



Town of Concord  
Concord Finance Committee  
**AGENDA**

March 28, 2024, at 7:00 PM  
Concord Town House

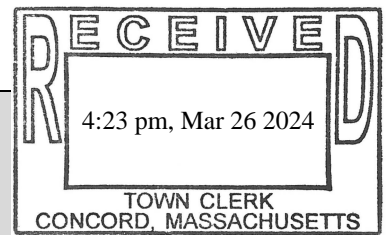
22 Monument Sq., 2<sup>nd</sup> Fl. Select Board Conference Room

*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/83359213288?pwd=TWpzZ2JlZC9kSjJNamSrSCtnNVB1UT09>

Meeting ID: 833 5921 3288 Passcode: 832549 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. 2024 Annual Town Meeting**

A. Discussion and Potential Vote on the Following Articles

- Article 7 – FY24 Budget Line-Item Adjustments
- Article 14 – Use of Free Cash
- Article 20 – CCRSD Budget
- Article 21 – Amenities Building at Concord-Carlisle High School
- Article 24 – Concord Public Schools Capital Project
- Article 33 – In-Town Solar Expansion
- Article 40 – CPC Appropriation Recommendations
- Any and all Articles from the three Finance Committee Public Hearings

B. Review and Discuss the FY25 Finance Committee Report

8:30 PM

**3. Finance Committee Reorganization**

9:00 PM

**4. Correspondence**

9:05 PM

**5. Minutes**

- A. Approve the minutes of March 19, 2024 and March 21, 2024

9:15 PM

**6. Anticipated Adjournment**

**UPCOMING MEETINGS**

**Next Meeting: Monday, April 29, 2028, 2024 Annual Town Meeting**



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

## 2024 Annual Town Meeting

### Article 7 – FY24 Budget Line-Item Adjustments

**Requested by: FC Chair**

**Action Sought: Recommendation**

#### Proposed Motion(s)

Discussion Dependent

#### Additional Information

The Town's FY24 budget was appropriated in sixteen (16) distinct line items. Adjustments to these line item totals may only be made through subsequent Town Meeting action or at the end of the fiscal year with the approval of the Select Board and Finance Committee, under the authority granted in Mass. Gen. Laws Ch. 44, § 33B. This article seeks approval to make certain line-item adjustments to rebalance the budget to account for actual spending, while maintaining the total appropriation of \$55,036,779. This article does not seek a supplemental appropriation and approval of this article will not increase total FY24 spending.

#### 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 28, 2024**

**2A**

## 2024 Annual Town Meeting

### Article 14 – Use of Free Cash

**Requested by: FC Chair**

**Action Sought: Recommendation**

#### Proposed Motion(s)

Discussion Dependent

#### Additional Information

This article seeks Town Meeting approval to allocate a portion of the available General Fund balance to support the FY25 budget. The proposed amount (\$1,000,000) is consistent with the Finance Committee's FY25 Budget Guidelines.

Included are four incremental scenarios included of what the impact would be on Residential and Open Space (RO) and Commercial, Industrial and Personal Property (CIP) Tax Bills with \$1 million, \$750,000, \$500,000 and \$250,000 reduction to the tax levy.

#### Board Action

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

**Town of Concord  
Finance Department**

*2024 Annual Town Meeting Analysis of the Use of Free Cash*

<b>Estimate of Free Cash</b>	<b>\$ 8,500,000.00</b>
 <i>2024 Annual Town Meeting Articles Impacting Free Cash</i>	
Article 12 Appropriation to the Opioid Prevention Programs Fund	\$ 76,870.49
Article 13 Concord250	\$ 350,000.00
Article 14 Use of Free Cash	\$ 1,000,000.00
Article 52 Unpaid Bills	\$ 11,715.71
<i>2024 Annual Town Meeting Use of Free Cash Total</i>	<b>\$ 1,438,586.20</b>
 <b>Net Free Cash Balance</b>	 <b>\$ 7,061,413.80</b>
 <b>Reserves Policy</b>	
FY24 Total Spending Plan	\$ 132,141,017.00
Less: FY24 Structural Deficit	\$ 515,402.00
Net FY24 Spending Plan	\$ 131,625,615.00
 <b>Minimum Balance - 5% of FY24 Spending Plan</b>	 <b>\$ 6,581,280.75</b>
 <b>10% of FY24 Spending Plan</b>	 <b>\$ 13,162,561.50</b>



Increase / Decrease Amount Selected **(\$1,000,000)**

Concord			
	Residential & Open Space (RO)	Commercial, Industrial and Personal Property (CIP)	Total
FY 2024 # of Parcels	6,004	709	6,713
FY 2024 Assessed Value	8,012,105,514	628,791,869	8,640,897,383
FY 2024 Tax Levy	105,198,945	7,696,412	112,895,358

RO Tax Rate	CIP Tax Rate
13.13	12.24

	RO	CIP
Proposed Increase/Decrease to Levy:	<b>(931,827)</b>	<b>(68,173)</b>
Levy Share:	93.1827%	6.8173%
Proposed Tax Rate Impact Per \$1,000:	<b>(0.12)</b>	<b>(0.11)</b>
Proposed New Tax Rate Per \$1,000 (Estimated New):	13.01	12.13
<b>FY 2024 Average Single Family Assessed Value (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill Impact (Estimated New):</b>		

Assessed Value	Current Estimated RO Tax Bill	Proposed Estimated RO Tax Bill	Estimated RO Tax Bill Impact	Current Estimated CIP Tax Bill	Proposed Estimated CIP Tax Bill	Estimated CIP Tax Bill Impact
250,000	3,282.50	3,252.50	<b>(30.00)</b>	3,060.00	3,032.50	<b>(27.50)</b>
350,000	4,595.50	4,553.50	<b>(42.00)</b>	4,284.00	4,245.50	<b>(38.50)</b>
450,000	5,908.50	5,854.50	<b>(54.00)</b>	5,508.00	5,458.50	<b>(49.50)</b>
550,000	7,221.50	7,155.50	<b>(66.00)</b>	6,732.00	6,671.50	<b>(60.50)</b>
650,000	8,534.50	8,456.50	<b>(78.00)</b>	7,956.00	7,884.50	<b>(71.50)</b>
750,000	9,847.50	9,757.50	<b>(90.00)</b>	9,180.00	9,097.50	<b>(82.50)</b>
850,000	11,160.50	11,058.50	<b>(102.00)</b>	10,404.00	10,310.50	<b>(93.50)</b>
950,000	12,473.50	12,359.50	<b>(114.00)</b>	11,628.00	11,523.50	<b>(104.50)</b>
1,050,000	13,786.50	13,660.50	<b>(126.00)</b>	12,852.00	12,736.50	<b>(115.50)</b>
1,150,000	15,099.50	14,961.50	<b>(138.00)</b>	14,076.00	13,949.50	<b>(126.50)</b>
1,250,000	16,412.50	16,262.50	<b>(150.00)</b>	15,300.00	15,162.50	<b>(137.50)</b>
1,350,000	17,725.50	17,563.50	<b>(162.00)</b>	16,524.00	16,375.50	<b>(148.50)</b>
1,450,000	19,038.50	18,864.50	<b>(174.00)</b>	17,748.00	17,588.50	<b>(159.50)</b>
1,550,000	20,351.50	20,165.50	<b>(186.00)</b>	18,972.00	18,801.50	<b>(170.50)</b>



