



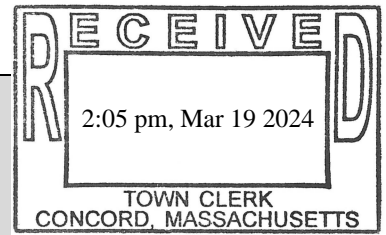
Town of Concord
Concord Finance Committee
AGENDA

March 21, 2024, at 7:00 PM

Concord Town House

22 Monument Sq., 2nd 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/86543617344?pwd=MU1BRzVXZGppU09SVnpYb2NNVDQxQT09>

Meeting ID: 865 4361 7344 Passcode: 954579 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

1. Call to Order

7:05 PM

2. Finance Committee Annual Town Meeting Public Hearing

- A. Article 16 – Create Stormwater Enterprise Fund
- B. Article 43 – Amend departmental Revolving Funds Bylaw
- C. Article 44 – Authorize expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E ½
- D. Article 45 – Light Plant Expenditures and Payment in Lieu of Taxes
- E. Article 46 – Solid Waste Disposal Fund Expenditures
- F. Article 47 – Sewer System Expenditures
- G. Article 48 – Sewer Improvement Fund Expenditures
- H. Article 49 – Water System Expenditures
- I. Article 50 - Authorize Expenditure from PEG Access & Cable Related Fund
- J. Article 51 – Beede Swim and Fitness Center Enterprise Fund Expenditures
- K. Article 52 – Unpaid Bills
- L. Article 53 – Debt Recission

9:00 PM

3. Close the Finance Committee Annual Public Hearing

9:05 PM

4. Finance Committee Meeting

- A. Discuss and Potentially Vote on the Following Articles:
 - Article 16 – Create Stormwater Enterprise Fund
 - Article 43 – Amend departmental Revolving Funds Bylaw
 - Article 44 – Authorize expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E ½
 - Article 45 – Light Plant Expenditures and Payment in Lieu of Taxes
 - Article 46 – Solid Waste Disposal Fund Expenditures
 - Article 47 – Sewer System Expenditures
 - Article 48 – Sewer Improvement Fund Expenditures
 - Article 49 – Water System Expenditures
 - Article 50 - Authorize Expenditure from PEG Access & Cable Related Fund
 - Article 51 – Beede Swim and Fitness Center Enterprise Fund Expenditures
 - Article 52 – Unpaid Bills
 - Article 53 – Debt Recission
 - Any Article Presented on March 7, and/or March 19, 2024

9:30 PM	5. Correspondence
9:35 PM	6. Minutes A. Approve the minutes of March 19, 2024
9:45 PM	7. Anticipated Adjournment

UPCOMING MEETINGS

Next Meeting: *Thursday, March 28, 2024, @ 7:00 pm – Regular Finance Committee Meeting*



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 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 #3

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
Phone: 978-318-3084

**Town of Concord
Public Hearing by the Finance Committee
Thursday, March 21, 2024 at 7:00 PM**

Locations:
Town House, 2nd Floor, Public Hearing Room, 22 Monument Square,
Concord, MA 01742

AND

Virtually via Zoom:
<https://us02web.zoom.us/j/86543617344?pwd=MU1BRzVXZGppU09SVnpYb2NNVDQxQT09>

Meeting ID: 865 4361 7344
Passcode: 954579
Dial In Toll-Free: 877 853 5257

Warrant Articles for 2024 Annual Town Meeting:

- Article 16 – Create Stormwater Enterprise Fund
- Article 43 – Amend Departmental Revolving Funds Bylaw
- Article 44 – Authorize expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E ½
- Article 45 – Light Plant Expenditures and Payment in Lieu of Taxes
- Article 46 – Solid Waste Disposal Fund Expenditures
- Article 47 – Sewer System Expenditures
- Article 48 – Sewer Improvement Fund Expenditures
- Article 49 – Water System Expenditures
- Article 50 - Authorize Expenditure from PEG Access & Cable Related Fund
- Article 51 – Beede Swim and Fitness Center Enterprise Fund Expenditures
- Article 52 – Unpaid Bills
- Article 53 – Debt Recission

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 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.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2A

Finance Committee Annual Town Meeting Public Hearing

Article 16 – Create Stormwater Enterprise Fund

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

This article authorizes the Town to create a fund to account for the revenues and expenditures of all infrastructure, operations, and activities for Stormwater Management. Since 2003, the Town has been required to comply with the requirements of the General Permit for Small Municipal Separate Storm Sewer Systems (MS4 General Permit). This is a federal permit with no current dedicated funding source. Establishment of a Stormwater Fund would allow for a consistent and stable revenue stream to fund permit compliance, which focuses on improving water quality within the Town’s receiving waters. This fund would also allow the Town to dedicate resources to flood mitigation and overall stormwater management, and to prepare for extreme storm events which are occurring with greater frequency. The text of the proposed bylaw creating the Stormwater Management Fund will be presented at the Enterprise Fund hearing before the Finance Committee. If the town adopts the proposed bylaw, the Public Works Commission will develop for presentation to 2025 Annual Town Meeting a budget and a program of user fees to be paid by all properties with impervious surfaces to cover stormwater management. The 2026 Annual Town Meeting will be asked to appropriate the necessary funding from the Stormwater Fund to cover Fiscal Year 2026 stormwater expenses.

Board Action

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

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

ARTICLE 16. STORMWATER UTILITY ENTERPRISE FUND

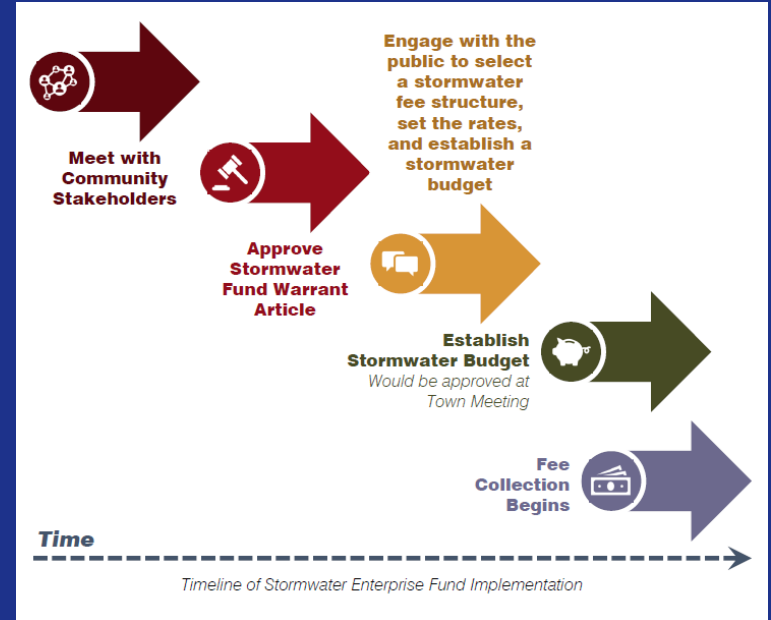
Madam Moderator moves:

- 1) accept the provisions of Mass. Gen. Laws. Chapter 44, § 53F½ to authorize the establishment of a Stormwater Enterprise Fund, effective July 1, 2025; and
- 2) adopt a bylaw regarding such Stormwater Enterprise Fund in the form shown on the handout.

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND NEED TO KNOW

Project Phasing

- 2024 Annual Town Meeting (FY25)
 - Enabling Legislation
 - Establishment of Bylaw (Framework)
- Public Works Commission
 - Establish FY26 Rates (Hearing)
- 2025 Annual Town Meeting (FY26)
 - Budget Approval



ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

BYLAW: PURPOSE

Enterprise to fund:

- a. MS4 Permit Compliance
 - Unfunded federal mandate
- b. Flood Mitigation
 - Climate resiliency
- c. Failing Infrastructure
 - Drains, Culverts, Bridges
- d. Deferred Maintenance
- e. Stormwater Quality



Sinkholes on Ministerial Dr

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

BYLAW: DEFINITIONS

Section 1 - background and context

Section 2 - defines key terms

- Stormwater - The surface water runoff from precipitation...
- Impervious Surface - Any material or structure on or above the ground that prevents water from infiltrating into the underlying soil...



Flooding on Elsinore St

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

BYLAW: DEPARTMENT/FUND

Section 3 - assigns **responsibility** for stormwater management to **CPW**

Section 4 - establishes a Stormwater Utility Enterprise Fund to hold revenue collected from stormwater fees

- Outlines permissible uses of these funds



Flooding on Potter St

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

BYLAW: FEES

Section 5 - outlines the establishment of stormwater fees on varying land use types within the town

- Fee assessed on **ALL PROPERTIES**

Specifies the **PWC** as the **Rate Setting Authority**



Minot Rd – Collapsed pipe, Root-Clogged pipe

ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

BYLAW: BILLING

Section 6 - billing procedures, late fees, credits, and billing appeals

- **Abatement** may be provided for **low-income** households

Section 7 - establishes an **appeals process** for property owners who believe they have been **incorrectly charged** stormwater fees



Flooding at Thoreau and CCHS


ARTICLE 16: STORMWATER UTILITY ENTERPRISE FUND

THANK YOU

STORMWATER ENTERPRISE FUND – PRELIMINARY EVALUATION

Town of Concord, Massachusetts | January 2024

The Town of Concord is developing a strategy to fund the Town's stormwater management programs, which include complying with federal permitting requirements focused on water quality, stormwater flooding; ensuring resiliency planning for future flood mitigation; and in water infrastructure, while at the same time adopting a methodology for assigning fees that is equitable to all users. After reviewing available funding mechanisms and existing



CONCORD STORMWATER ENTERPRISE FUND

KEY TERMS AND FREQUENTLY ASKED QUESTIONS


Concord Public Works is exploring the feasibility of implementing a Stormwater Enterprise Fund. Below are some key terms and frequently asked questions to ensure our community is informed about stormwater financing in Concord.


KEY TERMS

Impervious Surfaces  Materials or compact surfaces that do not allow stormwater to infiltrate or seep into the ground.

Impervious Surfaces
Man-made surfaces (pavement, concrete, roads, rooftops) that are water resistant.
Water runs off from rooftops and roads into the river via storm drains or causes flooding.

Pervious Surfaces
Man-made and natural surfaces (grass, sand, mulch) that are porous.
Water is absorbed into grass and soil, and less water runs off into the river.

Stormwater:  Runoff from precipitation or other sources that drains into the Town's drainage systems (such as catch basins, pipes, and culverts) and ultimately ends up in groundwater, ponds, streams and/or wetland resource areas. Areas with large amounts of impervious surface lead to greater amounts of stormwater runoff conveyed into the drainage system rather than seeping into the ground.


Stormwater Pollution:  Pollutants (such as oils, fertilizer, sand, and trash) in stormwater runoff, which can contaminate drinking water supplies, fish and wildlife habitat.

Stormwater Flooding:  Flooding of streets and sidewalks from overwhelmed stormwater drainage systems. Note: the total average annual precipitation has increased by approximately 10 percent in the last fifty years across the Northeast. In addition, large amounts of total impervious surface in towns and cities have led to higher amounts of stormwater runoff. In areas where water infrastructure has not been updated to accommodate greater runoff from minor but disruptive flooding events occur more frequently.

Total average annual precipitation has increased by approximately

10%

in the last fifty years across the Northeast



<https://concordma.gov/3404/Stormwater-Utility>

<https://concordma.gov/3404/Stormwater-Utility>

ARTICLE 16. STORMWATER UTILITY ENTERPRISE FUND

Madam Moderator moves:

- 1) accept the provisions of Mass. Gen. Laws. Chapter 44, § 53F½ to authorize the establishment of a Stormwater Enterprise Fund, effective July 1, 2025; and
- 2) adopt a bylaw regarding such Stormwater Enterprise Fund in the form shown on the handout.

STORMWATER UTILITY ENTERPRISE FUND BYLAW

SECTION 1: General Provisions

- A. Title. This bylaw shall be known as the "Stormwater Utility Enterprise Fund Bylaw of the Town of Concord, Massachusetts," hereinafter referred to as the "bylaw."
- B. Purpose. The stormwater management program of the Town shall be funded by revenue collected through the stormwater fee and such other revenue as may, from time to time, be appropriated. The stormwater management program is designed to collect and treat stormwater to promote the health and safety of the public, to protect property from flooding and the damage caused by stormwater runoff, to protect and manage water quality by controlling the level of pollutants in stormwater runoff, and to comply with federal and state stormwater management mandates and permits.

SECTION 2: Definitions

The following words, terms and phrases, when used in this bylaw, shall have the meanings ascribed to them in this section, except where the context clearly requires a different meaning:

STORMWATER: The surface water runoff from precipitation, whether or not collected and discharged via pipes.

IMPERVIOUS SURFACE: Any material or structure on or above the ground that prevents water from infiltrating into the underlying soil, including without limitation roads, paved parking lots and driveways, sidewalks, and rooftops.

STORMWATER FEE: The user fee imposed pursuant to this bylaw by the Town of Concord for providing Stormwater Management.

STORMWATER MANAGEMENT: All services provided by the Town which relate to the:

- (1) Transfer, control, conveyance, treatment or movement of Stormwater runoff through Town-owned infrastructure;
- (2) Maintenance, repair, grading and replacement of existing Stormwater Management Systems and Facilities owned by the Town;
- (3) Planning, development, design and construction of additional Stormwater Management Systems and Facilities to meet current and anticipated needs, including grading of roads to facilitate the movement of Stormwater;
- (4) Regulation of the use of Stormwater Management services, systems and facilities;
- (5) Compliance with applicable local, state and federal Stormwater Management; and
- (6) Services addressing the quality of Stormwater runoff as well as the quantity thereof.

STORMWATER MANAGEMENT SYSTEMS AND FACILITIES: Natural and manmade channels, swales, ditches, rivers, streams, brooks, creeks, wetlands, branches, reservoirs, ponds, drainageways, drainage structures, conveyances, storm drains, catch basins, inlets, gutters, pipes, culverts, bridges, headwalls, storm sewers, lakes, outfalls, and other physical works, properties, and improvements that collect, transport, transfer, control, pump, treat, convey, detain, retain, dispose of, or otherwise influence the movement of Stormwater runoff.

SECTION 3: Responsibility for Stormwater Management

The Concord Public Works shall be responsible for Stormwater Management and all Town owned or accepted Stormwater Management Systems and Facilities.

SECTION 4: Stormwater Utility Enterprise Fund

- A. A Stormwater Fund shall be created to hold the revenue collected through Stormwater Fees and such other funds as may be appropriated or gifted to said Stormwater Utility Enterprise Fund from other sources, including

grants and loans.

- B. The Stormwater Utility Enterprise Fund may be used for any lawful Stormwater Management purpose including:
1. The acquisition by gift, purchase or condemnation of real and personal property, or interests therein necessary to construct, operate and maintain Stormwater Management Systems and Facilities;
 2. All direct and indirect costs of the Town applicable to the administration and implementation of Stormwater Management programs pursuant to generally accepted accounting practices (GAAP); and
 3. Inspection and enforcement pursuant to any applicable federal, state or Town law or regulation regarding Stormwater Management.

SECTION 5: Establishment of Stormwater Fees

- A. There shall be a fixed schedule of prices or rates established by the Public Works Commission which shall not be changed more often than once each year. Changes in rates shall not be made unless the proposed new rates are first published in a newspaper in general circulation in Concord, which may be an internet based newspaper, and considered at a public hearing held for this purpose.
- B. The Director of Public Works shall, on an annual basis, recommend an annual budget for Stormwater Management to the Town Manager for inclusion in the Annual Town Budget.
- C. The Stormwater Management budget shall, beginning no earlier than the fiscal year beginning July 1, 2025, include proposed Stormwater Fees established pursuant to the authority in Mass. Gen. Laws c. 83, § 16, which, along with other revenues in the Stormwater Fund, are sufficient to pay for the Town's annual Stormwater Management budget, including operating and capital expenses.
- D. The Stormwater Fee shall be imposed on each parcel within the Town whether occupied or not, and whether owned by the Town, another public entity, or a private entity. The Stormwater Fee shall not be imposed on public streets, highways and public rights-of-way.

SECTION 6: Billing, Stormwater Utility Enterprise Fund, Credits

- A. Stormwater Fees shall be billed at least annually and no more frequently than in twelve monthly increments, as determined by the Public Works Commission.
- B. The Town may impose a late fee for unpaid Stormwater Fees and may utilize any other remedy for enforcement of unpaid Stormwater Fees under applicable law.
- C. Failure of the Town to send a bill for Stormwater Fees shall not relieve a property owner from the obligation to pay Stormwater Fees.
- D. The Town may backbill for Stormwater Fees not previously billed in prior billing cycles, but may not bill for late fees or delinquency charges in connection with such backbilling.
- E. Stormwater Fees shall be billed to the record owner of a property and may be consolidated in the same bill as is sent to a property owner for other services provided by the Town.
- F. The Public Works Commission shall develop a proposed Stormwater Management credit policy which shall provide credits or adjustments for Stormwater Fees to be applied to properties with Stormwater improvements made by the property owner, land retained without impervious surface, or properties based on an owner's income.

SECTION 7: Appeals

- A. In the event a property owner believes that a Stormwater Fee applied to it has been incorrectly charged, the property owner may, within thirty (30) days of the issuance of an invoice for a Stormwater Fee, and after full payment of the Stormwater Fee charged, apply to the Concord Public Works for an abatement of all or part the Stormwater Fee. Such application shall be supported by such information as is necessary for a reasonable person to conclude that the Stormwater Fee was incorrectly charged.

- B. Concord Public Works shall have sixty (60) days to consider an application for abatement and render a written decision approving or denying the application, in whole or in part.
- C. A property owner aggrieved by Concord Public Works' denial of its application for an abatement under this Section 6 may request a hearing before the Public Works Commission within thirty (30) days of the date of the Concord Public Works' decision. The request for a hearing shall be in writing and shall specify the basis for the property owner's dispute of the Concord Public Works' decision.
- D. The Public Works Commission shall set a date for a hearing which shall be within sixty (60) days of the filing of the appeals, and notice setting forth the place, date and time of hearing shall be sent to the property owner at least ten (10) day prior to the hearing date.
- E. The Public Works Commission shall render a written decision within thirty (30) days of the conclusion of the hearing affirming the decision of the Concord Public Works or reversing the action in whole or in part and specifying the amount of Stormwater Fees (if any) to be paid or credited the property owner.
- F. Nothing herein shall limit the ability of a property owner to seek an abatement of Stormwater Fees pursuant to the provisions of Mass. Gen. Laws c. 83, § 16E.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2B

Finance Committee Annual Town Meeting Public Hearing

Article 43 – Amend Department Revolving Funds Bylaw

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

This article amends the existing Departmental Revolving Funds Bylaw to add a new Ambulance Revolving Fund for the purpose of depositing program receipts and payment of program expenses. This fund will remain authorized unless revoked by a bylaw change, and only the spending limits will need to be voted by Town Meeting on an annual basis.

Board Action

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



Article 43: Amend Revolving Funds Bylaw

Mr. Dane moves that the Town vote to amend the Departmental Revolving Funds bylaw as printed in the warrant.



Article 43- Amend Revolving Funds Bylaw

- Mass Gen. Laws Ch. 44, §53E ½ allows for the creation of revolving funds to provide for a separate accounting of departmental fees used to support certain departmental programs
- Revolving fund must be established by Town Meeting
- Revolving fund budget must be appropriated by Town Meeting on an annual basis



Article 43- Amend Revolving Funds Bylaw

- **Revolving fund:** Ambulance
- **Department authorized to expend:** Fire Department, under the direction of the Town Manager
- **Fees to be credited:** ambulance receipts
- **Program or Activity Expenses Payable from fund:** expenses associated with operation of the Town's ambulance service, including capital cost, such as purchase/ replacement of ambulances and associated equipment
- **Restrictions/ conditions/ other requirements/ reports:** none
- **Fiscal years:** FY25 and subsequent



Article 43: Amend Revolving Funds Bylaw

Mr. Dane moves that the Town vote to amend the Departmental Revolving Funds bylaw as printed in the warrant.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2C

Finance Committee Annual Town Meeting Public Hearing

Article 44 – Authorize Expenditure of Revolving Funds under MGL
c. 44 § 53 E1/2

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

This article authorizes the annual spending limits for each of the Revolving Funds identified above. Spending from these funds may only occur for the stated purposes identified in the Town's Revolving Fund Bylaw, and only with the approval of the Town Manager.

