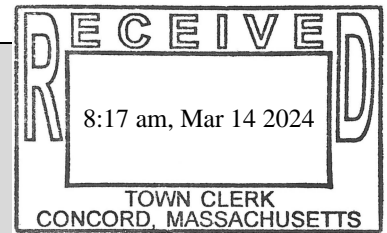




Town of Concord  
Concord Finance Committee  
**AGENDA**

March 19, 2024, at 7:00 PM  
Concord Town House

22 Monument Sq., 2<sup>nd</sup> Fl. Select Board Hearing Room  
*Notice of public meeting as required by M.G.L. Chpt.30A §18-28*



**HYBRID IN-PERSON AND VIRTUAL MEETING VIA ZOOM**

Join the meeting: <https://us02web.zoom.us/j/81186026421?pwd=dTVDbTBOVGJXWWV3dys1MTBkbGk4UT09>  
Meeting ID: 811 8602 6421 Passcode: 445390 Dial in Toll-Free: 833-548-0282

*Please be advised that this open meeting is being broadcast live via Zoom and MMN and recorded for playback online, video-on-demand viewing at <https://concordma.gov/2409/Government>. The listings of matters are those reasonably anticipated by the Chair 48 hours before said meeting, which may be discussed at the meeting. Not all items listed may be addressed. Items may be taken out of order and at times differ from those listed below. Other items not listed may also be brought up for discussion to the extent permitted by law. **Video or call will be muted upon joining meeting please use the "raise your hand" feature in the zoom meeting to ask to speak. ATTENDEES ARE REMINDED THAT BY ATTENDING THIS MEETING THAT YOU CONSENT TO YOUR LIKENESS AND AUDIO BEING USED AND REBROADCAST BY MMN.***

7:00 PM	<b>1. Call to Order</b>
7:05 PM	<b>2. Finance Committee Annual Town Meeting Public Hearing</b> <ul style="list-style-type: none"><li>A. Article 13 – Funding Public Safety during the Concord250 Celebrations in 2025 Commemorating the Beginning of the American Revolution, April 19, 1775</li><li>B. Article 15 – Establish a Permanent Senior Means Tested Property Tax Exemption</li><li>C. Article 17 – Nagog Pond Improvements and PFAS Mitigation</li><li>D. Article 19 – Minuteman Regional Technical High School District Budget</li><li>E. Article 33 – In-Town Solar Expansion</li><li>F. Article 40 – Community Preservation Appropriation Recommendations</li></ul>
8:30 PM	<b>3. Close the Finance Committee Annual Public Hearing</b>
8:35 PM	<b>4. Finance Committee Meeting</b> <ul style="list-style-type: none"><li>A. Discuss and Potentially Vote on the Following Articles:<ul style="list-style-type: none"><li>- Article 13 – Funding Public Safety during the Concord250 Celebrations in 2025 Commemorating the Beginning of the American Revolution, April 19, 1775</li><li>- Article 15 – Establish a Permanent Senior Means Tested Property Tax Exemption</li><li>- Article 17 – Nagog Pond Improvements and PFAS Mitigation</li><li>- Article 19 – Minuteman Regional Technical High School District Budget</li><li>- Article 33 – In-Town Solar Expansion</li><li>- Article 40 – Community Preservation Appropriation Recommendations</li></ul></li></ul>
9:00 PM	<b>5. Correspondence</b>
9:05 PM	<b>6. Minutes</b> <ul style="list-style-type: none"><li>A. Approve the minutes of March 7, 2024, and March 14, 2024</li></ul>
9:15 PM	<b>7. Anticipated Adjournment</b>

**UPCOMING MEETINGS**

**Next Meeting:** Thursday, March 21, 2024, @ 7:00 pm – Finance Committee Annual Town Meeting Public Hearing #3



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**1**

# Finance Committee Annual Town Meeting Public Hearing

Open Public Hearing

**Requested by: FC Chair Parashar Patel**

**Action Sought: Open Hearing**

## Proposed Motion(s)

MOVE that the Finance Committee opens their Annual Town Meeting Public Hearing #2

## Additional Information

The Finance Committee is the principal financial advisor to the Town Meeting. It is a deliberative rather than a decision-making body. Finance Committee responsibilities are set forth in state law (Massachusetts General Law Chapter 39, §16), a Town Bylaw (1921) and standing votes of the Town Meeting (1976 and 2011).

One of the Committee's Operations is conducting public hearings on finance-related warrant articles before Annual and Special Town Meetings. Tonight, is the first of three public hearing prior to the 2024 Annual Town Meeting

## Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

**Newspaper:** Concord Bridge

**Publication Date:** March 8, 2024

**Send invoice to:** Town of Concord  
Finance Department  
PO Box 535  
Concord, MA 01742  
Attention: Laurie Giovino, Office Administrator  
Email: [lgiovino@concordma.gov](mailto:lgiovino@concordma.gov)  
Phone: 978-318-3084

**Town of Concord  
Public Hearing by the Finance Committee  
Tuesday, March 19, 2024 at 7:00 PM**

**Locations:**  
Town House, 2<sup>nd</sup> Floor, Public Hearing Room, 22 Monument Square,  
Concord, MA 01742

AND

Virtually via Zoom:  
<https://us02web.zoom.us/j/81186026421?pwd=dTVDbTBOVGJXWWV3dys1MTBkbGk4UT09>

Meeting ID: 811 8602 6421  
Passcode: 445390  
Dial In Toll-Free: 833 928 4610

**Warrant Articles for 2024 Annual Town Meeting:**

- Article 13 – Funding Public Safety during the Concord250 Celebrations in 2025 Commemorating the Beginning of the American Revolution, April 19, 1775
- Article 15 – Establish a Permanent Senior Means tested Property Tax Exemption
- Article 17 – Nagog Pond Improvements and PFAS Mitigation
- Article 19 – Minuteman Regional Technical High School District Budget
- Article 33 – In-Town Solar Expansion
- Article 40 – Community Preservation Appropriation Recommendations

**Special Accommodations:** 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 Jessica Porter at [jporter@concordma.gov](mailto:jporter@concordma.gov) or at 978-318-3028. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.

**Meeting agendas are available online at [www.concordma.gov](http://www.concordma.gov).**



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2A**

## **Finance Committee Annual Town Meeting Public Hearing**

Article 13 - Funding Public Safety during the Concord250 Celebrations in 2025 Commemorating the Beginning of the American Revolution, April 19, 1775

**Requested by: Finance Committee**

**Action Sought: To hear update**

### **Proposed Motion(s)**

Discussion Dependent

### **Additional Information**

The year 2025 is the 250th anniversary of the historic battles of Concord and Lexington and the beginning of the American Revolution. The Concord 2025 Executive Committee was established by the Select Board two years ago to develop and coordinate Town events and programs to celebrate this event in conjunction with nearby communities as well as state, regional, and federal agencies. The 250th anniversary will be a major public event for Concord and, equally important, it is an occasion of significant national importance and media attention. As a result, it will bring many more visitors and vehicles to Concord far exceeding what typically occurs in other years. To ensure as safe an event in April 2025 as possible, it requires significant additional funding to effectively plan, organize, deploy and manage equipment, communications networks, and public safety personnel.

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

# **ARTICLE 13. Funding Public Safety during Concord 250 Celebrations**

Madam Moderator moves:

To determine whether the Town will transfer from the Certified Free Cash Balance of July 1, 2023 the sum of \$350,000, with such appropriation to be expended under the direction of the Town Manager, to fund reasonably necessary public safety expenditures during Concord250 Celebrations in 2025, or to take any other action relative thereto.

## 250th Public Safety Planning Assumptions

Article 13

Celebrations impact four towns & the Minute Man National Park.

Federal/state resources will be pre-deployed to the Boston Marathon.

### Assumptions:

- Large numbers of spectators, participants and demonstrators:
- The venues will be open to the public and difficult to secure.
- In 1975 the town sought to contain the crowd to 120,000.
- Dignitaries in attendance. About 50 VIP's to be invited: the President of the U.S., MA Congressional Delegation, MA Governor, etc.
- National media coverage.

# Tentative April 19, 2025 Major Event Schedule

Article 13

## April 19, 2025 Concord Events Schedule

- 6:00 AM Dawn Salute
- 8:30 AM Parade Step Off
- 9:30 AM Old North Bridge Ceremony
- 11:00 AM Parade Ends
- 2:00 PM Ceremony at Permanent Memorial Site
- 5:00 PM FreedomFest '25 (family music event with light show at dusk)

## Special Event Assessment Rating (SEAR)

- Events submitted to the Department of Homeland Security (DHS) for a risk assessment.
- Examples - Super Bowl, Indianapolis 500, and the Kentucky Derby, etc.
- DHS applies risk-based analysis and a SEAR rating.

Level	Description
1	Significant events with national and/or international importance that require <i>extensive</i> federal interagency support.
2	Significant events with national and/or international importance that may require some level of federal interagency support.
3	Events of national and/or international importance that require only limited federal support.
4	Events with limited national importance that are managed at the state and local levels.
5	Events that may be nationally recognized but generally have local or state importance.

U.S. government supports include:

- Cyber risk assessments;
- Venue screening and field intelligence teams; and
- Air security and tactical operations support.

# Incident Command Structure

Article 13

Unified Coordination Center

National Park Service  
Incident Action Plan

Concord  
Incident Action  
Plan

Lincoln  
Incident Action  
Plan

Lexington  
Incident Action  
Plan

Arlington  
Incident Action  
Plan

## Public Safety Planning Workgroups

<b>Intelligence &amp; Investigations</b>	<b>Emergency Medical/Mass Casualty</b>
Public Safety Communications	Public Information/Emergency Alerting
Hazardous Weather, Sheltering and Family Reunification	Unified Coordination Center
Law Enforcement Operations	Tactical Operations
Explosives/CBRNE	

# Public Safety Budget Projections

Article 13

	FY 2025	FY 2025		Notes
	Personnel	Expenses	Total	
Public Works	\$75,000	\$100,000	\$175,000	Includes pre-parade route/viewing area/portable toilet stations and preparation and post parade route service and demobilization/cleanup tasks
Police Department	\$200,000	\$50,000	\$250,000	Projected expenses related to traffic/crowd control/venue access control/communications
Fire Department	\$135,000	\$35,000	\$170,000	Projected expenses related to fire/rescue operational supplies (fuel, gear, etc.), first aid and replenishment of deployed assets
Mutual Aid Assets	\$130,000		\$130,000	Police/Fire/Public Works Mutual Aid Support
		<b><u>Total</u></b>	<b><u>\$725,000</u></b>	

# **ARTICLE 13. Funding Public Safety during Concord 250 Celebrations**

Madam Moderator moves:

To determine whether the Town will transfer from the Certified Free Cash Balance of July 1, 2023 the sum of \$350,000, with such appropriation to be expended under the direction of the Town Manager, to fund reasonably necessary public safety expenditures during Concord250 Celebrations in 2025, or to take any other action relative thereto.

# Questions?



CONCORD  
250  
MASSACHUSETTS



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2B**

# 2024 Annual Town Meeting Article Presentation

Article 15 – Establish a Permanent Senior Means Tested Property Tax Exemption

**Requested by: Finance Committee**

**Action Sought: to hear update**

### Proposed Motion(s)

Discussion Dependent

### Additional Information

If accepted by Town Meeting, Chapter 193 of the Acts of 2022 will make permanent the Senior Means Tested Property Tax Exemption. The exemption is available to persons age 65 or older who have been residents of the town for at least ten years, who own property that is valued at or below the town’s median single family house value (\$1,303,250 in FY 2024), whose income would qualify for the state’s Circuit Breaker income-tax credit (\$69,000 for an individual, \$86,000 for a head of household and \$103,000 for joint owners for tax year 2023), and whose other assets are below a threshold set by the Board of Assessors. The exemption can reduce the applicant’s property tax by as much as 50% or until the net tax burden is 10% of the applicant’s income. In FY 2024, 34 applications were approved for exemptions totaling \$104,983, the total amount of exemptions continued to be capped at ½ of one percent of the total residential property tax, and the actual total continued to be well under this cap, enabling the full amount of the exemption to be given to all eligible applicants. The act originally authorizing this exemption expired three years after its initial implementation but was funded by Town Meeting via the Overlay Account pending approval of legislative authority. To continue the Senior Means-Tested Property Tax Exemption into perpetuity the Town must vote to accept Chapter 193 of the Acts of 2022 which was signed by Governor Baker on August 24, 2022. If the Town votes not to accept Chapter 193 of the Acts of 2022 the Senior Means Tested Property Tax Exemption will no longer be available to qualifying Town residents. In Fiscal Year 2024 the implementation of the Senior Means-Tested Property Tax Exemption was funded with a tax shift which added \$0.01 to the residential tax rate.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

ARTICLE 15: Establish a Permanent Senior  
Means Tested Property Tax Exemption

# **ARTICLE 15. Establish a Permanent Senior Means Tested Property Tax Exemption**

ARTICLE 15: Establish a Permanent Senior  
Means Tested Property Tax Exemption

# Session Law Acts of 2022 Chapter 193

- AN ACT ESTABLISHING A PERMANENT SENIOR MEANS TESTED PROPERTY TAX EXEMPTION IN THE TOWN OF CONCORD
- SECTION 5. Acceptance of this act by the Town of Concord shall be first by vote of approval at an Annual Town Meeting, to be followed by an affirmative vote of a majority of the voters of the town at any regular or special election at which the question of acceptance is placed on the ballot. Sections 1 to 4, inclusive, and section 7 shall take effect 30 days after an affirmative vote by the voters of the town.