Increase / Decrease Amount Selected **(\$750,000)**

Concord			
	Residential & Open Space (RO)	Commercial, Industrial and Personal Property (CIP)	Total
FY 2024 # of Parcels	6,004	709	6,713
FY 2024 Assessed Value	8,012,105,514	628,791,869	8,640,897,383
FY 2024 Tax Levy	105,198,945	7,696,412	112,895,358

RO Tax Rate	CIP Tax Rate
13.13	12.24

	RO	CIP
Proposed Increase/Decrease to Levy:	(698,870)	(51,130)
Levy Share:	93.1827%	6.8173%
Proposed Tax Rate Impact Per \$1,000:	(0.09)	(0.08)
Proposed New Tax Rate Per \$1,000 (Estimated New):	13.04	12.16
<b>FY 2024 Average Single Family Assessed Value (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill Impact (Estimated New):</b>		

Assessed Value	Current Estimated RO Tax Bill	Proposed Estimated RO Tax Bill	Estimated RO Tax Bill Impact	Current Estimated CIP Tax Bill	Proposed Estimated CIP Tax Bill	Estimated CIP Tax Bill Impact
250,000	3,282.50	3,260.00	(22.50)	3,060.00	3,040.00	(20.00)
350,000	4,595.50	4,564.00	(31.50)	4,284.00	4,256.00	(28.00)
450,000	5,908.50	5,868.00	(40.50)	5,508.00	5,472.00	(36.00)
550,000	7,221.50	7,172.00	(49.50)	6,732.00	6,688.00	(44.00)
650,000	8,534.50	8,476.00	(58.50)	7,956.00	7,904.00	(52.00)
750,000	9,847.50	9,780.00	(67.50)	9,180.00	9,120.00	(60.00)
850,000	11,160.50	11,084.00	(76.50)	10,404.00	10,336.00	(68.00)
950,000	12,473.50	12,388.00	(85.50)	11,628.00	11,552.00	(76.00)
1,050,000	13,786.50	13,692.00	(94.50)	12,852.00	12,768.00	(84.00)
1,150,000	15,099.50	14,996.00	(103.50)	14,076.00	13,984.00	(92.00)
1,250,000	16,412.50	16,300.00	(112.50)	15,300.00	15,200.00	(100.00)
1,350,000	17,725.50	17,604.00	(121.50)	16,524.00	16,416.00	(108.00)
1,450,000	19,038.50	18,908.00	(130.50)	17,748.00	17,632.00	(116.00)
1,550,000	20,351.50	20,212.00	(139.50)	18,972.00	18,848.00	(124.00)



Increase / Decrease Amount Selected **(\$500,000)**

Concord			
	Residential & Open Space (RO)	Commercial, Industrial and Personal Property (CIP)	Total
FY 2024 # of Parcels	6,004	709	6,713
FY 2024 Assessed Value	8,012,105,514	628,791,869	8,640,897,383
FY 2024 Tax Levy	105,198,945	7,696,412	112,895,358

RO Tax Rate	CIP Tax Rate
13.13	12.24

	RO	CIP
Proposed Increase/Decrease to Levy:	(465,914)	(34,086)
Levy Share:	93.1827%	6.8173%
Proposed Tax Rate Impact Per \$1,000:	(0.06)	(0.05)
Proposed New Tax Rate Per \$1,000 (Estimated New):	13.07	12.19
<b>FY 2024 Average Single Family Assessed Value (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill Impact (Estimated New):</b>		

Assessed Value	Current Estimated RO Tax Bill	Proposed Estimated RO Tax Bill	Estimated RO Tax Bill Impact	Current Estimated CIP Tax Bill	Proposed Estimated CIP Tax Bill	Estimated CIP Tax Bill Impact
250,000	3,282.50	3,267.50	(15.00)	3,060.00	3,047.50	(12.50)
350,000	4,595.50	4,574.50	(21.00)	4,284.00	4,266.50	(17.50)
450,000	5,908.50	5,881.50	(27.00)	5,508.00	5,485.50	(22.50)
550,000	7,221.50	7,188.50	(33.00)	6,732.00	6,704.50	(27.50)
650,000	8,534.50	8,495.50	(39.00)	7,956.00	7,923.50	(32.50)
750,000	9,847.50	9,802.50	(45.00)	9,180.00	9,142.50	(37.50)
850,000	11,160.50	11,109.50	(51.00)	10,404.00	10,361.50	(42.50)
950,000	12,473.50	12,416.50	(57.00)	11,628.00	11,580.50	(47.50)
1,050,000	13,786.50	13,723.50	(63.00)	12,852.00	12,799.50	(52.50)
1,150,000	15,099.50	15,030.50	(69.00)	14,076.00	14,018.50	(57.50)
1,250,000	16,412.50	16,337.50	(75.00)	15,300.00	15,237.50	(62.50)
1,350,000	17,725.50	17,644.50	(81.00)	16,524.00	16,456.50	(67.50)
1,450,000	19,038.50	18,951.50	(87.00)	17,748.00	17,675.50	(72.50)
1,550,000	20,351.50	20,258.50	(93.00)	18,972.00	18,894.50	(77.50)



Increase / Decrease Amount Selected **(\$250,000)**

Concord			
	Residential & Open Space (RO)	Commercial, Industrial and Personal Property (CIP)	Total
FY 2024 # of Parcels	6,004	709	6,713
FY 2024 Assessed Value	8,012,105,514	628,791,869	8,640,897,383
FY 2024 Tax Levy	105,198,945	7,696,412	112,895,358

RO Tax Rate	CIP Tax Rate
13.13	12.24

	RO	CIP
Proposed Increase/Decrease to Levy:	<b>(232,957)</b>	<b>(17,043)</b>
Levy Share:	93.1827%	6.8173%
Proposed Tax Rate Impact Per \$1,000:	<b>(0.03)</b>	<b>(0.03)</b>
Proposed New Tax Rate Per \$1,000 (Estimated New):	13.10	12.21
<b>FY 2024 Average Single Family Assessed Value (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill (Current):</b>		
<b>FY 2024 Average Single Family Tax Bill Impact (Estimated New):</b>		