Board Action

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



Article 44: Authorize Expenditure of Revolving Funds under MGL c. 44, § 53E ½

Mr. Dane moves that the Town take affirmative action on Article 44, as printed in the Warrant.



Article 44: Authorize Expenditure of Revolving Funds under MGL c. 44, § 53E ½

- Revolving Funds authorized under MGL Chapter 44, Section 53E ½ require that an annual, not to exceed budget be established
- This article seeks approval of annual budgets for 6 existing funds, as follows:



Article 44: Authorize Expenditure of Revolving Funds under MGL c. 44, § 53E ½

Revolving Fund	Annual Spending Limit
Ambulance	\$ 1,000,000
Regional Housing Services	\$ 375,000
Road Repair	\$ 120,000
Senior Services	\$ 50,000
Tree Preservation	\$ 50,000
Visitor's Center & Tourism	\$ 70,000



Article 44: Authorize Expenditure of Revolving Funds under MGL c. 44, § 53E ½

- Fund receipts come in the form of fees, fines and/or donations
- Spending from these funds supplements existing departmental budgets to provide programs and services such as:



Article 44: Authorize Expenditure of Revolving Funds under MGL c. 44, § 53E ½

- Ambulance Service
- Pavement preservation activities- crack sealing; full-depth patching; and infra red treatments
- Senior Services- day trips; other recreational activities
- Housing Services- monitoring of existing affordable units reconciling SHI; consulting on proposed projects
- Visitor Center activities such as tours and programs



**Article 44: Authorize Expenditure of Revolving Funds under
MGL c. 44, § 53E ½**

Mr. Dane moves that the Town take affirmative action on Article 44, as printed in the Warrant.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2D

Finance Committee Annual Town Meeting Public Hearing

Article 45 – Light Plant Expenditures and Payment in Lieu of Taxes

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

This article authorizes the Town manager, as manager of the Light Plant, to expend the income received by the Light Plant from the sale of electricity long with other departmental income to be used for the purposes of operating the department for the fiscal year ending June 30, 2025. This is a routine annual action. Further, this article authorizes the transfer of \$459,000 from the operating fund of the Light Plant to the General Fund and amount consistent with past years and designed to represent what a private utility would pay in property taxes.

Board Action

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

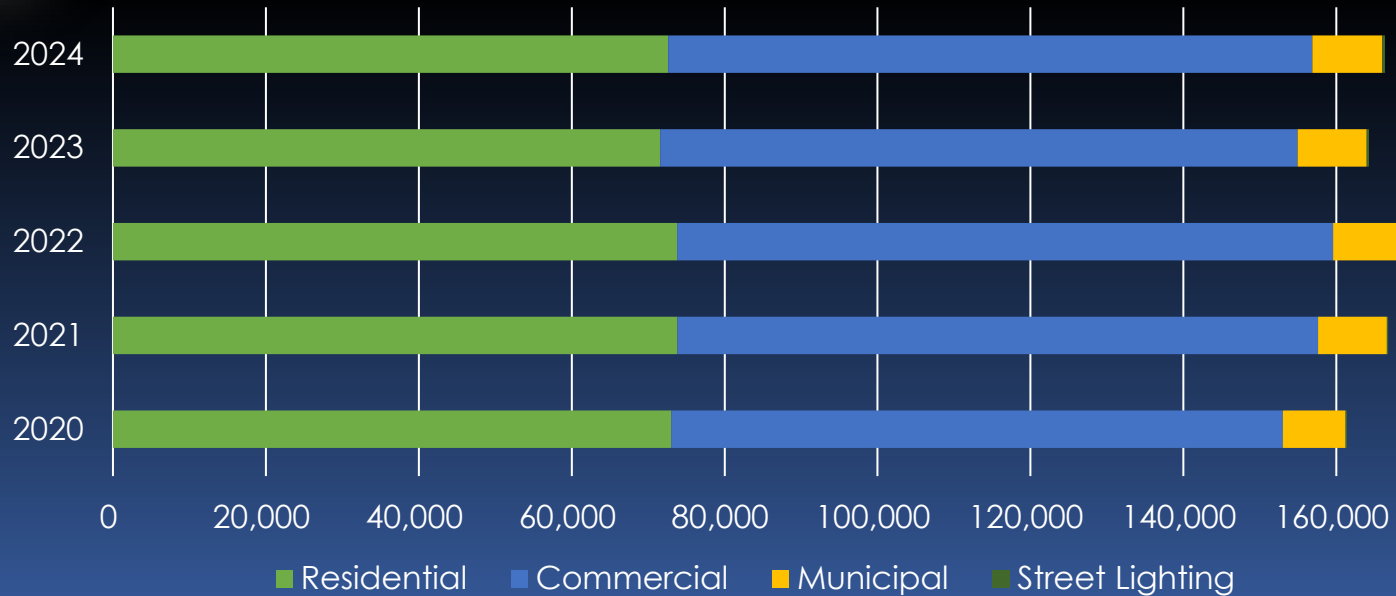


Article 45

Light Plant Expenditures & Payment in Lieu of Taxes

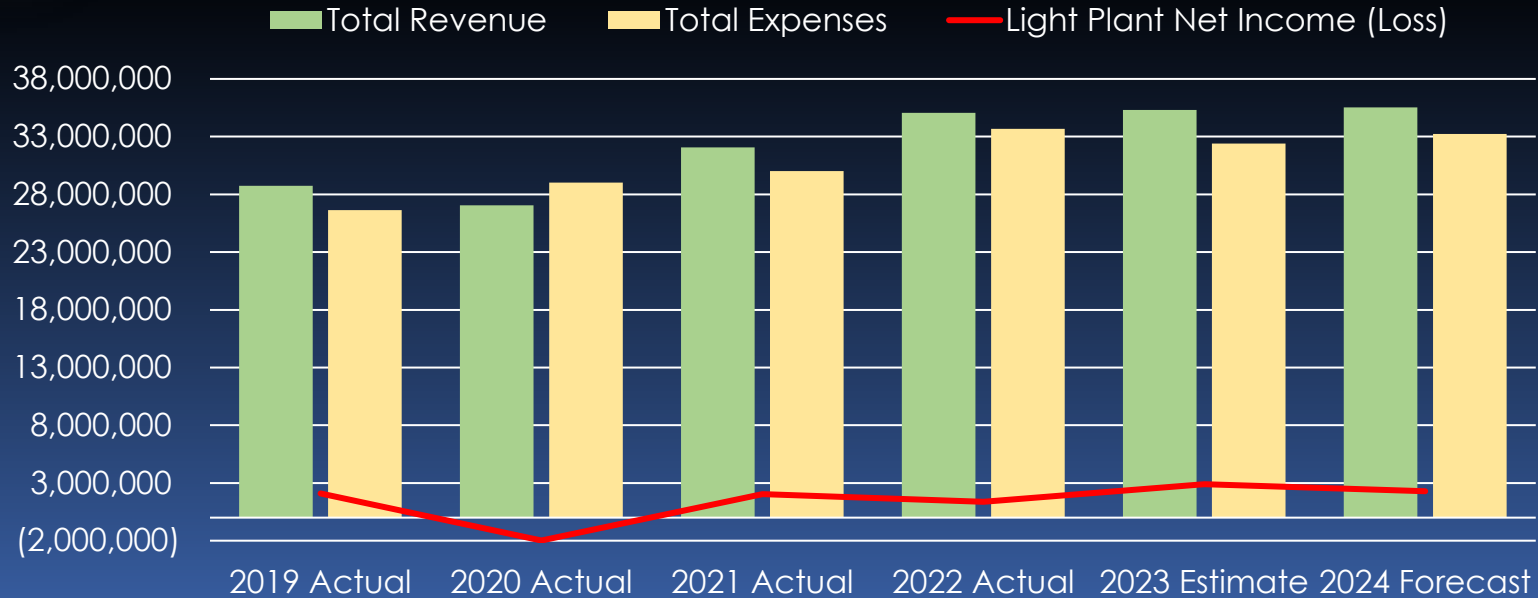


MWH Sales



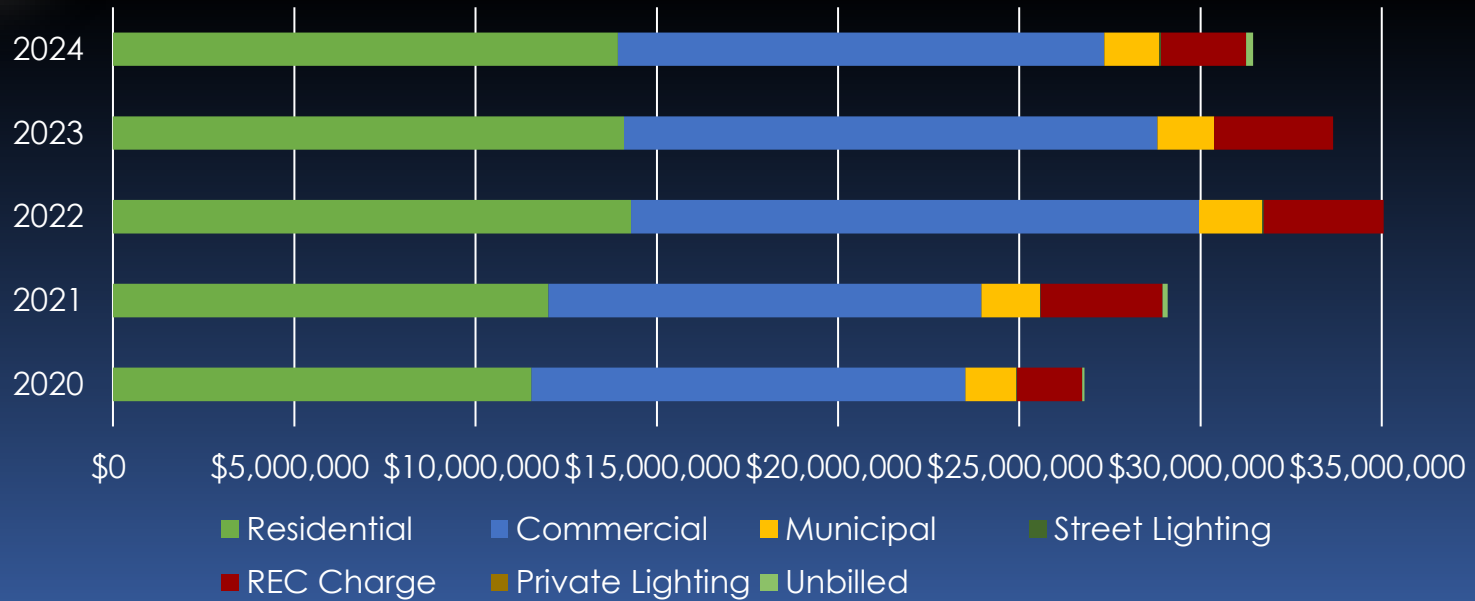


Light Plant Net Income



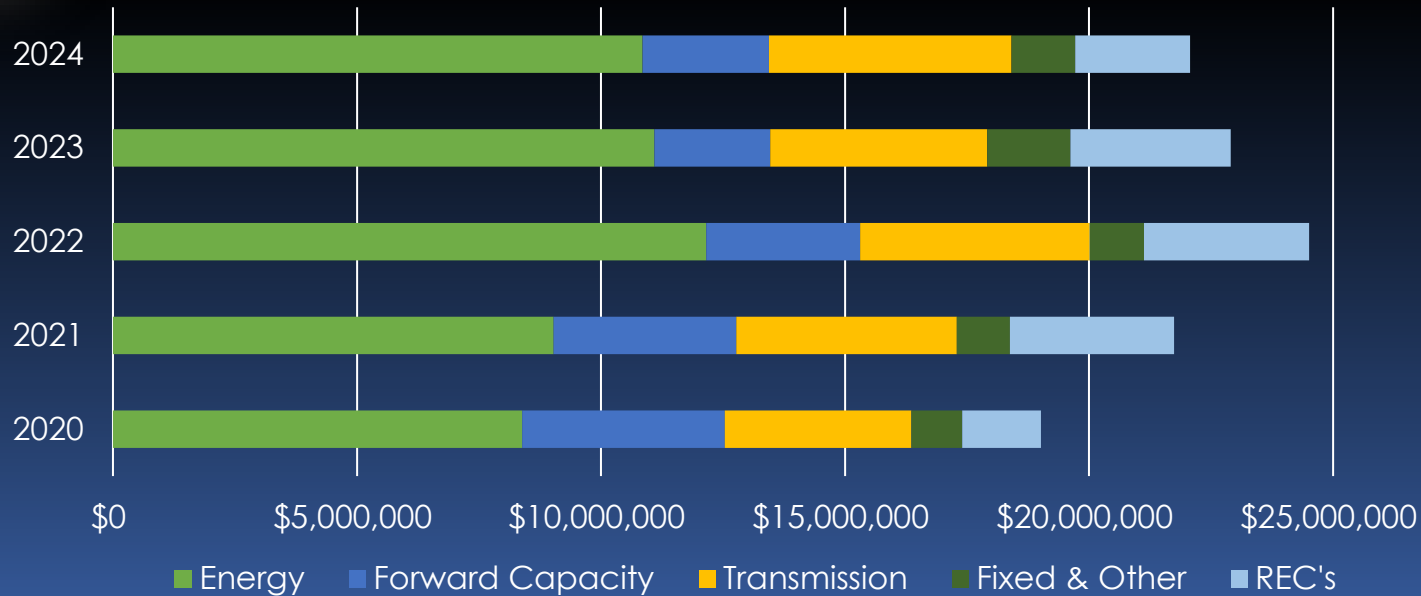


Electricity Sales



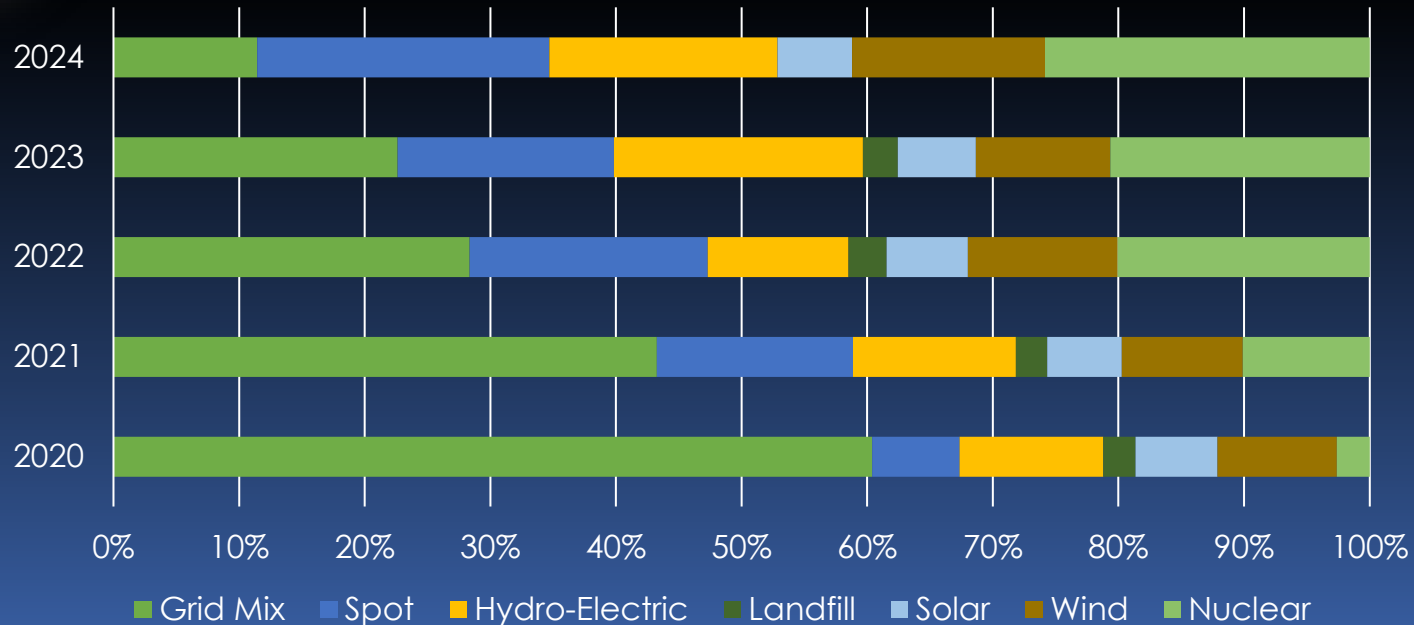


Power Cost Categories



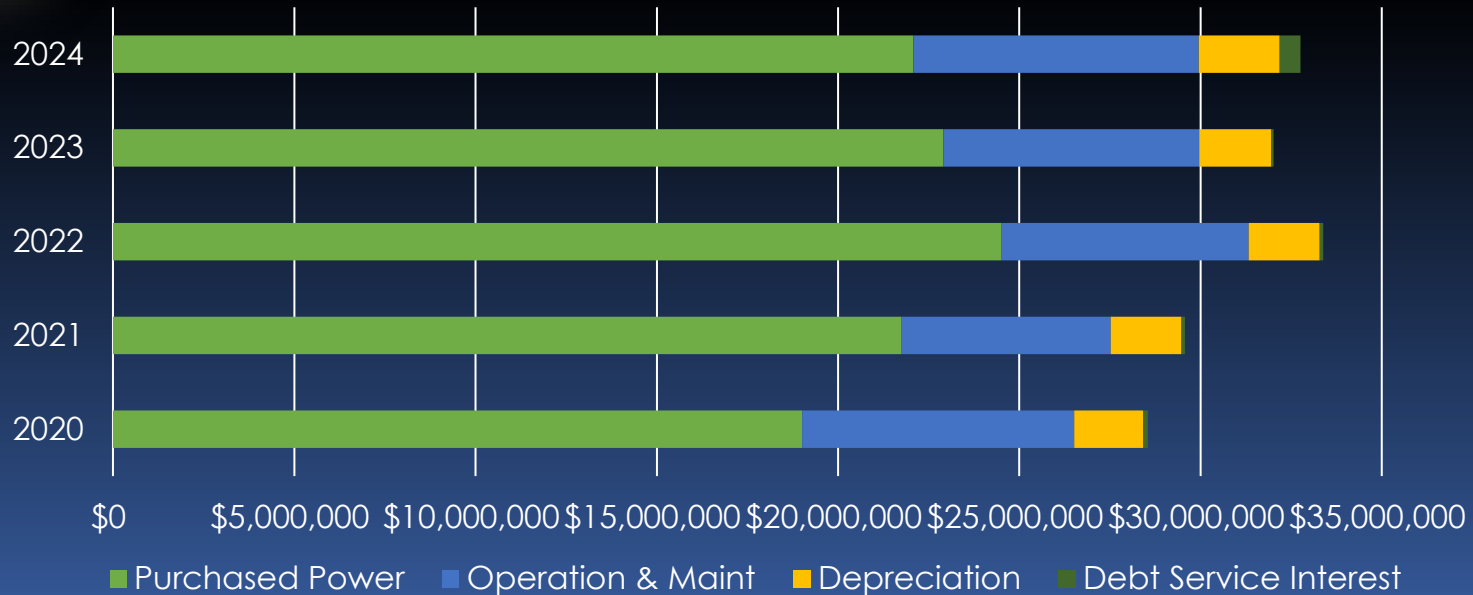


Power Generation Categories





Operating Cost





Capital Outlay

	<u>2024</u>	<u>2025</u>
Total Capital Outlay	\$9,245,283	\$10,886,622
Funded via ...		
• Depreciation Fund	3,055,283	5,069,122
• Underground Fund	715,000	1,017,500
• Borrowing	5,425,000	4,300,000
• Grant Funding	50,000	500,000



