



OLD NORTH BRIDGE

**TOWN OF CONCORD**

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

**Select Board Agenda**

Monday, June 17, 2024 at 6:00 PM

Town House, Select Board Room, 22 Monument Square

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81747809560?pwd=EW2ujZe0wB3g5yNLUjtYPMs3y4BIwT.1>

Meeting ID: 817 4780 9560

Passcode: 296962

Dial In Toll-Free: 833 928 4609

#	Time*	Agenda Item
I.	6:00 PM	Public Comment: Public Comment is limited to up to 15 minutes, with no more than 3 minutes allocated to any one speaker. Public Comment is limited to items that are not on the agenda.
II.	6:15 PM	<p>Consent Agenda</p> <ul style="list-style-type: none"> <li>a. Meeting Minutes: May 24, 2024; June 3, 2024</li> <li>b. Town Accountant Warrants: June 6, 2024</li> <li>c. Tour Guide License: Jamie Joroff; David Parry</li> <li>d. Common Victualler License for a Change of Ownership of the Cafeteria at 561 Virginia Road</li> <li>e. Gift Acceptance from the Friends of Sleepy Hollow Cemetery for the fabrication and installation of an engraved Matthews Bronze Plaque on a concrete base valued at \$3,000.00</li> <li>f. Amend the MCI Concord Advisory Board charge to increase the membership by 1 additional member to account for the Select Board member</li> <li>g. Amend the Select Board Correspondence Policy</li> <li>h. Select Board Committee Nominations:               <ul style="list-style-type: none"> <li>i. Jill Block of 50 Everett Street to the Hugh Cargill Trust Committee for a term to expire May 31, 2027</li> <li>ii. Dan Gainsboro of 12 Mill Run Lane and Patrick McCurdy of 1100 Monument Street as Co-Chairs to the MCI Concord Advisory Board</li> <li>iii. Brian Waterson of the Town of Carlisle to the Financial Audit Advisory Committee for a term to expire May 31, 2025 as the Concord-Carlisle Regional School Committee Representative</li> </ul> </li> <li>i. Town Manager with Select Board Approval Committee Nominations:</li> </ul>

		<ul style="list-style-type: none"> <li>i. Brad Dye of 1019 Main Street to the Climate Action Committee for a term to expire May 31, 2027</li> <li>ii. Kathryn Hopkins of 444 Strawberry Hill Road to the Climate Action Committee for a term to expire May 31, 2027</li> </ul>
	6:15 PM	<p>Committee Appointments</p> <ul style="list-style-type: none"> <li>a. Mark Howell as the Select Board member to the MCI Concord Advisory Board for a term to expire December 31, 2025, with the option of reappointment at the discretion of the Select Board</li> <li>b. Courtland Booth 144 Wright Road of to the Financial Audit Advisory Committee for a term to expire on May 31, 2027</li> <li>c. Andrew Herchek of 12 Garland Road to the Concord Middle School Building Committee as School Committee Representative for a term to expire at the completion of the project</li> <li>d. Louis Calderella of 37 Hubbard Street as an Associate Member for the Concord Museum to the Historic Districts Commission for a term to expire January 1, 2027</li> <li>e. Natalia Sternberger of 788 Strawberry Hill Road to the Diversity Equity and Inclusion Commission for a term to expire May 31, 2027</li> <li>f. <b>Reappoint</b> Bianca Taylor of 670 Lowell Road to the Financial Audit Advisory Committee for a term to expire May 31, 2025 as the Municipal Light Board Representative</li> <li>g. <b>Reappoint</b> Cynthia Rainey of 80 Hunters Ridge Road to the Financial Audit Advisory Committee for a term to expire May 31, 2025 as the Concord School Committee Representative</li> </ul> <p>Town Manager with Select Board Approval Committee Appointments:</p> <ul style="list-style-type: none"> <li>a. <b>Reappoint</b> Paul Kirshen of 38 Longfellow Road to the Climate Action Committee for a term to expire May 31, 2027</li> <li>b. <b>Reappoint</b> Michael McDonald of 208 Wright Road to the Climate Action Committee for a term to expire May 31, 2027</li> </ul>
III.	6:15 PM	<p>Disclosure by Non-Elected Municipal Employee of Financial Interest as required by M.G.L. c. 268A, Section 19</p> <ul style="list-style-type: none"> <li>a. Tammy Rose, Concord250 Arts, Literature, and Music Subcommittee</li> </ul>
IV.	6:20 PM	Town Manager's Report
V.	6:30 PM	Chair's Report
VI.	6:35 PM	Select Board Liaison Reports
VII.	6:55 PM	<p>Discuss and Vote on Request of Flying Pride Flag in Monument Square on June 22, 2024</p> <p>Presenter: Mary Hartman, Select Board Chair</p>
VIII.	7:05 PM	Discuss and Vote on 2025 Annual Town Meeting Calendar

		Presenter: Carmin Reiss, Town Moderator
IX.	7:20 PM	Request to Approve Bond Anticipate Note Sale Presenter: Anthony Ansaldi, Chief Financial Officer
X.	7:30 PM	Update from the 2229 Main Street Advisory Task Force Presenter: Paul Boehm, Chair and David Ropeik, Member of the Task Force
XI.	8:15 PM	Initial Discussion regarding Fiscal Year 2025 Select Board Goals Presenter: Mary Hartman, Select Board Chair
XII.		Adjournment

*\*Times are approximate and subject to change*

<b>Upcoming Meetings:</b>
Monday, July 8, 2024      Monday, July 22, 2024      Monday, August 5, 2024
<b>Upcoming Events and Celebrations:</b>
Juneteenth, June 19, 2024      Concord Pride Fest, June 21-23, 2024



The Town of Concord endeavors to make public meetings accessible to all members of the community. To request a meeting accommodation or modification, please contact our ADA Coordinator Jessica Porter at [jporter@concordma.gov](mailto:jporter@concordma.gov) or at 978-318-3028. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.

**Town of Concord  
Select Board  
Minutes  
May 24, 2024**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting in a meeting via Zoom only at 10:30 AM on Friday, May 24, 2024.

Present were: Mark Howell, Terri Ackerman, Cameron McKennitt, and Wendy Rovelli

**Call to Order**

Select Board Clerk Mark Howell called the meeting to order at 10:30AM.

Mr. Howell confirmed attendance of the Board:

**Roll Call:**

Ms. Ackerman – Present  
Ms. Hartman – Absent  
Mr. Howell – Present  
Mr. McKennitt – Present  
Ms. Rovelli – Present

Mr. Howell noted Ms. Hartman’s absence and that a Chair Pro-Tem and Clerk Pro-Tem would be necessary for the meeting.

Upon a motion duly made and seconded, it was UNANIMOUSLY.  
**voted:** to elect Mark Howell Chair Pro-Tem.

**Roll Call Vote:**

Ms. Ackerman – Aye  
Mr. Howel – Aye  
Ms. Rovelli – Aye  
Mr. McKennitt – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY.  
**voted:** to elect Wendy Rovelli Clerk Pro-Tem.

**Roll Call Vote:**

Ms. Ackerman – Aye  
Mr. Howell – Aye  
Ms. Rovelli – Aye  
Mr. McKennitt – Aye

**Public Comment**

Mr. Howell thanked residents that submitted written public comment to the Select Board throughout the past week and asked those in attendance to consider allowing those who did not submit written comment to the Select Board the time to make comment during the meeting. Mr.



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Howell continued and noted that before taking public comment, he will recognize School Committee Chair Alexa Anderson to make an opening statement.

Ms. Anderson presented a Press Release for the Concord School Committee regarding the vote taken by the Committee at their meeting on May 21, 2024:

**School Committee Votes to Name the Newly Constructed Building at the Concord Middle School After Ellen Garrison**

*Seeking to find a compromise, the Concord School Committee voted on Tuesday to name the new middle school building the Ellen Garrison Building at The Concord Middle School.*

*With this vote, the Ellen Garrison building will be the first public building in the Town of Concord to be named for a person of color. The School will continue to be called the Concord Middle School.*

*School Committee Chair Alexa Anderson stated, "I am excited to announce that the School Committee has named the middle school building after Ellen Garrison, honoring her courage, bravery, and dedication to education. Compromise can be challenging, but it is an essential part of good governance. We teach our young people to listen to one another, ask good questions, and seek common ground. That is what we have aimed to do here as a committee. We believe this action honors both those advocating for Ellen Garrison's name to be on a public building and those who wish to honor the name of our shared community."*

*The School Committee wants to thank the many residents who suggested over twenty other notable names for the Concord Middle School and participated in our public process this winter. The School Committee also wishes to thank residents who attended Town Meeting. Following Town Meeting, the School Committee revisited the topic of the middle school naming on May 7th and again on May 21st.*

*Anderson added, "We look forward to opening the Ellen Garrison Building at the Concord Middle School next year. This facility will foster an exceptional environment for teaching and learning, serving the next generation of students."*

*The new facility is under construction, and it remains on schedule to open February of 2025. The single facility will replace the current middle school configuration which includes two buildings located on two different sites.*

Joanne Gibson of 88 Walden Street commented expressing support for the School Committee's proposed compromise to name the building for Ellen Garrison and urged the Select Board to support the compromise.