ARTICLE 15: Establish a Permanent Senior  
Means Tested Property Tax Exemption

## **Reason to Approve or Deny**

- To determine whether the Town will accept the provisions of Chapter 193 of the Acts of 2022 establishing a permanent Senior Means Tested Property Tax Exemption in the Town of Concord as approved by the Legislature on August 24, 2022, or take any other action relative thereto.

## ARTICLE 15: Establish a Permanent Senior Means Tested Property Tax Exemption

### **History of the Senior Means Tested Exemption**

- Established in 2018, first enacted 2019.
- Had a three-year term which expired in 2021.
- We were able to continue the exemption with funding from the Overlay Account
- Governor signed Legislation in 2022 to make the exemption permanent.
- For it to become permanent, it must be voted only once at Town Meeting



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2C**

---

## **Finance Committee Annual Town Meeting Public Hearing**

Article 17 – Nagog Pond Improvements and PFAS Mitigation

**Requested by: Finance Committee**

**Action Sought: To hear update**

### **Proposed Motion(s)**

Discussion Dependent

### **Additional Information**

The \$50,000,000 debt authorization, with debt service intended to be paid from the Water Enterprise Fund, will provide funding for design, construction and construction engineering services for the following projects: 1) the completion of Nagog intake replacement/rehabilitation, the Nagog Pond water treatment facility, and installation of an associated transmission line along Route 2A; 2) design, permitting and installation of emergency and permanent PFAS (per- and poly- fluoroalkyl substances) treatment systems required for groundwater production sites. These investments will be required to maintain the Town's ability to utilize Nagog Pond, as a reliable, high-quality water supply capable of providing the Town of Concord in excess of 1 million gallons of drinking water per day and to comply with new Safe Drinking Water Act (SDWA) standards for PFAS expected to be adopted.

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>



## Article 17

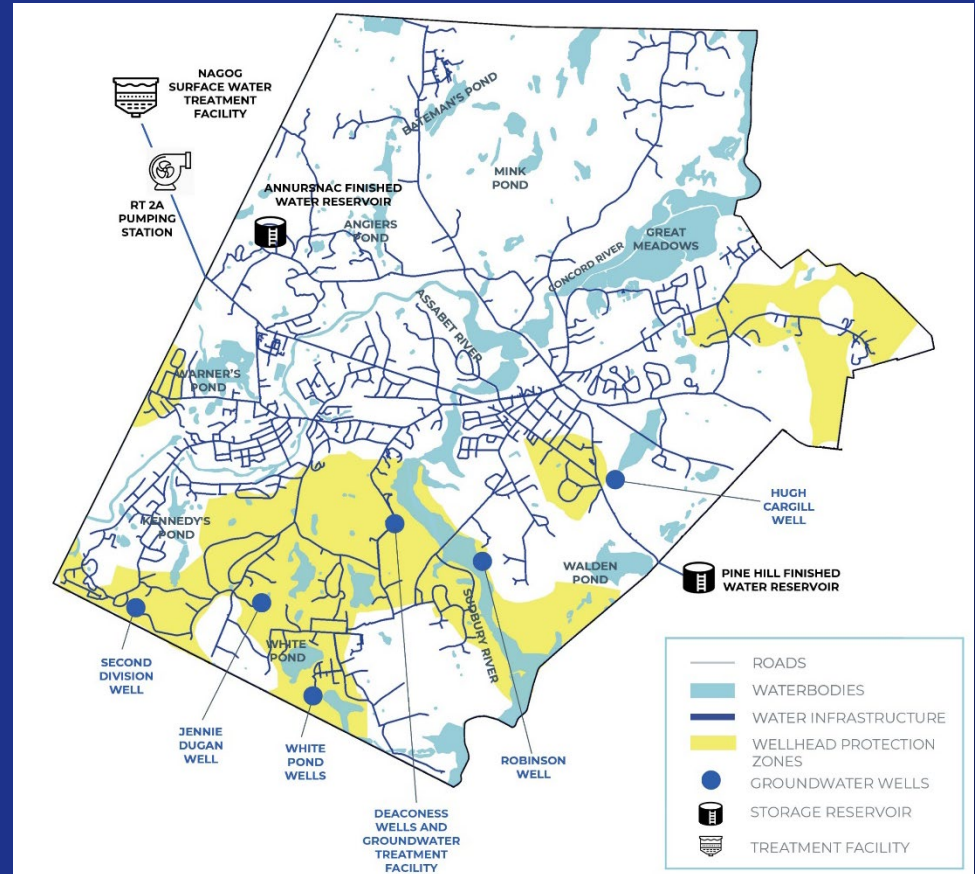
# Nagog Pond Improvements & PFAS Mitigation

To determine whether the Town will appropriate the sum of \$50,000,000, or any other sum, for the construction of water supply and water treatment facilities and improvements associated with the Nagog Pond water treatment plant, associated water main/intake improvements, and PFAS mitigation at impacted water supplies, including engineering, regulatory and other related services and costs necessary for said facilities and improvements; and that to meet this appropriation the Treasurer with approval of the Select Board be authorized to borrow the sum of \$50,000,000 under the provisions of Mass. Gen. Laws c. 44, § 8, to be expended, under the direction of the Town Manager, or take any other action relative thereto.



# Article 17

- 6 GROUNDWATER SOURCES
- 1 SURFACE WATER SUPPLY
- 134 MILES OF DISTRIBUTION MAINS
- 2 FINISHED WATER STORAGE TANKS
- 95% OF CONCORD SERVED
- 657 MG WATER ANNUALLY



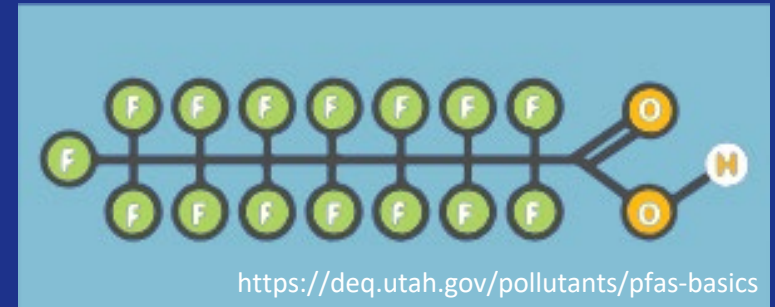


# Article 17

## Nagog Pond Improvements & PFAS Mitigation



US EPA

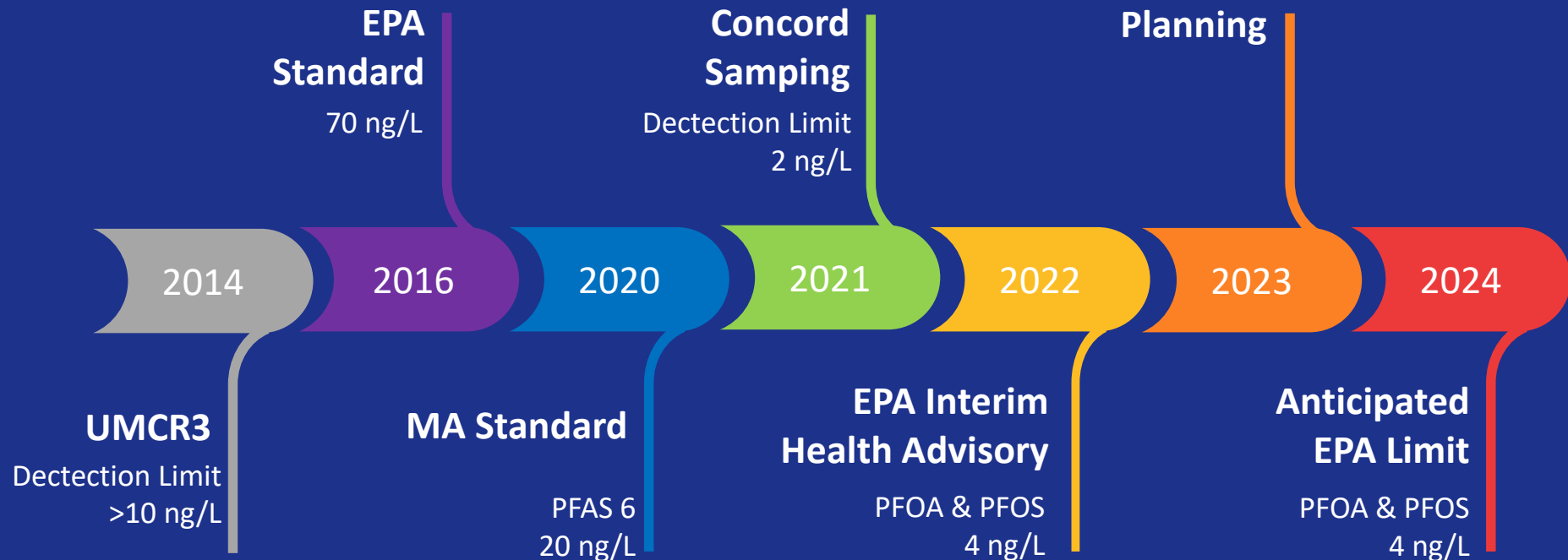


US EPA



# Article 17

## Nagog Pond Improvements & PFAS Mitigation





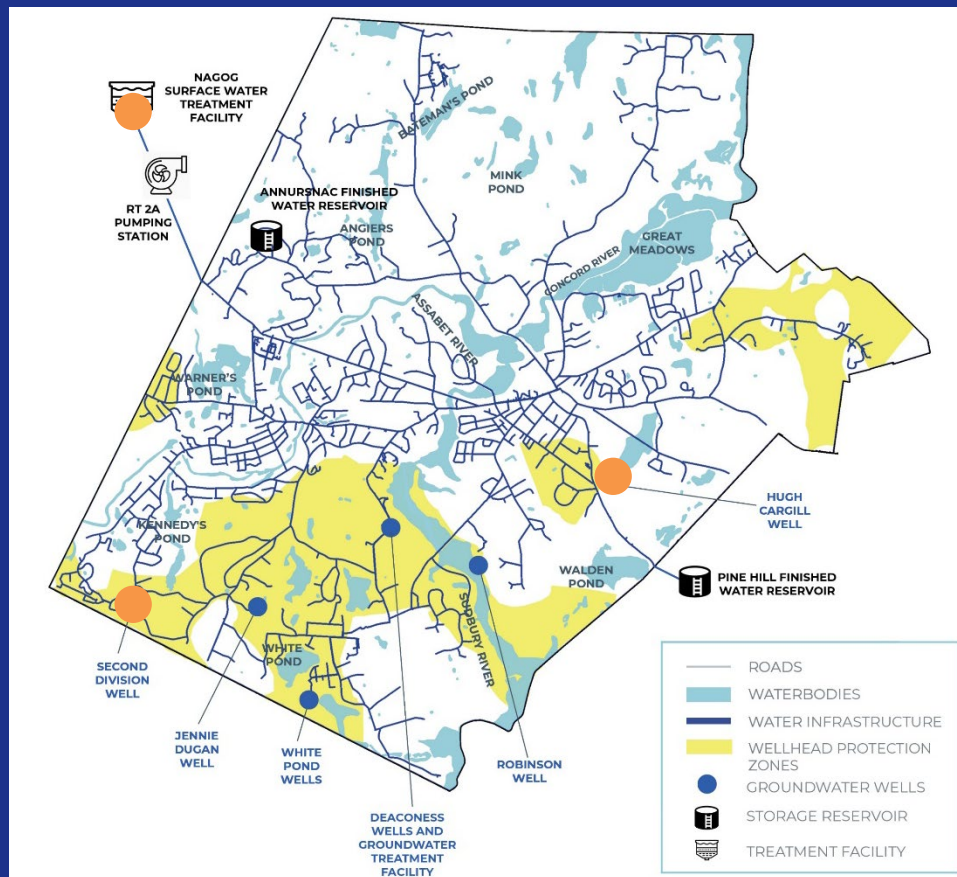
# Article 17

## PFAS TREATMENT NEEDED:

- 2 Groundwater Sources

- Second Division Well
- Hugh Cargill Wellfield

- Nagog Pond





## Article 17

# Nagog Pond Improvements & PFAS Mitigation

To determine whether the Town will appropriate the sum of \$50,000,000, or any other sum, for the construction of water supply and water treatment facilities and improvements associated with the Nagog Pond water treatment plant, associated water main/intake improvements, and PFAS mitigation at impacted water supplies, including engineering, regulatory and other related services and costs necessary for said facilities and improvements; and that to meet this appropriation the Treasurer with approval of the Select Board be authorized to borrow the sum of \$50,000,000 under the provisions of Mass. Gen. Laws c. 44, § 8, to be expended, under the direction of the Town Manager, or take any other action relative thereto.