Gross Margin

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Total Revenue	32,059,519	35,066,118	35,294,112	35,514,504
Total Expense	30,022,337	33,675,547	32,396,042	33,219,862
Net Income	2,037,182	1,390,570	2,898,070	2,294,642
DPU Rate of Return	3.03 %	1.70 %	4.03 %	3.18 %



Payment in Lieu of Taxes

The Payment in Lieu of Taxes for the fiscal year will be \$464,500

The funds will be transferred from the Operating Fund of the Light Plant to be used by the Assessors to reduce the tax levy for the fiscal year ending June 30, 2025



Telecommunications



Internet Service Offering

- Offered to residents and businesses since 2014
- 45 to 1 Gbps for Residential Service
- 1 Gbps Business Service now available
- Over 1,724 active customers in January 2024
- Rates compare favorably to other suppliers
- Details at www.concordma.gov/broadband

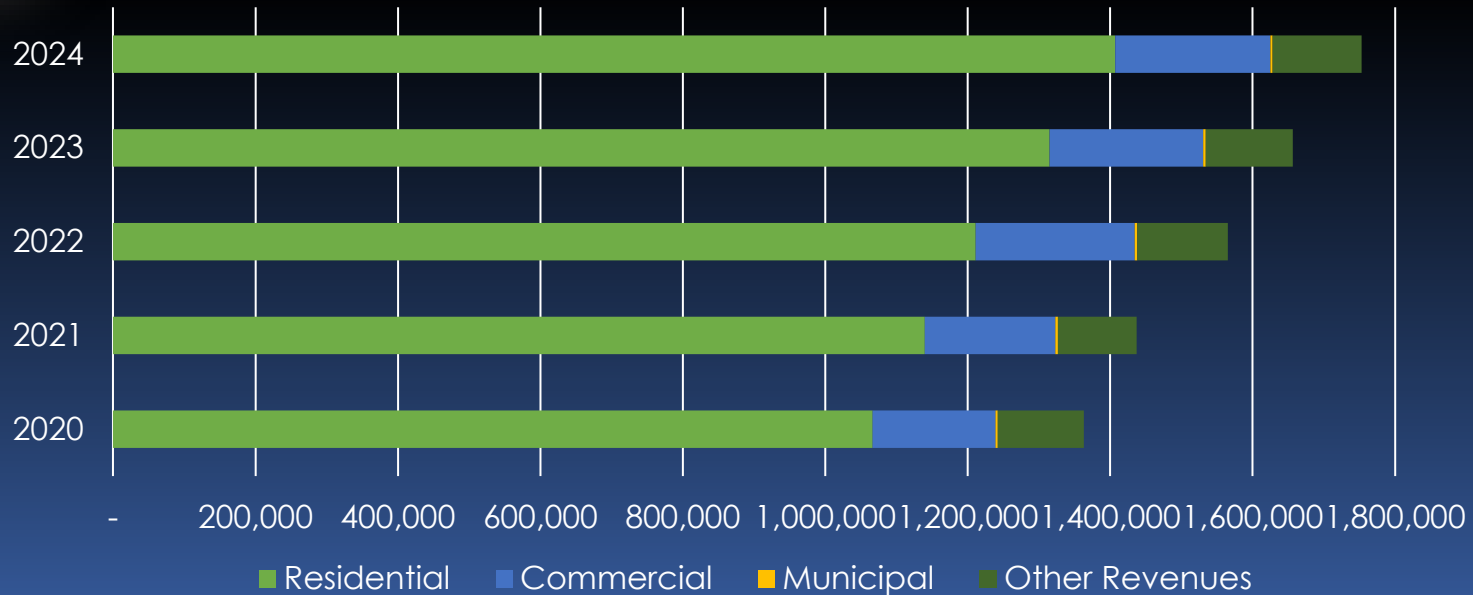


2023 Results

- **Subscriptions & Revenue**
 - Active subscriptions grew 5.4% in 2023
- **Financial Results**
 - Estimated 2023 Revenue \$1,656,594 and Net Income \$385,757

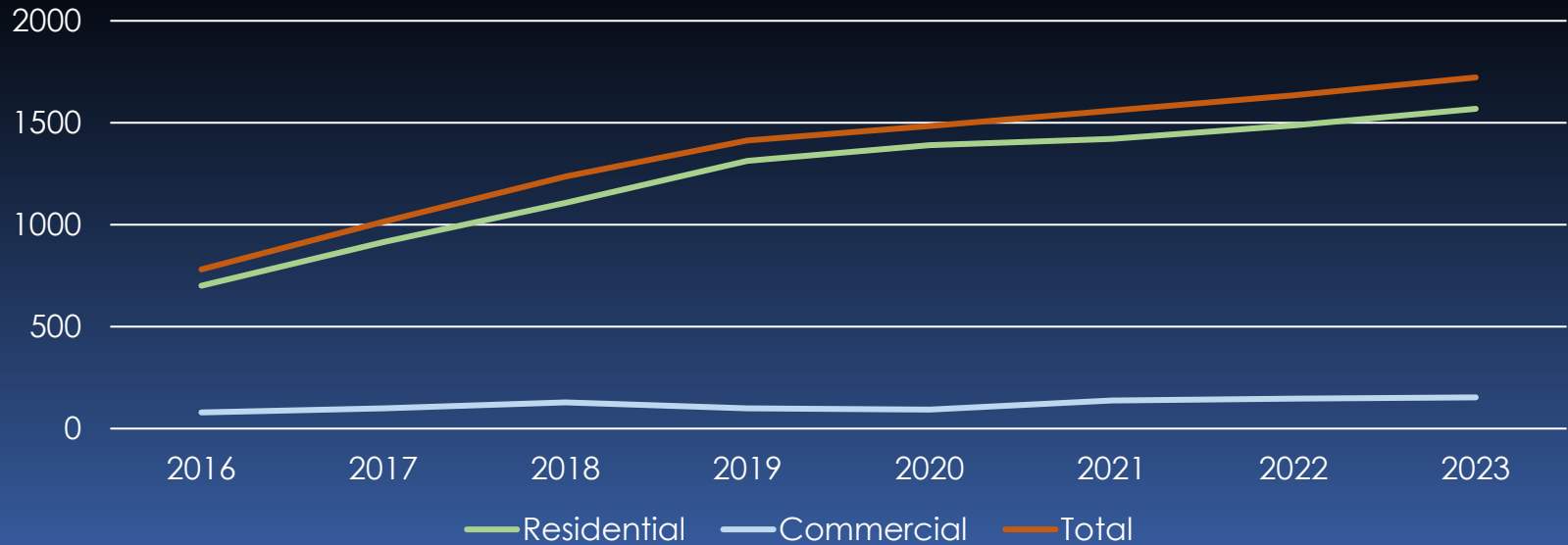


Revenue Sources





Active Customer Counts





2024 Forecast Plans

- Increase operations management offerings to expedite resolutions and provide proactive service.
- Replace core network switching (OLT) infrastructure to have 10Gbps or higher speeds.

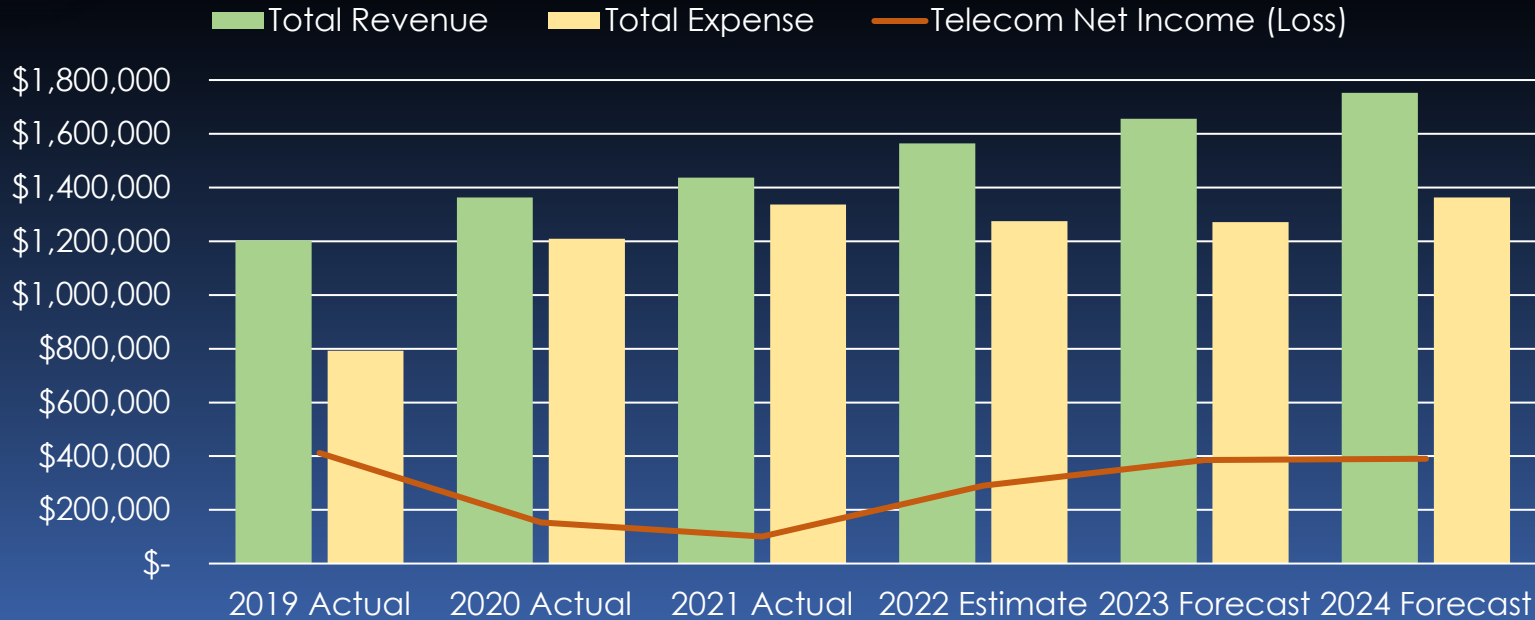


2024 Forecast Plans

- Fill vacant staff positions
- Focus on marketing, customer outreach and satisfaction
- Prepare capital expansion projects in conjunction with CMLP Electric work and CPW paving/construction projects.



Telecom Net Income (Loss)





Article 45

Questions?



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2E

Finance Committee Annual Town Meeting Public Hearing

Article 45 – Solid Waste Disposal Fund Expenditures

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

Pursuant to Article 27 of the 1989 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Solid Waste Disposal Fund and user fee revenue from fiscal year ending June 30, 2025, to be used to operate the Town's "pay-as-you-throw" curbside solid waste and recycling collection and disposal program. The program consists of two major components: curbside collection and disposal including recycling and Drop-off Days; and the operation and maintenance of the Town's composting site including the former landfill. This has been a routine annual action.

Board Action

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



Article 46: Solid Waste Disposal Fund Expenditures

To determine whether the Town will vote that the income from user fees for solid waste disposal services, associated services, and jobbing services by Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Solid Waste Disposal Fund, be expended without further appropriation under the direction and control of the Town Manager in accordance with the Motion passed under Article 27 of the 1989 Annual Town Meeting; or take any other action relative thereto.



Article 46: Solid Waste Disposal Fund Expenditures

The goal of Concord Public Works for the Solid Waste and Recycling Program is to provide an efficient, environmentally sustainable, and cost-effective solid waste collection, disposal and recycling service for subscribers of the Town's curbside program.



Article 46: Solid Waste Disposal Fund Expenditures

Municipal Solid Waste & Recycling Current Program Overview

- Municipal Collection
- Weekly Collection
- Pay-As-You-Throw
- Environmentally Sustainable
- Cost Competitive
- Bulk Pickup Available
- Household Hazardous Waste Collection
- Semi-annual billing
- Online payments
- Manual Collection
- Dual-Stream Recycling Program



Article 46: Solid Waste Disposal Fund Expenditures

Additional Recycling/Disposal Opportunities for Residents

DropOff/SwapOff - Zero Waste Days

Spring Event: May 18, 2024

Product Fall Event: October 25, 2024

Mattress Recycling

755 Walden Street

Drop Off By Appointment Only

Curbside Pickup By Appointment Only

Household Hazardous Waste

Minuteman Hazardous Household
Facility-Lexington

April-November Annually

Batteries, Bulbs & Intact Mercury Items

Accepted at CPW, 133 Keyes Road



Article 46: Solid Waste Disposal Fund Expenditures

Compost Site: 755 Walden Street

April-December

Wednesdays 3:00 pm – 6:00 pm

Saturdays 9:00 am – 3:00 pm

Items Accepted:

Usable Latex Paint

Invasive Plant Species

Leaves and Yard Debris

Brush and Branches

Mattresses

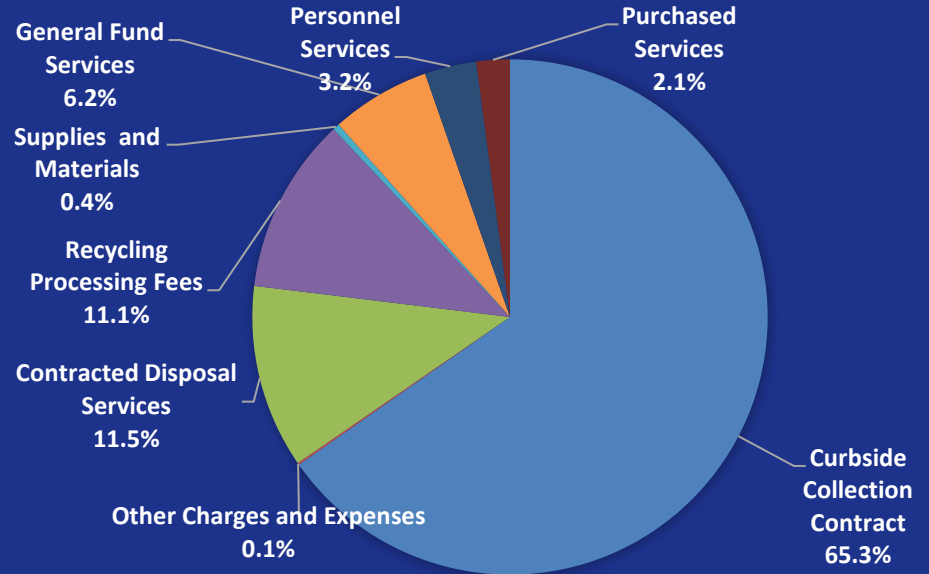
Styrofoam

Processed Compost Available for Residents



Article 46: Solid Waste Disposal Fund Expenditures FY 25 Curbside Program Projected Expenditures

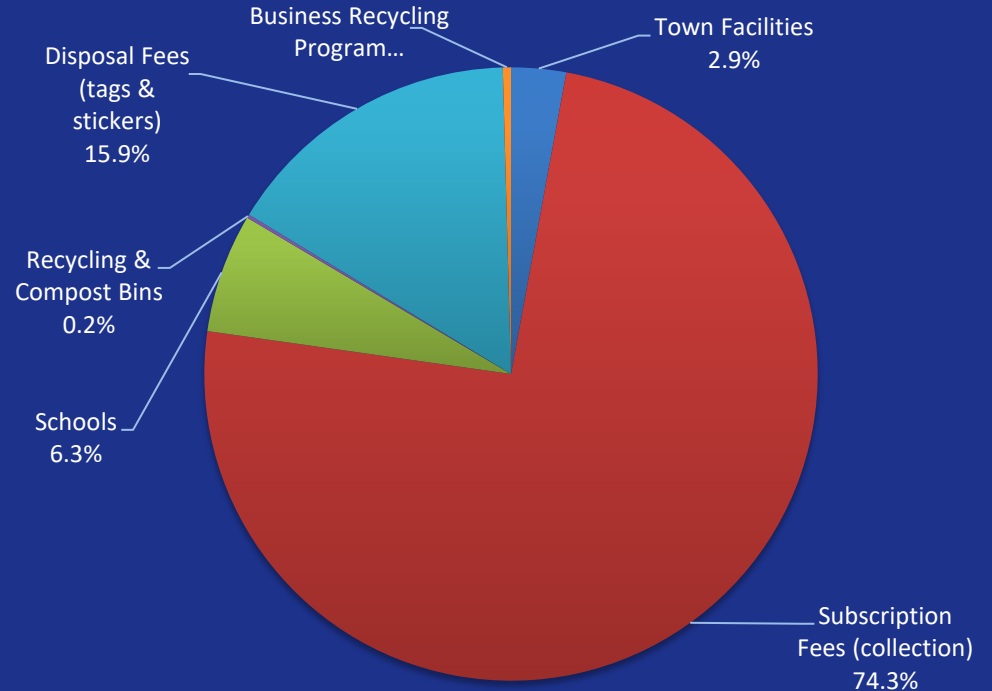
Curbside Collection Contract	\$1,566,144
Other Charges and Expenses	\$2,855
Contracted Disposal Services	\$276,407
Recycling Processing Fees	\$265,493
Supplies and Materials	\$10,070
General Fund Services	\$149,674
Personnel Services	\$77,869
Purchased Services	\$50,317
Total Solid Waste Costs	\$2,398,831





Article 46: Solid Waste Disposal Fund Expenditures FY 25 Curbside Program Projected Revenue

Town Facilities	\$	69,699
Subscription Fees (collection)	\$	1,792,035
Schools	\$	151,346
Recycling & Compost Bins	\$	4,400
Disposal Fees (tags & stickers)	\$	382,680
Business Recycling Program	\$	10,300
Total Curbside Revenue	\$	2,410,460





Article 46: Solid Waste Disposal Fund Expenditures Subscription Fees

	FY23	FY24	FY25*
Collection Fee	\$322.00	\$355.00	\$510.00
Disposal Fee	\$1.80/Tag \$46.80/Sticker	\$1.80/Tag \$46.80/Sticker	\$1.80/Tag \$46.80/Sticker
Average Cost 1.36 bags/barrels per week	\$449	\$482	\$637
Recycling Only	\$162	\$178	\$325

*Projected Rate - FY25 Solid Waste & Recycling Contract Proposals Are Currently Under Review



Article 46: Solid Waste Disposal Fund Expenditures

Program Update:
Solid Waste and Recycling Service Vendor Contract
Expires on 9/30/24

Goals for New Contract

- Maintain Cost Competitive Program
- Provide Comprehensive Solid Waste & Recycling Services
- Reduce Greenhouse Gas Emissions
- Waste Diversion Opportunities

Program Opportunities

- Automated Recycling Collection
- Automated Solid Waste Collection
- Fleet Electrification
- Single-Stream Recycling



Article 46: Solid Waste Disposal Fund Expenditures

To determine whether the Town will vote that the income from user fees for solid waste disposal services, associated services, and jobbing services by Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Solid Waste Disposal Fund, be expended without further appropriation under the direction and control of the Town Manager in accordance with the Motion passed under Article 27 of the 1989 Annual Town Meeting; or take any other action relative thereto.