Adrienne Principe of 78 Nashoba Road commented expressing support for the School Committee's proposed compromise to name the building for Ellen Garrison and urged the Select Board to support the compromise.

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Colleen Walston of 1 Hawthorne Village commented expressing support for the proposed non-binding ballot question on the naming of the middle school and urged the Select Board to keep the non-binding question on the ballot.

Eric Van Loon of 93 Marthas Point Road expressed support for the School Committee action and urged the Select Board to drop the non-binding referendum question from the June ballot. He commented further on the different points of view of candidates that ran for the School Committee this year.

Kate Garrison of 409 Old Bedford Road commented on her appreciation of the Select Board and their bringing this forward for rich discussion.

Polly Reeve of 429 Williams Road commented expressing support for the proposed non-binding ballot question on the naming of the middle school and urged the Select Board to keep the non-binding question on the ballot.

Michael Williams of 1284 Sudbury Road commented expressing support for the proposed non-binding ballot question on the naming of the middle school and urged the Select Board to keep the non-binding question on the ballot.

**Discuss and Vote on Language of the Special Town Election Ballot for the Special Town Election to be held on June 25, 2024**

Mr. Howell opened the discussion on the language of the Special Town Election Ballot and proposed that each member of the Board share their point of view at this time.

Mr. McKennitt commented that he is supportive of the School Committee's compromise and vote of naming the building for Ellen Garrison and further noted that he does not think that the non-binding question would bring forward any further unity of the community, so that the Board should remove the non-binding question from the ballot.

Ms. Rovelli commented that she is supportive of removing the non-binding question from the ballot in light of the School Committee's vote of naming the building for Ellen Garrison, but that the Town's elected officials have significant work to do in restoring the trust of the residents. Ms. Rovelli further encouraged the School Committee to take swift and bold action to ensure that the building signage is prominent and accompanied with permanent plaquing of Ellen's story in the building.

Ms. Ackerman commented that she is still feeling torn on the matter and that the Select Board has received significant public comment on the matter throughout the week that also reflects a torn opinion. Ms. Ackerman noted that she would like to focus on listening to residents and unifying the community again, so that the Board should support the compromise and try to move on. Ms. Ackerman reiterated that there needs to be ample signage for the naming of the building for Ellen Garrison and that there could be a display inside the building honoring her life, too.

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Mr. Howell commented that Town Meeting asked the School Committee to reconsider the naming of the middle school, and the goal of the proposed non-binding question were to give the community a pathway to express their view on the matter directly and privately. Mr. Howell continued that the School Committee took action, and they chose to recognize the building for Ellen Garrison, so that he is also supportive of the compromise.

Upon a motion duly made and seconded, it was UNANIMOUSLY

**voted:** to remove the non-binding question regarding the reconsideration of the naming of the middle school for Ellen Garrison from the Special Town Meeting Ballot for the Special Town Election scheduled for June 25, 2024.

**Roll Call Vote:**

Ms. Ackerman – Aye  
Mr. Howel – Aye  
Ms. Rovelli – Aye  
Mr. McKennitt – Aye

**Adjournment**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to adjourn the meeting at 10:57 AM.

**Roll Call Vote:**

Ms. Ackerman – Aye  
Mr. Howel – Aye  
Ms. Rovelli – Aye  
Mr. McKennitt – Aye

**Meeting Materials:**

[Select Board Meeting Recording for May 24, 2024](#)

There was no Select Board Meeting Packet for May 24, 2024.

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June 3, 2024**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting both in-person at 22 Monument Square on the 2<sup>nd</sup> floor in the Select Board Room and via Zoom at 6:00 PM on June 3, 2024.

Present were: Mary Hartman, Chair; Mark Howell, Clerk; Terri Ackerman, Cameron McKennitt, and Wendy Rovelli

**Call to Order**

Select Board Chair Mary Hartman called the meeting to order at 6:00 PM. Ms. Hartman noted that as she has been traveling out of the country for the past ten days, she has asked Mr. Howell to Chair the meeting.

Upon a motion made and seconded, it was UNANIMOUSLY  
**voted:** to elect Mark Howell as Chair Pro-Tem.

Upon a motion made and seconded, it was UNANIMOUSLY  
**voted:** to elect Wendy Rovelli as Clerk Pro-Tem.

**Public Comment**

Craig Awmiller of 27 Lang Street commented and asked for clarification on the Select Board's recent activity in relation to the consideration of the renaming of the middle school.

Mari Weinberg of 26 Hillside Avenue commented and asked questions regarding the Special Town Meeting Warrant Article for the In-Town Utility Scale Battery.

Pamela Dritt of 13 Concord Greene asked the Select Board to include all correspondence the Board receives, whether pro or con on a topic, to be posted with their correspondence packet online.

**Consent Agenda**

- a. Meeting Minutes: May 13, 2024; May 20, 2024
- b. Town Accountant Warrants: May 22, 2024; May 30, 2024
- c. Tour Guide License: Mark Ostrander
- d. One Day Liquor Licenses:
  - i. Wines and Malt Beverages Only for Merrill Genoa of Concord Academy for the Concord Academy Reunion and Alumni Weekend on Friday, June 7, 2024 from 5:30 PM – 10:00 PM at 166 Main Street
  - ii. Wines and Malt Beverages Only for Merrill Genoa of Concord Academy for the Concord Academy Reunion and Alumni Weekend on Saturday, June 8, 2024 from 5:15 PM – 10:00 PM at 166 Main Street
  - iii. Wines and Malt Beverages Only for Jennifer Verrill of Verrill Farm for a 50<sup>th</sup> Wedding Anniversary on Saturday, September 14, 2024 from 3:00 PM – 7:00 PM at 11 Wheeler Road

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- e. Disband the Bruce Freeman Rail Trail Advisory Committee due to completion of work outlined in the Committee Charge
- f. Proclamations:
  - i. Celebrating Juneteenth on June 19, 2024
  - ii. Celebrating Concord Pride Fest on June 21 – June 23, 2024
- g. Committee Nominations:
  - i. Courtland Booth 144 Wright Road of to the Financial Audit Advisory Committee for a term to expire on May 31, 2027
  - ii. Andrew Hercek of 12 Garland Road to the Concord Middle School Building Committee as School Committee Representative for a term to expire at the completion of the project.
  - iii. Louis Calderella of 37 Hubbard Street as an Associate Member for the Concord Museum to the Historic Districts Commission for a term to expire January 1, 2027
  - iv. Natalia Sternberger of 788 Strawberry Hill Road to the Diversity Equity and Inclusion Commission for a term to expire May 31, 2027

Mr. McKennitt asked clarifying questions regarding the process for the proclamations, and as the proclamations referenced upcoming agenda items that the Board has not yet approved, asked to remove the proclamations from the Consent Agenda.

Ms. Hartman asked if all committee nominees have been interviewed by the appropriate Select Board Liaison.

The Select Board concurred to have all committee nominees interviewed before they are moved forward to appointment at the next Select Board meeting.

Mr. Howell reviewed the proposed amendments to the May 13, 2024 and May 20, 2024 meeting minutes, which were administrative amendments.

Upon a motion made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda with the amendments made to the May 13, 2024 and the May 20, 2024 meeting minutes and without the Juneteenth and Concord Pride Proclamations.

**Select Board Appointments**

Upon a motion made and seconded, it was UNANIMOUSLY **voted:** to appoint Greg Higgins of 51 Cottage Lane to the Economic Vitality Committee for an unexpired term to expire on May 31, 2025; and to appoint the following candidates to the MCI Concord Advisory Board for a term to expire December 31, 2025, with the option of reappointment at the discretion of the Select Board:

- i. Linda Miller of 300 Main Street
- ii. Patrick McCurdy of 1100 Monument Street
- iii. Peter Lowitt of 5 Westvale Drive
- iv. Scott Bates of 52 Indian Spring Road

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- v. Lee Smith of 1836 Main Street
- vi. John Boynton of 72 Chestnut Street
- vii. Erin Cusker of 61 Commerford Road
- viii. Emily Rush of 122 Upland Road
- ix. Elizabeth Akehurst-Moore of 86 Holden Wood Road
- x. Dan Gainsboro of 12 Mill Run Lane.

**Town Manager's Report**

Town Manager Kerry Lafleur highlighted the recently updated MCI Concord closure project webpage, which can be viewed on the Town Manager's webpage of the Town website here: <https://concordma.gov/3514/MCI-Concord-Closure>. Additionally, Ms. Lafleur reviewed the Weekly Operations Reports for the week ending May 24, 2024 and May 31, 2024. The full Weekly Operation Reports can be viewed on the Town Manager's webpage of the Town website here: <https://concordma.gov/3499/2024-Town-Manager-Weekly-Operation-Report>.