# Article 17

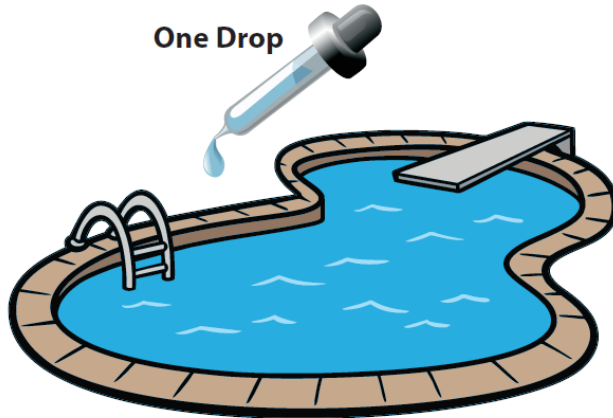
## Nagog Pond Improvements & PFAS Mitigation

One Drop



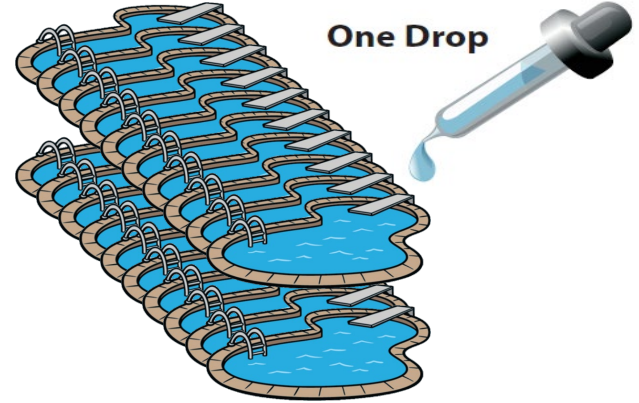
1 part per million or 1ppm

One Drop



1 part per billion or 1ppb

One Drop



1 part per trillion or 1ppt



## Article 17

# Nagog Pond Improvements & PFAS Mitigation

## What are the health effects of PFAS?



Increases in cholesterol levels (PFOA, PFOS, PFNA, PFDA)



Changes in liver enzymes (PFOA, PFOS, PFHxS)



Small decreases in birth weight (PFOA, PFOS)



Lower antibody response to some vaccines (PFOA, PFOS, PFHxS, PFDA)



Pregnancy-induced hypertension and preeclampsia (PFOA, PFOS)



Kidney and testicular cancer (PFOA)



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2D**

---

## **Finance Committee Annual Town Meeting Public Hearing**

Article 19 – Minuteman Regional Technical High School District  
Budget

**Requested by: Finance Committee**

**Action Sought: To hear update**

### **Proposed Motion(s)**

Discussion Dependent

### **Additional Information**

This article provides Concord's assessed share of the annual operating budget for the Minuteman Regional Technical High School District. Concord's assessment increase is due to an increased enrollment share, and because of increased debt service due in FY25 for costs associated with the new high school building project and athletic fields. The FY25 assessment includes an operating assessment of \$1,199,233 and capital/debt service of \$533,583. Each member town assessment is calculated by a formula established pursuant to the regional agreement. Concord's enrollment at Minuteman is currently 41 students. The formula for assessments relies in part upon a rolling 4-year average of enrollment for member communities.

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

Kevin F. Mahoney

*Interim Superintendent – Director*

Nikki Andrade

*Business Manager*

March 2024



**MINUTEMAN**  
HIGH SCHOOL REVOLUTIONIZED

# FY25 Superintendent Final Recommended Budget



# Minuteman Article #19

Mr. Ledoux moves that the Town appropriate \$1,732,805 as Concord's assessed share of the funds for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2025.

# Concord: Preliminary Assessment

Minimum Required Contribution	\$ 723,370
Transportation Assessment	\$ 38,383
Assessment over Min. Req. Contr.	\$ 437,469
Debt and Capital Assessment	<u>\$ 107,745</u>
Sub-Total	\$ 1,306,967
Building Project – Debt Service*	<u>\$ 425,838</u>
Total Assessment	<u>\$ 1,732,805</u>

*\*Debt Service excluded from Prop 2 ½ Limitation*

# Overall Budget Summary

FY25 Operating & Capital Recommendation

**\$31,517,219**

3.96% above FY24

# Budget Summary

FY25 Operating Recommendation = **\$24,160,849**  
2.99% above FY24

FY25 Capital Recommendation = **\$1,660,508**  
34.10% above FY24

FY25 Building Project Debt Recommendation = **\$5,695,863**  
1.36% above FY24

# Overall Budget Summary

FY25 Assessment to Member Towns

**\$25,689,923**

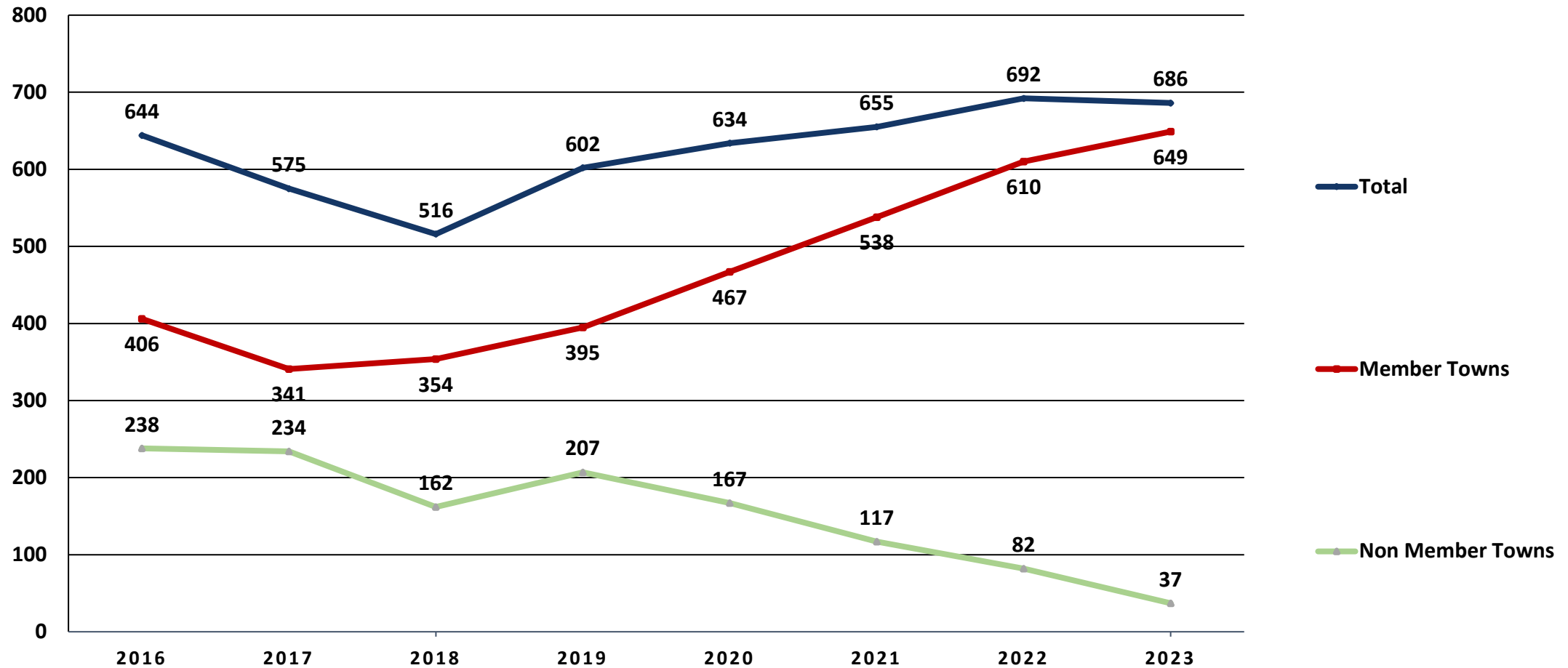
0.82% above FY24

# Renovation of East Building

- Currently Unoccupied Building on Campus
- Scope of Work: \$7M to Renovate up to 7,000 sq ft.
- Currently Not Sufficient Space in the Main Building
  - Animal Science Program is currently located in Temporary Space in an adjacent building on Campus
- Possible FY2025 Capital Skills State Grant Funding
- Update Facilities Exterior Structure and Utilities
- Will Not Add Additional Seats or Capacity



# Overall Enrollment as of October 1



# Enrollment by Town as of October 1

	2027	2026	2025	2024	Subtotal
Acton	26	17	27	24	94
Arlington	45	61	60	49	215
Bolton	8	9	13	6	36
Concord	13	16	6	6	41
Dover	0	1	2	2	5
Lancaster	16	13	14	15	58
Lexington	27	23	15	17	82
Needham	17	11	10	8	46
Stow	22	16	19	15	72
<b>Member City/Town</b>	<b>174</b>	<b>167</b>	<b>166</b>	<b>142</b>	<b>649</b>
<b>Declarants</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>9</b>	<b>12</b>
<b>Other Non-Member</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>13</b>	<b>25</b>
<b>TOTAL STUDENTS</b>	<b>174</b>	<b>169</b>	<b>180</b>	<b>164</b>	<b>686</b>

# Shift in Enrollment

- Enrollment is Shifting to In-District
- Out of District Enrollment is Decreasing
  - Out of District Tuition Revenue is Decreasing
  - Out of District Capital Fee Revenue is Decreasing
- **If this trend continues, this will result in an increase in Overall Assessments to Member Towns in FY26 and FY27**

# FY2025 Preliminary Assessments

Member Town	FY25 Preliminary Assessment	FY24 Preliminary Assessment	% Change	FY25 4 Year Rolling Average Enrollment	FY24 4 Year Rolling Average Enrollment	% Change
Acton	\$3,600,903	\$3,284,798	9.62%	78.75	65	21.2%
Arlington	\$8,562,229	\$8,932,916	-4.15%	199.25	181	10.1%
Bolton	\$1,325,147	\$1,199,459	10.48%	27.00	20.75	30.1%
Concord	\$1,732,805	\$1,641,695	5.55%	33.75	29.75	13.4%
Dover	\$269,420	\$248,626	8.36%	4.00	3.5	14.3%
Lancaster	\$2,138,738	\$2,379,621	-10.12%	55.25	54.5	1.4%
Lexington	\$3,406,394	\$3,501,977	-2.73%	74.75	69.5	7.6%
Needham	\$1,823,777	\$1,640,461	11.17%	35.75	29.75	20.2%
Stow	\$2,754,051	\$2,574,523	6.97%	59.25	50.25	17.9%
<b>Total</b>	<b>\$25,689,923</b>	<b>\$25,481,911</b>	<b>0.82%</b>	<b>567.75</b>	<b>504</b>	<b>12.6%</b>

# Per Pupil Cost Analysis

- Minuteman has the highest FY22 Per Pupil Expenditures of \$34,177 when compared to the 28 Vocational Technical School Districts.
- This is due to 3 Main Reasons:
  - Teacher Salaries
    - 3<sup>rd</sup> When Compared to Vocational Technical Schools
    - 3<sup>rd</sup> When Compared to Member Towns
  - Special Education Costs
    - Approximately 40% Students with Disabilities
  - Transportation
    - Geographic Size and Location

# Minuteman Article #19

Mr. Ledoux moves that the Town appropriate \$1,732,805 as Concord's assessed share of the funds for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2025.



**MINUTEMAN**  
HIGH SCHOOL REVOLUTIONIZED

Thank you!  
Questions?





**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2E**

---

# **Finance Committee Annual Town Meeting Public Hearing**

Article 33 – In-Town Solar Expansion

**Requested by: Finance Committee**

**Action Sought: To hear update**

## **Proposed Motion(s)**

Discussion Dependent

## **Additional Information**

This article authorizes the Concord Municipal Light Plant to borrow money to pay for the design and construction of utility scale solar systems with battery storage at the capped landfill at Rt 2 and Walden St, and also for the design and construction of roof and ground mount arrays on the CCHS campus. While the project costs are still being developed, it is anticipated that additional monies from various federal and state incentive programs will be made available to help defray some of the costs of construction. The addition of local solar energy to the Light Plant electricity supply is consistent with voters' intent for reducing total greenhouse gas emissions as set forth in the goals of Concord's Climate Action and

## **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

# Article Text

## ARTICLE 33: Solar Expansion

To determine whether the Town will authorize the Town Treasurer with the approval of the Select Board, to borrow by the issuance of general obligation bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other authority, a sum not to exceed \$3,000,000 for the design and construction of battery storage at 755 Walden St (Former Landfill) or 500 Walden St (Concord Carlisle Regional School District Campus), the funds so borrowed to be expended for engineering design and legal services; hearings; permits and other approvals; material, construction, and installation specifications; bid preparation; materials purchase; construction and installation services; control systems; and distribution and expansions, upgrades and improvements, and to be repaid in the first instance from revenues of the Concord Municipal Light Plant, or take any other action relative thereto.

# Task Force Charge

ARTICLE 33:  
Solar Expansion

- Create a *Plan and Schedule* to meet Concord's Climate Action Targets in Solar Energy
- “It is recommended that the task force identify at least one site for solar installation that can be done quickly to demonstrate feasibility and build momentum.”