Article 46: Solid Waste Disposal Fund Expenditures Supplemental Information



Article 46: Solid Waste Disposal Fund Expenditures

Curbside Program Overview

Subscribers as of December 31

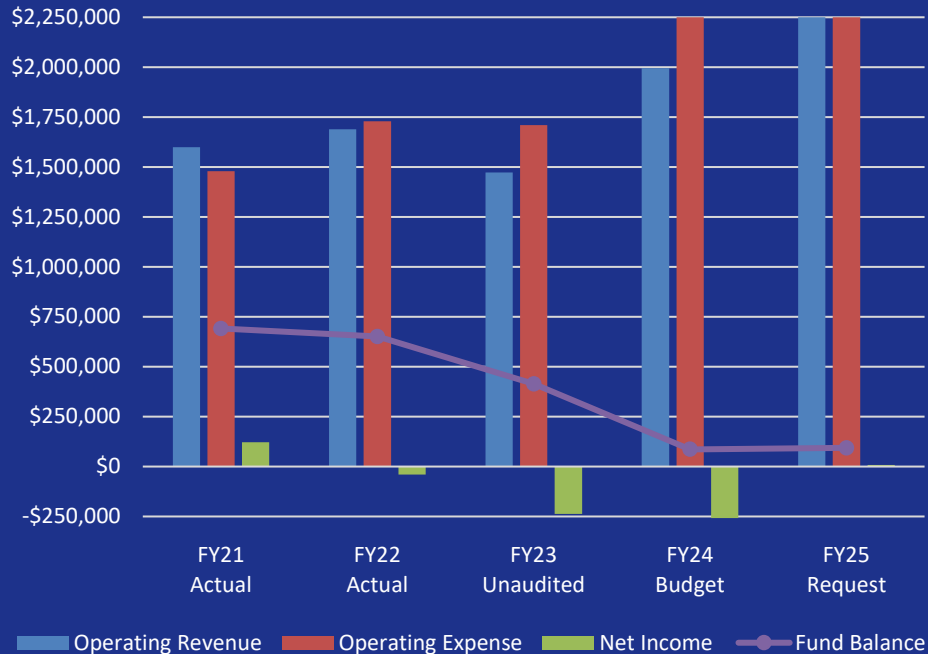
Year	Number of Subscribers	Recyclables collected(tons)	Trash collected (tons)	Recycling Rate
2019	3,679	1,577	2,609	38%
2020	3,587	1,693	2,623	38%
2021	3,657	1,592	2,505	38%
2022	3,622	1,462	2,162	40%
2023	3,508	1,493	2,200	40%

Current Subscribers as of 3/5/24 - 3,545



Article 46: Solid Waste Disposal Fund Expenditures

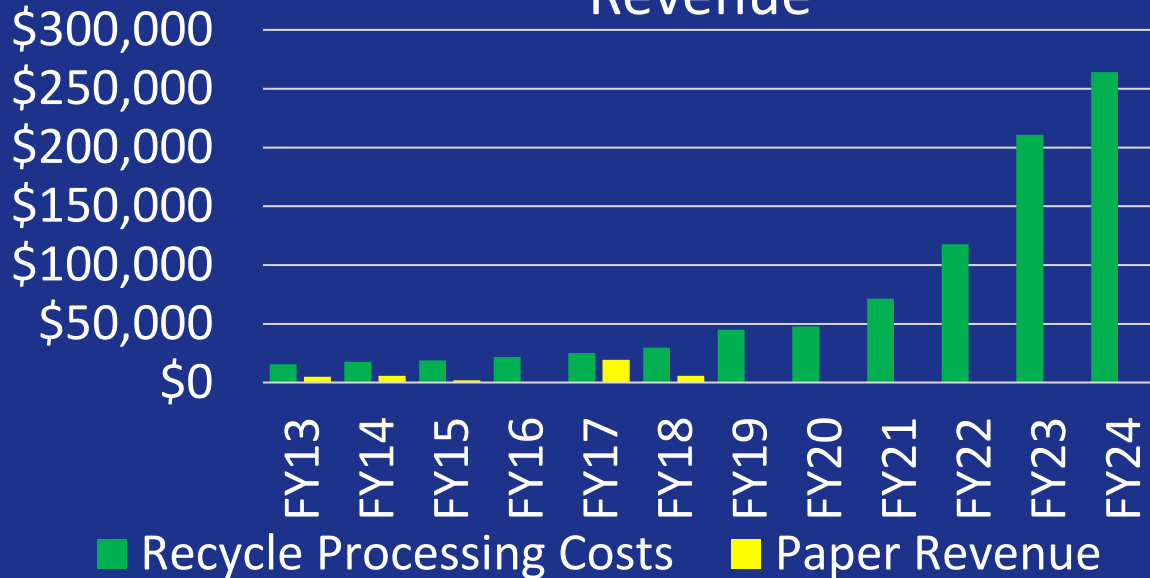
Change in Solid Waste Fund Balance





Article 46: Solid Waste Disposal Fund Expenditures

Comparison of Recycling Costs & Revenue

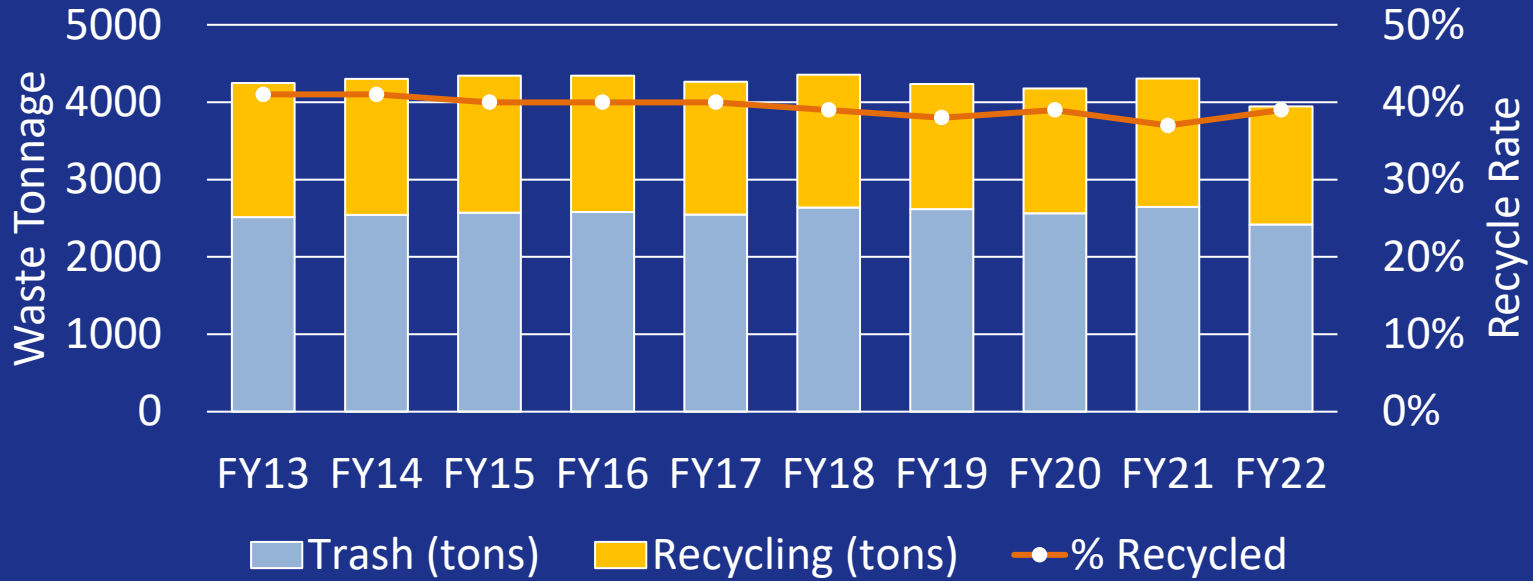


	Recycle Processing Costs	Paper Revenue
FY13	\$15,621	\$4,981
FY14	\$17,891	\$5,904
FY15	\$18,908	\$2,046
FY16	\$21,762	\$480
FY17	\$25,209	\$19,524
FY18	\$29,631	\$5,941
FY19	\$45,091	\$0
FY20	\$47,606	\$0
FY21	\$71,489	\$0
FY22	\$117,696	\$0
FY23	\$210,889	\$0
FY24	\$264,239	\$0



Article 46: Solid Waste Disposal Fund Expenditures

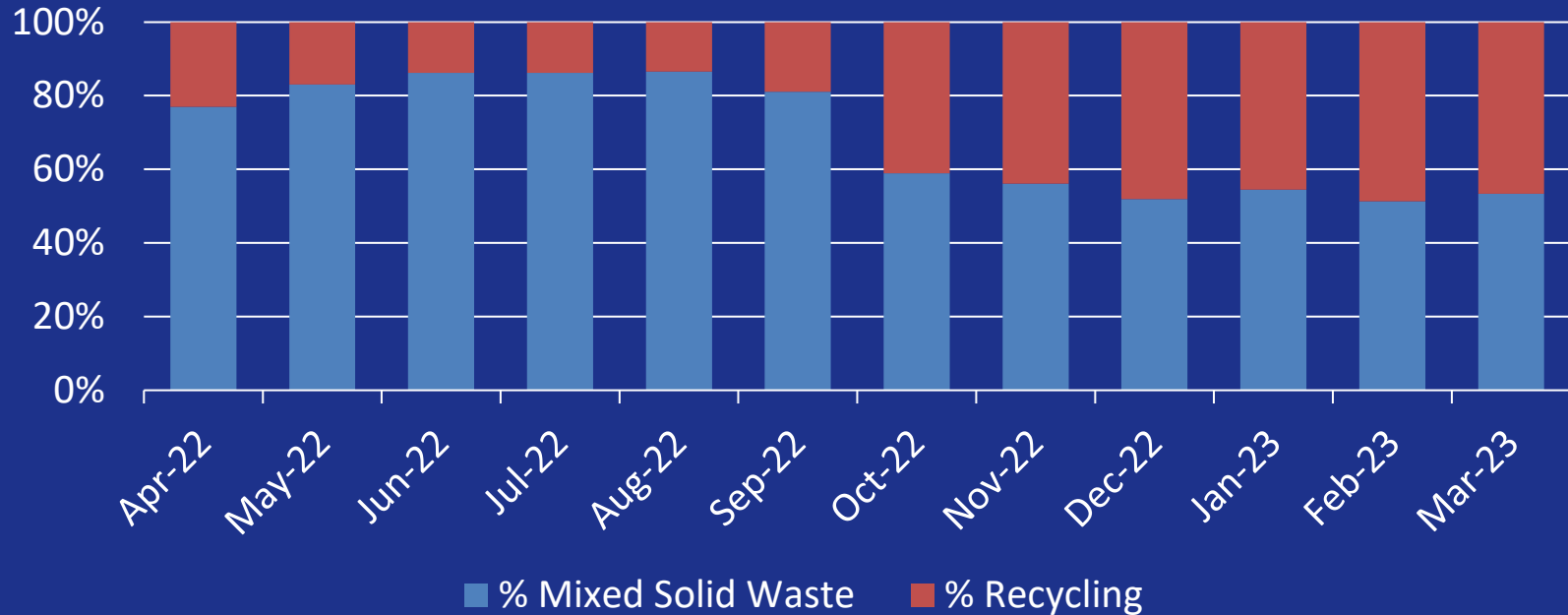
Tonnage & Recycle Rate





Article 46: Solid Waste Disposal Fund Expenditures

Disposal Costs for Solid Waste & Recycling





Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2F

Finance Committee Annual Town Meeting Public Hearing

Article 47 – Sewer System Expenditures

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

Pursuant to Article 37 of the 1976 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Sewer Fund and fiscal year 2025 revenue for the operation and maintenance and improvement to the Town's sewer system. The Sewer Fund is an enterprise fund similar to the Town's Water and Light Plant Funds. The entire cost of operations, maintenance, and capital replacement and renewal is funded by user fees. At the present time approximately one-third of Concord's residences and many businesses and institutions are connected to the Town's municipal sewer system. This has been a routine annual action.

Board Action

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



Article 47: Sewer System Expenditures

To determine whether the Town will vote that the income from user fees, special services fees and jobbing services by the Water & Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Sewer Fund be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 37 of the 1976 Annual Town Meeting, or take any other action relative thereto.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2G

Finance Committee Annual Town Meeting Public Hearing

Article 48 – Sewer Improvement Fund Expenditures

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

Pursuant to Article 25 of the 1989 Annual Town Meeting, this article authorizes the Town Manager to use cash on hand in the Sewer Improvement Fund (a sub-fund within the Sewer Fund) and fiscal year 2025 fees for constructing and expanding the Town's sewer lines and treatment facility capacities. Sewer improvement fees are charged to certain properties connecting to the sewer system. This has been a routine annual action.

Board Action

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



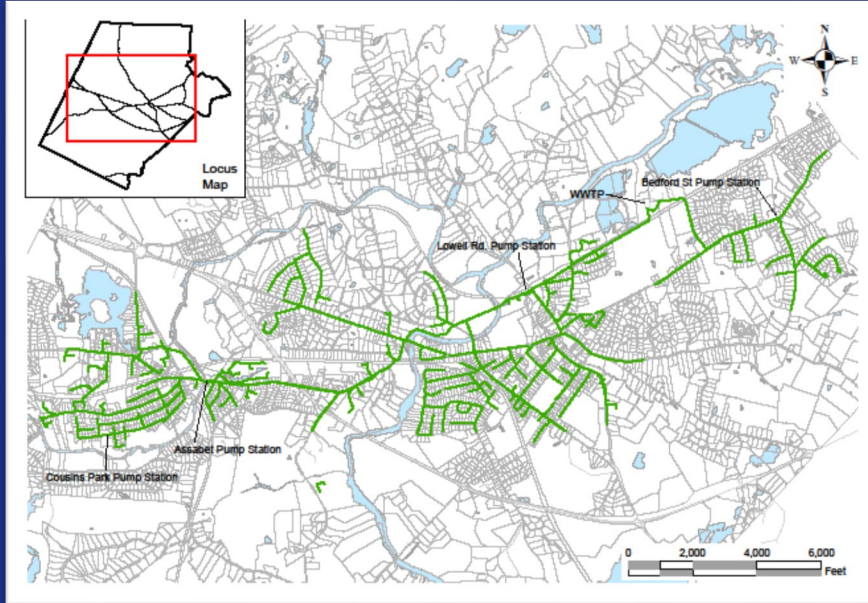
Article 48: Sewer Improvement Fund Expenditures

To determine whether the Town will vote that the income from sewer improvement fees during the ensuing fiscal year, together with the balance of operating cash in the Sewer Improvement Fund, be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 25 of the 1989 Town Meeting and applicable state enabling statutes, or take any other action relative thereto.



Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures



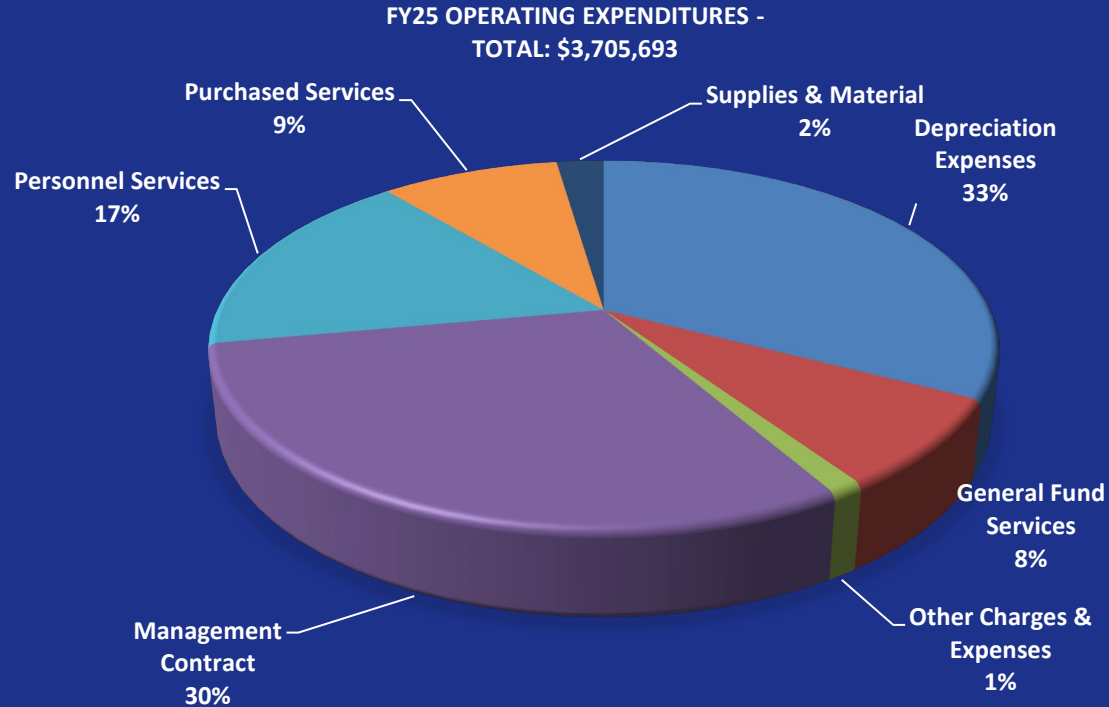
Municipal Sewer System

Infrastructure Assets = \$18.8 million

- 1 – Advanced WWTP
- 2 – Large Scale Pumping Stations
- 6 – Neighborhood Lift Stations
- 34 – Miles of Collection Main
- 903 – Manholes



Article 47: Sewer System Expenditures Article 48: Sewer Improvement Fund Expenditures





Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

FY25 – Capital Improvement Plan

Proposed Expenditures - \$1,710,750

- \$ 675,000 – Wastewater Treatment Plant Structures & Equipment
- \$ 300,000 – Wastewater Capacity / Optimization
- \$ 250,000 – Meter Replacements
- \$ 248,000 – Inflow/Infiltration & Sewer Lateral Work
- \$ 112,000 – Sewer Stations Structures & Equipment
- \$ 103,750 – Vehicles Replacement & Heavy Equipment
- \$ 22,000 – Other Miscellaneous Equipment & Improvements



Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

FY25 – Sewer Rates

Proposed Adjustment (FY24 vs. FY25)

- Residential Rate - \$0.1362/cubic foot - 5% increase
- Commercial Rate - \$0.1362/cubic foot - 5% increase
- Sewer Improvement Fee - \$40.07 per gallon - no change

Impact on Avg. Residential Customer
\$38.93/year



Article 47: Sewer System Expenditures

To determine whether the Town will vote that the income from user fees, special services fees and jobbing services by the Water & Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Sewer Fund be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 37 of the 1976 Annual Town Meeting, or take any other action relative thereto.



Article 48: Sewer Improvement Fund Expenditures

To determine whether the Town will vote that the income from sewer improvement fees during the ensuing fiscal year, together with the balance of operating cash in the Sewer Improvement Fund, be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 25 of the 1989 Town Meeting and applicable state enabling statutes, or take any other action relative thereto.