**Chair's Report**

There was no Chair's Report at this meeting.

**Select Board Liaison Report**

Ms. Rovelli reported on:

- Working with her assigned committees to review memberships and charges.
- Planning Board – The Planning Board developed their goals for FY2025, which include necessary follow-up on the Town passage of the MBTA Community Zoning Warrant Article at Town Meeting, reviewing the Envision Concord 2030 Master Plan in response to the MCI Concord closure announcement, and a review of Town parking regulations.

Ms. Ackerman reported on:

- 2229 Main Street Advisory Task Force – The Task Force is holding a Public Forum on Tuesday, June 4, 2024 at 7:00 PM at the Town House, Public Hearing Room and via Zoom. This is an opportunity for residents to come, ask questions, and provide input to the Task Force on their recommendations to the Select Board. Following the Public Forum, the Task Force will come to the Select Board with their initial recommendations and then the Task Force will produce a final report down the line.
- Hanscom Field Advisory Committee – Members decided to sign on to the Conservation Law Foundation letter that was reviewed by the Select Board at their May 20, 2024 meeting as individuals, not as committee members. In response to noise complaints received during Patriot's Day this year, the Committee is going to work to file a formal request with the FAA for a no fly zone during Patriot's Day in 2025.
- Community Forum (held via Zoom) on the proposed Hanscom North Airfield expansion – A very well attended forum, with many comments made with objections to the data of the initial Environmental Report and asks for the analysis to be reconsidered.

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Mr. McKennitt reported that he is continuing to acquaint himself with his assigned committees.

Ms. Hartman reported on:

- In relation to work from the Concord Municipal Affordable Housing Trust, Keith Bergman has reported that the Home Rule Petition for the Real Estate Transfer Fee was not included in the State House of Representative Ways and Means budget. Mr. Bergman is continuing to advocate for an amendment to the budget and Chris Carmody, Legislative Liaison, has written a letter to State Representative Simon Cataldo asking for his support.

Mr. Howell reported on:

- MCI Concord Advisory Board – Candidates have now been formally appointed to the Board and expected to get up and running soon.
- Town Meeting Study Committee – Committee’s work is already underway.
- Concord Middle School Building Committee – Meeting this week to consider a change order for Furniture Fixture and Equipment
- Warners Pond Task Force – Encourage residents who are interested to pay close attention to their schedule and meeting agendas for topics being discussed.

**Vote to Remove Non-Binding Advisory Questions from the Special Town Election Ballot for the Special Town Election on June 25, 2024**

Mr. Howell presented on the need to remove non-binding advisory questions from the Special Town Election Ballot for the Special Town Election on June 25, 2024, in response to further legal advice coming forward to the Board that non-binding advisory questions are not permitted on Special Town Election ballots, but only regular Town Election ballots. A full memorandum is included in the Select Board meeting packet.

Upon a motion made and seconded, it was UNANIMOUSLY  
**voted:** to remove the remaining three non-binding advisory questions from the Special Town Election Ballot for the Special Town Election scheduled for June 25, 2024.

**Review and Approve Request for Food Trucks (3) for Concord Pride Fest on June 22, 2024**

Deputy Town Manager Megan Zammuto presented the request for three food trucks to be permitted for the Concord Pride Fest on June 22, 2024. Ms. Zammuto noted that the Town Food Truck Regulations were approved last year, and the regulations noted that any requests with three or more food trucks in the public way must be approved by the Select Board. Ms. Zammuto also noted that all three food trucks are already permitted by the Concord Health Department. Ms. Zammuto’s full memorandum is included in the Select Board meeting packet.

**Review and Approve Request of Flying Juneteenth Flag in Monument Square on June 19, 2024 and Request of Flying Pride Flag in Monument Square on June 22, 2024**

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Joe Palumbo, Co-Chair of the Diversity, Equity, and Inclusion Commission presented the request for the flying of the Juneteenth flag in Monument Square to honor Juneteenth National Independence Day on June 19, 2024. Mr. Palumbo continued and also presented the request for the flying of the Pride flag to honor Pride month in correlation with the Concord Pride Fest events on June 22 – June 23, 2024. Mr. Palumbo's full memorandums are included in the Select Board meeting packet.

Ms. Hartman asked what the proposed duration of the Juneteenth flag is to be flown for, because the memorandum request is for it to be flown for three days.

Mr. Palumbo responded that this may have been in response to feedback from residents from last year, that the flag was not flown for long enough for residents to see it in Monument Square.

Ms. Hartman voiced concern regarding the Pride flag and the precedent that this flag will set for other requests moving forward.

Mr. McKennitt concurred and noted that he is supportive of the Pride events but that the request for the flag causes a precedent issue.

Ms. Hartman added that there was a bad impression from some Select Board members view on this request since the Pride flag raising was added to the Pride events flyer and has been publicized before the Select Board heard the request.

Mr. Palumbo apologized and noted that this was not the intent of the DEI Commission.

Ms. Ackerman concurred that she is supportive of the Pride events but also is concerned regarding precedent for future requests. Ms. Ackerman asked which cities and towns are raising similar flags and if they are using the city/town's main flagpole.

Mr. Palumbo noted that he would report back to the Select Board on this.

Ms. Rovelli concurred with Ms. Hartman's comments that it seemed like the DEI Commission had presumed that their request would be approved. Ms. Rovelli continued that she has spent time in the past studying flag code and that in her experience, the requests made are consistent with flag code. Ms. Rovelli noted that it is clear that there is broad support from residents for the Pride events and is likewise supportive of the flag raising request, and that maybe it does cause some issues for precedent, but if the Select Board wishes to amend APP 16, it can.

Mr. McKennitt voiced concerns regarding protests at the Pride events.

Mr. Palumbo responded that there is a history of protests at Pride related events in general, but that the event organizers have been working with Town public safety on this and are not concerned at this time.

Upon a motion made and seconded, it was UNANIMOUSLY



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**voted:** to approve the request to fly the Juneteenth flag to honor Juneteenth National Independence Day on June 19, 2024 for the duration of the full day.

Upon a motion made and seconded, it was UNANIMOUSLY

**voted:** to approve the proclamation honoring Juneteenth National Independence Day on June 19, 2024.

Upon a motion made and seconded, it was

**moved:** to table the request for the flying of the Pride flag to honor Pride month in correlation with the Concord Pride Fest events on June 22 – June 23, 2024 to the next Select Board meeting in order to receive further information.

Discussion regarding the motion:

Mr. Howell noted of the broad community support for the Pride events and suggested that independent of what other cities and towns are doing for Pride month, the Town has invested a lot with the community on these events and does not see the value in tabling this item.

Ms. Rovelli concurred and noted that she would support approving the request tonight.

**The motion passed 3-2-0,** with Mr. Howell and Ms. Rovelli opposed.

Upon a motion made and seconded, it was UNANIMOUSLY

**voted:** to approve the proclamation honoring Concord Pride Fest on June 22 – June 23, 2024 as amended during the meeting to strike the language regarding the raising of the flag that was in the proclamation included in the Select Board meeting packet.

**Discuss Options for 2025 Annual Town Meeting Calendar**

Mr. Howell opened the discussion for the options for 2025 Annual Town Meeting calendars, noting that are two draft calendars included in the Select Board meeting packet that target a date of Sunday, June 1, 2025. Mr. Howell noted that since the packet was distributed, news from the School Department was received that Sunday, June 1, 2025 is not available at CCHS for Town Meeting, but that the meeting could be accommodated beginning on Monday, June 2, 2025.

Ms. Rovelli noted that in calendar option 1, the dates of the warrant being mailed to all households and the date of the first Public Hearing are too close, and that there needs to be additional time for residents to receive and review the warrant.

Mr. McKennitt commented that he would not want the meeting to be pushed any further into June and would prefer a date in May if at all possible.

Ms. Ackerman asked about the new Concord Middle School as a satellite location for the meeting.

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Mr. Howell responded that he did not think it wise to base the meeting around the school that is still being constructed at this time.

Diane Proctor of 57 Sudbury Road commented that perhaps one of the private schools in Concord could be considered as the venue for the meeting.

Mr. Howell noted that these draft calendars would be reworked ahead of the next Select Board meeting on June 17, 2024 for further discussion.

**Budget Update from Concord250 Executive Committee and Consider an Amended Charge**

Gary Clayton, Chair of the Concord250 Executive Committee presented a budget update to the Select Board, noting that the original budget was proposed to be more than \$2 Million and that the Committee has scaled the budget back to a now proposed \$1.3 Million. Mr. Clayton noted that this includes recently approved allocations from Annual Town Meeting, including Free Cash allocations for public safety and Community Preservation Funds for the memorial trees. Mr. Clayton's full budget memorandum is included in the Select Board meeting packet.

Ms. Hartman noted that in the proposed budget, \$1.1 Million was coming from the Town. Ms. Hartman asked if the \$725,000 earmarked for public safety was enough.