# Plan Updates

ARTICLE 33:  
Solar Expansion

- Financials Point to Ground Mount Systems

	20yr Life ¢/kWh	30yr Life ¢/kWh
Wholesale Value Solar Electricity	11.21	11.45
<b>Costs to Produce Solar Energy</b>		
Ground Mount .5MW	11.30	10.43
Roof Mount .5MW	17.26	15.67

- Parking Canopies – 40% more than Roof Mount

# Ground Mount Sites

ARTICLE 33:  
Solar Expansion

## Town Owned

- Landfill – 1.5MW
- CCHS drainage basin .5MW
- Wastewater Treatment filter beds – 2MW
- Amendolia Land – 1MW

## High Potential

- 2229 Main St – 2MW
- MCI Concord - 2MW

# Warrant Article Components

ARTICLE 33:  
Solar Expansion

- 3 high potential solar sites identified
- Control System and Battery Storage
  - Protect grid from intermittent solar overload
  - Structure grid to support future solar growth
  - Advance MA ‘Clean Peak’ framework
  - Peak reductions translate to lower CMLP expense

# Sites in Warrant

ARTICLE 33:  
Solar Expansion

- Former Landfill
  - Remaining area estimated at 1.55MW
- CCHS Campus
  - Ground Mount across from Beede
  - CCHS roof, recommended by Campus Advisory Committee (2018)

# Original Cost Structure

ARTICLE 33:  
Solar Expansion

<b>Warrant Summary</b>		
<b>Project Component</b>	<b>Model Est</b>	<b>Project Total</b>
Landfill Solar	\$ 3,179,050	\$ 3,179,050
CCHS Ground Mount	\$ 760,064	\$ 760,064
CCHS Roof Mount	\$ 1,238,920	\$ 1,238,920
Control & Monitoring	\$ 600,000	\$ 600,000
Battery (Tesla base price benchmark)	\$ 2,188,750	\$ 2,845,375

<b>Warrant Calculated</b>		<b>\$ 8,623,409</b>
<b>Contingency</b>	<b>6.7%</b>	<b>\$ 576,591</b>
<b>Warrant Request</b>		<b>\$ 9,200,000</b>

# Updated Financials

ARTICLE 33:  
Solar Expansion

- Feasibility studies for solar sites not yet underway
- No Solar to be moved at TM
- Funding Elements
  - Battery, purchase and installation
  - Management & Control System, prelim funding only
- Final motion amount reflects only these confirmed project components

# Revised Article Items

ARTICLE 33:  
Solar Expansion

<b>Warrant Summary</b>		
<b>Project Component</b>	<b>Model Est</b>	<b>Project Total</b>
Landfill Solar	<del>\$ 3,179,050</del>	<del>\$ 3,179,050</del>
CCHS Ground Mount	<del>\$ 760,064</del>	<del>\$ 760,064</del>
CCHS Roof Mount	<del>\$ 1,238,920</del>	<del>\$ 1,238,920</del>
Control & Monitoring	<del>\$ 600,000</del>	\$ 100,000
Battery (Tesla base price benchmark)	\$ 2,160,140	\$ 2,700,175

<b>Warrant Calculated</b>		<b>\$ 2,800,175</b>
<b>Contingency</b>	<b>7.11%</b>	<b>\$ 199,825</b>
<b>Warrant Request</b>		<b>\$ 3,000,000</b>

# Funding Model

ARTICLE 33:  
Solar Expansion

- Bonding Authority
  - BAN for full acquisition/construction costs
  - IRA rebate (25.5%) issued by DOE/IRS, followed by bond issuance for the balance
  - Term 15yr, Interest rate 4.0%
- Bond payments carried in CMLP budget
- Budget Approval by the Light Board

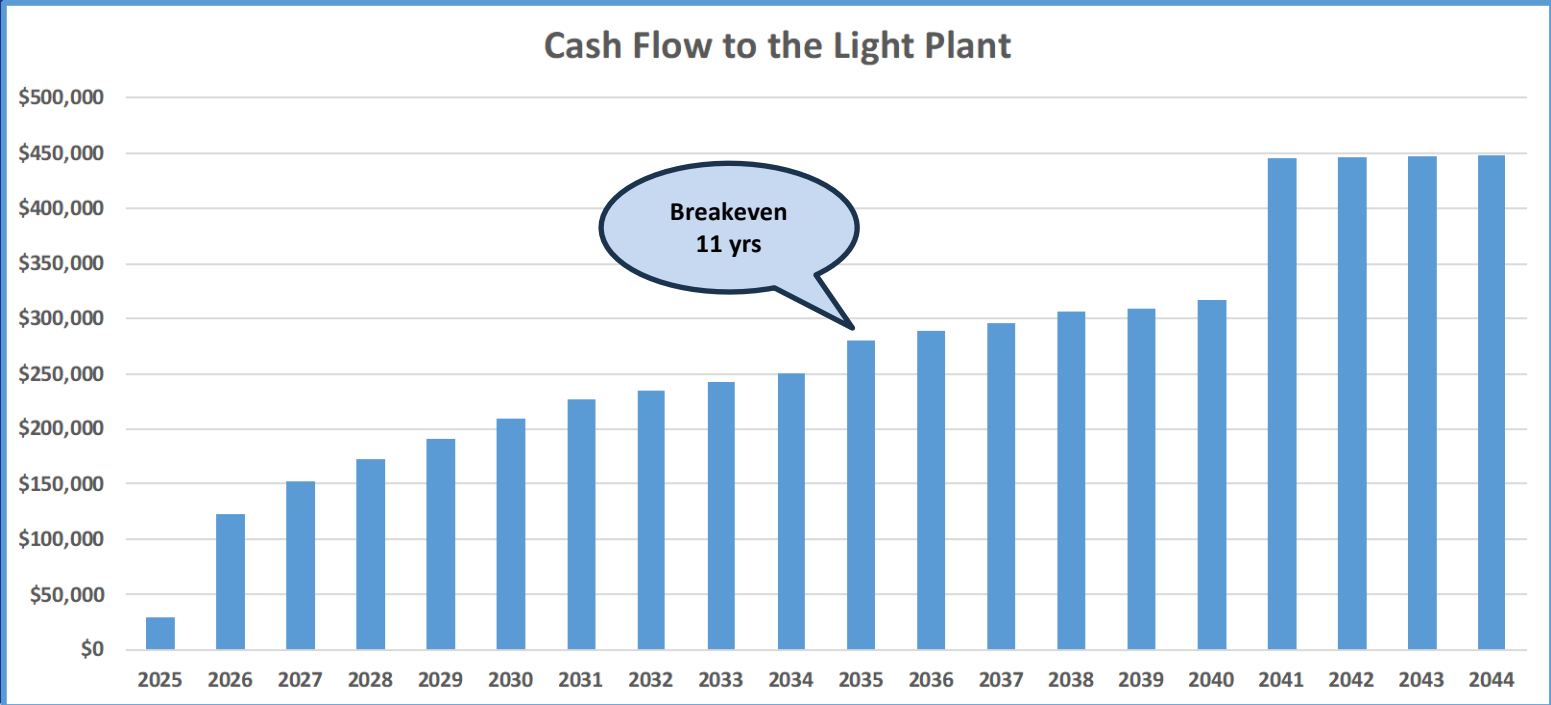
# Industrial Battery

ARTICLE 33:  
Solar Expansion



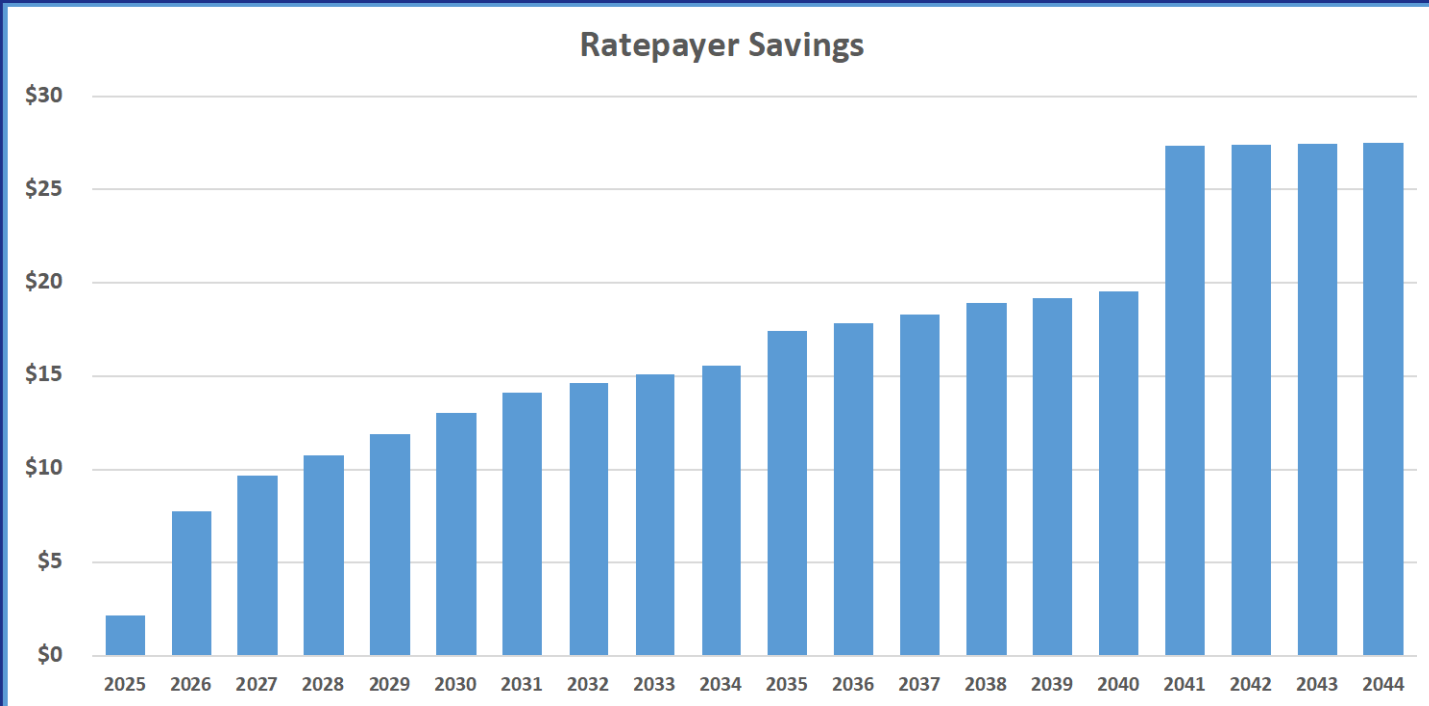
# Budget Financials

ARTICLE 33:  
Solar Expansion



# Ratepayer Impact

ARTICLE 33:  
Solar Expansion



# Funding Model

ARTICLE 33:  
Solar Expansion

- Light Plant budget elements
  - Debt service budgeted as an annual expense
  - Savings applied to operating budgets
- No impact on Town Budget process or levy
- Ratepayer impacts anticipated positive throughout life of equipment

# Article Text

## ARTICLE 33: Solar Expansion

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**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**2F**

## **Finance Committee Annual Town Meeting Public Hearing**

Article 40 – Community Preservation Appropriation  
Recommendations

**Requested by: Finance Committee**

**Action Sought: To hear update**

### **Proposed Motion(s)**

Discussion Dependent

### **Additional Information**

This article authorizes the appropriation of funds from the Community Preservation Fund for the completion of specific projects as listed in the above chart and allowed under the Community Preservation Act. These projects will expend a total of \$1,878,320 (with \$533,500 for Community Housing, \$253,717 for Open Space, \$487,917 for Recreation, \$556,686 for Historic Preservation, and \$46,500 for Administration). The estimated total available for appropriation at 2024 Annual Town Meeting is \$2,583,404. Therefore, \$455,084 will remain in CPC Undesignated Funds and \$250,000 will remain in Open Space Reserve Funds. Town Meeting may reduce or reject but may not increase the appropriation from the Community Preservation Fund for any item proposed by the Committee.