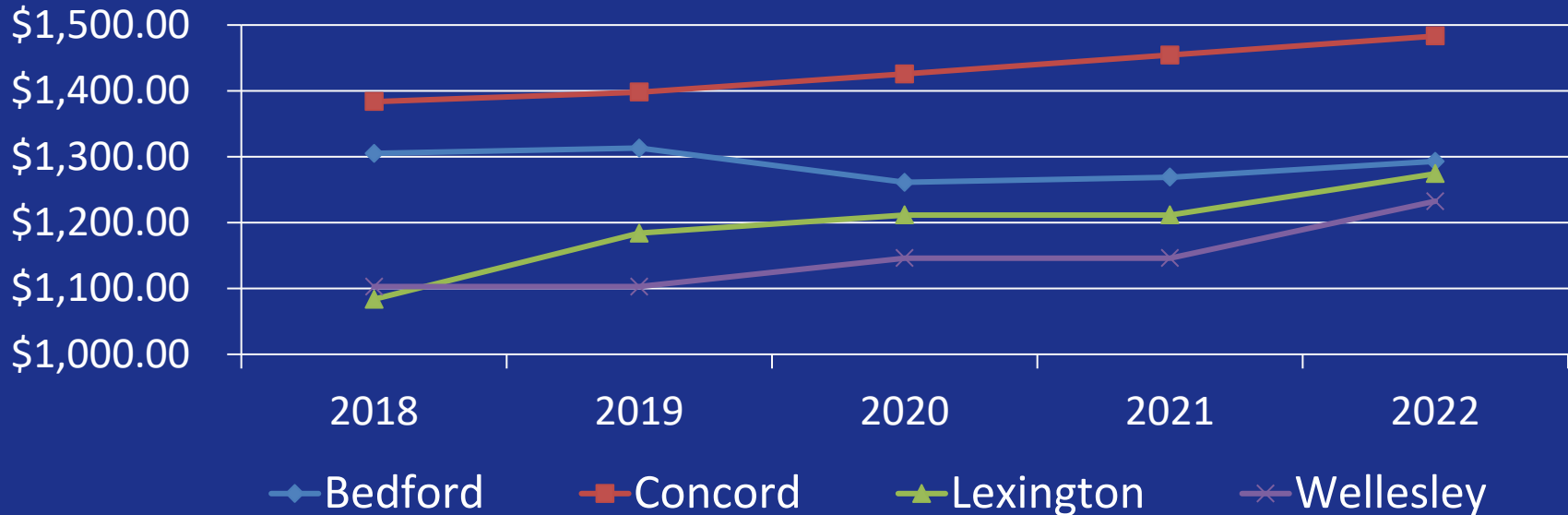


Supplemental Information



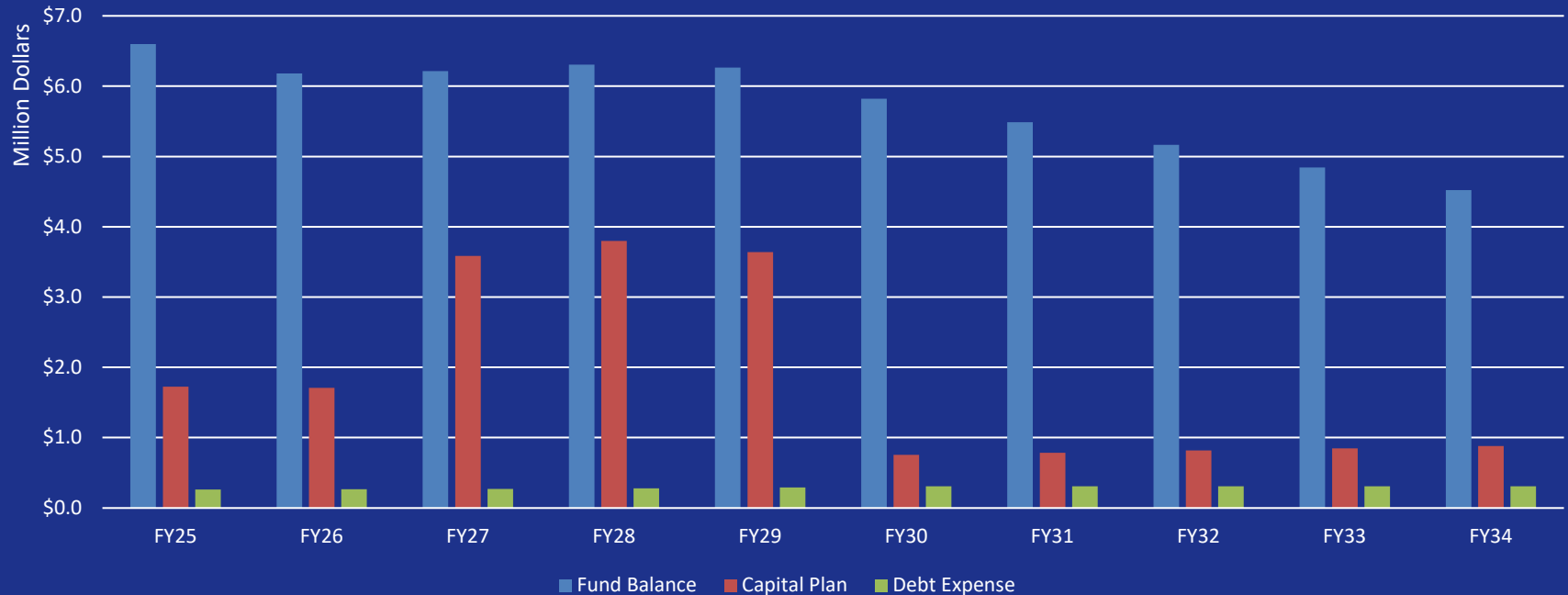
Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

Sewer Cost Comparison Based on American Water Works Association Standard of 120 HCF Annually (90,000 gallons)



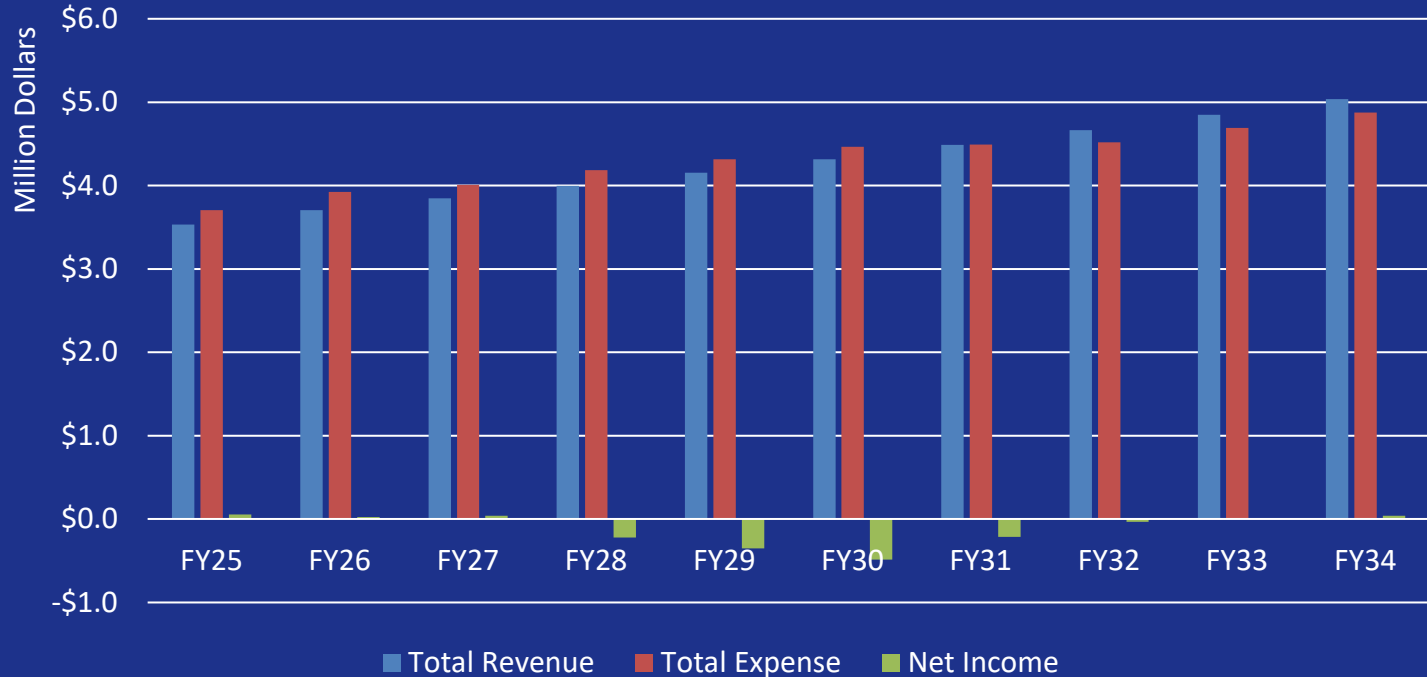


Article 47: Sewer System Expenditures Article 48: Sewer Improvement Fund Expenditures 10 Year Capital Plan





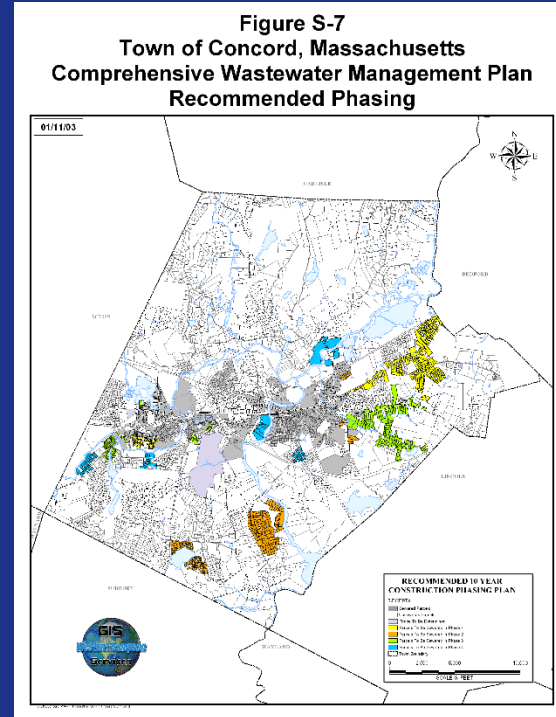
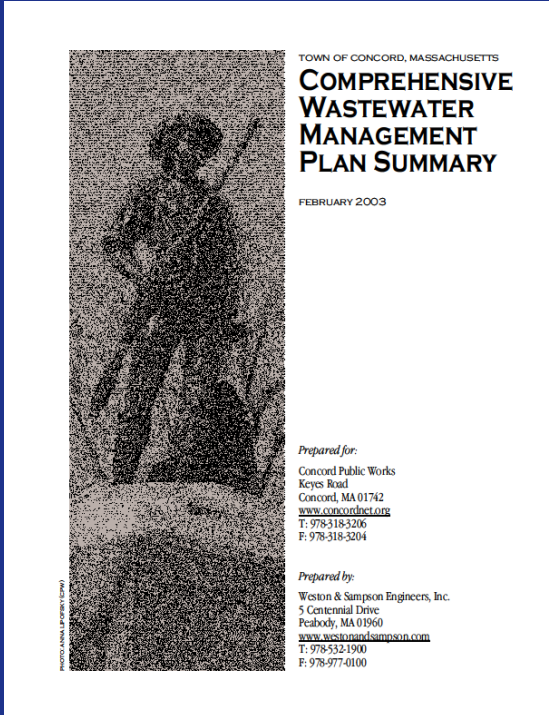
Article 47: Sewer System Expenditures Article 48: Sewer Improvement Fund Expenditures 10 Year Operating Projections





Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures





Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

2003 – ATM Article 36 Comprehensive Wastewater Master Plan (CWMP)

- 20 Year Plan
- Growth Neutral – No allowance for increase in wastewater capacity
- Established Eligibility, Allocation and Construction Phasing

2003 – Certification - Executive Office of Environmental Affairs (EEOA)

2004 – ATM Article 48 CWMP – Phase I Design/Construction Funding

2004 – Sewer Rules/Regulations – Codified Right of Connections

- Restricted to Parcels/Areas specified within the CWMP.
- One connection per parcel, even if later subdivided.



Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

Subsequent Planning Efforts

2005 – Comprehensive Long Range Plan (CLRP)

- Recommended Focused Redevelopment in Village Centers
- Supports Economic Development and Affordable Housing

2005 – Planned Production Housing Plan (PPHP)

- Supports State Affordable Housing Goals

2007 – Status of Municipal Wastewater Treatment Report

- Stated No Municipal Treatment Capacity Available to Support CLRP and PPHP Recommendations

2009 – Integrated Planning Initiative

- Aligned goals – Quantified Wastewater Needs



Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures

Capacity Management Efforts

2007 – Wastewater Treatment Plant Upgrade (CoMag)

2008 – Brownfield Grant

Assessment of Grace Property for WW discharge

2009 – Post WWTP Upgrade

Desktop Capacity Assessment

2013 – DEP Approval of Hydrogeologic Evaluation @ WWTP (GWD)

2015 – Detailed Wastewater Capacity Assessment of WWTP

2022 – WWTP Facilities Plan



Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures

Capacity Management Efforts (continued)

- Ongoing Inflow/Infiltration Assessment and Mitigation
- Public Works Commission Policies
 - 1,000 gallon per day review
 - Efforts to manage Economic Development, Affordable Housing Objectives & Residential Infill/Expansions (Accessory Dwelling Units - In-Law Apartments)



Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

National Pollution Discharge Elimination System (NPDES)

2011 – Permit Renewal

- Appeal – EPA’s Environmental Appeals Board (EAB)

2017 – Permit Renewal

- Formal Request made for Additional capacity

2022 – Issuance of General Permit

- Request for Increase in Capacity – Denied
- EPA/DEP Acknowledged Request – Req. for anti-degradation study
- Response Letter to EPA Region 1 Administrator

2023 – Notice of Wastewater Needs – Submitted to Governor



Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures

Potential Wastewater Alternatives

- Increase Existing Wastewater Plant Discharge Permit (Requires Challenging Regulatory Process)
- Increase Flow to Existing Plant with Groundwater Discharge
- Construct New Neighborhood Treatment Systems
- Construct New Town Treatment Plant
- Partner with Private Entities to Serve Municipal Needs
- Demand Management / Conservation
- Explore Regional Partnerships



Article 39: *Sewer System Expenditures*

Article 40: *Sewer Improvement Fund Expenditures*

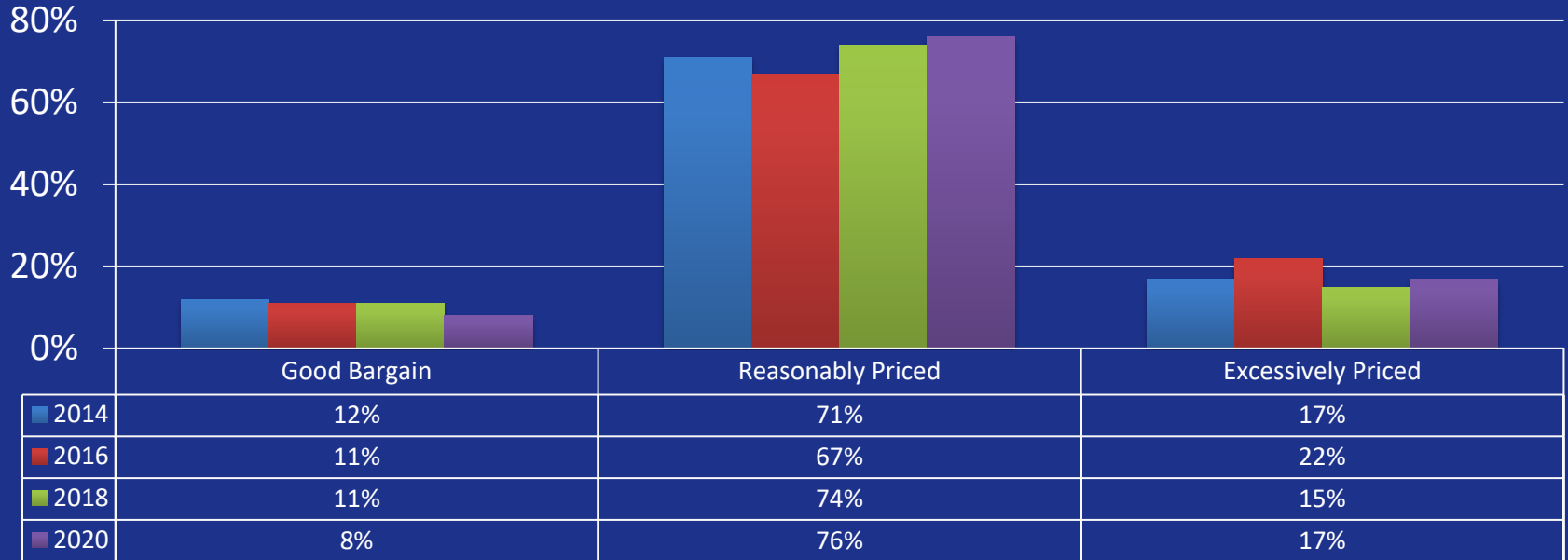
Consequences of No Action

- Does Not Translate into “No Growth” Alternative
- On-Site Treatment / Disposal of Wastewater Flow Potentially Increases where Possible
- Permit Exceedance Resulting in EPA Consent Order
- Sewer Moratorium
- Legal Challenges / Expenses – Hostile Development
- Inability for Town to Support Economic Development, Institutional & Regional Facilities, Affordable Housing Objectives & State Requirements, Residential Expansions (Bedroom Additions, In-Law Apartments)



Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

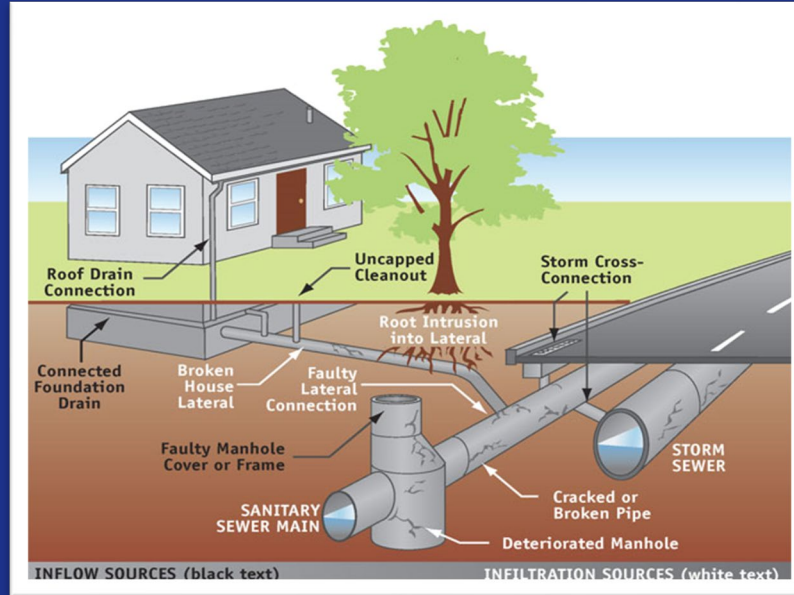
Opinion of Sewer Service Price





Article 47: Sewer System Expenditures

Article 48: Sewer Improvement Fund Expenditures



King County, Washington, Department of Natural Resources and Parks



Article 47: Sewer System Expenditures
Article 48: Sewer Improvement Fund Expenditures

FY25 – Operations & Maintenance Plan

Proposed Expenditures - \$ 3,705,693

- \$ 1,209,183 - Depreciation
- \$ 1,278,219 - Treatment Plant
- \$ 926,752 - Pumping & Collection System
- \$ 291,539 - General Fund Services