Mr. Clayton responded that he thinks so, working to cover three different categories of public safety including public health, police, and fire support. Mr. Clayton also noted that the Committee is working with the Massachusetts Emergency Management Agency (MEMA) on public safety, too.

Ms. Hartman asked if the \$130,000 earmarked for events and programs has been divided per subcommittee.

Rob Munro, Vice Chair of the Concord250 Executive Committee, noted that this was discussed for the first time recently with subcommittee Chairs, so this has not been approved by the Executive Committee yet, but the following was proposed:

- Arts, Music, and Literature: \$38,000
- History and Education: \$12,000
- Events: \$50,000
- Community Engagement: \$30,000

Ms. Hartman asked about potential sources of revenue and the probability of receiving additional state funding.

Mr. Munro responded that the Committee is cautiously optimistic, working closely with the Town's elected officials, but that the additional support could come through resources versus monetary grants.

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Ms. Rovelli asked if there is an estimate of the total amount of funds currently held by the 501(c)(3) nonprofit, the Concord250 Corporation.

Mr. Henry Dane, founder of the Concord250 Corporation nonprofit, responded that there is \$85,000 in hand, with pledges for an additional \$100,000, and expect by the time the 250 events occur, there could be \$250,000. Mr. Dane noted that the nonprofits' purpose is to have a somewhat different emphasis than the Committee, and to supplement funding sources as necessary and work cooperatively to meet needs that cannot be fulfilled by the Committee or the Town. Mr. Dane continued and noted that this could be done through a grant format, for example, like the nonprofit funding the souvenir coin program, which is now bringing in revenue.

Mr. Howell asked about the proposed amendments to the charge, specifically regarding item 2 in the "Duties and Responsibilities" section of the charge, as it currently reads like the Concord250 Corporation is to make the monthly report to the Select Board.

Ms. Hartman agreed and noted that this was intended to be the Concord250 Executive Committee providing monthly budgetary reports to the Select Board, and further commented that she had a monthly standing agenda item in mind for a ten-minute dedicated budget update.

Ms. Ackerman noted that if the Select Board cannot also receive updates from the Concord250 Corporation, that she would like to propose fundraising through a Town Gift Account, which Chief Financial Officer Anthony Ansaldi has confirmed is possible. Ms. Ackerman asked if the Concord250 Committee thinks that they would be able to also fundraise on their own through a Town Gift Account.

Mr. Clayton and Mr. Munro concurred that this would be challenging and would prefer to work together with the Concord250 Corporation.

The Select Board then turned the discussion to the proposed amendments to the committee charge, agreeing on those proposed by the committee itself. The Select Board concurred to add two additional amendments in the "Purpose and Duties" section, including: revising item 2 and adding an additional item to work closely with the Concord250 Corporation to submit proposals and recommendations for their consideration.

Upon a motion made and seconded, it was UNANIMOUSLY  
**voted:** to approve the Concord250 Executive Committee charge as included in the  
Select Board meeting packet and as amended during the meeting.

**Update on Cell Service/Timetable for Issuance of Request for Proposals**

Deputy Town Manager Megan Zammuto presented a memorandum on an update of cell service in Town and a timetable for the issuance of Request for Proposals. Ms. Zammuto's full memorandum is included in the Select Board meeting packet.

**Town of Concord  
Select Board  
Minutes  
June 3, 2024**

Ms. Rovelli noted that the memorandum included a proposal for the Umbrella Arts Center and asked what has changed since the Town last considered this location.

Town Manager Kerry Lafleur noted that a proposal was originally brought forward for the Umbrella Arts Center in 2017-2018, but that the proposal was halted by the Select Board due to feedback from residents and that the Executive Director of the Umbrella, Jerry Wedge, noted that this was when their expansion project was underway and the neighborhood was anxious, which didn't aid the proposal for a cell tower at the location. Ms. Lafleur continued that the Umbrella is the best location, and that there will always be opposition to any site that is put forward, but Town staff heard Town Meeting's needs for additional cell service clearly this year and wants to take action.

Ms. Hartman asked if the RFP could include a provision for timeliness of when the proposal is submitted. Ms. Hartman also asked if a cell tower at the Landfill would improve coverage at Concord-Carlisle High School.

Ms. Zammuto responded that a provision for timeliness has been included in the RFP and that a cell tower at the Landfill does not provide the best improved coverage at CCHS.

Ms. Ackerman asked if the issuance of RFPs could actually advance current negotiations at the Tri-Con Church.

Ms. Lafleur responded that this is unlikely, according to the Verizon representative the Town has communicated with.

**Adjournment**

Upon a motion duly made and seconded, it was UNANIMOUSLY  
**voted:** to adjourn the meeting at 9:03 PM.

**Meeting Materials:**

[Select Board Meeting Packet for June 3, 2024](#)

[Select Board Meeting Recording for June 3, 2024](#)



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

To: Concord Select Board

From: Shannon McAndrew, Management Analyst

Date: June 17, 2024

Re: Tour Guide License Applications

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Included in your meeting packet are two new Tour Guide License applications for Jamie Joroff and David Parry. These applications have been reviewed and are complete with payment.


Each spring, the Concord History Course offered by the Concord-Carlisle Adult and Community Education and taught by Victor Curran is held, which is a requirement of the Tour Guide License application. Following the conclusion of the course, Victor shares with me a list of participants who pass the course, further making them eligible for a Tour Guide License. Following receiving this list, the Town Manager's Office typically receives a handful of new applications.

**TOWN OF CONCORD**  
**Application For Tourist Guide License**

**To offer Guide Service within Concord**

**License Fee \$50.00**

The undersigned hereby applies for a TOURIST GUIDE LICENSE in accordance with the provisions of the Town of Concord bylaw *Article 16 (Sub-Article 9)*

Name: Jaimee Joroff  
Address: 343 Hemlock Circle, Lincoln, MA 01773  
Company or companies employed with: Barrow Bookstore, Concord  
Website Address: www.BarrowBookstore.com  
Telephone Number: 202-907-8027  
Email Address: JaimeeJJ@gmail.com  
Year Concord History Course Taken: ~2016  
Signature: 

**This application also requires a copy of a valid state issued identification card or driver's license and a Criminal Offender Record Information (CORI) Acknowledgement Form.**

I agree by to comply with any and all Town of Concord Regulations.

Office Use Only

Paid: Check  Cash  Check #  
Date: 6/11/2024

License expires on December 31, 2024

(OVER)

**TOWN OF CONCORD**  
**Application For Tourist Guide License**

**To offer Guide Service within Concord**

**License Fee \$50.00**

The undersigned hereby applies for a TOURIST GUIDE LICENSE in accordance with the provisions of the Town of Concord bylaw *Article 16 (Sub-Article 9)*

Name: David M. Parry  
Address: 29 Laurel St Concord, MA  
Company or companies employed with: \_\_\_\_\_  
Website Address: \_\_\_\_\_  
Telephone Number: 617-908-0448  
Email Address: parrydmp@gmail.com  
Year Concord History Course Taken: \_\_\_\_\_  
Signature: David M. Parry

**This application also requires a copy of a valid state issued identification card or driver's license and a Criminal Offender Record Information (CORI) Acknowledgement Form.**

I agree by to comply with any and all Town of Concord Regulations.

Office Use Only

Paid:  Check  Cash  
Date: 6/12/2024

Check # 5758

License expires on December 31, 2024

(OVER)



**PAID**





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

To: Concord Select Board

From: Shannon McAndrew, Management Analyst

Date: June 17, 2024

Re: Common Victualler License Application – 561 Virginia Road

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Included in your meeting packet is a Common Victualler License application for Sebastian's MXG New Leaf Café, the cafeteria located at 561 Virginia Road. This business has been licensed and operated by Corporate Chefs in the past, and this is a license application to acknowledge the change of ownership to Sebastian's. There will be no renovations, no equipment changes, and no menu changes, so the business is effectively operating exactly how it has been, but must acknowledge the change of ownership in the Common Victualler License.

This application has been reviewed by the Building Department, Health Department, and Treasurer/Collector's Department, and there are no adverse comments. The application is complete with payment, and the additional required information such as proof of General Liability and Workers Compensation Insurance and the State Tax Affidavit.

Please reach out to me if you have any questions.