Assessed Value	Current Estimated RO Tax Bill	Proposed Estimated RO Tax Bill	Estimated RO Tax Bill Impact	Current Estimated CIP Tax Bill	Proposed Estimated CIP Tax Bill	Estimated CIP Tax Bill Impact
250,000	3,282.50	3,275.00	<b>(7.50)</b>	3,060.00	3,052.50	<b>(7.50)</b>
350,000	4,595.50	4,585.00	<b>(10.50)</b>	4,284.00	4,273.50	<b>(10.50)</b>
450,000	5,908.50	5,895.00	<b>(13.50)</b>	5,508.00	5,494.50	<b>(13.50)</b>
550,000	7,221.50	7,205.00	<b>(16.50)</b>	6,732.00	6,715.50	<b>(16.50)</b>
650,000	8,534.50	8,515.00	<b>(19.50)</b>	7,956.00	7,936.50	<b>(19.50)</b>
750,000	9,847.50	9,825.00	<b>(22.50)</b>	9,180.00	9,157.50	<b>(22.50)</b>
850,000	11,160.50	11,135.00	<b>(25.50)</b>	10,404.00	10,378.50	<b>(25.50)</b>
950,000	12,473.50	12,445.00	<b>(28.50)</b>	11,628.00	11,599.50	<b>(28.50)</b>
1,050,000	13,786.50	13,755.00	<b>(31.50)</b>	12,852.00	12,820.50	<b>(31.50)</b>
1,150,000	15,099.50	15,065.00	<b>(34.50)</b>	14,076.00	14,041.50	<b>(34.50)</b>
1,250,000	16,412.50	16,375.00	<b>(37.50)</b>	15,300.00	15,262.50	<b>(37.50)</b>
1,350,000	17,725.50	17,685.00	<b>(40.50)</b>	16,524.00	16,483.50	<b>(40.50)</b>
1,450,000	19,038.50	18,995.00	<b>(43.50)</b>	17,748.00	17,704.50	<b>(43.50)</b>
1,550,000	20,351.50	20,305.00	<b>(46.50)</b>	18,972.00	18,925.50	<b>(46.50)</b>



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

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## **2024 Annual Town Meeting**

Article 20 – Concord-Carlisle Regional School District Budget

**Requested by: FC Chair**

**Action Sought: Recommendation**

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

Discussion Dependent

### **Additional Information**

This article provides Concord's share ("assessment") of the annual operating budget for the Concord-Carlisle Regional School District.

### **Board Action**

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



## ARTICLE 20: CONCORD-CARLISLE REGIONAL HIGH SCHOOL BUDGET

Ms. Marano moves that the Town raise and appropriate the sum of \$26,140,908 as the Town's apportioned share of the Concord-Carlisle Regional School District for the fiscal year ending June 30, 2025, and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee.

Department	FY2023 Adopted	FY2024 Adopted	FY25 SC Vote 1/23/24
CCRSB Budget	\$36,541,181	\$37,811,098	\$38,974,907
Concord's Assessment	\$24,962,356	\$25,357,846*	\$26,140,908*

\*Includes \$23,150,489 assessment for the operating budget and \$2,990,419 assessment for debt.



## ARTICLE 20: FY25 Budget Summary

Expense Type	FY24 BUDGET	REQUESTED BUDGET	\$ Difference	% Difference
Salary accounts	23,684,575	24,267,142	582,567	2.46%
Non-Salary accounts	14,126,523	14,707,765	581,242	4.11%
Total	37,811,098	38,974,907	1,163,809	3.08%



## ARTICLE 20: FY25 Budget Drivers – Salary Accounts

- CCTA SALARIES +222,167 (1.3%)
- NON-TEACHER SALARIES +401,578 (5.7%)
- RETIREMENT INCENTIVE PMTS. -41,178 (-61.3%)

**SUBTOTAL FY25 BUDGET DRIVERS:**

**582,567**



## ARTICLE 20: FY25 Budget Drivers – Non-Salary Accounts

• UTILITIES	146,211	(24.5%)
• SPECIAL EDUCATION TRANSPORTATION	121,712	(20.4%)
• CONTRACT SERVICES	108,662	(14.2%)
• FIXED COSTS (INSURANCE / RETIREMENT)	109,866	(2.5%)
• SUPPLIES COSTS	69,168	(7.5%)
• TECHNOLOGY COSTS	56,448	(N/A)
• DEBT SERVICE	-92,910	(-2.3%)
• OUT OF DISTRICT TUITIONS	-70,362	(-3.6%)

**TOTAL FY25 COST DRIVERS (NON-SALARY):** **448,795**



## ARTICLE 20: Excess & Deficiency (E&D)

FY22 Certified E&D Balance:	\$1,651,280
• Add FY23 favorable revenues:	\$495,551
• Add FY23 expenditure balance:	\$433
• Deduct FY23 Budgeted E&D usage	(\$300,000)
Projected June 2023 Balance:	\$1,847,264
(4.9%, just under 5.0% cap)	



## ARTICLE 20: Excess & Deficiency (E&D)

- Exit costs from the dissolution of MNHG insurance collaborative include \$395,887.51 in “run-out claims”
- These costs will need to be funded by Excess and Deficiency before the end of FY24, reducing the funding from 4.9% to 3.8%



## ARTICLE 20: Other Post Employment Benefits

VALUATION DATE	NET POSITION
6/30/2019	27%
6/30/2020	30%
6/30/2021	44%
6/30/2022	39%
6/30/2023	52%

JUNE 2023 TRUST VALUE  
\$8,601,590

- FY25 BUDGET INCLUDES A \$425,000 OPEB CONTRIBUTION
- PROJECTED TO BE FULLY FUNDED BY 2030, SUBJECT TO MARKET RETURNS



## ARTICLE 20: ESSER Funds Update

GRANT NAME	GRANT BUDGET	EXPENDED (THRU FY23)	PROJ'D EXPENDED IN FY24	GRANT EXPIRATION
ESSER I (CARES)	297,000	297,000	-	12/31/2021
ESSER II	95,886	95,886	-	9/30/2023
ARPA - IDEA	111,921	83,630	28,291	9/30/2023
ESSER III	193,025	91,487	101,538	9/30/2024
<b><u>Total Grants:</u></b>	<b><u>697,832</u></b>	<b><u>568,003</u></b>	<b><u>129,829</u></b>	