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>



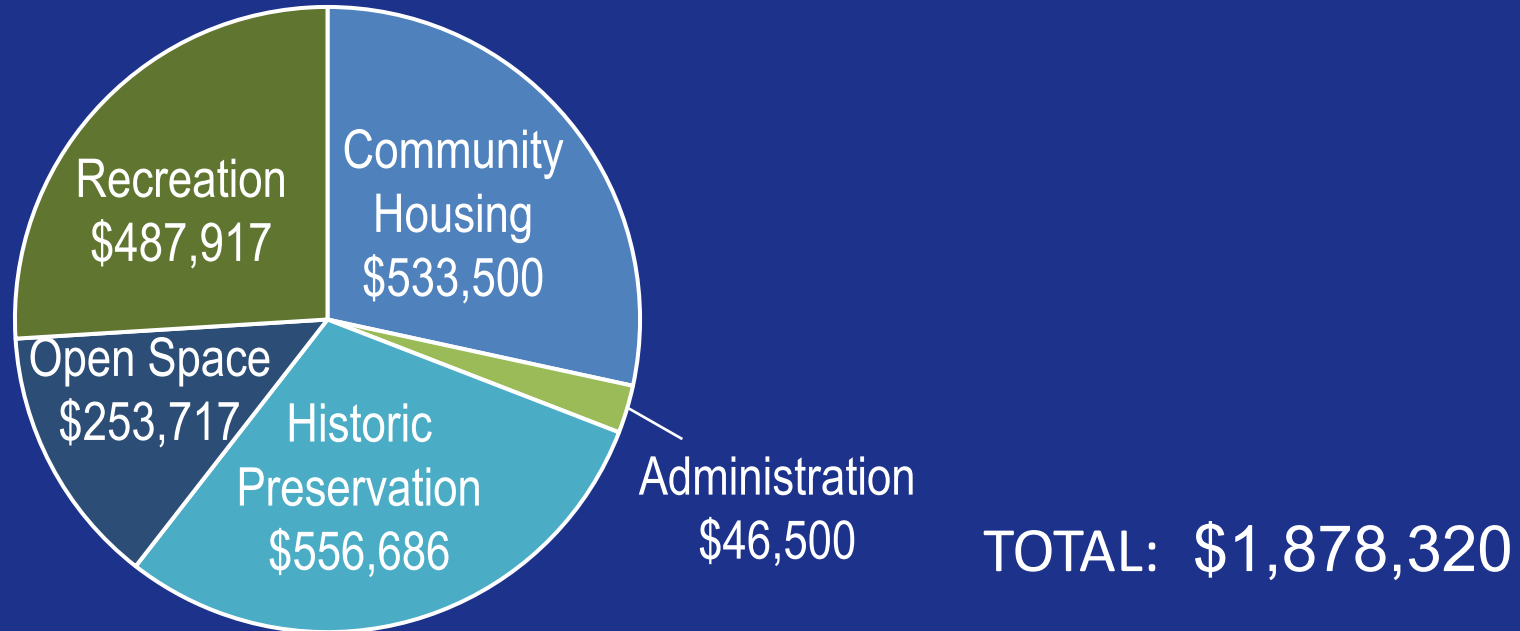
# **Finance Committee Public Hearing March 19, 2024**

## **ARTICLE 40. Community Preservation Act Appropriation Recommendations**



## Article 40: CPC Appropriations

### Total Recommended Funding by CPA Category



## Concord Municipal Affordable Housing Trust

Support the development of affordable SHI-eligible housing units and the implementation of the FY2023-FY2028 Housing Production Plan in coordination with Concord Housing Roundtable partners.

Recommended Funding: \$500,000

Category: Community Housing

Applicants: Concord Municipal Affordable Housing Trust & Town of Concord



## **Regional Housing Services Program**

Support the Town of Concord's membership in the Regional Housing Services Program, an inter-municipal program providing professional housing services to develop and monitor Concord's affordable housing programs.

Recommended Funding: \$33,500

Category: Housing

Applicant: Town of Concord

## Assabet River Bridge Trail Design & Permitting

Support the design and permitting phase of a multi-use bridge over the Assabet River in West Concord, connecting the regional Bruce Freeman Rail Trail and existing trails on the west side of the river with planned trails on the east side of the river.

Recommended Funding: \$200,000  
Categories: Open Space & Recreation  
Applicant: Town of Concord



## Hillcrest Conservation Land Steps Replacement

Survey, design and develop cost estimates for replacing the steps used to access Hillcrest Conservation Land from Hillcrest Drive that are currently degraded and unsafe.

Recommended Funding: \$72,500

Categories: Open Space & Recreation

Applicants: Town of Concord & the Friends of Kennedy's Pond



## White Pond A-Pod Program

Continue water quality improvement efforts at White Pond by purchasing two Sentinel A-Pods and contracting for their operations, and for water quality inspections.

Recommended Funding: \$30,000  
Categories: Open Space & Recreation  
Applicant: Town of Concord



## 250 Trees for the 250<sup>th</sup> Initiative

Plan and fund the commemorative planting of 250 trees by Concord Public Works in celebration of the 250<sup>th</sup> anniversary of the Battle of Concord.

Recommended Funding: \$125,000

Categories: Open Space, Recreation & Historic Preservation

Applicant: Concord250 Permanent Memorials Subcommittee



## Heywood Meadow Wall Restoration

Restore a 50-foot section of failing stone wall along Heywood Street.

Recommended Funding: \$60,800

Category: Open Space

Applicant: Town of Concord & Heywood Meadow Stewardship Committee



## Bruce Freeman Rail Trail – Concord Prison Cemetery – Naming the Unnamed

Memorialize the 217 men buried in the Concord Reformatory Cemetery by creating a contemplative sitting area and informational panel on the Bruce Freeman Rail Trail right of way.

Recommended Funding: \$45,000

Category: Recreation

Applicant: Concord Prison Outreach



## Athletic Fields – Concord Middle School

Support the replacement of Concord Middle School athletic fields in connection with the ongoing middle school building project by offsetting the need to borrow funds previously approved at Concord Town Meeting to fund the project in full.

Recommended Funding: \$250,000

Category: Recreation

Applicant: Concord Public Schools



## Concord Art Association Historic Structure Preservation at 37 Lexington Road

Preserve the historic structure at 37 Lexington Road by installing a sprinkler system, repointing a chimney, and rehabilitating interior spaces and finishes (studio ceiling, bathroom floor, and studio wall).

Recommended Funding: \$173,833  
Category: Historic Preservation  
Applicant: Concord Art Association



## Ventilation, Air Conditioning, Painting and Roof Repair at 51 Walden Street

Preserve the historic structure at 51 Walden Street by installing a mechanical ventilation system and air conditioning, painting the exterior of the building, and repairing the roof.

Recommended Funding: \$195,000  
Category: Historic Preservation  
Applicant: 51 Walden, Inc.



## Concord Historic Preservation Survey of Reported Pre-1775 Structures

Hire a historic preservation consultant to conduct survey work on Concord's pre-1775 structures to inform preservation decisions, interpretive programming & heritage tourism.



Recommended Funding: \$50,000

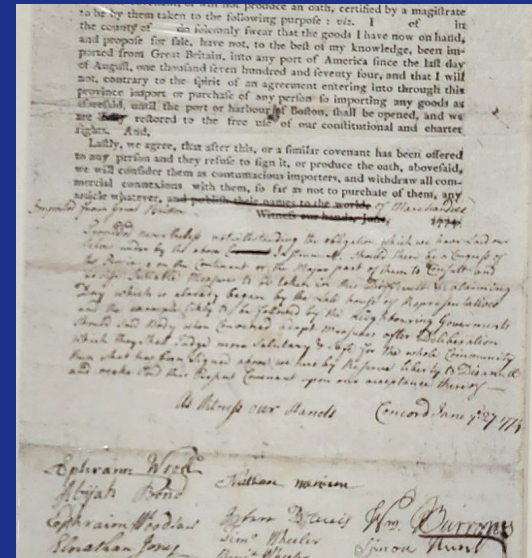
Category: Historic Preservation

Applicants: Town of Concord &  
Concord Historical Commission

## Preservation and Reproduction of Historic Town Documents

Provide for the conservation treatment, digitization and print reproduction of two historic documents: a broadside of the Declaration of Independence (1776) and the Non-Importation Covenant (June 27, 1774).

Recommended Funding: \$8,000  
Category: Historic Preservation  
Applicant: Town of Concord



## The Robbins House: Ongoing Preservation Needs

Preserve the Robbins House by replacing a gutter and trim, staining exterior, restoring windows, installing storms, rebuilding a walkway, and reinforcing a joist.

Recommended Funding: \$30,687

Category: Historic Preservation

Applicant: The Robbins House



## Concord Scout House Floor Restoration Project

Replace the floor of the Concord Scout House hall with materials to match the existing floor.

Recommended Funding: \$35,000  
Category: Historic Preservation  
Applicant: Concord Scout House



## Cemetery Metal Structures Assessment

Hire consultants to evaluate metal structures in Concord's three historic cemeteries: Old Hill Burying Ground, South Burying Ground and Sleepy Hollow Cemetery. The project will assess needs and costs for repair, restoration and replacement of metal structures.

Recommended Funding: \$22,500

Category: Historic Preservation

Applicant: Town of Concord



## **CPC Staff & Technical Support**

Funding for staff support; legal, technical and consulting services; supplies and associated administrative requirements including legal ads, copying, etc.; funding to purchase CPA signage; and other administrative expenses.

Recommended Funding: \$46,500

Category: Administration

Applicant: Town of Concord

# ARTICLE 40: CPC Appropriation



Questions?



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**3**

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# **Finance Committee Annual Town Meeting Public Hearing**

Close Public Hearing

**Requested by: FC Chair Parashar Patel**

**Action Sought: Close Hearing**

### **Proposed Motion(s)**

MOVE that the Finance Committee close their Annual Town Meeting Public Hearing #2

### **Additional Information**

The Finance Committee is the principal financial advisor to the Town Meeting. It is a deliberative rather than a decision-making body. Finance Committee responsibilities are set forth in state law (Massachusetts General Law Chapter 39, §16), a Town Bylaw (1921) and standing votes of the Town Meeting (1976 and 2011).

One of the Committee's Operations is conducting public hearings on finance-related warrant articles before Annual and Special Town Meetings. Tonight, is the first of three public hearing prior to the 2024 Annual Town Meeting

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**4**

## **Finance Committee Annual Town Meeting Public Hearing**

Discussion and Potentially Vote on Articles Presented this  
Evening

**Requested by: FC Chair Parashar Patel**

**Action Sought: Close Hearing**

### **Proposed Motion(s)**

MOVE that the Finance Committee vote  
(affirmative/dissenting/no action) on Article # \_\_\_\_\_

### **Additional Information**

The Finance Committee will discuss the Warrant Articles presented this evening and may, at their discretion, choose to either vote (affirmative/dissenting/no action) on those articles.

Attached is a "tally sheet" for both the Finance Committee and the Select Board.

### **Board Action**

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

**2024 ANNUAL TOWN MEETING**

<b>Article #</b>	<b>Article Name</b>	<b>Sponsor</b>	<b>Select Board Recommendation</b>	<b>Fin Com Recommendation</b>
1	Choose Town Officers	Select Board	N/A	N/A
2	Hear Reports	Select Board	N/A	N/A
3	Meeting Procedure	Finance Committee	Affirm. Action – 5-0-0	Affirm. Action
4	Ratify Personnel Board Classification Actions	Personnel Board	Affirm. Action – 5-0-0	
5	Ratify Personnel Board Classification & Compensation Plan	Personnel Board	Affirm. Action – 5-0-0	
6	Personnel Bylaw Amendments	Personnel Board	Affirm. Action – 5-0-0	
7	Fiscal Year 2024 Budget Line Item Adjustments	Chief Financial Officer	Report at Town Meeting – 5-0-0	No vote taken at this time
8	Fiscal Year 2025 Town Budget	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
9	Capital Improvement & Debt Plan	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
10	OPEB Trust Fund Appropriation	Chief Financial Officer	Affirm. Action – 5-0-0	Affirm. Action
11	OPEB Trust Fund Expense	Chief Financial Officer	Affirm. Action – 5-0-0	Affirm. Action
12	Appropriation to the Opioid Prevention Programs Fund	Chief Financial Officer	Affirm. Action – 5-0-0	Affirm. Action
13	Funding Public Safety during the Concord250 Celebrations in 2025 Commemorating the Beginning of the American Revolution, April 19, 1775	Concord 2025 Executive Committee		
14	Use of Free Cash	Finance Committee	No vote taken at this time	No vote taken at this time
15	Establish a Permanent Senior Means Tested Property Tax Exemption	Board of Assessors		
16	Create Stormwater Enterprise Fund	Public Works Commission		
17	Nagog Pond Improvements and PFAS Mitigation	Public Works Commission		

18	Select Board to Accept Easements	Public Works Commission	Affirm. Action – 5-0-0	
19	Minuteman Regional Technical High School District Budget	Minuteman Regional School Committee		
20	Concord-Carlisle Regional School District Budget	Concord-Carlisle Regional School Committee	No vote taken at this time	No vote taken at this time
21	Amenities Building at Concord-Carlisle High School	Concord-Carlisle Regional School Committee	Article not to be moved	No vote taken at this time
22	Authorize New Middle School Naming – Name the New Concord Middle School Ellen Garrison Middle School	DEI Commission	Affirm. Action – 4-1-0	
23	Concord Public Schools Operating Budget	Concord Public School Committee	Affirm. Action – 5-0-0	Affirm. Action
24	Concord Public Schools Capital Budget	Concord Public School Committee		No vote taken at this time
25	Appropriation to Middle School Stabilization Fund	Finance Committee		No vote taken at this time
26	Town Meeting Study Committee	Town Moderator	Affirm. Action – 5-0-0	
27	Citizen Petition: Town Meeting Voting Reform	Dinos Gonatas	No Action – 5-0-0	
28	Citizen Petition: Remote Participation at Annual and Special Town Meetings	Scott Gillis, Mark Martines, David Allen, & David Karr	Affirm. Action – 3-1-1	
29	Citizen Petition: Use of Hand-Held Electronic Voting at Town Meetings	Scott Gillis & Mark Martines	Tabled to subsequent meeting	
30	Authorize Select Board to Petition for Changes to Previously Approved Home Rule Petition regarding a Check Out Bag Charge	Agriculture Committee	Affirm. Action – 5-0-0	
31	Update Town Goals to Meet the Climate Challenge	Climate Action Committee	Affirm. Action – 5-0-0	

32	Fossil Fuel-Free Demonstration: Bylaw Amendments for Program Participation	Select Board	Affirm. Action – 5-0-0	
33	In-Town Solar Expansion	Solar Implementation Task Force		
34	Zoning Bylaw Amendment: Zoning Map & MBTA Communities Multi-Family Overlay District	Planning Board	Affirm. Action – 5-0-0	
35	Zoning Bylaw Amendment: Two-Family Dwelling Unit in Residence B Zoning District	Planning Board	Affirm. Action – 5-0-0	
36	Zoning Bylaw Amendment: Floodplain Conservancy District	Planning Board	Affirm. Action – 5-0-0	
37	Zoning Bylaw Amendment: General Housekeeping – Multiple Sections	Planning Board	Affirm. Action – 5-0-0	
38	Citizen Petition: Citizen Support for a New Cell Tower Located at the Landfill at 755 Walden Street	Alisha Boyajian	Tabled to subsequent meeting	
39	Citizen Petition: Citizen Support for a New Cell Tower Located at the Public Works Parcel on Keyes Road	Alisha Boyajian	Tabled to subsequent meeting	
40	Community Preservation Appropriation Recommendations	Community Preservation Committee		
41	Authorize a Task Force to Review and Update the Charges, Policies, and Protocols of the Historic Districts Commission and the	DEI Commission	To be withdrawn	

	Historical Commission			
42	Tourist Bylaw Amendments	Select Board	Affirm. Action – 5-0-0	
43	Amend Departmental Revolving Funds Bylaw	Town Manager		
44	Authorize Expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E1/2	Town Manager		
45	Light Plant Expenditures and Payment in Lieu of Taxes	Town Manager		
46	Solid Waste Disposal Fund Expenditures	Town Manager		
47	Sewer System Expenditures	Town Manager		
48	Sewer Improvement Fund Expenditures	Town Manager		
49	Water System Expenditures	Town Manager		
50	Authorize Expenditure from PEG Access & Cable-Related Fund	Town Manager		
51	Beede Swim and Fitness Center Enterprise Fund Expenditures	Town Manager		
52	Unpaid Bills	Chief Financial Officer		
53	Debt Rescission	Chief Financial Officer		



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**5**

## Correspondence

Mail, letters, emails, presentation, etc.