 **COMMON VICTUALLER LICENSE**
**APPLICATION DETAILS**

Application #:	<u>CVL-24-49955</u>	Date Issued:	<u>                    </u>	Permit #:	<u>                    </u>	Date Paid:	<u>06/06/24</u>
Fee Payable: (\$)	<u>0.00</u>	Fee Paid: (\$)	<u>50.00</u>	Receipt #:	<u>CVL-24-0111</u>		

**SECTION 1 - SITE INFORMATION**

Street Name	<u>VIRGINIA RD</u>	Map Block Lot	<u>4288-3</u>
Street Number	<u>561</u>	Zone	<u>IPB</u>
Unit No.	<u>                    </u>		

**SECTION 2 - OWNER / CORPORATION INFORMATION**

Owner / Corporation Name	<u>AP CONCORD 561 OWNER LLC</u>		
Street Number	<u>93</u>	Street Name	<u>SUMMER ST 2ND FL</u>
City	<u>BOSTON</u>	State	<u>MA</u>
		Zip Code	<u>02110</u>
Telephone	<u>                    </u>	Email	<u>                    </u>

**SECTION 3 - APPLICANT INFORMATION**

Applicant Name	<u>Jamie Walker</u>		
Street Number	<u>561</u>	Street Name	<u>Virginia Road</u>
City	<u>Concord</u>	State	<u>MA</u>
		Zip Code	<u>01742</u>
Telephone number	<u>978-897-0660</u>	Email	<u>ap@lpmhci.com</u>

**SECTION 4 - MAILING ADDRESS**

Street Number 580 Street Name MAIN STREET  
 City Bolton State MA Zip Code 01740  
 Telephone 978-897-0660

**SECTION 5 - BUSINESS DETAILS**

Name of Business Sebastians MXG New Leaf Cafe  
 Street Number 561 Street Name Virginia Rd  
 City CONCORD State MA Zip Code 01742  
 Telephone 978-897-0660 Federal Tax No. (if applicable) : \_\_\_\_\_

**SECTION 6 - MANAGER INFORMATION**

Manager Name Dina Cooper  
 Street Number 561 Street Name VIRGINIA RD  
 City CONCORD State MA Zip Code 01742  
 Telephone 978-897-0660 Email ecafe355@sebastians.com

**SECTION 7 - OTHER INFORMATION**

**Note: Please indicate A.M. or P.M.**

Proposed Hours of Business	From	To
Monday	<u>7:00</u>	<u>2:00</u>
Tuesday	<u>7:00</u>	<u>2:00</u>

Proposed Hours of Business	From	To
Wednesday	<u>7:00</u>	<u>2:00</u>
Thursday	<u>7:00</u>	<u>2:00</u>
Friday	<u>7:00</u>	<u>2:00</u>
Saturday	<u>CLOSED</u>	<u>CLOSED</u>
Sunday	<u>CLOSED</u>	<u>CLOSED</u>

Proposed Seating Capacity 200

Do you plan to have a jukebox / pinball machine etc?  Yes  No

Are you planning to file for an alcoholic beverage license?  Yes  No

**STATE TAX AFFIDAVIT**

STATE TAX AFFIDAVIT PDF **Please click this button to print out the required form. Once you have submitted this application please fill out the form and upload it to the checklist in the transaction panel.**

**SECTION 8 - DECLARATION**

I do hereby certify under the pains & penalties of perjury that the information provided above is true and correct.

Date 06/06/24



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

To: Kerry A. Lefleur, Town Manager  
From: Anthony M. Ansaldi, Jr, Chief Financial Officer  
Subject: Donation to The Friends of Sleepy Hollow Cemetery, Inc.  
Date: June 12, 2024

I am writing to request the inclusion of an item, with your acceptance on the upcoming Select Board's agenda. A gift donation to The Friends of Sleepy Hollow Cemetery for the fabrication and installation of an engraved Matthews Bronze Plaque on a concrete base.

The Friends of Sleepy Hollow Cemetery

\$3,000.00

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

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



*The Friends of Sleepy Hollow Cemetery, Inc.*

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Recipient of the 2023  
Concord Historical Commission's  
Landscape Preservation Award

---

*Ms. Kerry A. Lafleur  
Town Manager  
The Town of Concord  
Town House  
Concord, Massachusetts 01742*

**BOARD OF DIRECTORS**

Kevin Thomas Plodzik, Ed.D.  
*President*

John Gardella  
*Vice-President*

Nancy Reilly  
*Secretary*

Beth Stone Railsback, CPA  
*Treasurer*

John Arena III

Bobbi Benson

John Brady, Esq.

James Fannin

Sarah Kirkpatrick

Sue Leone

Sylvie Sawyer

Andrea Solomon  
*Cemetery Committee Liaison*

Priscilla White Sturges

*11 June 2024*

*Kerry,*  
*Dear Ms. Lafleur, with greetings to you.*

*We write on behalf of ourselves and our Board colleagues  
of The Friends of Sleepy Hollow Cemetery, Inc.*

*It is our wish to gift the Town of Concord with  
\$3000.00 (three thousand dollars), specifically intended  
for The Friends to order the fabrication and installation  
of an engraved Matthews Bronze Plaque on a concrete  
base.*

*The Plaque, as detailed on the attached drawing  
provided by New England Monuments, Inc., and  
designed by The Friends, was unanimously approved by  
the Town Cemetery Committee at its meeting of  
1 May 2024.*

*As evidenced, it honors Concord's 19<sup>th</sup> Century  
Female Anti-Slavery Society, some members of which are  
interred in Sleepy Hollow Cemetery. The uniqueness of the  
Society is that it was composed of black and white  
members from Town.*





## *The Friends of Sleepy Hollow Cemetery, Inc.*

---

Recipient of the 2023  
Concord Historical Commission's  
Landscape Preservation Award

---

*It is our intention to host a Public Dedication Ceremony of the marker on Sunday, 20 October 2024, in commemoration of the founding of the Society on 18 October 1837. The attached site map shows the marker's designated location as collaboratively selected by the Cemetery Administration and the Officers of The Friends.*

### BOARD OF DIRECTORS

Kevin Thomas Plodzik, Ed.D.  
*President*

John Gardella  
*Vice-President*

Nancy Reilly  
*Secretary*

Beth Stone Railsback, CPA  
*Treasurer*

John Arena III

Bobbi Benson

John Brady, Esq.

James Fannin

Sarah Kirkpatrick

Sue Leone

Sylvie Sawyer

Andrea Solomon  
*Cemetery Committee Liaison*

Priscilla White Sturges

*This marker and the Ceremony are reflective of a facet of our three-decade focused Mission: the Enhancement of the historic Cemetery.*

*We truly appreciate your kind attention and that of the members of the Select Board in consideration and hopeful acceptance of our gifting.*

*We would look forward to hearing from you at your convenience with the projected date when the matter would be on the meeting agenda of the Select Board. We thank you in advance for that anticipated notification., along with your counsel if we should either in person or electronically be in attendance at that meeting.*

*With our personal best regards.*

*Sincerely and cordially,*  
*Kevin Thomas Plodzik*  
Kevin Thomas Plodzik, Ed.D.  
*President*  
*Board of Directors*

*Beth Stone Railsback*  
Beth Stone Railsback, CPA  
*Treasurer*  
*Board of Directors*

*Encl.*

IN HONOR OF  
THE CONCORD  
FEMALE ANTI-SLAVERY SOCIETY  
“WE MUST LIFT AS WE CLIMB”