# ARTICLE 20: FY25 Assessments

<b>Assessment Comparison w/o Debt</b>	<b>Concord</b>	<b>Carlisle</b>	<b>Total</b>
FY2024	22,302,834	6,942,949	29,245,783
FY2025	23,150,489	7,143,268	30,293,757
<b>Difference</b>	<b>847,655</b>	<b>200,319</b>	<b>1,047,974</b>
	<b>3.80%</b>	<b>2.89%</b>	<b>3.58%</b>
<hr/>			
<b>Assessment Comparison w/ Debt Service</b>	<b>Concord</b>	<b>Carlisle</b>	<b>Total</b>
FY2024	25,357,846	7,893,984	33,251,830
FY2025	26,140,908	8,065,986	34,206,894
<b>Difference</b>	<b>783,062</b>	<b>172,002</b>	<b>955,064</b>
	<b>3.09%</b>	<b>2.18%</b>	<b>2.87%</b>



# ARTICLE 20: Enrollment Shift Impact

- Concord Assessment Increases related to:
  - Overall budget / revenue change:       \$728K (2.87%)
  - Enrollment shift impact:                 \$55K (0.22%)

	Concord		Carlisle	
	%	Students	%	Students
FY24 Enrollment %	76.26%	941	23.74%	293
FY25 Enrollment %	76.42%	885	23.58%	273



## ARTICLE 20: Budget Risks

- FY25 State Aid Revenue per the Cherry Sheet is down approximately \$84,000 vs. what was budgeted
  - primarily regional transportation reimbursement
- If the current revenue projection holds through the state budget process, any shortfall needs to be offset in the FY25 budget via
  - spending reductions, or
  - additional E&D usage (not recommended)



## ARTICLE 20: CONCORD-CARLISLE REGIONAL HIGH SCHOOL BUDGET

Ms. Marano moves that the Town raise and appropriate the sum of \$26,140,908 as the Town's apportioned share of the Concord-Carlisle Regional School District for the fiscal year ending June 30, 2025, and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee.

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\*Includes \$23,150,489 assessment for the operating budget and \$2,990,419 assessment for debt.



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

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## 2024 Annual Town Meeting

Article 21 – Amenities Building at Concord-Carlisle Regional High School

**Requested by: FC Chair**

**Action Sought: Recommendation**

### Proposed Motion(s)

Discussion Dependent

### Additional Information

This article provides Concord's share ("assessment") of the annual operating budget for the Concord-Carlisle Regional School District.

### Board Action

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

**Anthony Ansaldi**

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**From:** Laurie Hunter <lhunter@concordps.org>  
**Sent:** Tuesday, March 26, 2024 7:16 PM  
**To:** Ryan McLane; Kerry Lafleur; Anthony Ansaldi; Carmin Reiss, Town Moderator  
**Subject:** Amenities Building Article Withdrawn

Hi,  
Tonight, the CCRSC voted to withdraw the amenities building warrant article.  
Laurie

--  
Dr. Laurie Hunter  
Superintendent of Schools  
Concord Public Schools and Concord-Carlisle Regional School District  
120 Meriam Road  
Concord, MA 01742  
978-318-1500



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

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## 2024 Annual Town Meeting

### Article 24 – Concord Public Schools Capital Project

**Requested by: FC Chair**

**Action Sought: Recommendation**

#### Proposed Motion(s)

Discussion Dependent

#### Additional Information

This article provides for a capital appropriation for Concord Public Schools, which serves students in preschool, kindergarten, and grades 1 to 8. The funding will support the various capital projects necessary to maintain and improve the district's schools, buildings, grounds, and related equipment and infrastructure.

#### Board Action

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



## ARTICLE 24: CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS

Ms. Anderson moves that the Town authorize the Town Treasurer with the approval of the Select Board to borrow money by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other enabling authority the sum of \$446,000.00, to be expended under the direction of the School Committee for remodeling, construction, reconstructing or making extraordinary repairs, including original equipment and related work at various Concord Public School buildings.

Note to Moderator: 2/3 vote required



## ARTICLE 24: CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS

▪ THOREAU CAMPUS IMPROVEMENTS	\$200,000
▪ ALCOTT FIRE ALARM SYSTEM REPLACEMENT	\$96,000
▪ DUMP TRUCK REPLACEMENT	<u>\$150,000</u>
TOTAL	\$446,000



## ARTICLE 24: CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS

- An Existing Conditions Facilities Assessment of CPS school buildings is underway and will be completed in the Spring 2024.
- This assessment will be the basis for future capital plans for CPS



## ARTICLE 24: CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS

Ms. Anderson moves that the Town authorize the Town Treasurer with the approval of the Select Board to borrow money by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other enabling authority the sum of \$446,000.00, to be expended under the direction of the School Committee for remodeling, construction, reconstructing or making extraordinary repairs, including original equipment and related work at various Concord Public School buildings.

Note to Moderator: 2/3 vote required



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

## 2024 Annual Town Meeting

### Article 33 – In-Town Solar Expansion

**Requested by: FC Chair**

**Action Sought: Recommendation**

#### 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 Resiliency Plan. **UPDATE – The CMLP Board will be meeting on April 10, 2024 to discuss this article.**