**Requested by: Chief Financial Officer**

**Action Sought: to provide update**

### Proposed Motion(s)

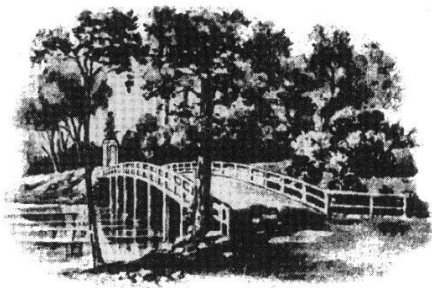
None anticipated.

### Additional Information

Since the last Finance Committee meeting, the Chair has received a memorandum from Concord Municipal Affordable Housing Trust chair Keith Bergman, supported by Concord Housing Roundtable partners, urging the Finance Committee to vote favorable action on 2024 Annual Town Meeting Article 40 – Community Preservation Appropriation Recommendations.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>



OLD NORTH BRIDGE

## TOWN OF CONCORD

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

**To:** Finance Committee c/o chair Parashar Patel  
**From:** Concord Municipal Affordable Housing Trust c/o chair Keith Bergman  
**cc:** Concord Housing Roundtable partners (SB, CPC, PB, CHA, CHDC, CHF)  
**Date:** March 17, 2024  
**SUBJ:** Housing boards support 2024 ATM Article 40, FY 2025 CPA Appropriations

As the chairs of the Concord Municipal Affordable Housing Trust, Concord Housing Authority, Concord Housing Development Corporation, and Concord Housing Foundation wrote in a recent [joint letter to the editor](#) of The Concord Bridge,<sup>1</sup> we urge the Finance Committee's favorable action on April 29, 2024 Annual Town Meeting Article 40, the Community Preservation Committee's FY 2025 Appropriation Recommendations.

Article 40 includes \$500,000 for CMAHT to continue to advance Housing Production Plan priority projects as they become ready to proceed. Units created with these funds would be affordable at up to 80% of AMI, and countable on the Town's SHI. We are also grateful for 2023 Town Meeting's transfer of \$2,044,255.76 in Town and FY 2024 CPA funds, which the Trust is putting to work—see attached CMAHT fund balance summary-- with grants to CHDC and CHA Local Properties LLC, a forthcoming funding application from NOVO Riverside Commons LLC, and to be able to help fund future projects.<sup>2</sup> The Town and the housing boards are also pursuing passage of a real estate transfer fee to fund the Trust, including the version in Governor Healey's Affordable Homes Act, [H. 4138](#), which was recently reported out favorably by the Legislature's Joint Committee on Housing.

Other Article 40 projects we also support include (1) \$33,500 for the Town's continued participation in the Regional Housing Services Office, which provides professional support to Concord in developing and administering our affordable housing programs; and (2) \$200,000 for the Assabet River Bridge design and permitting project, which will leverage some \$8 million in state and federal funds for this proposed extension of the Bruce Freeman Rail Trail across the Assabet to link the Concord Meadows Corporate Center—including the NOVO Riverside Commons 40B-- with West Concord MBTA commuter rail station and village.

Thanks very much for your consideration and support of affordable housing in Concord.

Enclosure

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<sup>1</sup> The joint letter to the editor was signed by CMAHT chair Keith Bergman, CHA chair Stephanie Chrobak, CHDC chair Lee Smith, and CHF president Frank "Rich" Feeley.

<sup>2</sup> Thus far in FY 2024, CMAHT has awarded grants to CHDC for its buy down program (\$266,120) and small grant program (\$50,000); to CHA Local Properties LLC for its property acquisition program (\$400,000); and, on March 26<sup>th</sup>, will act on NOVO's application for \$392,285 for the sewer improvement fee for its 51 affordable units. Future projects include CHDC's development of Assabet River Bluff and Junction Village, additional property acquisitions by CHA, and Town acquisition and development of surplus state properties.

**CONCORD MUNICIPAL AFFORDABLE HOUSING TRUST FUND, 3/11/2024 - DRAFT FOR REVIEW**

**FUND ACTIVITY BY DATE**

<i>Date</i>	<i>By</i>	<i>Purpose</i>	<i>Applicant</i>	<i>Amount</i>	<i>Balance</i>	<i>Status</i>
<b><u>CONCORD SELECT BOARD</u></b>						
<b>7/1/2019</b>	<b>Town Meeting</b>	<b>2019 ATM, Article 23</b>		<b>\$ 500,000.00</b>	<b>\$ 500,000.00</b>	<b>appropriation</b>
7/1/2019	Select Board	930 Main St - Assist in purchase (2 units)	CHDC	(150,000.00)	350,000.00	SHI 1/1/2022
7/29/2019	Select Board	Gerow - Design feasibility (1 unit)	CHA	(50,000.00)	300,000.00	
<b>9/13/2020</b>	<b>Town Meeting</b>	<b>2020 ATM, Article 14</b>		<b>500,000.00</b>	<b>800,000.00</b>	<b>appropriation</b>
<b>1/4/2021</b>	<b>Select Board</b>	<b>Gift of Eric Green &amp; Carmin Reiss to AHTF</b>		<b>25,000.00</b>	<b>825,000.00</b>	<b>donation</b>
2/22/2021	Select Board	Emerson Annex - Preserve 1 unit	Town	(100,000.00)	725,000.00	completed
6/1/2021	Select Board	100 Elm Brook Buydown - Create 1 SHI unit	CHDC	(570,000.00)	155,000.00	committed
<b>7/1/2021</b>	<b>Town Meeting</b>	<b>2021 ATM, Article 17</b>		<b>500,000.00</b>	<b>655,000.00</b>	<b>appropriation</b>
11/22/2021	Select Board	Emerson Annex - return unused balance	Town	5,000.00	660,000.00	returned to article
<b><u>CONCORD MUNICIPAL AFFORDABLE HOUSING TRUST (CMAHT)</u></b>						
12/6/2021	Select Board	Transfer fund balances to CMAHT fund			\$ 660,000.00	
12/16/2021	CMAHT	Assabet River Bluff land - deposit	CHDC	\$ (50,000.00)	610,000.00	
1/3/2022	Select Board	100 Elm Brook Buydown - decommit	CHDC	570,000.00	1,180,000.00	decommitted
1/6/2022	CMAHT	Assabet River Bluff property for 5 SHI units	CHDC	(600,000.00)	580,000.00	
<b>7/1/2022</b>	<b>Town Meeting</b>	<b>2022 ATM, Article 24</b>		<b>500,000.00</b>	<b>1,080,000.00</b>	<b>appropriation</b>
10/4/2022	CMAHT	Christopher Heights 83 SHI units	CHDC	(1,000,000.00)	80,000.00	committed
10/25/2022	CMAHT	Christopher Heights 83 SHI units - decommit	CHDC	1,000,000.00	1,080,000.00	decommitted
<b>2/22/2023</b>	<b>Town Finance Dep't</b>	<b>Accumulated interest through 2-22-2023</b>		<b>12,472.85</b>	<b>1,092,472.85</b>	<b>interest</b>
4/18/2023	CMAHT	135 Baker Ave - buy down 1 unit - by 7/6/23	RHSO	(38,000.00)	1,054,472.85	
<b>4/30/2023</b>	<b>Town Meeting</b>	<b>2023 ATM, Article 29 Town transfer</b>		<b>1,000,000.00</b>	<b>2,054,472.85</b>	<b>transfer</b>
<b>5/26/2023</b>	<b>Town Finance Dep't</b>	<b>Resale fee: 127 Old Bedford Rd, #1</b>		<b>6,280.00</b>	<b>2,060,752.85</b>	<b>RHSO resale fee</b>
<b>6/20/2023</b>	<b>CPA grant agreement</b>	<b>2023 ATM, Article 28 CPA fund transfer</b>		<b>1,044,255.76</b>	<b>3,105,008.61</b>	<b>transfer</b>
<b>6/26/2023</b>	<b>Town Finance Dep't</b>	<b>Incremental interest through 6-26-2023</b>		<b>18,131.74</b>	<b>3,123,140.35</b>	<b>interest</b>
11/7/2023	CMAHT	CHDC Small Grant Program	CHDC	(50,000.00)	3,073,140.35	non-CPA funding
11/21/2023	CMAHT	CHA LLC Property Acquisition Program	CHA LLC	(400,000.00)	2,673,140.35	CPA funding
12/5/2023	CMAHT	CHDC Buy Down Program	CHDC	(266,120.00)	2,407,020.35	CPA funding
<b>1/28/2024</b>	<b>Town Finance Dep't</b>	<b>Incremental interest through 1-28-2024</b>		<b>22,819.75</b>	<b>2,429,840.10</b>	<b>interest</b>
<i>3/11/2024</i>	<i>CMAHT invited NOVO 40B to apply for sewer improvement fee for 51 affordable units</i>			<i>(392,285.00)</i>	<i>2,037,555.10</i>	<i>CPA, Town funds</i>
<b>UNCOMMITTED BALANCE</b>					<b>\$ 2,037,555.10</b>	

**PROGRAMMATIC SUMMARY**

**CMAHT 3/11/2024 - DRAFT FOR REVIEW**

**SHI**

*Non-CPA Funding*

*CPA Funding*

*Total Funding*

**REVENUES**

**REVENUES BY FUNDING SOURCE**

2019 ATM, Article 23		\$ 500,000.00		\$ 500,000.00
2020 ATM, Article 14		500,000.00		500,000.00
Donation to AHTF		25,000.00		25,000.00
2021 ATM, Article 17		500,000.00		500,000.00
2022 ATM, Article 24		500,000.00		500,000.00
Accumulated interest through 2-22-2023		12,472.85		12,472.85
2023 ATM, Article 29 Town transfer		1,000,000.00		1,000,000.00
Resale fee: 127 Old Bedford Rd, #1		6,280.00		6,280.00
2023 ATM, Article 28 CPA fund transfer		-	\$ 1,044,255.76	1,044,255.76
Incremental interest through 6-26-2023		18,131.74		18,131.74
Incremental interest through 1-28-2024		22,819.75		22,819.75
<b>Total</b>		<b>\$ 3,084,704.34</b>	<b>\$ 1,044,255.76</b>	<b>\$ 4,128,960.10</b>

**FUNDS COMMITTED**

**FUNDS COMMITTED BY PROJECT**

930 Main St - Assist in purchase (2 units)	<b>2</b>	CHDC	\$ (150,000.00)		\$ (150,000.00)
Gerow - Design feasibility (1 unit)	<b>1</b>	CHA	(50,000.00)		(50,000.00)
Emerson Annex - Preserve 1 unit	<b>1</b>	Town	(95,000.00)		(95,000.00)
Assabet River Bluff property for 5 SHI units	<b>5</b>	CHDC	(650,000.00)		(650,000.00)
135 Baker Ave - buy down 1 unit - by 7/6/23	<b>1</b>	RHSO	(38,000.00)		(38,000.00)
CHDC Small Grant Program	<b>0</b>	CHDC	(50,000.00)		(50,000.00)
CHA LLC Property Acquisition Program	<b>1</b>	CHA	-	(400,000.00)	(400,000.00)
CHDC Buy Down Program	<b>1</b>	CHDC		(266,120.00)	(266,120.00)
<i>invited: NOVO affordables' sewer improvement fee</i>	<b>51</b>	<i>NOVO</i>	<i>(14,149.24)</i>	<i>(378,135.76)</i>	<i>(392,285.00)</i>
<b>Total</b>	<b>63</b>		<b>\$ (1,047,149.24)</b>	<b>\$ (1,044,255.76)</b>	<b>\$ (2,091,405.00)</b>

**UNCOMMITTED BALANCE**

**\$ 2,037,555.10    \$ -    \$ 2,037,555.10**



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 19, 2024**

**6**

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## Minutes

Approve minutes of March 7, 2024, and March 14, 2024

**Requested by: Dee Ortner, Clerk**

**Action Sought: Seek Approval**

### Proposed Motion(s)

None anticipated.