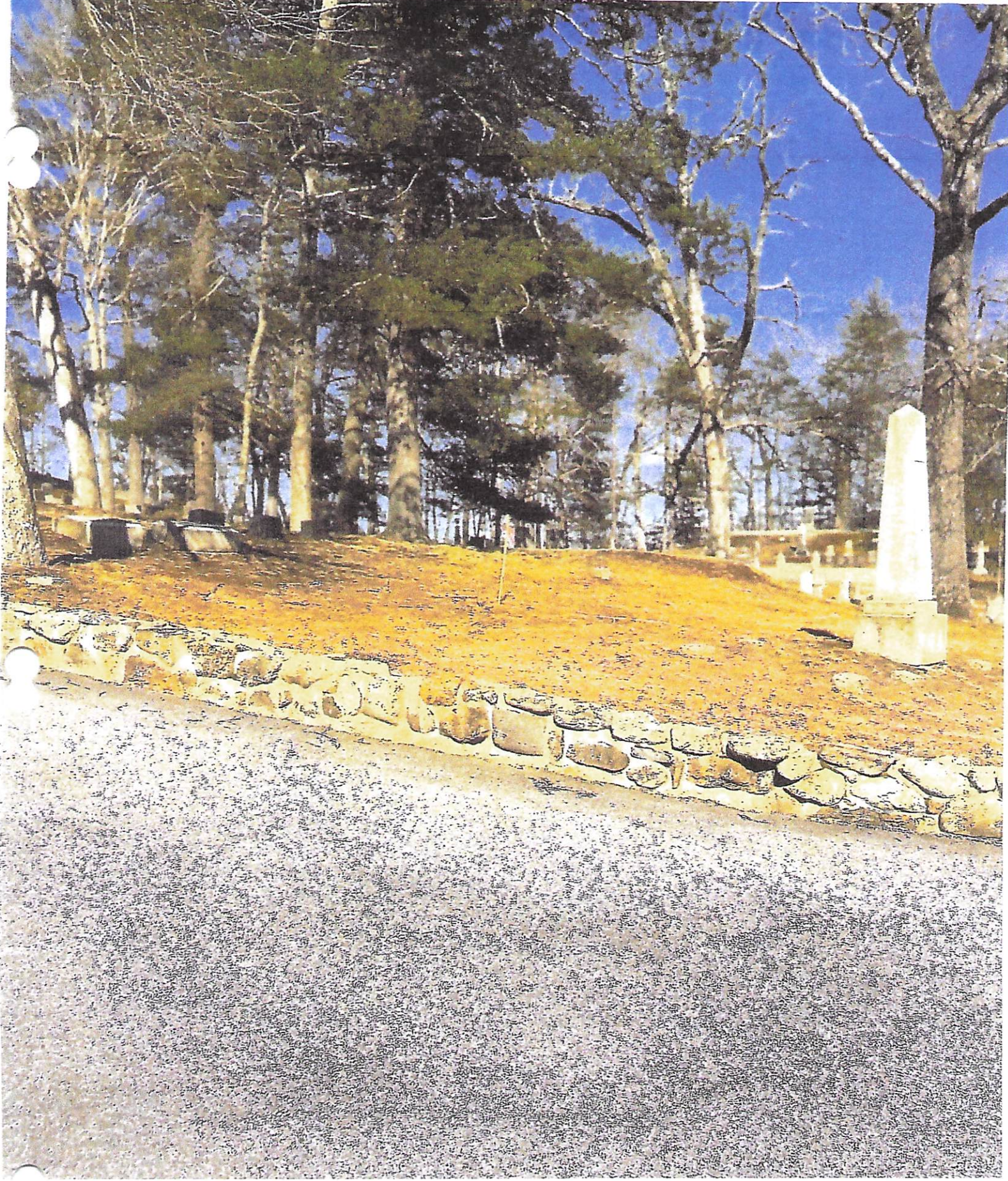
FRIENDS OF SLEEPY HOLLOW

OCTOBER 20, 2024









SPECIFIC LOCATION



Town of Concord  
MCI Concord Advisory Board

**Goals**

The purpose of the Advisory Board is to educate and advise the Select Board on the most effective strategy to achieve a disposition of the MCI Concord property most favorable to the interests of the Town. The Board will rely on community input and the expertise of its members.

**Background**

The FY25 Recommended Governor’s Budget Bill explicitly includes the Closure of MCI Concord (Section 107) and provides for the sale, lease, transfer, or disposal of the property by the Commonwealth’s Commission of Capital Asset Management and Maintenance (DCAMM). The budget bill has not yet been approved and is moving through the process. It is reasonable to assume the budget bill will be approved late summer, 2024.

**Duration**

This board’s initial term will extend through December 2025. The work will coincide with DCAMMs Discovery Phase and the first round of Assessment Reports from DCAMM consultants. At this time, the work of the board could expand, and a new charge will be written by the Select Board based on the recommendations made by this Advisory Board. The Select Board will also consider modifications to the board’s initial term as needed and at least every six months.

**Duties**

- Begin community outreach to learn the preferences of Concord residents and create a foundation for informed, sustained dialogue with townspeople. Hold at least one public forum to solicit community ideas.
- Convene listening sessions, focus groups and interviews with community stakeholders to deepen understanding of the site and identify the opportunities and challenges of the site.
- Coordinate and communicate with DCAMM. Serve as a community voice to DCAMM efforts regarding the site.

**Approved:** April 16, 2024

**Amended:** May 20, 2024

**Amended: June 17, 2024**

- Explore other state agencies (MAPC, Mass Development, MADOT, etc.) and advise the Select Board on how to integrate their services.
- Determine the criteria and priorities of the town to evaluate potential scenarios should the project advance into the Planning Phase.
- Research “Best Practices” from successful state projects and “What to Avoid” from failed – or delayed – projects.
- Work with the Town Manager’s MCI staff team to highlight municipal needs, opportunities, and concerns. e.g. Waste Water Treatment Facility.
- Keep abreast of legislation and legislative hearings to propose and/or respond to potential changes.
- Explore funding opportunities to offset lost PILOT, utility and any other revenues as well as funds for planning efforts.
- Develop likely scenarios and the fiscal impacts to the town from incremental revenues and demands on services.
- Evaluate short and longer-term zoning methods available.
- Review available traffic and transportation studies, including the Route 2 Corridor Study, and recommend other new studies if needed.
- Identify and recommend local stakeholders and community experts who can be considered for advancement to the next phase of the project, if applicable.
- Provide quarterly, written reports to the Select Board.
- Recommend duties and membership if/when the Advisory Board’s charge expands.

## **Membership**

Membership will consist of 7 - 10 Concord residents, and 1 voting Select Board member (or designee), appointed by the Select Board, who collectively bring the following skills:

### Voting Members:

- Community Outreach
- Ability to navigate complex problems with diverse stakeholders.
- Real Estate and Zoning Law
- Economic Development
- Urban Planning
- Administrative and Regulatory Practice

**Approved:** April 16, 2024

**Amended:** May 20, 2024

**Amended: June 17, 2024**

- Housing, esp. vis-à-vis Junction Village
- Local Business perspective
- Select Board member or designee

Notwithstanding the provisions of Article III of APP#10, the Select Board will appoint the Chair of the Advisory Board. The Advisory Board will appoint its own clerk.

Ex-Officio (non-voting) membership:

- Town Manager or her designee(s)
- Concord DPW Director or his designee
- Finance Committee Observer
- At-large appointees by the Select Board as needed

### **Other Considerations**

The Board is encouraged to use sub-committees to focus on specific tasks or areas of research. Furthermore, the Board has the discretion to recommend which duties outlined in this charge should be deferred to the Planning Phase of the project.

The Committee shall comply with the provisions of the Open Meeting Law, the Public Records Law, the Conflict-of-Interest Law and all other applicable laws and regulations of the Commonwealth as well as all relevant Bylaws and Administrative Policies of the Town. Because of the need to engage the best qualified persons for the function of the Advisory Board, some of whom may be, of necessity, currently serving on other Town Boards or Committees, Articles VII(a)(14) (Staggered terms); (c) Dual Appointments; and (d) Committee Transfer(s) will not apply to the Advisory Board.

## Concord Select Board Citizen Correspondence Publication Policy

Approved: May 20, 2024

Amended: June 17, 2024

### Purpose

Letters from Concord citizens to the Select Board enhance participation in town government and sharpen the debate on current issues. Citizen correspondence complements other input, such as verbal public comment during Select Board and committee meetings, citizen feedback in public forums and informal discussions between members of the public and individual Select Board or committee members.

According to the Commonwealth's Division of Open Government, the manner that a public body chooses to receive and disseminate public comment is at its discretion. There is no requirement in the Open Meeting Law requiring distribution of the meeting packet in advance of a meeting. Nonetheless, publishing citizen correspondence is a recommended practice. It increases the transparency of government by sharing information used in Select Board and committee decision making.

### Scope

Any letter or document sent to Select Board members or town staff in their capacity as municipal employees is a public record. Public records law already allows anyone to request and review these materials. However, many citizen communications are not of general public interest. This policy clarifies when to publish letters addressed from members of the public to the Select Board and supporting town staff.

To be published, correspondence must be from a Concord resident or business owner, and include the author's name and physical address.

Letters and emails should be addressed to:

- The Select Board by name,
- A quorum of Select Board members, or
- To a town staff person with an explicit request to distribute the letter to Select Board members.

The correspondence should also discuss matters related to a recent, current, or potential future agenda topic that is within the scope of the Select Board charge.

### Process

Correspondence will be posted to the Select Board's webpage on the Town website, which can be found here: <https://concordma.gov/3636/Select-Board-Correspondence>. Correspondence ~~should be submitted by 12:00 PM on Monday to be included for the past week's correspondence online.~~ Correspondence will be ~~compited and~~ posted every Monday by ~~4:30 PM-12:00 PM~~. The Select Board and Town staff will coordinate correspondence received to be posted online.

Paper-based correspondence will be scanned and shared online as image files. Messages will be printed in their entirety, including any typographical errors.

The maximum length for publication is two pages (800 words). Shorter letters are preferred and are usually more effective.

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## Exceptions

Letters will not generally be published<sup>1</sup> that:

1. Do not relate to a recent, current or potential future agenda topic that is within the scope of the Select Board charge.
2. Are sent to individual Select Board members who collectively form less than a quorum (three or more members) of the Select Board.
3. Exceed 3 letters by the same individual on the same issue.
4. Exceed 15 letters per year from the same individual.
5. Are "form" letters sent by many individuals, however, we will publish a representative sample.
6. Are sent to town staff, and do not include a request to distribute the letter to the Select Board.
7. Contain personally identifiable information (PII) of individuals other than the writer.
8. Discuss the reputation, character, physical condition, mental health or professional competence of an individual.
9. Recommend discipline or dismissal of a town employee, or make complaints or charges against them.
10. Make threats to the Select Board, town staff, or the town, or any other person.
11. Relate to Executive Session matters, such as litigation or collective bargaining,
- 11-12. Letters from Town Boards, Committees, Commissions, and Task Forces and other Town groups will only be posted if the matter addressed in the letter is relevant to the group's primary mission.