#### Board Action

Motion	Second	In favor	Opposed	Disposition

# 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

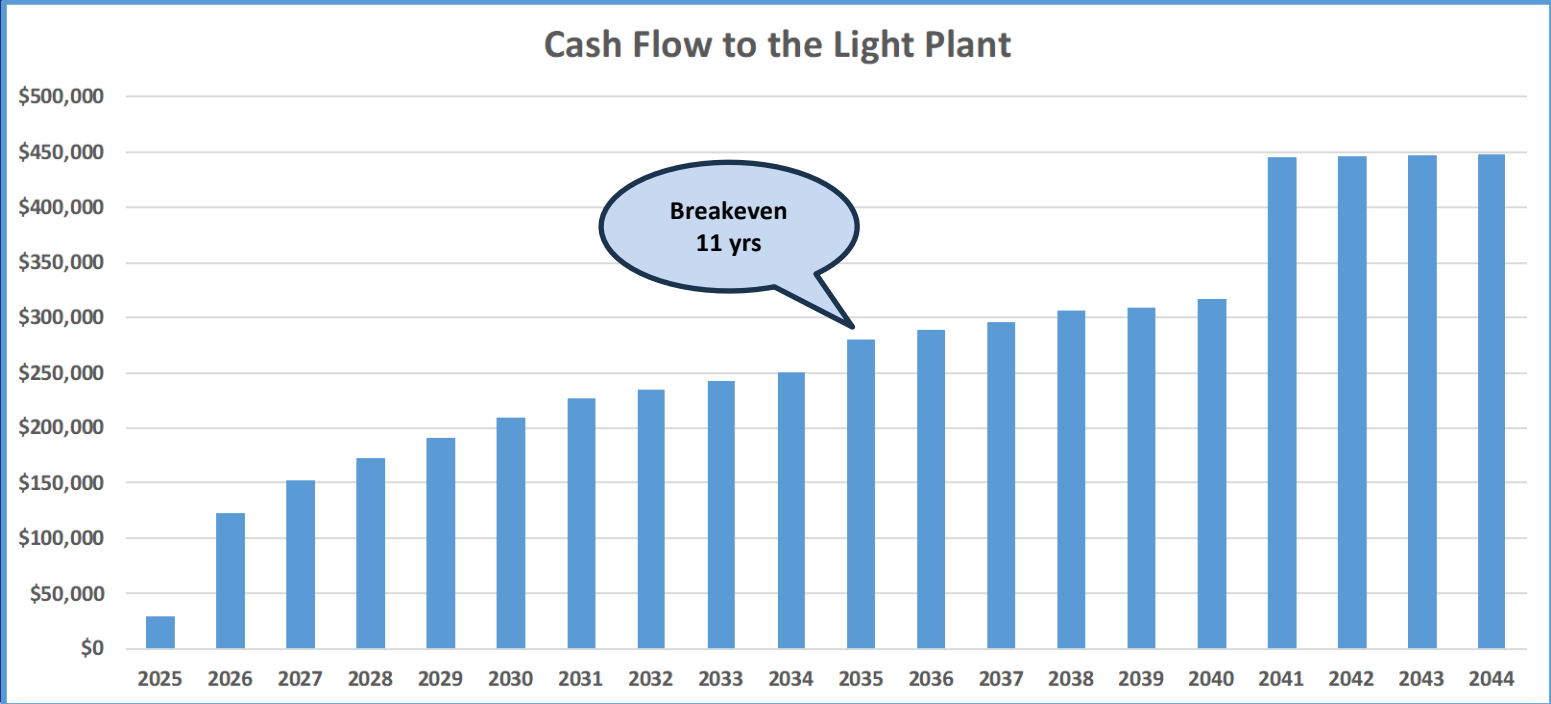
# Industrial Battery

ARTICLE 33:  
Solar Expansion



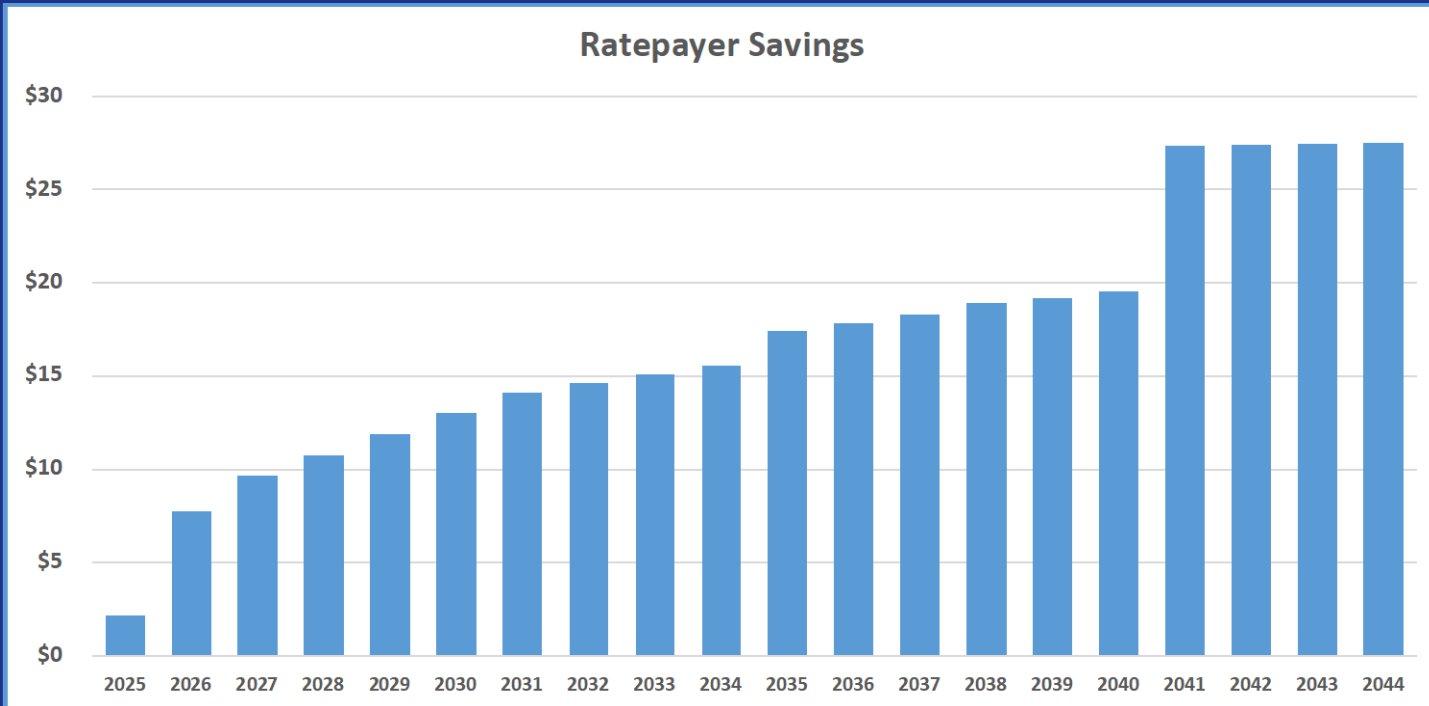
# Budget Financials

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

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.



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2A**

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## 2024 Annual Town Meeting

### Article 40 – Community Preservation Appropriation Recommendations

**Requested by: FC Chair**

**Action Sought: Recommendation**

#### 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.  
**UPDATE – CPC Chair Burton Flint will be at the meeting to answer further questions.**