### Additional Information

Attached are the Finance Committee meeting minutes from March 7, 2024 & March 14, 2024.

### Board Action

<i>Motion</i>	<i>Second</i>	<i>In favor</i>	<i>Opposed</i>	<i>Disposition</i>

**Town of Concord  
Public Hearing #1  
Meeting of the Finance Committee  
Minutes of Meeting – March 7, 2024  
Hybrid Meeting**

**Members Present:** Suresh Bhatia (7:05pm), Peggy Briggs, Eric Dahlberg, John Garofalo, Greg Guarriello, Don Kupka, Lyndsey Lis, Dee Ortner, Parashar Patel, Karlen Reed, Chris Reynolds, Lois Wasoff.

**Members Absent:** Kathy Cuocolo, Amrith Kumar and Quazi Sadruzzaman.

**Others Attending:** Anthony M. Ansaldi, Jr. (CFO), Kerry Lafleur (Town Manager), Elizabeth Rourke (Assistant CFO), Carmen Reiss (Town Moderator), Terri Ackerman (Select Board)

**Item 1: Call to Order of the Finance Committee by Mr. Patel at 7:00PM**

**Item 2: Finance Committee Annual Town Meeting Public Hearing**

Mr. Patel gave a brief overview of the three public hearings this month. Mr. Ansaldi provided several slides (also provided in Finance Committee packets) to give some context for the public hearings.

**Article 3: Meeting Procedure**

Mr. Patel moves that the Town adopt a “Rule of the Meeting” resolution as printed in the handout applicable to this Article. The purpose of this article is to hold spending within the constraints of those rules. This is a routine article adopted since 1992, all appropriation articles will remain open and may be amended until the meeting adjourns. Appropriations – any motion to increase any spending must specify the amount of increase and the source of funding.

**Article 7: Fiscal Year 2024 Budget Line-Item Adjustments**

Ms. Lafleur stated if this article is needed it would seek town meeting approval to make certain that line-item adjustments to the fiscal 24 budget would be approved under Article 9 of the 2023 Annual Town Meeting. The motion would state that the total of the adjustment would note that this action would only transfer funding between lines, thus keeping the total bottom line at the same original appropriation.

**Article 8: Fiscal Year 2025 Town Budget**

Ms. Lafleur requested that the Town’s FY25 budget request is \$59,674,465 for the operation of town departments and joint accounts. The recommended budget meets the Finance Committee guidelines and for the first time since the covid pandemic does not anticipate carrying forward any prior funding appropriation to close the budget gap.

Select Board Member Question:

- Ms. Ackerman asked about the \$500,000 error? The Town Manager Lafleur explained because of timing it was booked against general government and still is. The Town is working on this rectifying this matter.
- Ms. Ackerman asked if we will know the answer by Town Meeting? Ms. Lafleur responded that only if action is required at the Town Meeting.

## **Article 9: Capital Improvement & Debt Plan**

This Article requests that town meeting appropriate funds and authorize debt for the FY25 Capital Improvement Plan as printed in the warrant. The Town separates its capital spending into three categories. Spending authorization sought for Tiers 1 and 2 are included in this article; no request for Tier 3 funding is anticipated. Tier 1 spending is funded through an outlay of cash, while Tier 2 funding is funded through the issuance of debt. Total request for Tier one is \$2,180,000. The Proposed plan requests \$268,000 for capital items for divisions under the general government, and finance cost centers, all of which are earmarked for technology, including replacement of approximately 25% of our laptop computers. Additional products include security improvements to purchase a suite of cybersecurity, hardware, and software to better protect the town's assets and data.

The plan also includes \$120,000 for the Department of Planning and Land Management to replace one vehicle and purchase an additional vehicle for that fleet. Currently four inspection staff members share two vehicles and adding a third vehicle will assist with transportation to inspections. \$20,000 in Natural Resources, of which \$10,000 thousand dollars is for conservation and land improvements and \$10,000 for pond and stream management. And, \$1,500 for Human Services to support the replacement of public use computers at the library and upgrade other technology. The budget also includes funding for an electric vehicle to replace our Veterans aging 2002 vehicle.

For the Public safety cost center \$509,700 is proposed for replacement vehicles and equipment. In FY25 the town intends to replace police tasers, cruiser laptops and 3 marked vehicles. \$90,500 is being allocated to purchase and replace fire safety equipment and vehicles including the programmed replacement for firefighter turnout gear in the amount of \$1,129,300.

A total of \$1,129,300 is included in the plan for the Public Works cost center, of which \$461,100 is proposed for maintenance of roads and bridges. Another \$186,000 is allocated to the Tier 1 completion of the new tree inventory and additional tree plantings. Additional information on all spending will be included in the FY25 budget book.

The total request for Tier 2 Debt Finance projects is \$4.1 Million, in compliance with the town's capital spending policy. \$350,000 set aside to upgrade the Public Safety records management system, the software associated with that program and \$418,200 for communications systems upgrade. In FY25 a total of \$2,120,300 is being sought for the annual pavement management plan. Finally, in the current year plan the Town allocated funding for the design of an improved intersection at Main Street and Baker Ave.

Looking ahead, additional funding is needed toward the end of FY25 next year. The Town will advance a standalone Tier 3 warrant article requesting a significant financial commitment on a multi-year basis.

### Questions from FinCom:

- Mr. Kupka asked to point him toward any capital that's going toward the buildings. The Town Manager responded that such funding was not allocated for such in the FY25 plan for additional facilities' funding. Currently, the Town has enough to get started.
- Mr. Kupka's second question focused on the replacement of vehicles and how the Town handles the residual value of the old vehicles sold. Ms. Lafleur responded that when vehicles are traded, typically the vehicles tend to have minimum value.
- Mr. Dahlberg inquired about the \$2.1 Million spent on the roads and its impact on the PCI score. Mr. Cathcart responded that the PCI is a general measure for the entire

system. When we are not spending at a level to maintain roads, our recommendation is to try and improve. The last couple of years our score degraded from 68 to 66, meaning we are not spending the amount of money needed to recover. While we are spending money, we are not improving or getting back to where we need to be.

- Mr. Patel asked at what point those items go onto the 10-year plan. Ms. Lafleur responded that with our roads the Town needs a large chunk of money. Furthermore, the Town would like to incorporate the work that the transportation advisory committee and town staff are doing on the transportation plan so we can have a comprehensive request, which is expected to be in the capital plan beginning with the 10-year plan in FY26. Mr. Patel encouraged Ms. Lafleur to include all Tier 3 potential capital projects (i.e., public safety building, public works sites, etcetera) on the capital plan that is developed for FY26 (starting in September 2024).

#### Questions from public:

- Mark Gailus, Chair of the Transportation Advisor Committee, speaking on behalf of the Committee, is strongly supportive of all entities that constitutes the town getting together to figure out how to make the necessary investments.
- Wendy Rovelli thought that the equipment limit for Tier 1 was \$100,00 and in the Town Manager's presentation it is shown as \$250,000. When did the change in the amount occur? Ms. Lafleur responded that in the Capital Planning Task Force changing the amount to \$250,000 was deliberate and intentional. not necessarily approved by anybody but how we have to be able to manage Tier 2 funding.
- Ms. Rovelli's second question pertained to the stairs at Harvey Wheeler that still have not been repaired. She asked for a status update.
- Mr. Cathcart responded we have a consultant who's working on the design and moving to putting the design out for bid soon.
- Dean Banfield inquired if any participation from the State regarding the intersection Baker Avenue/Route 62 project is pending.
- Steve Dookran responded that technically this project is not part of a state highway and thus it is Town owned and maintained. Therefore, the State would not be participating in this project.

#### **Article 10: OPEB Trust Fund Appropriation**

This article seeks town meeting appropriation of the annual contribution to the town's other post-employment benefits trust fund for FY25. The Town of Concord was one of the first communities in the Commonwealth to establish an OPEB Trust Fund. In 2008 the State adopted a special act granting this fund. For FY25 a total of \$1,467,851 is requested to be appropriated across all major funds.

#### Questions from FinCom:

- Ms. Reynolds stated that she thought we were to be done with funding by 2030.
- Ms. Lafleur responded that there was an adjustment in the census due to a notable shift between teachers that are split between CCRSD and CPS.

#### Questions from public:

- Ms. Rovelli asked why the sewer and water fund didn't contribute to the OPEB and why is that?  
Ms. Lafleur replied that their OPEB liabilities are current.

### **Article 11: OPEB Trust Fund Expenses**

For FY25 the request is for an appropriation of up to \$275,000. \$25,000 will be used for the actuarial valuation and up to \$250,000 which can be used for investment and banking fees. This is standard investment and banking for investment fees under Massachusetts general law.

### **Article 12: Appropriation to the Opioid Prevention Programs Fund**

To seek Town Meeting approval to transfer from free cash the sum of \$76,870.49 of unspent Opioid settlement funds to the Opioid Prevention Program Special Revenue Fund. Based upon guidance from the Massachusetts Attorney General's office the town expects to receive approximately a total of \$661,463 through calendar year 2038. Acceptable Municipal use of the Funds, Opioid use Disorder Treatment, Support People in Treatment and Recovery, Connections to Care, Harm Reduction, Address the needs of Criminal-Justice-Involved Persons, Support Pregnant Parenting Women and their Families, Prevent Misuse of Opioids, and Implement Prevention Education. This is the first year Concord will start to use these funds. Two initiatives beginning next week include Narcan distribution boxes in both the Main Library and West Concord branch. In addition, the Town will enter into agreement with six or seven surrounding communities for a regional substance abuse council position.

Question for Fincom:

- Ms. Reed asked why the two library locations were selected for the Narcan and not somewhere else.  
Ms. Smith, Library Director, responded that working with Public Health, the goal was to make it available in a place where the public would feel more comfortable walking up to and was not in the direct line of sight necessarily of staff.
- Ms. Reynolds stated that she is not a fan of hiring people using grant money because it goes away. What is the thinking behind getting ahead on this case?  
Mr. Ansaldi responded that with the funds we are able to be a part of this consortium and the funds go out to 2038 so it is hoped the budget would be available by then to replace grant funding.

### **Article 14: Use of Free Cash**

Town Meeting approval is required to transfer \$1 Million from free cash for the purpose of reducing the tax rate. Free Cash is the town's undesignated fund balance and is generated when actual revenue collections exceed estimates or when actual expenditures are less than appropriated. Free cash is certified each year by the Department of Revenue. The Town is still waiting for FY24 free cash certification. It is expected to be approximately \$7.3 million, which is significantly lower than free cash levels prior to FY21. If all free cash appropriations being sought at the 2024 town meeting are approved, then the town's free cash will be reduced to approximately \$6.3 million or 4.78% which is slightly below the policy requirement. This is not likely to be a cause for concern with our rating agencies but certainly they have taken notice of the Town's continued use of free cash and that it has been at policy minimums for several years.

The Finance Committee asked if there was any unused portion of the Assessor's overlay that could be used for free cash. The Assessor's overlay balance is about, \$1.95 million and at this point the answer would be no. The reason is because the Town recently enacted the residential

exemption and management needs to understand what the impact of late filers will be on the overlay.

Questions:

- Ms. Reynolds asked if the \$600,000 going to the middle school stabilization is coming from somewhere else.  
Ms. Lafleur responded that it should have been shown.
- Ms. Reynolds also asked if the number is going to be lower.  
Ms. Lafleur responded yes.
- Ms. Reynolds continued by saying that she is not comfortable dropping that far below 5%.  
Ms. Lafleur stated that we do have an estimate of \$7.3 Million remaining but still awaiting the FY24 certification.  
Mr. Ansaldi also responded that the rate may be a little bit higher and should hear back by the end of this month.
- Ms. Reynolds asked if this is for FY23.  
Ms. Lafleur responded that the 6/30/23 is what we are working on getting certified.
- Ms. Reynolds asked what 6/30/24 is going to be.  
Ms. Lafleur responded that it is too soon to know.
- Mr. Patel asked for clarification regarding whether the \$7.3 Million might be \$8 something, meaning higher than \$8.5 Million.  
Mr. Ansaldi responded by calling it \$8 Million.  
Ms. Lafleur stated that we can provide an update to you at your next meeting.

Ms. Hartman, member of the select board speaking for herself, stated that we have routinely done this for at least a decade and that this has become a habit, which is not the best practice to take money out of a reserve to fund operating expenses. I would ask the Finance Committee to consider weaning ourselves from this bad habit either by withdrawing this article all together or reducing it by a certain amount.