Sewer Fund: Plan and Projection	Actual	Revised	Proposed										10 years
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY24-33
Operating Revenue													
User Fees	2,688,273	3,225,000	3,386,000	3,557,000	3,699,000	3,848,000	4,003,000	4,162,000	4,330,000	4,505,000	4,685,000	4,873,000	41,048,000
Other	92,759	144,253	145,253	147,253	148,253	149,253	152,253	155,253	157,253	160,253	163,253	166,253	1,544,535
Subtotal	2,781,032	3,369,253	3,531,253	3,704,253	3,847,253	3,997,253	4,155,253	4,317,253	4,487,253	4,665,253	4,848,253	5,039,253	42,592,535
Operating Expense													
O & M	1,597,283	2,413,232	2,496,510	2,621,565	2,752,890	2,890,797	3,035,619	3,187,701	3,347,409	3,515,124	3,691,250	3,876,207	31,415,074
Depreciation	1,141,153	1,210,834	1,209,183	1,302,805	1,257,684	1,292,885	1,280,595	1,279,685	1,143,767	1,002,486	1,001,014	1,001,014	11,771,116
Subtotal	2,738,436	3,624,065	3,705,693	3,924,371	4,010,574	4,183,683	4,316,214	4,467,386	4,491,176	4,517,611	4,692,263	4,877,221	43,186,192
Operating Income	42,596	-254,812	-174,440	-220,117	-163,320	-186,429	-160,960	-150,133	-3,923	147,643	155,990	162,032	-593,658
ADD: Interest Income	284,634	93,495	79,954	84,484	88,101	97,122	111,810	125,986	125,986	125,986	125,986	125,986	1,091,399
Bond Premium	-	-	-	-	-	-	-	-	-	-	-	-	-
Sewer Improvement Fees	194,608	181,000	181,000	181,000	181,000	181,000	181,000	181,000	181,000	181,000	181,000	181,000	1,810,000
LESS: Interest Expense													
Existing Debt	40,862	45,700	32,129	19,457	6,529	0	0	0	0	0	0	0	58,115
New Debt	0	0	0	0	36,000	214,200	383,400	543,600	514,800	486,000	457,200	428,400	3,063,600
Bond Anticipation Notes (BANs)	0	0	0	0	13,500	67,500	67,500	67,500	0	0	0	0	216,000
Issuance expense	0	0	0	600	9,000	33,000	33,000	30,000	0	0	0	0	105,600
Net Income	460,976	-26,016	54,385	25,310	40,752	-223,007	-352,051	-484,247	-211,737	-31,372	5,776	40,618	-1,135,574
Available Resources from:													
Net income	460,976	-26,016	54,385	25,310	40,752	-223,007	-352,051	-484,247	-211,737	-31,372	5,776	40,618	-1,135,574
Depreciation expense	1,141,153	1,210,834	1,209,183	1,302,805	1,257,684	1,292,885	1,280,595	1,279,685	1,143,767	1,002,486	1,001,014	1,001,014	11,771,116
subtotal	1,602,129	1,184,817	1,263,569	1,328,115	1,298,436	1,069,878	928,544	795,438	932,030	971,115	1,006,789	1,041,632	10,635,545
Bond proceeds			0	0	600,000	3,000,000	3,000,000	3,000,000	0	0	0	0	
Loan proceeds			0	600,000	3,000,000	3,000,000	3,000,000	0	0	0	0	0	9,600,000
LESS: Principal repayments													
Existing Debt	627,668	637,843	627,265	639,936	652,865	0	0	0	0	0	0	0	1,920,066
New Debt	0	0	0	0	30,000	180,000	330,000	480,000	480,000	480,000	480,000	480,000	2,940,000
BAN Repayment	0	0	0	0	600,000	3,000,000	3,000,000	3,000,000	0	0	0	0	9,600,000
Net Available for Capital Purposes	974,461	546,974	636,304	1,288,179	3,615,571	3,889,878	3,598,544	315,438	452,030	491,115	526,789	561,632	15,375,479
Capital Plan:													
User Fee Supported	304,447	1,675,136	1,200,030	674,750	339,250	542,540	370,370	472,240	487,160	502,120	518,130	534,190	5,640,760
Improvement Fee Supported	329,004	540,669	525,000	432,000	244,000	257,000	270,000	284,000	299,000	314,000	330,000	347,000	3,302,000
Borrowing Supported	-	-	-	600,000	3,000,000	3,000,000	3,000,000	-	-	-	-	-	-
Cash Position													
Beginning balance	9,017,833	9,358,843	7,690,012	6,601,286	6,182,715	6,215,036	6,305,374	6,263,548	5,822,746	5,488,616	5,163,610	4,842,270	60,575,213
ADD: Net available	974,461	546,974	636,304	1,288,179	3,615,571	3,889,878	3,598,544	315,438	452,030	491,115	526,789	561,632	15,375,479
LESS: Planned Capital	633,451	2,215,805	1,725,030	1,706,750	3,583,250	3,799,540	3,640,370	756,240	786,160	816,120	848,130	881,190	18,542,780
Changes in assets & liabilities													
Ending balance	9,358,843	7,690,012	6,601,286	6,182,715	6,215,036	6,305,374	6,263,548	5,822,746	5,488,616	5,163,610	4,842,270	4,522,711	57,407,912



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2H

Finance Committee Annual Town Meeting Public Hearing

Article 49 – Water System Expenditures

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

Pursuant to Article 38 of the 1974 Annual Town Meeting, the article authorizes the Town Manager to use cash on hand in the Water Fund and fiscal year 2025 revenue for the operation and maintenance and improvement of the Town's water system. Similar to the Town's Sewer and Light Plant Funds, the Water Fund is an enterprise fund. The entire cost of operations, maintenance, and capital replacement and renewal is funded by user fees. Almost all of Concord's residences and businesses/institutions are connected to the Town's municipal water system. This has been a routine annual action.

Board Action

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



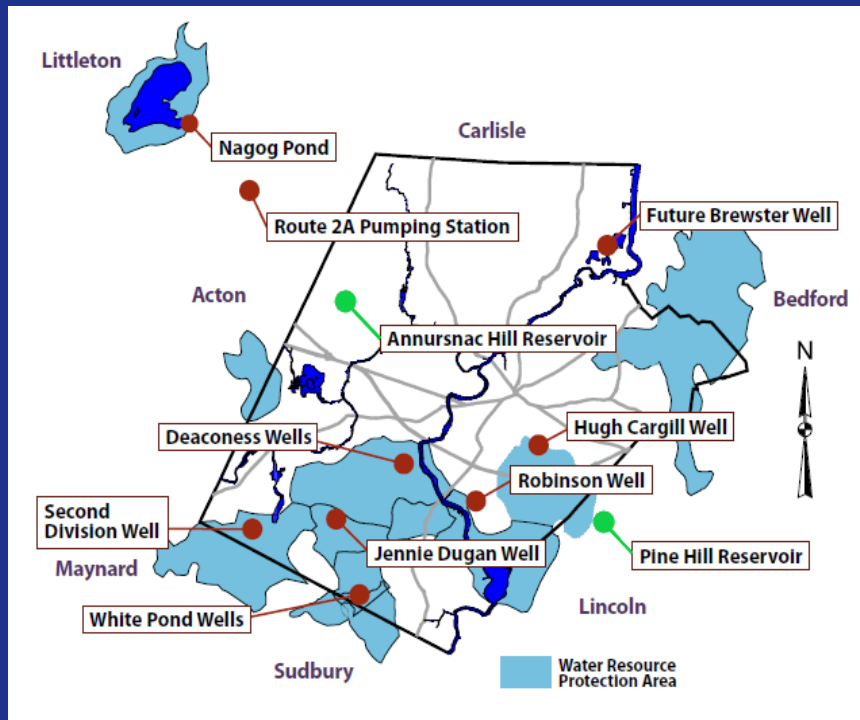
Article 49:

Water System Expenditures

To determine whether the Town will vote that the income from user fees, special service fees, and jobbing services by the Water & Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Water Fund, be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 38 of the 1974 Annual Town Meeting, or take any other action relative thereto.



Article 49: Water System Expenditures



Public Water System

Infrastructure Assets = \$25.8 Million

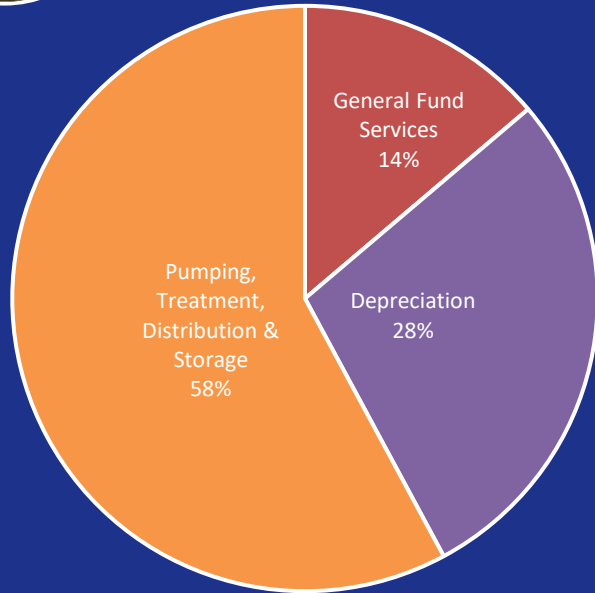
- 1 - Surface Water
- 6 - Ground Water Supplies
- 7 - Pumping Stations
- 2 - Advanced Treatment Facilities
- 2 - Reservoirs (7.5 MG Storage)
- 134 - Miles of Distribution Mains
- 1,339 - Hydrants



Article 49: *Water System Expenditures*

FY25 – Operations & Maintenance

Proposed Expenditures – \$ 5,868,204



\$ 3,395,309 – Pumping, Treatment, Distribution & Storage

\$ 1,662,986 – Depreciation

\$ 809,909 – General Fund Services



Article 49: *Water System Expenditures*

FY25 – Capital Improvement Plan

Total Proposed Expenditures	<u>\$6,396,250</u>
Nagog Pond Improvements	\$3,500,000
Water Main Replacement	\$1,800,000
Vehicles Replacement & Heavy Equipment	\$311,250
Meters Replacement	\$250,000
Source Protection & Integrated Water Resources Plan	\$250,000
Station Structures & Equipment	\$130,000
Water System Improvements	\$50,000
Other Miscellaneous Equipment & Improvements	\$40,000
Hydrant Replacement	\$40,000
Reservoir Improvements	\$25,000



Article 49: *Water System Expenditures*

FY25 – Residential Rates

Proposed Adjustment (FY24 to FY25):

- 1st Step* - \$0.0866/cubic foot (+12.5 %)
- 2nd Step - \$0.1819/cubic foot (+12.5 %)
- 3rd Step - \$0.2295/cubic foot (+12.0 %)

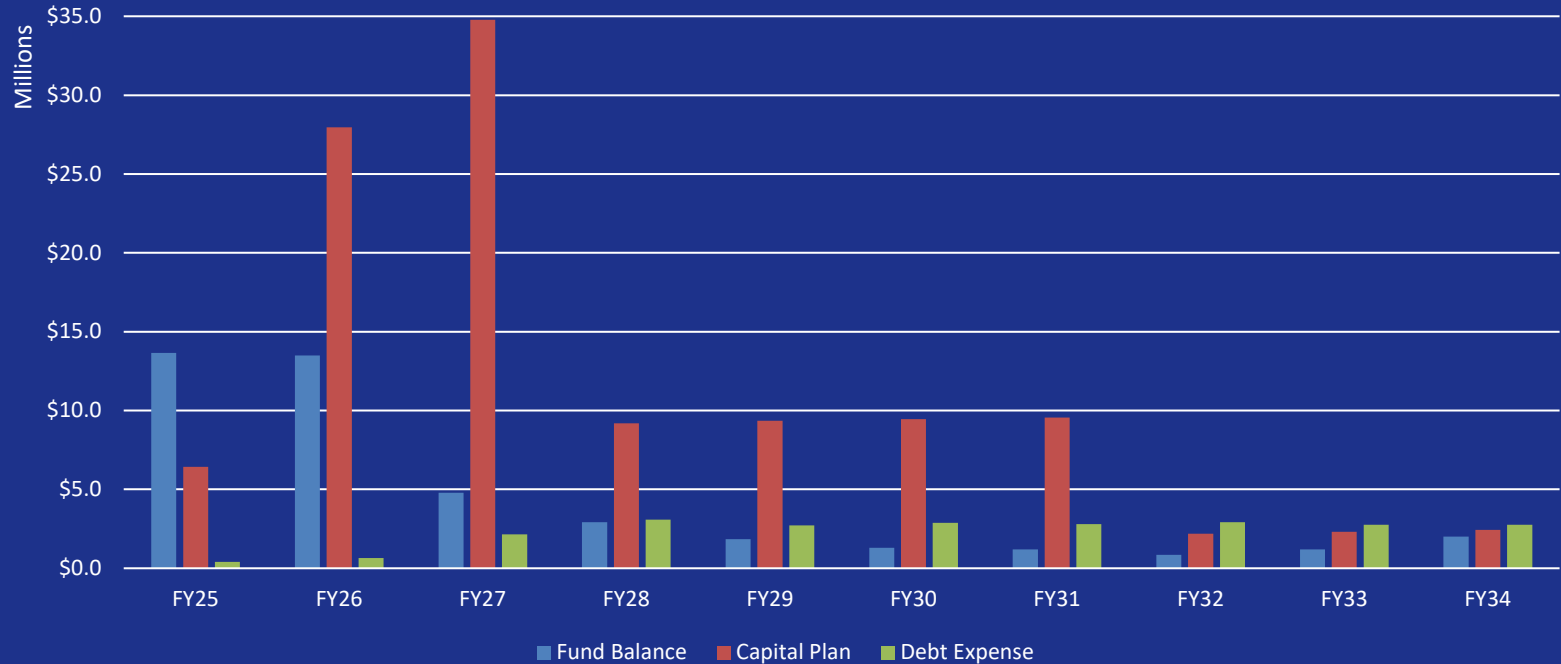
Impact on Avg. Residential Customer about \$ 86.40/year

* Discount Rate \$.0433: Savings up to \$311/Year



Article 49: Water System Expenditures

10 Year Capital Plan





Article 49:

Water System Expenditures

To determine whether the Town will vote that the income from user fees, special service fees, and jobbing services by the Water & Sewer Division of Concord Public Works during the ensuing fiscal year, together with the balance of operating cash in the Water Fund, be expended without further appropriation, under the direction and control of the Town Manager, in accordance with the Motion passed under Article 38 of the 1974 Annual Town Meeting, or take any other action relative thereto.

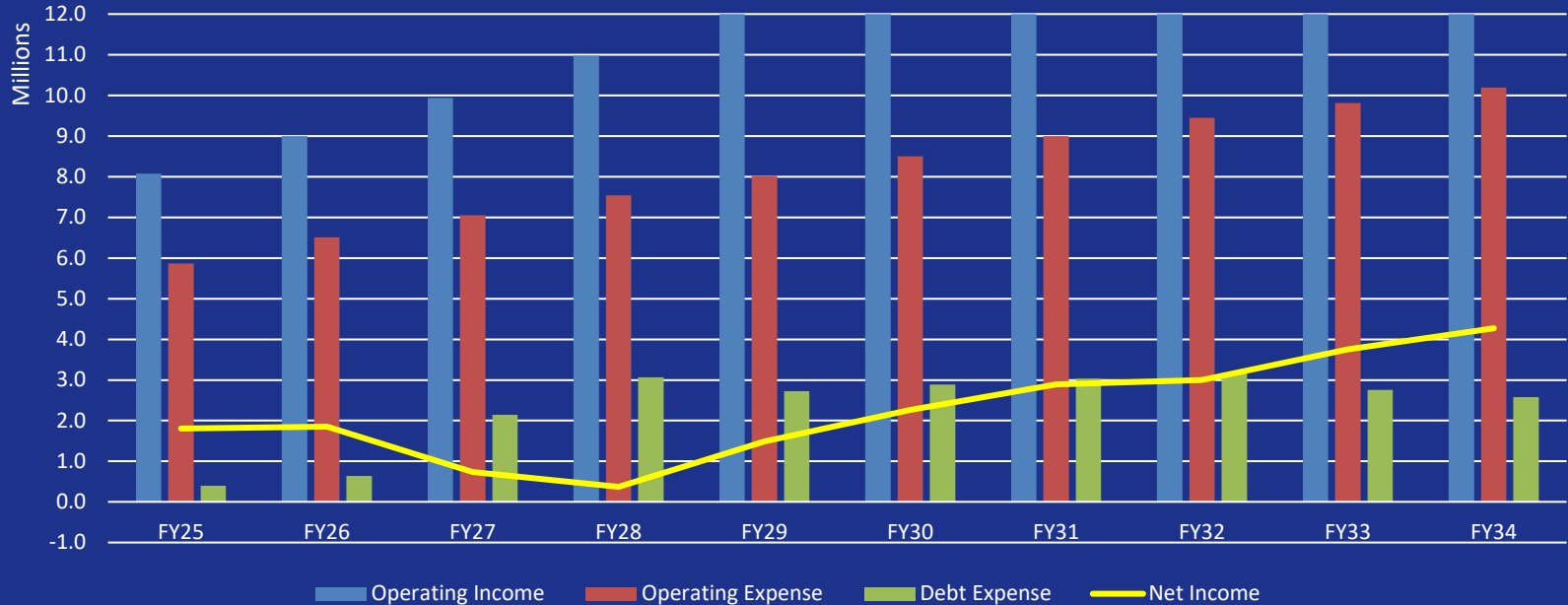


Supplemental Information



Article 49: Water System Expenditures

10 Year Operating Projections





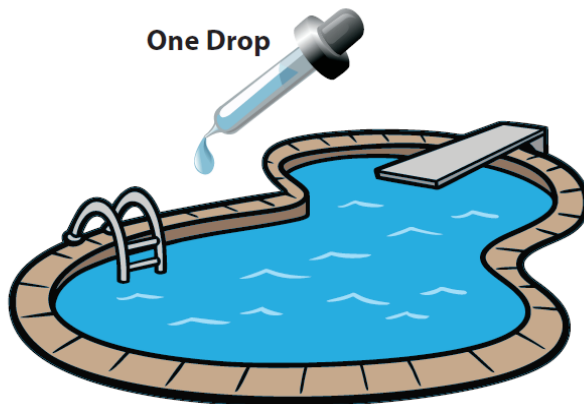
Article 49: Water System Expenditures

PFAS - EPA Proposed MCL

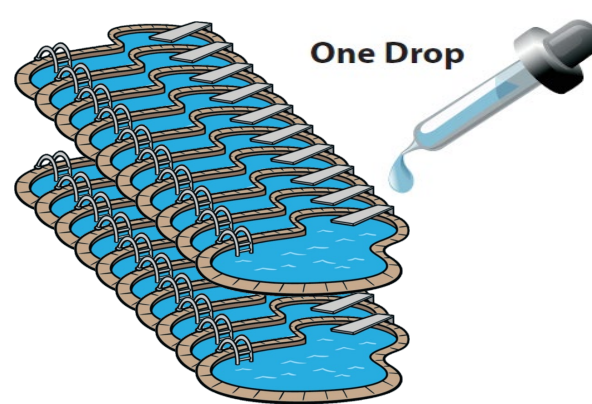
Compounds	Proposed Maximum Contaminant Levels
PFOS	4 parts per trillion (4.0 ng/L)
PFOA	4 parts per trillion (4.0 ng/L)
PFHxS	Hazard Index = 1.0 (unitless)*
GenX Chemicals	
PFNA	
PFBS	



1 part per million or 1ppm



1 part per billion or 1ppb



1 part per trillion or 1ppt



Article 49: Water System Expenditures

In CY23, MCI accounted for 9.1% of the total water usage and 12.7% of total water revenue.