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The Select Board chair and/or the Town Manager or their designee may make the determination not to publish any letter when they fall into one or more of the above categories. In this case, the Select Board chair or their designee may inform the letter writer of the reason and invite resubmission of the letter without the disqualifying material if the author still desires its publication.

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<sup>1</sup> Note, however, that these are still public records.

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST  
AND DETERMINATION BY APPOINTING AUTHORITY  
AS REQUIRED BY G. L. c. 268A, § 19**

	<b>MUNICIPAL EMPLOYEE INFORMATION</b>
Name:	Tammy Rose
Title or Position:	Member of Concord250 Arts Subcommittee
Municipal Agency:	Concord 250 Committee
Agency Address:	Concord Town Hall, 22 Monument Square, Concord, MA 01742
Office Phone:	978-318-3100 (Tammy Rose Mobile: 347-526-8688)
Office E-mail:	Laurie Austin, Senior Administrative Specialist, <a href="mailto:laustin@concordma.gov">laustin@concordma.gov</a>
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	<b>PARTICULAR MATTER</b>
Particular matter  E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.	<p>Please describe the particular matter.</p> <p>I have been a loyal member of the Concord250 Arts Subcommittee since October of 2022.</p> <p>I am also a playwright who is creating an audio podcast project. It is a walking tour through the center of Concord involving its historical figures, Essentially, a fictional story with historical commentary.</p> <p>I would like to be able to include the project as part of the Concord250 offerings or at the very least, to be able to offer it separate from the Concord250 branding while still being able to maintain my position on the Subcommittee.</p> <p>I consulted with Attorney Lauren Duca, of the State Ethics Commission's "Lawyer for a Day" service, on 6/4/2024, and she indicated that I should fill out this form, referring to Section 19, offering full disclosure of any financial interest. In return, I am respectfully requesting written permission to proceed.</p>
Your required participation in the particular matter:  E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.	<p>Please describe the task you are required to perform with respect to the particular matter.</p> <p>I believe that as a Subcommittee member, I would normally be eligible to vote on Financial allocations. However, I will gladly abstain from a vote about my project (and would gladly follow any additional advice or recommendations)</p>



	<b>FINANCIAL INTEREST IN THE PARTICULAR MATTER</b>
<p><b>Write an X by all that apply.</b></p>	<p><input checked="" type="checkbox"/> I have a financial interest in the matter.</p> <p><input type="checkbox"/> My immediate family member has a financial interest in the matter.</p> <p><input type="checkbox"/> My business partner has a financial interest in the matter.</p> <p><input type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter.</p> <p><input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.</p>
<p>Financial interest in the matter</p>	<p>Please explain the financial interest and include a dollar amount if you know it.</p> <p>a) I would like to request a grant from Concord250 but recusing myself from voting for my own project</p> <p>b) I would like to sell access to the podcast link during the year of 2025. Currently, I am anticipating \$35 for access to a link to the entire experience. The price point may change or the structure of the experience may change. I have no idea how big or small the audience might be. Honestly, I would not expect to make more than \$1000. If however, the podcast project is a runaway hit and brings in more than \$10,000, I would be more than happy to contribute a portion of the proceeds to the town of Concord.</p> <p>c) Additionally, in future I would like to develop other materials, tangible (like a pamphlet or book) and/or include digital assets (including a social media component, Augmented Reality etc). I would like to be able to pursue those opportunities free and clear of a conflict of financial interest. This may be considered “remote or speculative”, but I wanted to include these possibilities in my disclosure. I would offer acknowledgement of any support from Concord250 going forward.</p> <p>d) I am aware that some of the issues above also might also constitute a Conflict of Interest but I am unsure how to best serve the town of Concord as a member of the subcommittee and as a writer/producer of a creative endeavor. Please advise.</p> <p>According to the Conflict of Interest regulations:  “An appointed municipal employee may file a written disclosure about the financial interest with his appointing authority, and seek permission to participate notwithstanding the conflict. The appointing authority may grant written permission if she determines that the financial interest in question is not so substantial that it is likely to affect the integrity of his services to the municipality. Participating without disclosing the financial interest is a violation.”  I am seeking written permission.</p> <p>Additionally,  “The financial interest must be direct and immediate or reasonably foreseeable to create a conflict. Financial interests which are remote, speculative or not sufficiently identifiable do not create conflicts.”  I believe that if I were to develop the project during and beyond 2025, my financial interests would count as “remote, speculative or not sufficiently identifiable” and should not create a conflict, but I wanted to disclose my intention in case it is interpreted differently.</p> <p>I am in charge of an organization/brand called “Transcendental Concord” (transcendentalconcord.org). It exists as a Social Media Brand, as a Facebook Group, a series of Youtube Interviews called “Concord Days”, as a book group and as a podcast called “Walden the Book and Concord the Town” (started in 12/2020, to date the podcast has earned \$93.96). As a playwright, I have written and performed plays for the Thoreau Annual Gathering and in NYC.</p>

	Additionally, in the interest of full disclosure, I am in a PhD program at Bentley University (in Business with a focus on Experience Design) I intend to do additional research using the project materials. At best, this may result in publication in academic journals and/or may become part or the whole of my dissertation. I do not expect to get financial gain from that (unfortunately).
Employee signature:	
Date:	

**DETERMINATION BY APPOINTING OFFICIAL**

<b>APPOINTING AUTHORITY INFORMATION</b>	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
<b>DETERMINATION</b>	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

**Attach additional pages if necessary.**

**The appointing authority shall keep this Disclosure and Determination as a public record.**



*Town of Concord*

# Weekly Operations Report

2024 Volume 21/June 14th, 2024

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## **General Administration**

### **Town Manager**

#### Cyber Security

We are aware of recent reports of social engineering fraud involving the towns of Orange and Arlington. Just a little over a month ago, the Concord-Carlisle Regional School District was the victim of a cyber ransomware attack. The Town and School Department maintain separate IT systems, and as such the incident only impacted the School Department. The Town generously lent out staff, office space, and other critical resources to the district with the goal of continuing school operations and accelerating the incident response.

The Town's IT Department has devoted considerable resources to deploying critical assets to safeguard the Town's systems, including the addition of IT Operations staff. The IT Department is working on expanding its security capabilities with grant submissions to the Homeland Security Division (Municipal Local Cybersecurity Grant Program) and the Massachusetts Cyber Resilient Grant Program. To date, these improvements have led to zero known cyber intrusion into Town systems in five (5-) years.

Even with all these efforts, we still have more work to do. In today's world, each of us has the responsibility to be educated and vigilant so that we take appropriate actions and report the dangers we see. This is an opportunity to affirm our commitment to maintain vigilance against these threats, support high staff training rates, test our systems, conduct table-top exercises, adopt policies and practices that assure consistency in addressing attempts, and to develop partnerships with other communities for information sharing and mutual aid opportunities.

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## Human Resources

Congratulations to our May **GEM** Lottery Award winner Bob Beatty from Recreation! For **G**oing the **E**xtra **M**ile, Bob will receive a \$25.00 gift certificate to a local business to enjoy. Follow this link to learn more about the GEM Program: [Town of Concord \(concordma.gov\)](https://concordma.gov)

If you know someone who has gone the extra mile and deserves recognition, nominate them at [GEM-Form \(concordma.gov\)](https://concordma.gov). Completed forms can be submitted to Magnolia Begley at Human Resources: [mbegley@concordma.gov](mailto:mbegley@concordma.gov).



## Police Department

### Calls for Service

Thursday, June 6th - Wednesday, June 12th, 2024

- Log items: **595**
- Traffic enforcement: **52**
- Motor vehicle stops: **92**
- Motor vehicle crashes and/or paper exchanges: **9**
- Arrests: **4**

Captain Goldman and Lieutenant Landers attended an intermunicipal meeting on the 250th Celebration in Lexington, MA on June 6th with the other communities planning for the event.

Officer Lordan and Officer Sellards completed a weeklong Field Training Officer Certification course at Northern Essex Community College held on June 7th.

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Lieutenant Landers and Sergeant Manchuso took part in the Cruiser Convoy on June 8th for the Special Olympics in Boston.



Officers assisted around Town with traffic and pedestrian safety for the West Concord Porchfest and Concord Museum-sponsored Garden Tour on June 8th.

Officer Sellards was awarded the Mother's Against Drunk Driving (MADD) 2024 award for Outstanding Operating Under the Influence (OUI) enforcement for his hard work and dedication in keeping our roads safe to travel on and through Concord.



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## Concord Public Works

### Water Alert – 1x/Week Water Use Restriction

With the hot weather roll in this week, it is important to limit lawn watering to one day per week, before 9 AM or after 5 PM (Level 1 Lawn Watering Restriction). Your cooperation is appreciated.