### **Article 20: Concord-Carlisle Regional School District Budget**

The FY25 Budget Summary presented by Dr. Hunter is not a final budget as yet. This is year one of a five-year strategic plan. Breakout of the budget indicates that salaries are 2.46% of the increase and non-Salary growth is 4.11%. The overall total operating budget increase this year is 3.08%. An unknown yet potential risk is that state revenue may be less than expected.

### **Article 21: Amenities Building at Concord-Carlisle High School**

Ms. Marano provided an update from the last meeting, which was a joint meeting with the Carlisle Finance Committee. Feedback from the Select Board was also mentioned. Ms. Marano reiterated that the article would go back to the regional school committee for further discussion. Three options were discussed.

First option: Dr. Hunter recommended the School Committee fund a feasibility study that would also produce a recommended design that could be used to secure bids for the amenities building. The study would be funded using the \$153,000 remaining from the CCHS road paving project. These funds can only be used towards Capital expenses and cannot be allocated towards operating budget.

Second option: A school committee member suggested that instead of using the \$153,000 in unspent capital funds, the School Committee could amend Article 21 to ask only for the funds necessary to complete the feasibility study and further recommended that the design of the amenities building could then rely on the \$153,000 in unspent capital funds to offset the project.

The third option: Proceed as planned with the original warrant article requesting a total of \$2.3 Million to be split between both towns per the original agreement, which would assess \$1.8 Million to Concord and \$600,000 to Carlisle. In this case the \$153,000 would be used to offset the cost of the project.

The first two options would delay the project a year, which would allow the School Committee to seek grant funding to offset some of the costs for both towns. Other intentions included applying for CPC funding and pursuing the Municipal Americans with Disabilities Act Grant Program. Another option looked at renting an upgraded option with electricity and running water for which the rental and maintenance fee would be approximately \$7,700 per month compared with the current rental fee of \$900 per month. This approach is not viable as the operating budget cannot be increased by \$77,000. A prefab building was another alternative, yet finding a company that could handle a building with the number of restrooms required by Mass Building Code was not feasible.

Question from FinCom member:

- Mr. Patel asked how the risks discussed over the past several months have been addressed and mitigated. Ms. Marano responded there is no alternative to what we can do, we have what we have. We have three portable toilets that we currently rent, that is what we are doing; no alternative. Neither mitigation nor risk has been addressed.
- Ms. Briggs asked if the facility would be open to the general public all day, every day. Ms. Marano responded that a process for that would have to be developed.
- Ms. Ortnier asked with regards to option 3, if brought to the town meeting and it fails what is your backup plan?  
Ms. Marano responded that we would proceed in the fashion that we have been for the past nine years, which is three porta potties.

Dean Banfield, stated that this project has been overlooked for a long time. He would like to see option 1 or 2. Further, he suggested that before the School Committee spends money, they should go to the Plumbing Board and ask for 25% capacity.

### **Article 23: Concord Public Schools Operating Budget**

Dr. Hunter started by saying they are within the guidelines (3.26% increase to the budget) and moves that the Town appropriate \$46,515,714. Dr. Hunter also requested an additional sum of \$76,308 be transferred from free cash. The sum represented the specific amount received by the Town, on behalf of Concord Public Schools through the Commonwealth's School of Origin Transportation Pilot Program for the purpose of reimbursing additional transportation expenses. When the refund came in the November/December timeframe, it was deposited in the general fund instead of the schools. The needed change is being worked through.

Questions from FinCom:

- Mr. Patel asked with \$2 Million, how many FTEs did we end up hiring?  
Mr. Conry responded two FTE.

- Mr. Patel stated that Dr. Hunter mentioned that the State is not subsidizing pre-school. How many students are we taking on?  
Dr. Hunter responded by stating that six 4-year-olds at Ripley, 12 at the shelter and that 15 3-year-olds that currently are not being served.
- Mr. Patel asked what effort is ongoing to obtain more funding.  
Dr. Hunter replied that pursuit is relentless.

Questions from public:

- Someone asked if student numbers are going up or down.  
Dr. Hunter responded that some decline in enrollment is happening. Currently, there are about 2,200 students with about 100 down from last year.

#### **Article 24: Concord Public Schools Capital Budget**

Dr. Hunter started by saying we are in the late stages of a full facility study of the three elementaries and Ripley. Because of that we reduced our request from the \$900,000 thousand earlier in the budget season to \$446,000 with three projects targeted, Thoreau Campus Improvements, Alcott Fire Alarm System Replacement and Dump Truck Replacement.

Questions from FinCom:

- Mr. Patel asked about the Facility Study and the plan for taking the recommendations there and developing a true 10-year Capital Plan that includes Tier One, Two and Three for the CPS.  
Dr. Hunter responded that will be the next conversation we have with the School Committee as we process the report and study what the recommendations are and to do it collaboratively with the Finance Committee.
- Mr. Patel asked about the restroom facility and the resistance to doing a study there and incorporating it now versus waiting until the building hits 10 years of age.  
Dr. Hunter responded - best practice is to wait 10 years. We are trying to be thoughtful as the study cost is considerable and didn't want to do it too early.

#### **Article 25: Appropriation to Middle School Stabilization Fund – \$600,000 from free cash to the Middle School stabilization fund.**

In FY21 the Town established a Middle School Stabilization Fund to help smooth the debt associated with the Middle School Project. The initial deposit was \$2 million from free cash. Deposits that were appropriated at Town meeting in the various years were established as a separate fund to track interest. Including interest, there is about \$4.7 Million in the Middle School Stabilization Fund. The Finance Committee recommended \$5 Million. With the \$600,000 we would be over the \$5 Million due to the interest earned on unspent project bond proceedings. Even though we are not legally required to do that, it makes the most sense to allocate those to the Middle School Stabilization Fund.

Questions from FinCom:

- Mr. Patel asked about requirements for funds?  
Ms. Lafleur responded that the interest earnings on bond proceeds are general fund revenues so there is no legal requirement. They do not belong to the stabilization fund.
- Ms. Reed inquired as to when we start using the stabilization fund.  
Ms. Lafleur replied that our expectation would be in FY26.
- Mr. Patel asked if we could use the \$600,000 to reduce the borrowing we are going to do for the school.

Ms. Lafleur stated that the funds have to be appropriated to be used for any purpose including reducing what we borrow.

**Item 3: Close the Finance Committee Annual Public Hearing** – Mr. Patel motioned to close the meeting, Ms. Ortner second @ 9:45 PM.

**YouTube: Ctrl+Click to follow link:** [March 7, 2023 Concord Finance Public Hearing and Committee Meeting \(youtube.com\)](#)

Respectfully submitted,  
Dee Ortner, Finance Committee Clerk

**Town of Concord**  
**Meeting of the Finance Committee**  
**Minutes of Meeting – March 14, 2024**  
**Hybrid Meeting**

**Members Present:** Suresh Bhatia, Margaret Briggs (7:44pm), Kathy Cuocolo (remote), Eric Dahlberg, Greg Guarriello, Don Kupka, Lyndsey Lis, Dee Ortner, Parashar Patel, Karlen Reed, Christine Reynolds (remote) and Lois Wasoff (7:07pm)

**Members Absent:** Jon Garofalo, Amrith Kumar, Quazi Sadruzzaman.

**Others Attending:** Anthony M. Ansaldi, Jr. (CFO), Kerry Lafleur (Town Manager), Elizabeth Rourke (Assistant CFO), Terri Ackerman (Select Board member), Mary Hartman (Select Board member), Mark Gailus, Alan Cathcart (Director of Public Works), Dean Banfield (Chair, Solar Expansion Committee)

**Item 1: Call to Order: Call to Order of the Finance Committee Meeting at 7:00 pm by Parashar Patel, Chair.**

**Item 2: 2024 Annual Town Meeting:**

**A. Overview of Article 19 (Minuteman Regional Technical High School District Budget)**

Interim Superintendent Kevin Mahoney (remote), School Business Manager Nikki Andrade and Concord's Representative to the Minuteman Regional School Committee Steve Ledoux were present. Nikki Andrade gave an overview on the Minuteman Regional High School Budget. The FY25 Operating Recommendation is \$24,160,849, FY25 Capital Recommendation is \$1,660,508 and the FY25 Building Project Debt Recommendation is \$5,695,863. The overall total for FY25 is \$31,517,219. Minuteman is in the process of hiring a new Superintendent. 12 Concord students applied for and were accepted for Admission to next year's class. With the reduction of the Assistant Director of CTE as well as the Human Resources Position, funds became available for an additional Foreign Language Teacher and the hiring of a new Athletic Trainer for the Athletics Program. Also noted was a decrease in the cost of utilities based on FY23 Actual Usage. The Athletic Fields are now finally receiving revenue from field renters.

Currently there is insufficient space in the main building for the Animal Science Program, which is currently located in temporary space. To solve this problem the East Building will undergo renovation of its exterior structure up to 7,000 square feet as well as all utilities. The estimated cost is \$7 Million. No additional seating capacity is anticipated.

Overall increase in Enrollment now is 686 with 649 from Member Towns and 37 Non-Member Towns. Enrollment is shifting to In-District while Out of District Enrollment is Decreasing. If this trend continues, the result will be an increase in overall Assessments to Member Towns in FY26 and FY27.

Questions:

- Ms. Ortner asked whether the cost of utilities looks like a concern. Ms. Andre responded that she does not believe so and that they have a good sense of what the cost of utilities should be.

- Ms. Ortner asked when do you think the non-member communities will be out of the system.

Ms. Andre responded when two more grades finish up, if the trend continues.

**B. Overview of Article 13 (Funding Public Safety during the Concord250 celebrations in 2024 Commemorating the Beginning of the American Revolution, April 919, 1775) from Concord 2025 Executive Committee.**

Gary Clayton speaking for Concord250 with Fred Ryan speaking for the public safety committee. Highlights included the following:

1. Proposing further investment from the residents of Concord.
2. Noting the Religious holidays (celebration day = April 19<sup>th</sup>) and Marathon Monday in Boston.
3. Additional funding request for public safety. Mr. Ryan spoke about additional planning and costs. His assumptions included: four 4 host cities/towns; fed/state resources deployed and staged; dignitaries are expected; political climate is unknown and must be scalable; schedule of events on 04/19/25; a SEAR (Special Event Assessment Rating) may be included.
4. Lessons learned – develop a unified coordination center (Concord, Lincoln, Lexington, Arlington and National Park Service) with a current budget of \$350,000 budget for known and assumed needs.
5. Added discussion about \$700,000 + \$350,000 [money is not available until late summer/early fall 2024].
6. Have a mechanism to refund any surplus funds by using all outside funds first and hold ARPA funds until last.

**C. Overview of Article 33 (In-Town solar Expansion) from Solar Implementation Task Force, Chair Dean Banfield.**

1. Mr. Banfield began the discussion by noting that three potential solar sites have been identified and would use a distributed control system (sites identified in warrant). The cost would be about \$9.2M.
2. Final motion amount reflects only confirmed project components such as battery purchase and installation as well as a management & control system for real-time data collection. Mr. Banfield stated that the 'right data' is necessary to determine net positive cash flow which would be a benefit for all rate payers.
3. Finally, Mr. Banfield stated that the Light Plant has an outside provider who can connect/control the battery.

**D. Overview of Article 16 (Create Stormwater Enterprise Fund)**

Mr. Cathcart, Director of Public Works, advocated for a Storm Water Utility Fund to be created to manage the flow, environmental impacts as well as community needs. He indicated that other communities have started such funds. He recommends a two-phased process with 1) development of bylaws and a framework, and 2) a budget presentation in FY25.

**E. Overview of Article 17 (Nagog Pond Improvements and PFAS Mitigation)**

Mr. Cathcart stated that this article focuses on borrowing to allow for final design of Nagog Pond improvements to relocate with municipal light plant. PFAS has caught the water industry by storm with standards anticipated by EPA. Now, EPA has set a standard of 4 PPT. In our community, PFAS removal and six groundwater supplies

with cost between \$5-10 M with all facilities required to meet the standard. Completion of work is expected within three years. A 12.5% rate increase is anticipated. MCI closure may have an impact on rates and timing.

**F. Discuss and Potentially Vote on the Articles from the March 7, 2024, Public Hearing #1**

- **Article 7** – Fiscal Year 2024 Budget Line-Item Adjustments  
\$515,000 moved at TM.
- **Article 14** – Use of Free Cash
  1. Submitted tomorrow at \$8.5M (after Tuesday's meeting).
- **Article 20** – Concord-Carlisle Regional School District Budget – deferred
- **Article 21** – Amenities Building at Concord-Carlisle High School - deferred (\$2 M ruled out ...But may ask for \$150K for study)
- **Article 24** – Concord Public Schools Capital Budget - deferred
- **Article 25** – Appropriation to Middle School Stabilization Fund Update @ \$600 K in free cash.
  1. FC will not move article because the stabilization fund will attain its value (\$5M) by next year. Therefore, the \$500,000 can stay in free cash.

**Item 3: Correspondence: - None**

**Item 4: Approve Meeting Minutes:**

Ms. Ortner requested that all corrections to the March 7<sup>th</sup> meeting be submitted by email to her by Saturday. Minutes then would be submitted - as amended - at the next meeting.

**Item 5: Meeting Adjourned:**

**YouTube: Ctrl+Click to follow link: [Concord Finance Committee March 14, 2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)**

Respectfully submitted,  
Dee Ortner, Finance Committee Clerk