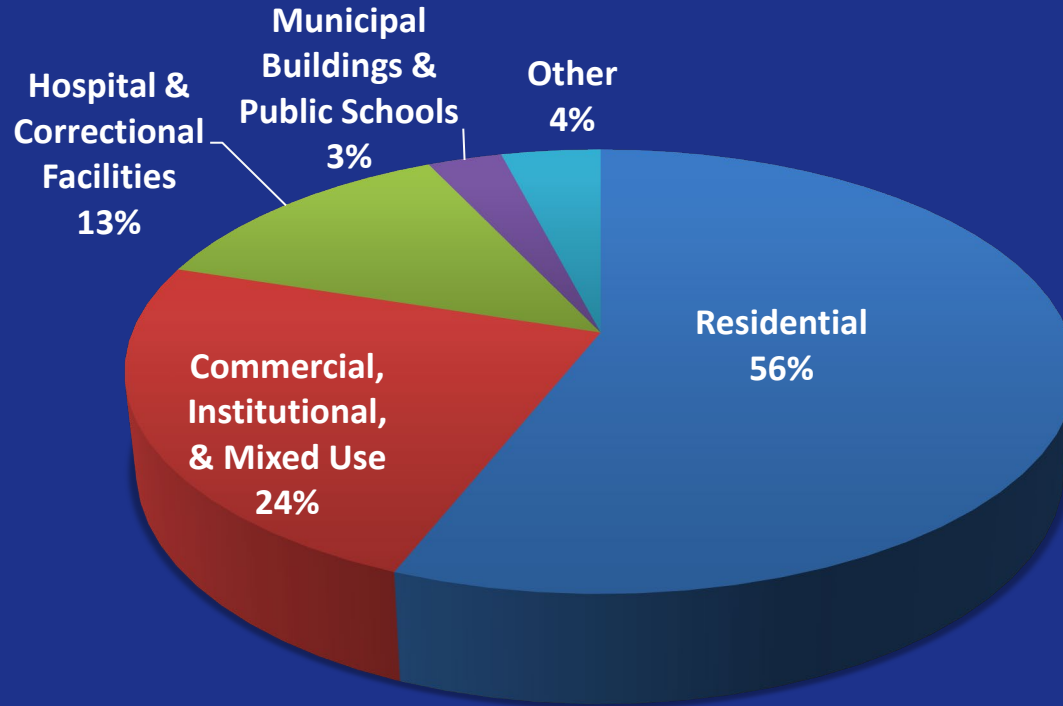
Projected Impact of MCI Concord Closure on the Average Residential Bill

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	10 years FY 25-34
Estimated MCI Concord Revenue Loss	-\$675,000	-\$759,375	-\$854,297	-\$961,084	-\$1,081,219	-\$1,216,372	-\$1,338,009	-\$1,404,910	-\$1,475,155	-\$1,548,913	-\$11,314,334
Rate Increase with MCI Concord	12.5%	12.5%	12.5%	10.0%	10.0%	7.5%	5.0%	5.0%	5.0%	5.0%	
Rate Increase without MCI Concord	12.5%	12.5%	12.5%	12.5%	12.5%	12.5%	10.0%	5.0%	5.0%	5.0%	
Difference in Annual Rate Increase	0.0%	0.0%	0.0%	2.5%	2.5%	5.0%	5.0%	0.0%	0.0%	0.0%	
Average Residential Bill with MCI	\$779	\$877	\$986	\$1,085	\$1,194	\$1,284	\$1,348	\$1,416	\$1,487	\$1,562	
Average Residential Bill without MCI	\$779	\$877	\$986	\$1,110	\$1,248	\$1,404	\$1,544	\$1,622	\$1,703	\$1,788	
Impact in Closure of MCI to Average Residential Customer	\$0	\$0	\$0	\$24	\$54	\$120	\$196	\$206	\$216	\$227	\$1,043

Water Fund: Plan and Projection	Actual	Revised	Budget									10 years	
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 25-34
Operating Revenue													
User Fees	6,913,878	7,464,038	7,678,038	8,587,663	9,611,741	10,757,954	12,041,819	13,477,666	14,759,029	15,438,128	16,146,883	16,854,125	125,353,046
Other	184,235	136,932	137,932	138,932	139,932	140,932	141,932	142,932	143,932	144,932	145,932	146,932	1,424,320
Subtotal	7,098,114	7,600,970	7,815,970	8,726,595	9,751,673	10,898,886	12,183,751	13,620,598	14,902,961	15,583,060	16,292,815	17,001,057	126,777,366
Operating Expense													
O & M	3,616,557	4,048,924	4,205,218	4,555,479	4,783,253	5,022,416	5,273,536	5,537,213	5,814,074	6,104,777	6,410,016	6,730,517	54,436,499
Depreciation	1,385,043	1,454,274	1,662,986	1,950,556	2,271,103	2,517,888	2,747,241	2,965,842	3,188,474	3,342,764	3,400,299	3,460,389	27,507,543
Subtotal	5,001,600	5,503,198	5,868,204	6,506,035	7,054,356	7,540,303	8,020,777	8,503,056	9,002,548	9,447,542	9,810,316	10,190,906	81,944,042
Operating Income	2,096,513	2,097,772	1,947,766	2,220,560	2,697,317	3,358,583	4,162,973	5,117,543	5,900,413	6,135,519	6,482,499	6,810,151	44,833,324
ADD: Interest Income	365,281	266,689	261,848	271,493	183,200	78,090	49,506	34,497	29,012	25,299	25,834	37,558	996,337
Other Non-Operating Income	350,000	0	0	0	0	0	0	0	0	0	0	0	0
LESS: Interest Expense													
Existing Debt	156,115	130,565	106,995	85,050	6,200	16,000	16,000	16,000	16,000	16,000	16,000	16,000	310,245
Future Debt	52,988	84,375	199,544	383,345	1,363,155	2,292,966	2,472,776	2,637,587	2,787,397	2,922,208	2,742,019	2,561,829	20,362,826
Bond Anticipation Notes (BANs)	774	8,543	59,831	97,138	500,000	500,000	150,000	150,000	150,000	150,000	0	0	1,756,969
Issuance expense (Premium)	5,126	11,534	34,772	73,569	275,000	257,500	82,500	82,500	82,500	75,000	0	0	963,341
Net Income	2,596,791	2,129,444	1,808,473	1,852,951	736,162	370,207	1,491,203	2,265,953	2,893,528	2,997,609	3,750,315	4,269,879	22,436,280
Available Resources from:													
Net income	2,596,791	2,129,444	1,808,473	1,852,951	736,162	370,207	1,491,203	2,265,953	2,893,528	2,997,609	3,750,315	4,269,879	22,436,280
Depreciation expense	1,385,043	1,454,274	1,662,986	1,950,556	2,271,103	2,517,888	2,747,241	2,965,842	3,188,474	3,342,764	3,400,299	3,460,389	25,501,428
subtotal	3,981,834	3,583,718	3,471,459	3,803,508	3,007,265	2,888,094	4,238,444	5,231,796	6,082,001	6,340,374	7,150,614	7,730,269	45,797,272
Bond proceeds	77,378	854,279	2,991,525	4,856,910	25,000,000	25,000,000	7,500,000	7,500,000	7,500,000	7,500,000	0	0	88,702,714
Loan proceeds	854,279	2,991,525	4,856,910	25,000,000	25,000,000	7,500,000	7,500,000	7,500,000	7,500,000	0	0	0	87,848,435
LESS: Principal repayments													
Existing Debt	570,000	557,000	522,000	520,000	155,000	80,000	80,000	80,000	0	0	0	0	1,994,000
New Debt	69,600	112,314	261,890	504,736	1,754,736	3,004,736	3,379,736	3,754,736	4,129,736	4,504,736	4,504,736	4,504,736	25,912,092
BAN Repayment	77,378	854,279	2,991,525	4,856,910	25,000,000	25,000,000	7,500,000	7,500,000	7,500,000	7,500,000	0	0	88,702,714
Amort of bond premium													
Net Available for Capital Purposes	4,196,513	5,905,929	7,544,478	27,778,772	26,097,529	7,303,359	8,278,708	8,897,060	9,452,266	1,835,638	2,645,878	3,225,533	105,739,616
Capital Plan	2,733,445	7,680,807	6,417,670	27,954,990	34,787,610	9,187,540	9,341,030	9,439,330	9,559,000	2,178,940	2,299,250	2,420,930	118,846,167
Cash Position													
Beginning balance	12,839,958	14,303,026	12,528,148	13,654,956	13,478,738	4,788,657	2,904,476	1,842,154	1,299,884	1,193,149	849,847	1,196,475	66,843,036
ADD: Net available	4,196,513	5,905,929	7,544,478	27,778,772	26,097,529	7,303,359	8,278,708	8,897,060	9,452,266	1,835,638	2,645,878	3,225,533	105,739,616
LESS: Planned Capital	2,733,445	7,680,807	6,417,670	27,954,990	34,787,610	9,187,540	9,341,030	9,439,330	9,559,000	2,178,940	2,299,250	2,420,930	118,846,167
Changes in assets & liabilities	0												
Ending balance	14,303,026	12,528,148	13,654,956	13,478,738	4,788,657	2,904,476	1,842,154	1,299,884	1,193,149	849,847	1,196,475	2,001,078	53,736,485
ending cash balance	14,303,026	12,528,148	13,654,956	13,478,738	4,788,657	2,904,476	1,842,154	1,299,884	1,193,149	849,847	1,196,475	2,001,078	53,736,485



Article 49: *Water System Expenditures* Customer Class Profile





Seasonal Water Demand Management Plan

		Level 0 Seasonal Water Conservation Advisory	Level 1 Lawn Watering Restriction	Level 2 Lawn Watering Ban	Level 3 & 4 Water Supply Emergency
		Best Management Practices	State of Water Supply Conservation Declaration by Public Works Commission <u>or</u> Drought Declaration by the Secretary of Energy and Environmental Affairs Water Use Restriction Bylaw 84 or 310 CMR 36.07(2)(c)		State of Water Supply Emergency declaration by the MassDEP <u>or</u> Drought Declaration by the Secretary of Energy and Environmental Affairs MGL Ch 21 G, §§ 15-17 or 310 CMR 36.07(2)(c)
Outdoor Water Use Activities	Lawn & Turf Watering In-ground Irrigation Systems & Sprinklers	Recommended * 1 day or 1-inch per week www.concordma.gov/wateringday	Restricted ** 1 Day per Week Water Before 9AM or After 5PM www.concordma.gov/wateringday	Prohibited **	Prohibited **
	Lawn & Turf Watering Hand-Held Watering & Drip Irrigation Systems	OK	Restricted ** Water Before 9AM or After 5PM <i>Handheld Watering only with an automatic shut off device</i>	Prohibited **	Prohibited **
	Flower Beds, Shrubs, Trees & Veg. Gardens	OK	OK		Prohibited **
	Private Residential Swimming Pools	OK Filling or Topping Off	Restricted ** Topping Off Only		Prohibited ** No Filling or Topping Off
	Washing Vehicle/Boat at home	OK Washing Vehicles at home with an automatic shutoff hose or bucket	Restricted ** Washing Vehicles at home with an automatic shutoff hose or bucket		Prohibited ** Bring to Commercial Car Wash
	Ornamental Fountains	OK	Restricted ** Recirculating Water Only		Prohibited **
	Pressure Washing	OK	Restricted ** <i>Pressure Washing - Spray nozzles should not use more than 3.5 gallons per minute Hose - The washing or cleaning of streets, driveways, sidewalks or other impervious areas is prohibited (Exception for health, sanitation and medical purposes)</i>		Prohibited **

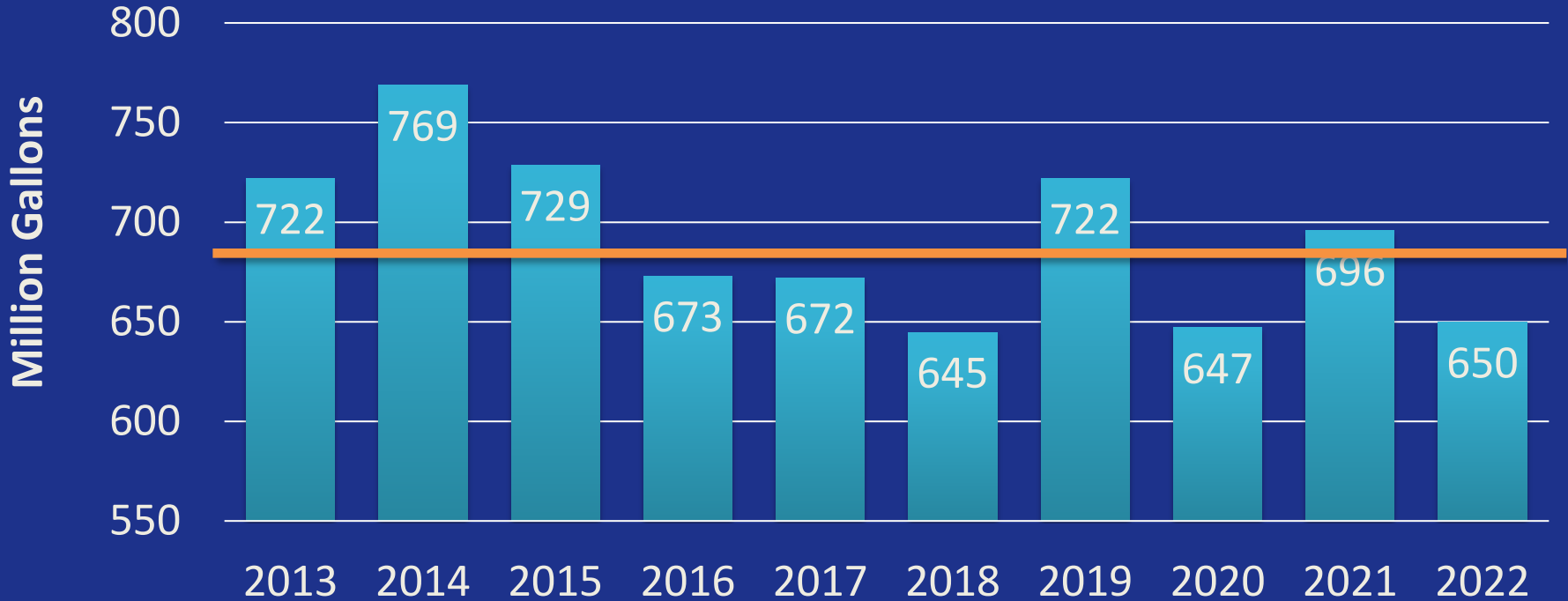
* Unless otherwise advised by qualified lawn care specialist.

** Enforceable with fines (\$50 - 1st offense, \$100 - subsequent offenses)



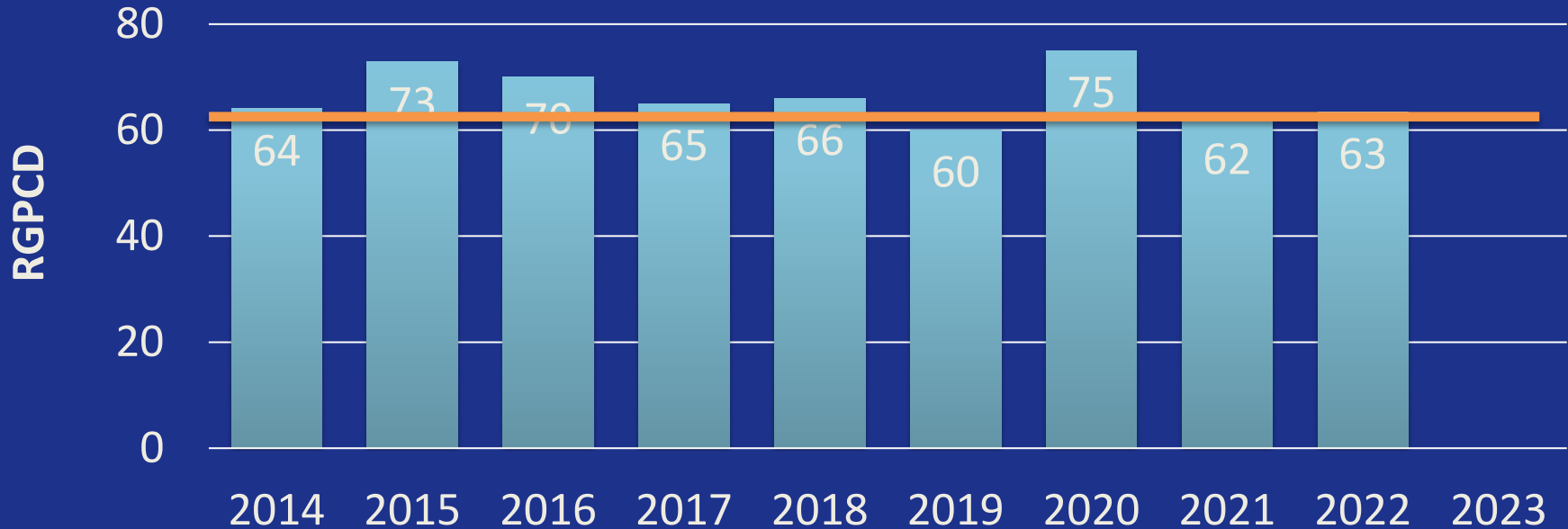
Article 49: Water System Expenditures

Annual Water Demand (MG)





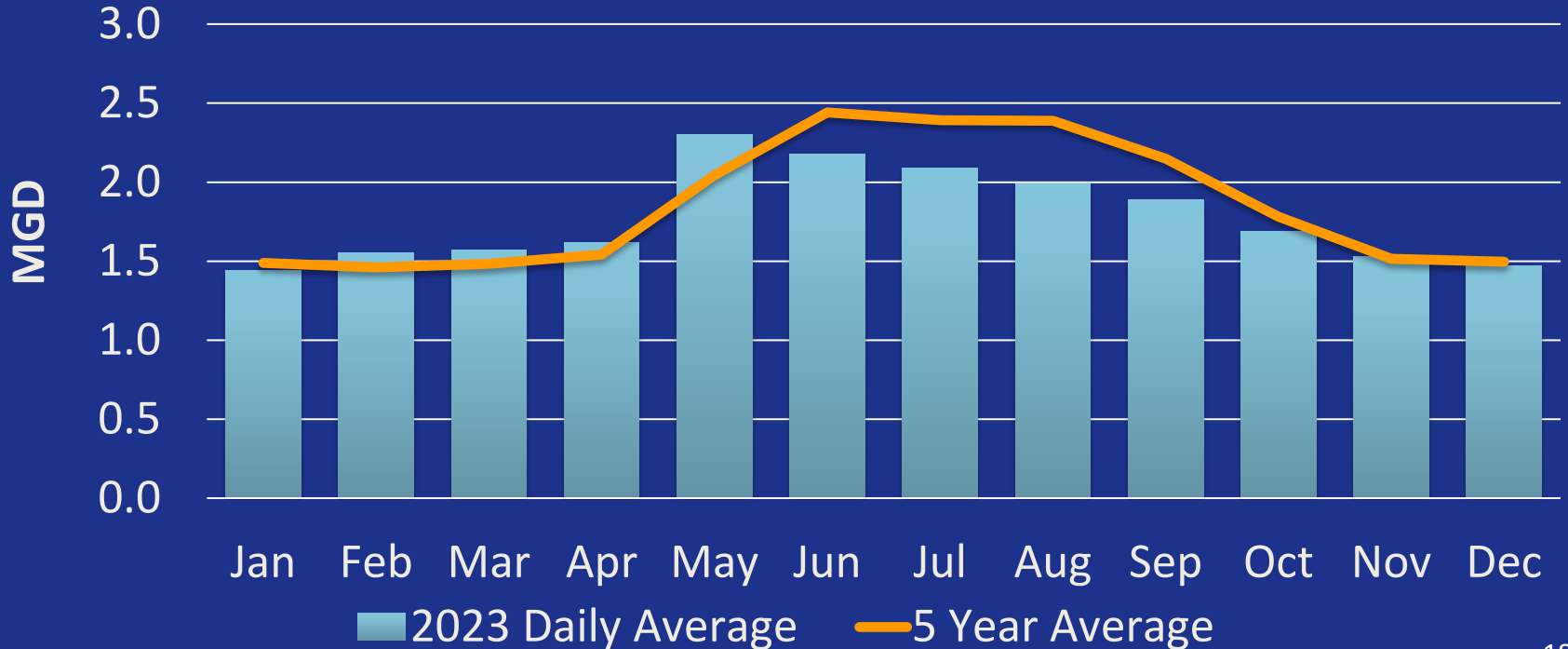
Article 49: *Water System Expenditures* Residential Gallons Per Capita Day (RGPCD)





Article 49: Water System Expenditures

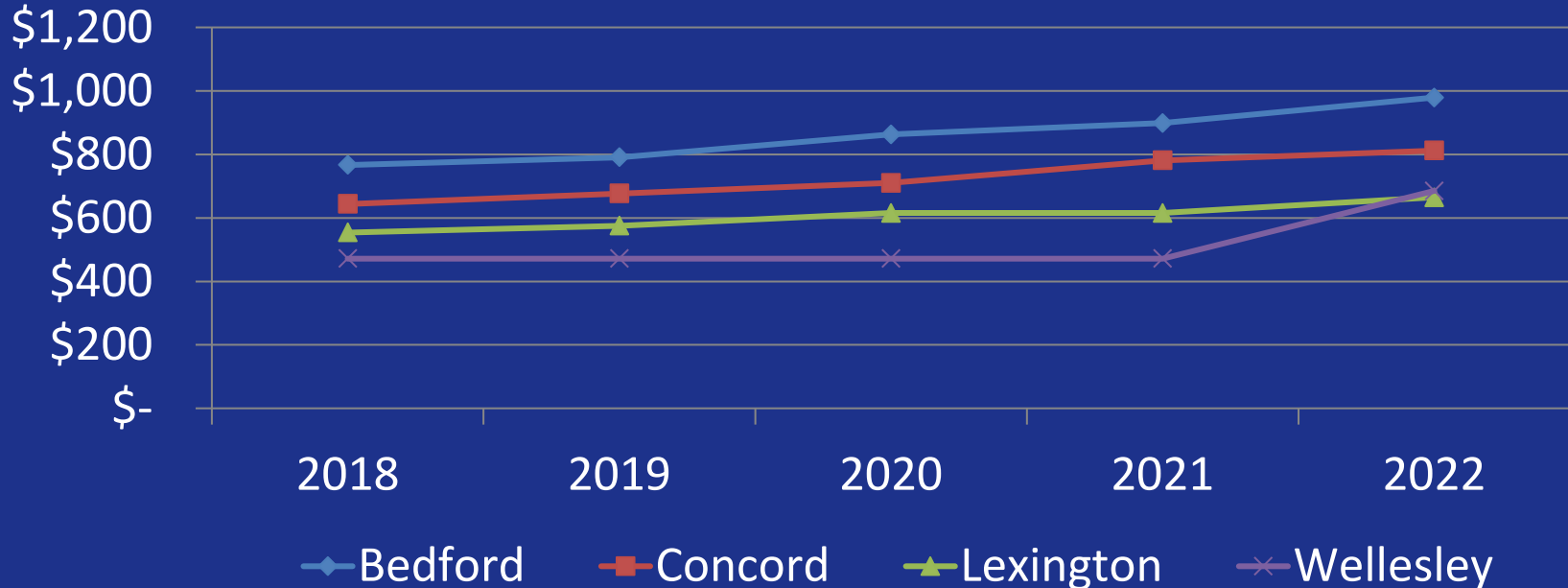
Seasonal Water Demand





Article 49: Water System Expenditures

Water Cost Comparison Based on AWWA Standard
of 120 HCF Annually (90,000 gallons)





Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

21

Finance Committee Annual Town Meeting Public Hearing

Article 50 – Authorize Expenditure from PEG Access & Cable Related Fund

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

The FY2025 Budget will be submitted by the Town Manager and reviewed at a public hearing of the Finance committee on March 21, 2024. The Town currently receives 4.8% of all revenue generated by Comcast from the company's Concord customers. This article proposes that the revenue from Comcast received during calendar year 2023 be appropriated, to be used only for cable-related purposes in accordance with the Town's license agreement. PEG Access services are Public, Educational and Governmental local cable television channels. The fund balance as of July 1, 2023 was \$1,805,291.50.