#### Board Action

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



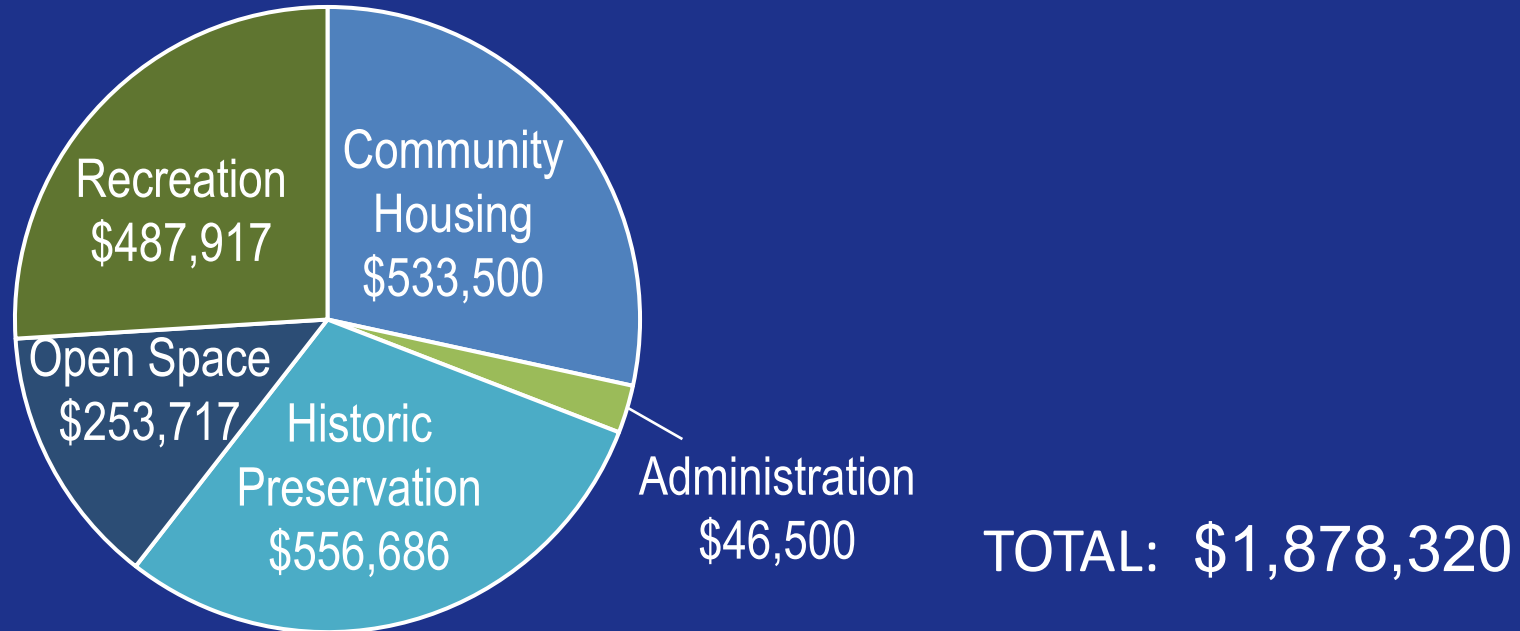
# **Finance Committee Public Hearing March 19, 2024**

## **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

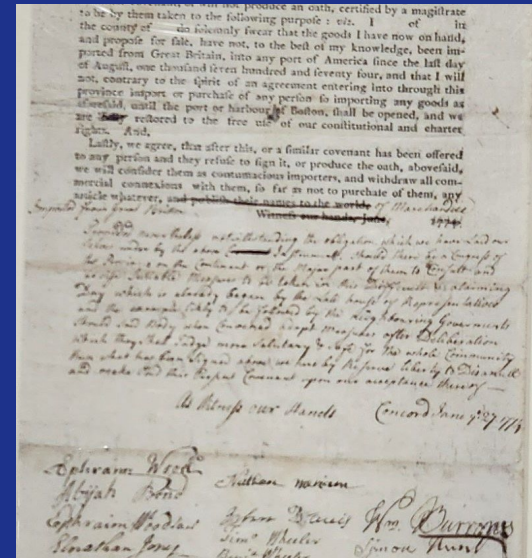
Category: Historic Preservation

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?

**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	Affirm. Action – 5-0-0	Affirm. Action
14	Use of Free Cash	Finance Committee	Report at Town Meeting – 5-0-0	No vote taken at this time
15	Establish a Permanent Senior Means Tested Property Tax Exemption	Board of Assessors	Affirm. Action – 5-0-0	Affirm. Action
16	Create Stormwater Enterprise Fund	Public Works Commission	Affirm. Action – 5-0-0	Affirm. Action
17	Nagog Pond Improvements and PFAS Mitigation	Public Works Commission	Affirm. Action – 5-0-0	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 – 5-0-0	Affirm. Action
20	Concord-Carlisle Regional School District Budget	Concord-Carlisle Regional School Committee	Report at Town Meeting – 5-0-0	No vote taken at this time
21	Amenities Building at Concord-Carlisle High School	Concord-Carlisle Regional School Committee	Report at Town Meeting – 5-0-0	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	Report at Town Meeting – 5-0-0	No vote taken at this time
25	Appropriation to Middle School Stabilization Fund	Finance Committee	Warrant Article withdrawn	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	Affirm. Action – 3-1-1	
29	Citizen Petition: Use of Hand-Held Electronic Voting at Town Meetings	Scott Gillis & Mark Martines	Affirm. Action – 4-0-1	
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	Report at Town Meeting – 5-0-0	No vote taken at this time
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	Report at Town Meeting – 5-0-0	
39	Citizen Petition: Citizen Support for a New Cell Tower Located at the Public Works Parcel on Keyes Road	Alisha Boyajian	Report at Town Meeting – 5-0-0	
40	Community Preservation Appropriation Recommendations	Community Preservation Committee	Affirm. Action – 5-0-0	No vote taken at this time
41	Authorize a Task Force to Review and Update the Charges, Policies, and Protocols of the Historic Districts Commission and the	DEI Commission	Warrant Article 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	Affirm. Action – 5-0-0	Affirm. Action
44	Authorize Expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E1/2	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
45	Light Plant Expenditures and Payment in Lieu of Taxes	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
46	Solid Waste Disposal Fund Expenditures	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
47	Sewer System Expenditures	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
48	Sewer Improvement Fund Expenditures	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
49	Water System Expenditures	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
50	Authorize Expenditure from PEG Access & Cable-Related Fund	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
51	Beede Swim and Fitness Center Enterprise Fund Expenditures	Town Manager	Affirm. Action – 5-0-0	Affirm. Action
52	Unpaid Bills	Chief Financial Officer	Affirm. Action – 5-0-0	Affirm. Action
53	Debt Rescission	Chief Financial Officer	No Motion Expected	No Action



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**2B**

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## 2024 Annual Town Meeting

Review and Discuss the FY25 Finance Committee Report

**Requested by: FC Chair**

**Action Sought: Recommendation**

### Proposed Motion(s)

Discussion Dependent

### Additional Information

### 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 28, 2024**

**3**

# Finance Committee Reorganization

Reorganization of Committee Assignments

**Requested by: FC Chair**

**Action Sought: FC Assignments**

## Proposed Motion(s)

Discussion dependent

## Additional Information

## Board Action

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

# TOWN OF CONCORD MASSACHUSETTS

## FINANCE COMMITTEE BYLAW

### Section 1.

At the annual Town Meeting to be held in the year 1922 and before the final adjournment thereof, there shall be appointed by the Moderator a Finance committee consisting of fifteen members. Five members of such committee shall be appointed to serve for a term of three years; and five members shall be appointed to serve for a term of two years; and five members shall be appointed to serve for a term of one year. At each annual Town Meeting after the annual meeting of the year 1922, the Moderator shall appoint five members of such committee to serve for a period of three years. Except in case of death, resignation or removal from office, each member of the committee shall hold office until the final adjournment of the annual Town Meeting of the year in which his term of office expires. Said committee shall at all times consist of fifteen members, and vacancies occurring therein, otherwise than by expiration of the term of office, shall be filled by the Town Moderator. No member of such committee shall be an officer of the Town or a member of any board of the Town.

