*. This framing paper is available at: <https://www.faa.gov/noisepolicyreview/NPR-framing>. Please identify any studies or data regarding civil aviation noise not already identified by the FAA in the bibliography that you believe the FAA should evaluate. Please explain the relevance and significance of the study or evidence and how it should inform FAA decisions regarding the policy.

Comment: See Appendix 2.