Board Action

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



ARTICLE 50

Authorize Expenditure from PEG Access & Cable-Related Fund

To determine whether the Town will appropriate the amount required for the total expenses of the PEG Access and Cable-Related Fund, to be expended during the fiscal year ending June 30, 2025 under the direction of the Town Manager for necessary and expedient cable-related purposes consistent with the Town's license agreement with Comcast; or take any other action relative thereto.



ARTICLE 50: PEG & Cable Fund

PUBLIC - EDUICATION - GOVERNMENT

- Concord has negotiated a franchise fee that stipulates 4.8% of all Comcast's revenue generated from Concord customers goes to the PEG fund.
- Those funds may only be used for cable-related purposes.

The total amount requested is \$596,080 of which \$142,500 shall be reserved for Capital Improvements.

The Projected Fund Balance for FY25 = \$1,597,126



ARTICLE 50: PEG & Cable Fund

FY24 Goals Accomplished

- Renegotiating the franchise agreement expiring in April of 2024.
- Creating videos and podcasts with middle and high school students. Training provided on camera operation and video editing.
- Improved the overall quality of video and audio production, and expedited editing and posting to YouTube.
- Replaced equipment at the Ripley School to enable better coverage of joint school committee meetings.
- Launched satellite studio at Library's Maker Space to engage with the community and provide training on video and podcast production.



ARTICLE 50: PEG & Cable Fund

FY25 Goals

- Support the Town's 250th Celebration planning and media coverage. Purchase production vehicle for remote filming.
- Install and improve equipment at the Town House, MMN TV Studio and CMLP. Collaborate with Town Manager's office on improving acoustics in Hearing Room.
- Upgrade portable production equipment for coverage at Library, Community Center and other remote locations, including 250th.
- Continue student and community engagement via training and creating original videos and podcasts.

OPERATING REVENUES				
	FY22	FY23	FY24	FY25
		<i>Revised</i>	<i>Estimated</i>	<i>Estimated</i>
Comcast / Franchise Fee	256,361	327,100	310,745	320,000
Carlisle Fee	4,101	20,000	20,000	32,000
Payment In Lieu of Franchise (PILOF)*	18,634	21,923	-	-
Miscellaneous Revenue	1,294	3,000	4,000	6,000
Operating Revenues Total	280,391	372,023	334,745	358,000

OPERATING EXPENSES

	FY22	FY23	FY24	FY25
<u>Personnel Services</u>		<i>Final</i>	<i>Voted</i>	<i>Proposed</i>
Personnel Expenses	\$ 153,811	\$ 338,865	\$ 364,555	\$ 363,922
Retirement Adjustment	-	-	-	-
Audit Adjustment	-	-	-	-
Subtotal	\$ 153,811	\$ 338,865	\$ 364,555	\$ 363,922
<u>Non-Personnel Services</u>				
Facilities and Maintenance	2,084	1,890	2,950	2,000
Purchased Services	16,885	33,699	29,950	30,595
Supplies & Materials	229	2,051	6,500	17,750
Other Charges & Expenses	9,772	-	-	6,100
Subtotal	26,978	37,739	39,400	56,445
<u>Other</u>				
General Fund Services	2,016	2,187	1,552	1,700
Total Operating Expense	\$ 213,816	\$ 376,802	\$ 402,557	\$ 423,667



ITEMS & SOFTWARE	COST
Studio equipment replacement and upgrades	\$ 70,000
Production van and fixtures	\$ 55,000
MMN computer replacements	\$ 10,000
Portable PA system	\$ 7,500
TOTAL	\$ 142,500



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2J

Finance Committee Annual Town Meeting Public Hearing

Article 51 – Beede Swim and Fitness Center Enterprise Fund
Expenditures

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

The FY25 budget will be submitted by the Town Manager and reviewed at a public hearing of the Finance Committee on March 21, 2024.

Board Action

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

ARTICLE 51
BEEDE SWIM & FITNESS CENTER
ENTERPRISE FUND

Finance Committee Public Hearing
March 21, 2024

ARTICLE 51: Beede Swim & Fitness Center Enterprise Fund

To determine whether the Town will vote to appropriate \$2,515,712 in Community Pool Enterprise receipts, \$140,000 from Interest Income, \$26,297 from endowment, and transfer \$844,502 from Community Pool Enterprise Certified Retained Earnings for a total appropriation of \$3,526,511 for the Community Pool Enterprise Fund for the fiscal year ending June 30, 2025 for the operation of the Community Pool, in accordance with Mass. Gen. Laws c. 44, §53F ½ to be expended under the direction of the Town Manager.

FY2023 Net Income (Unaudited): \$127,150

NET INCOME (\$)	FY21 Actual	FY22 Actual	FY23 Unaudited
Statement of Net Income:			
Operating Revenues	\$ 1,271,496	\$ 2,278,673	\$ 2,271,772
Less Operating Expenses	(1,688,895)	(1,985,957)	(2,267,694)
Operating Income	\$ (417,399)	\$ 292,715	\$ 4,078
<u>Nonoperating Revenues (Expenses)</u>			
Add Investment Income	\$ 7,114	\$ 4,792	\$ 123,072
Add Sawyer Sustain. Trust	-	-	-
Add Sawyer Beede Maint. Trust	-	-	-
Nonoperating Income	\$ 7,114	\$ 4,792	\$ 123,072
Net Income	\$ (410,285)	\$ 297,507	\$ 127,150

FY2024 Net Income (Estimate): \$42,981

NET INCOME (\$)	FY21 Actual	FY22 Actual	FY23 Unaudited	FY24 Budget	FY24 Projected
Statement of Net Income:					
Operating Revenues	\$ 1,271,496	\$ 2,278,673	\$ 2,271,772	\$ 2,465,700	\$ 2,465,700
Less Operating Expenses	(1,688,895)	(1,985,957)	(2,267,694)	(2,521,347)	(2,521,347)
Operating Income	\$ (417,399)	\$ 292,715	\$ 4,078	\$ (55,647)	\$ (55,647)
<u>Nonoperating Revenues</u>					
<u>(Expenses)</u>					
Add Investment Income	\$ 7,114	\$ 4,792	\$ 123,072	\$ 20,000	\$ 98,628
Add Sawyer Sustain. Trust	-	-	-	-	-
Add Sawyer Beede Maint. Trust	-	-	-	-	-
Nonoperating Income	\$ 7,114	\$ 4,792	\$ 123,072	\$ 20,000	\$ 98,628
Net Income	\$ (410,285)	\$ 297,507	\$ 127,150	\$ (35,647)	\$ 42,981

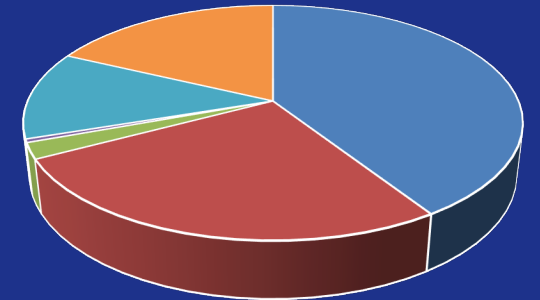
FY2025 Budget Goals

- Programming and Partnerships
- Flexible Membership Options
- Wide Variety of Swim Lessons
- Personal Training and Group Fitness Options
- Annual Events

FY2025 Beede Fund Budget

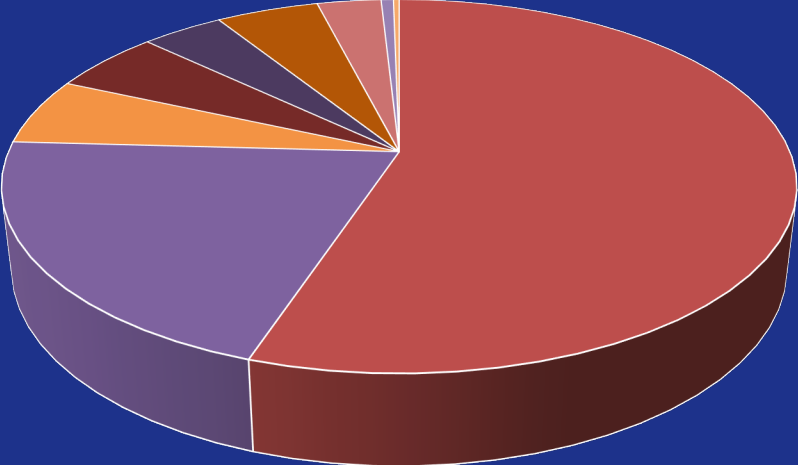
Sources:		Uses:	
		Personnel	\$1,440,912.00
Fees & Rentals	\$2,515,712.00	Purchased Services	\$ 930,100.00
Interest Income	\$ 140,000.00	Supplies and Materials	\$ 76,900.00
Endowment	\$ 26,297.00	Other Expenses	\$ 16,453.00
Retained Earnings, Operating	\$ 211,502.00	Depreciation	\$ 429,146.00
Retained Earnings, Capital	\$ 633,000.00	Capital Outlay	\$ 633,000.00
Total:	\$3,526,511.00	Total:	\$3,526,511.00

FY2025 Expenditures by Category



- Personnel 41%
- Purchased Services 26%
- Supplies and Materials 2%
- Other Expenses 1%
- Depreciation 12%
- Capital Outlay 18%

FY2025 Beede Fund Operating Revenue Sources



- Monthly Recurring 55.14%
- Misc. Revenue 5.78%
- Annual Memberships 3.99%
- Group Exercise 3.11%
- Special Events 0.28%
- Swim Program Fees 20.74%
- Personal Training 5.38%
- Rentals 4.98%
- Initiation Fees 0.60%

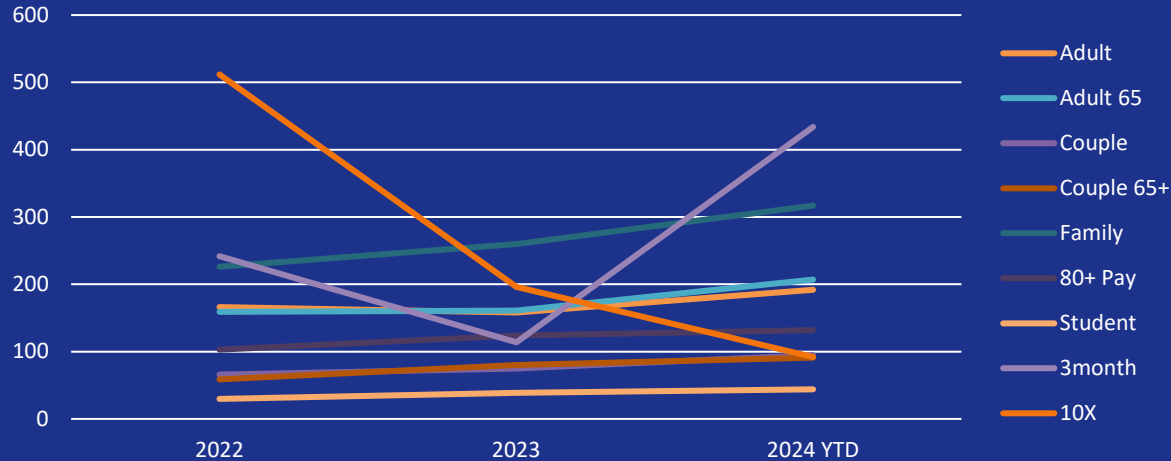
Category	FY25 Total
Monthly Recurring	\$1,382,712
Swim Program Fees	\$520,000
Misc. Revenue	\$145,000
Personal Training	\$135,000
Annual Memberships	\$100,000
Rentals	\$125,000
Group Exercise	\$78,000
Initiation Fees	\$15,000
Special Events	\$7,000
Total Revenue	\$2,515,712

Beede Center Budget Categories

- Memberships
 - Beede Center and Emerson Pool
- Group Fitness and Personal Training
- Swim Programs
 - Teams, Lessons, Adapt Aquatics, Aquatics Fitness
- Facility Rentals
- Special Events

ARTICLE 51: Beede Swim & Fitness Center Enterprise Fund

Beede Swim & Fitness Center Membership By Calendar Year



	Adult (monthly)	Adult 65+ (monthly)	Couple (monthly)	Couple 65+ (monthly)	Family (monthly)	80+ (annual)	Student (monthly)	Municipal (monthly)	3 Month (monthly active)	10X (total quantity)	80+ Free
2022	166	159	66	59	226	103	30	17	242	512	115
2023	158	161	75	80	260	124	39	18	114	196	96
2024 YTD	192	207	95	91	317	132	44	24	434	92	96

Beede Membership Ages (FY23)

Age	% of Total
0-10	18.29%
11-20	12.31%
21-30	3.28%
31-40	12.22%
41-50	16.71%

Age	% of Total
51-60	11.69%
61-70	12.18%
71-80	8.64%
81-90	2.14%
91-110	0.15%

FY2025 Beede Fund Capital Projects

- Primary Facility**
 - Roof replacement and building improvements
 - Locker rooms, accessibility and miscellaneous equipment
- Pool Facility**
 - Filters, monitors, pumps and miscellaneous equipment
- Beede Equipment**
 - Strength machines, stationary bikes and miscellaneous equipment

Beede Shutdown - 2023

Failures

- Butterfly valve
- Phosphates
- Control systems
- High bather load
- Backwashing

Solutions for Success

- Replaced butterfly
- New chlorinators
- Updated controls
- New VFD's on order
- Proper backwashing

ARTICLE 51: Beede Swim & Fitness Center Enterprise Fund

To determine whether the Town will vote to appropriate \$2,515,712 in Community Pool Enterprise receipts, \$140,000 from Interest Income, \$26,297 from endowment, and transfer \$844,502 from Community Pool Enterprise Certified Retained Earnings for a total appropriation of \$3,526,511 for the Community Pool Enterprise Fund for the fiscal year ending June 30, 2025 for the operation of the Community Pool, in accordance with Mass. Gen. Laws c. 44, §53F ½ to be expended under the direction of the Town Manager.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2K

Finance Committee Annual Town Meeting Public Hearing

Article 52 – Unpaid Bills

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

If there are unpaid bills of a prior fiscal year, State Law requires that such bills be presented to the Town Meeting. The Town anticipates the following unpaid bills to be funded through FY24 General Fund Budget and/or Free Cash:

- Cyber Comm Inc. (Fire) - \$683.22
- Safety Smart Gear (CPW) - \$2,593.50
- New England Brigade (Ceremonies & Celebrations) - \$500.00
- Concord Independent Battery (Ceremonies & Celebrations)
 - November 2022 \$ 368.00
 - April 2023 \$ 3,272.00
 - May 2023 \$ 515.00

TOTAL - \$7,931.72

Board Action

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

ARTICLE 52: UNPAID BILLS

ARTICLE 52: UNPAID BILLS

ARTICLE 52: UNPAID BILLS

ARTICLE 52. To determine whether the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to pay the unpaid bills of prior fiscal years, or take any other action relative thereto.

ARTICLE 52: UNPAID BILLS

MGL Ch. 44 § 64: Payment of bills incurred in excess of appropriations

“Any town or city having unpaid bills of previous fiscal years which may be legally unenforceable due to the insufficiency of an appropriation in the fiscal year in which such bills were incurred may, in the case of a town, at an annual meeting by a four fifths vote...”

ARTICLE 52: UNPAID BILLS

The Town anticipates the following unpaid bills to be funded through FY24 General Fund Budget and/or Free Cash:

- Cyber Comm Inc. (Fire) - \$683.22
- Safety Smart Gear (CPW) - \$2,593.50
- New England Brigade (Ceremonies & Celebrations) - \$500.00
- Concord Independent Battery (Ceremonies & Celebrations)
 - November 2022 \$ 368.00
 - April 2023 \$3,272.00
 - May 2023 \$ 515.00

TOTAL - \$7,931.72

ARTICLE 52: UNPAID BILLS

ARTICLE 52. To determine whether the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to pay the unpaid bills of prior fiscal years, or take any other action relative thereto.



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

2L

Finance Committee Annual Town Meeting Public Hearing

Article 53 – Debt Recission

Requested by: Finance Committee

Action Sought: To hear update

Proposed Motion(s)

Discussion Dependent

Additional Information

If there are unpaid bills of a prior fiscal year, State Law requires that such bills be presented to the Town Meeting. No unpaid bills are anticipated.

Board Action

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

ARTICLE 53: DEBT RESCISSION

ARTICLE 53: DEBT RESCISSION

ARTICLE 53: DEBT RESCISSION

ARTICLE 53. To determine whether the Town will vote to rescind unused borrowing authorizations, or take any other action relative thereto

ARTICLE 53: DEBT RESCISSION

No action required/ no motion anticipated

ARTICLE 53: DEBT RESCISSION

ARTICLE 53. To determine whether the Town will vote to rescind unused borrowing authorizations, or take any other action relative thereto



Concord Finance Committee
AGENDA ACTION REQUEST

March 21, 2024

3

Finance Committee Annual Town Meeting Public Hearing

Close Public Hearing, Open Finance Committee Meeting

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 # _____

MOVE that the Finance Committee vote to open their meeting

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 21, 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

Article #	Article Name	Sponsor	Select Board Recommendation	Fin Com Recommendation
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		Affirm. Action
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		Affirm. Action
16	Create Stormwater Enterprise Fund	Public Works Commission		
17	Nagog Pond Improvements and PFAS Mitigation	Public Works Commission		Affirm. Action

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		Affirm. Action
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	Article not to be moved
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		To be determined at Town Meeting
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		To be determined at Town Meeting
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	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 21, 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

At the Finance Committee's Public Hearing #2, a member of the committee asked for follow up data from the Chief Assessor regarding the Senior Means Test. Attached is an email from Meredith Stone with the statistics requested.

Board Action

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

From: [Meredith Stone](#)
To: [Anthony Analdi](#)
Cc: [Elizabeth Rourke](#)
Subject: Senior Means Tested for Finance Com-figures
Date: Wednesday, March 20, 2024 9:16:33 AM

Hi Anthony,

Finance committee wanted numbers for the Senior Means Tested Exemption last night.

FY24-shifted on tax rate-\$104,983 total 34 granted.

FY23-Overlay account-\$142,360 total 37 granted.

FY22-Overlyay account-\$145,561 total 37 granted.

Best,
Meredith

Meredith Stone, M.A.A.
Town Assessor
Notary Public
24 Court Lane
Concord, MA 01742
email:mstone@concordma.gov
work: 978-318-3075

Please be advised that the Massachusetts Secretary of State considers e-mail to be a public record and is therefore subject to the Massachusetts Public Records Law, MLG Chapter 66 Section 10.