### Section 2.

The Finance Committee shall meet and organize as soon as practicable each year after the final adjournment of the annual Town Meeting and at such organization meeting shall elect a chairman and a clerk.

### Section 3.

When the warrant for a Town Meeting contains any article or articles under which an appropriation or expenditure of money or the disposition of any property of the Town may be made, the Finance Committee shall consider such article or articles after giving one or more public hearings thereon and shall report in print its recommendations to such Town Meeting. The recommendations of the Finance Committee concerning any articles in the warrant for an annual Town Meeting shall be printed and distributed to the voters of the Town not less than seven days before such meeting. The Finance Committee may consider and report upon any other article in any warrant issued for a Town Meeting whenever in the opinion of a majority of the committee such consideration and report seem advisable for the best interests of the Town. The Finance Committee may carry on its inquiries and investigations through such sub-committees as it may create and the committee shall determine the method by which such sub-committee shall be selected.

Article 8, Town Meeting, March 1921  
MGL, Ch. 39, §16  
Administrative Code, 5/11/1970  
Charter, §2C



**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 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 the following:

- Email & Presentation from Paul Macone regarding FY25 Budget
- Email from Sandy Smith regarding Stormwater Enterprise Fund

### Board Action

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

**From:** [Parashar Patel](#)  
**To:** [sadruzzaman quazi](#); [Wasoff Lois](#); [Briggs Peg](#); [Bhatia Suresh](#); [Kumar Amrith](#); [Lis Lyndsey](#); [Dahlberg Eric](#); [Guarriello Greg](#); [Cuocolo Kathy](#); [Kupka Don](#); [Ortner Dee](#); [Garofalo John](#); [Karlen Reed](#); [Reynolds Christine](#)  
**Cc:** [Anthony Ansaldi](#); [Elizabeth Rourke](#)  
**Subject:** Fwd: For Your Consideration  
**Date:** Tuesday, March 26, 2024 8:22:34 AM  
**Attachments:** [Budget Sheet.PDF](#)  
[Budget Presentation.PDF](#)

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Colleagues,

FYI. Will forward my reply shortly.

Parashar

Begin forwarded message:

**From:** Paul <mac.one@comcast.net>  
**Date:** March 25, 2024 at 9:35:27 PM EDT  
**To:** pacoinconn@gmail.com, lwasoff.fincom@icloud.com, FinComCR@gmail.com  
**Subject: For Your Consideration**

Hi Mr. Patel, Ms. Reynolds and Ms. Wasoff,  
A group of citizens are concerned about the budget process and budget priorities that resulted in the FY 25 Town Government appropriation. Attached are a budget presentation and numerical analysis that we have put together.  
We hope that you will take the time to review it.  
Thank you for your consideration and service to Concord!  
Paul Macone  
33 Grove Street  
Concord, MA  
PS: In the Presentation, we stated that the Guideline is \$32,645,639, which is a typo. We acknowledge that the FY 25 Town Government appropriation is \$32,745,639. Sorry for the confusion.

# FY25 Town Government Budget

Saturday, March 23, 2024

# FY25 Town Government Budget

- The FY25 Town Government Budget has laudably come in at the Finance Committee's Guideline of \$32,645,639, an increase of approximately 3.3% above the FY24 appropriation.
- However, with no Budget Book presented before the FinCom Public Hearing on the Town Government Budget, it is difficult to determine how the priorities were made to arrive at the Guideline.
- The reason for putting together this PowerPoint presentation is to highlight some of the priorities of the budget.

# Focus of the Budget Process

- The focus of the budget process is to have a clear, comprehensive, and transparent way to determine and communicate the Town's priorities to the stakeholders: Select Board, Finance Committee, residents, Town department heads and division managers, and Town employees.
- Without providing a Budget Book, information about how this process unfolded is missing. More importantly, the results of this process is unknown, except for the publicly available documents like the 2024 Annual Town Meeting Warrant (which includes the Town Government appropriation) and previous Budget Books.

# Priorities – Wages and Salaries

- A primary function of Town Government is to pay its employees.
- With Collective Bargaining Agreements (CBAs) up this year with the Towns employees' unions, funds need to be set aside for the resolution of these agreement.
- In the past, funds were allocated in the Salary Reserve Fund because, if funds were designated to the respective departments, the union negotiators would know how much would be available to be negotiated.

## Priorities – Wages and Salaries

- The Town has union members at the Fire Department, Police Department, Public Works, and Library.
- Although no information is available in the previous Budget Books about the ratio of the Town's cost for union and non-union employees, it is not unreasonable to assume that 40% of the wage and salary cost is for union employees and 60% of the cost is for non-union employees.
- In FY23, the appropriation for the Salary Reserve was \$1,057,934. The FY25 appropriation is \$581,506, a decrease of \$476,428.
- The decrease is actually larger given the fact that wages and salaries increase by 3% to 4% each year.

## Priorities – Wages and Salaries

- By simple calculation, 40% (the union portion) of \$1,057,934 is \$423,173. If union wages increase by 4% over the last two years, the amount needed to settle the outstanding CBAs would be \$457,704.
- Currently, there is a shortage of good municipal employees.
- One of the factors to retaining employees is to properly compensate them.
- In the FY25 budget, the amount available for the annual increase to compensate non-union employees is \$123,802 (FY25 appropriation of \$581,506 minus \$457,704 for CBAs), down from approximately \$634,760 (60% of \$1,057,934) in FY23.
- Furthermore, inequities will occur in the annual increases for union and non-union staff.

## No other way to meet the Guideline?

- So the question is, if the Town needed to meet the FinCom Guideline, do cuts have to be made to the wages and salaries paid to non-union employees?
- Not necessarily.
- In FY23, the appropriation for the Finance Administrative Division was \$555,491. The next year, it was increased by \$92,436. The FY25 appropriation is \$756,342, an increase of \$108,415 over FY24.
- Since the Finance Administration budget is primarily made up of salaries, the question should be asked is whether a \$200,851 increase for salaries over last two years is warranted for Finance Administration personnel.

## Well then, the Guideline is too low

- Historically, an increase of 3.3% for the Town Government appropriation is about right.
- Then, why has there been such a problem this year?
- In FY24, because of an error made by the Town, the Town and the Finance Committee agreed to reduce the Guideline by \$515,402.
- Furthermore, according to the FY24 Budget Book, the FY24 budget contained an increase of 5.15 FTEs (including funding for a second Assistant Fire Chief), when the approval of the Middle School project was likely. (The Middle School project was approved in February 2023).

# A Non-Transparent and Distorted Process

- Good governance means that quality information is provided to stakeholders so that they can make good decisions.
- Without providing a Budget Book before the FinCom Public Hearing, no such information was provided.
- With limited public information, it seems that the priorities of the FY25 Town Government Budget have been distorted.
- Since decisions made with the budget affect the functioning of Town government and the ability of Town employees to provide services to residents, attention should be paid to the budget process and budget priorities proposed in the FY25 Town Government Budget.

Thank You

**From:** [Parashar Patel \(Concord Finance Committee\)](#)  
**To:** [Bhatia Suresh](#); [Briggs Peg](#); [Cuocolo Kathy](#); [Dahlberg Eric](#); [Garofalo John](#); [Guarriello Greg](#); [Kumar Amrith](#); [Kupka Don](#); [Lis Lyndsey](#); [Ortner Dee](#); [Karlen Reed](#); [Reynolds Christine](#); [sadruzzaman quazi](#); [Wasoff Lois](#)  
**Cc:** [Anthony Ansaldi](#); [Elizabeth Rourke](#)  
**Subject:** Fwd: Stormwater Enterprise Fund - Article 16  
**Date:** Tuesday, March 26, 2024 4:10:59 PM

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Colleagues,

FYI. We can determine on Thursday if we want to further discuss. Thx.

Parashar

Begin forwarded message:

**From:** Sandy Smith <sandysmith1804@gmail.com>  
**Subject:** **Stormwater Enterprise Fund - Article 16**  
**Date:** March 25, 2024 at 4:19:28 PM EDT  
**To:** Mark Howell <mark\_howell@mac.com>  
**Cc:** "Parashar Patel (Concord Finance Committee)" <ponfincom@gmail.com>, Don Kupka <concordmarin@gmail.com>, Sandy Smith <SandySmith1804@gmail.com>

Hi Mark,

You asked a question at the FinCom hearing last Thursday about a plan to move funding of stormwater mitigation from the Town's budget to user fees in a new Stormwater Enterprise fund (Article 16). I'm not sure if the Select Board will take up its recommendation on this Article tonight or at a future meeting, but here are a few hastily prepared comments on that Article which I am sharing with you with copies to a couple of members of the Finance Committee.

Plusses:

1) Article 16 establishes a mechanism to assure funding of stormwater mitigation expenses in the Town, which, apparently, have not been getting the resources that the Water & Sewer Department and an outside consultant feel they need to the tune of \$1.5 - 2.0mm annually for the next 5 years - at least.

2) Charges will (we are told) be based on the amount of impervious surface owned by each property-owner in Town, including the Town itself and presumably the schools (and the state?), which, can be argued, may be a better way to allocate the costs than the property tax which is based on other factors like square footage.

Minuses:

- 1) This removes a budget item from the Finance Committee's Guideline process, providing an "off budget" method of increasing what amounts to an additional tax above the annual Guideline.
- 2) This proposal puts the rate setting mechanism in the hands of an "interested party" - the Concord Public Works Commission - removing it from the normal budget process where these expenditures must compete with (most) other Town expenditures.
- 3) For federal and state tax purposes, the dollars paid by property owners for stormwater mitigation will now be characterized as fees and not property taxes, thereby increasing the costs to taxpayers even more than the nominal rate.
- 4) A typical enterprise fund sells a product (water & sewer, electricity, etc.) and consumers of that product pay based on their usage of the product measured by a meter. This doesn't meet that definition. The allocation will be much more arbitrary.

Although there are some advantages to Article 16, I think the negatives outweigh the positives. Although

as the Town Manager reported at the meeting, the types of Enterprise funds are limited to those authorized in Mass General laws, there is no obligation to adopt any of those fund types if the Town feels it does not represent good governance. I fear this is one more step on a slippery slope where the Town is ceding (or at least diluting) control of its cost structure,

Perhaps the Finance Committee should declare that enterprise fund fees should be subject to its guideline process. At a minimum, I agree with the Chair of the Finance Committee who seemed to be advocating last Thursday for the Town to develop a method whereby the total cost of living in Concord could be calculated and disclosed to taxpayers. Perhaps the Finance Committee should hire its own consultant!

Best regards,  
Sandy

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**Concord Finance Committee**  
AGENDA ACTION REQUEST

**March 28, 2024**

**5**

## Minutes

Approve minutes of March 19, 2024 & March 21, 2024

**Requested by: Dee Ortner, Clerk**

**Action Sought: Seek Approval**

### Proposed Motion(s)

None anticipated.

### Additional Information

Attached are the minutes from Public Hearing #2 on March 19, 2024 for approval. The minutes from Public Hearing #3 on March 21, 2024, are **not** ready to be approved at this regularly scheduled Finance Committee meeting.

### Board Action

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

**Town of Concord**  
**Meeting of the Finance Committee**  
**Minutes of Meeting – March 19, 2024**  
**Hybrid Meeting**

**Members Present:** Suresh Bhatia (remote), Kathy Cuocolo (remote), Eric Dahlberg, Don Kupka, Lyndsey Lis, Dee Ortner, Parashar Patel, Karlen Reed, Christine Reynolds, and Lois Wasoff

**Members Absent:** Margaret Briggs, Jon Garofalo, Greg Guarriello, Amrith Kumar, Quazi Sadruzzaman.

**Others Attending:** Anthony M. Ansaldi, Jr. (CFO), Kerry Lafleur (Town Manager), Elizabeth Rourke (Assistant CFO)

**1. Call to Order**

Mr. Patel called the meeting to order at 9:45pm.

**A. Discuss and Potentially Vote on the Following Articles:**

- Article 13 – Funding Public Safety during the Concord250 Celebrations in 2025  
*Affirmative Action Unanimous*
- Article 15 – Establish a Permanent Senior Means Tested Property Tax Exemption  
*Affirmative Action Unanimous*
- Article 17 – Nagog Pond Improvements and PFAS Mitigation  
*Affirmative Action Unanimous*
- Article 19 – Minuteman Regional Technical High School District Budget  
*Affirmative Action Unanimous*
- Article 33 – In-Town Solar Expansion  
*Defer to Town Meeting*
- Article 40 – Community Preservation Appropriation Recommendations  
*Defer to 3/21 or 3/28*

**Item 3: Correspondence: - None**

**Item 4: Meeting Adjourned: 10:05pm**

**YouTube: Ctrl+Click to follow link: [Finance Committee March 19, 2024 \(youtube.com\)](#)**

Respectfully submitted,  
Dee Ortner, Finance Committee Clerk