#### When can I water?

One day a week before 9am or after 5pm. Your watering day is based off the municipal trash pickup schedule. Find your watering day at

<https://concordma.gov/wateringday>



#### Why?

Our water storage tanks are dropping significantly on Monday, Wednesday and Friday mornings which indicates that customer's irrigation systems are operating outside the 1x per week. If we cannot supply enough water to meet customers' water demand, we will have to issue a Lawn Watering Ban. Our top priority is to ensure that there is enough water for public health and safety (drinking water and fire protection).

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Please visit <https://concordma.gov/irrigation> for more information about the watering restrictions and managing your outdoor water use.

## New EHS Manager

Concord Public Works is pleased to announce that Kimberly Sullivan will be joining CPW's team as our new Environmental Health & Safety Manager!

Kim is a seasoned EHS professional with over twenty years of experience including supporting environmental & safety compliance programs serving as a Field Environmental Safety Officer for Harvard University, an Assistant Director in the Environmental Health & Safety Division of Skanska USA Building Inc, and served as a Safety Manager for Shawmut Design and Construction Company, to name a few. Kim is excited to bring her understanding and experience gained while working within the private sector to Concord Public Works. As she will be making the rounds over the next few days, please reach out to say hello and help welcome her to our team!

## Public Health

The Health Division is happy to announce that we have hired a public health inspector. Dominique James started with the Health Division on May 20<sup>th</sup>. He has experience in industry as a third-party food inspector, chef, and Food research & development.

The Health Division has been working to inspect and permit the public and semi-public swimming pools and the recreational camp for children.

The Health Division encourages everyone to Visit the [Public Health Nurse section of the Health Division's webpage](#) for health & wellness highlights and resources. We would like folks to be reminded to check for ticks as they are out in full force this year. Prevention is key to fending off tick-borne illness.





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Until depleted, at-home COVID-19 test kits are available at the Health Division, COA, and both library locations.

The Health Division participated in wellness week at the library and presented a mental health resources table during the Library's Wellness Week May 18-25<sup>th</sup> in recognition of Mental Health Awareness Month.

## **Minuteman Media Network**

### **CCHS Class of 2024**

Congratulations to the CCHS Class of 2024! Minuteman Media was there to film the commencement on the football field at Concord-Carlisle High School on June 1st, 2024. We used 4 cameras, including 1 camera perched on top of the press box to get the incredible view of all the students and parents on the field. We live streamed to YouTube so the out of state families could watch the big day. The video has earned over 700 views on YouTube.



You can watch CCHS Graduation, and all our videos, at [youtube.com/MinutemanMediaNetwork](https://youtube.com/MinutemanMediaNetwork)



## **Celebrating ConcordPride**

### **What New**

For the first time this year The Town of Concord is celebrating Concord Pride in collaboration with various local groups and in unison with neighboring communities.

### **Why It Matters**

This town supported celebration is a formal recognition of the dignity and importance of this celebration for all residents of Concord and those who visit.

ConcordPride is being celebrated for the first time in Concord, MA with joy and excitement and the intention of lifting up the LGBTQIA community. Concord Pride demonstrates the town's explicit commitment to affirming the lived experiences and celebrations related to the LGBTQIA+ community that take place annually during the month of June.

ConcordPride is a month-long series of events and activities sponsored by local organizations that provide fun and educational ways to learn and celebrate during the month of June culminating in a weekend of festivities June 21-23.

ConcordPride Fest begins with a flag raising in Monument Square, a rally and march down Main St followed by events, music, crafts , entertainment and food throughout the day in both Concord and West Concord. The event is fun, free, family friendly and welcomes all. **ConcordPride.org**

### **The Planning Team**

Town of Concord Recreation Department  
The Concord Free Public Library  
Town of Concord Diversity Equity and Inclusion Commission  
Trinitarian Congregational Church  
First Parish in Concord  
Concord Art  
Concord Museum  
Concord Visitor Center  
The Robbins House

## **What is Next**

Concord's Diversity, Equity and Inclusion Commission would like to formally request that the Select Board acknowledge the celebration of ConcordPride and grant permission that the Pride Progress flag be flown on June 22 and 23, 2024.

### **Progress Pride Flag**

The Progress Pride Flag evolved from the Philadelphia Pride Flag and was created by Daniel Quasar. Quasar added a white, pink, and light blue stripe to represent the Trans community. While the black and brown stripes still represented communities of color, the black stripe is also a nod to the thousands of individuals that we lost during the HIV/AIDS crisis in the 1980s and 1990s. Since its creation, the flag has become very popular and it is the flag flown by Red Sox during Pride Celebrations at Fenway Park.



## **Bottom Line**

Upon approval of the Select board of this activity everyone is welcome to participate /view the raising of the flag in June 22, 2024 at 10:30 am to launch the celebration of ConcordPride Fest.

Respectfully Submitted

Joe Palumbo

Andrea Foncerrada

**Co-Chairs Town of Concord Diversity, Equity and Inclusion  
Commission**



# **DRAFT** 2025 Annual Town Meeting and Town Election Calendar

## Town Election Schedule

Monday, January 27, 2025	Town Caucus
Friday, March 28, 2025	Voter Registration Deadline for Annual Town Election
Tuesday, April 8, 2025	Annual Town Election

## **DRAFT** Annual Town Meeting Schedule

Thursday, December 5, 2024	Finance Committee Public Forum on Capital Planning
Monday, December 16, 2024	Joint SB/SC Capital Planning Forum
Saturday, January 18, 2024, 9AM	Annual Town Meeting Overview Meeting
Monday, January 20, 2025	Annual Town Meeting Warrant Opens
Wednesday, February 5, 2025, 4PM	Due Date for Draft Warrant Articles [internal Town staff deadline] (submit to: <a href="mailto:TMSubmissions@concordma.gov">TMSubmissions@concordma.gov</a> )  Note: Citizen Petition articles must be submitted to the Town Clerk before closing of the Warrant at 4:00 PM on February 19, 2025 and are not required to be submitted earlier in draft.
Wednesday, February 19, 2025, 4PM	Annual Town Meeting Warrant Closes
Monday, March 3, 2025	Select Board Meeting to vote order of Warrant Articles
Wednesday, March 12, 2025, 4PM	Warrant Review Meeting with Town Counsel [Town officials and staff only]
Wednesday, March 19, 2025	Deadline to submit Warrant to the printer
Wednesday, April 2, 2025	Warrant Mailed to Households
Thursday, April 24, 2025, 7PM	Public Hearing #1 (hybrid): Finance Committee – Enterprise Funds
Monday, April 28, 2025, 7PM	Public Hearing #2 (hybrid): Select Board
Tuesday, April 29, 2025, 7PM	Public Hearing #3 (hybrid): Planning Board
Thursday, May 1, 2025, 7PM	Public Hearing #4 (hybrid): Town, Concord Public Schools, C-C Regional School District
Tuesday, May 6, 2025, 7PM	Public Hearing #5 (hybrid): Minuteman Regional Voc-Tech District, Community Preservation Committee, and any other articles with financial impact
Thursday, May 8, 2025, 4PM	Deadline for Final Motions (submit to <a href="mailto:TMSubmissions@concordma.gov">TMSubmissions@concordma.gov</a> )

Monday, May 12, 2025	Deadline for SB and FinCom Recommendations on Articles
Monday, May 12, 2025	Select Board Meeting to provide input on draft Consent Calendar to Moderator
Tuesday, May 13, 2025, 4PM	Motions Review Meeting with Town Counsel
Wednesday, May 14, 2025	Deadline for FinCom Completion of Finance Committee Report
Friday, May 16, 2025, 9AM	Moderator's Town Meeting Coordination Meeting (All Article Sponsors and Town Meeting Coordinator)
Monday, May 19, 2025	FinCom Report mailed to households
Friday, May 23, 2025	Deadline to submit PowerPoint Presentations and Paper Handouts for review and approval (submit to <a href="mailto:TMSubmissions@concordma.gov">TMSubmissions@concordma.gov</a> )
Thursday, May 22, 2025	Voter Registration Deadline for Annual Town Meeting
Wednesday, May 28, 2025	Moderator's Staff Meeting (location, format and time TBD)
<b>Monday, June 2, 2025 at 7PM</b>	<b>Annual Town Meeting at Concord Carlisle High School</b>
Tuesday, June 3, 2025 at 7PM	Subsequent Additional Days as needed to conclude Annual Town Meeting

### Relevant Holidays

December 25, 2024 – January 2, 2025	Hanukkah
Wednesday, December 25, 2024	Christmas Day
Wednesday, January 1, 2025	New Year's Day
Monday, January 20, 2025	Martin Luther King, Jr. Day
Monday, February 17, 2025	President's Day
February 18-21, 2025	Concord Public Schools February Vacation
March 1-30, 2025	Ramadan
Sunday, April 20, 2025	Easter
April 12-20, 2025	Passover
Monday, April 21, 2025	Patriot's Day (observed)
April 22-25, 2025	Concord Public Schools April Vacation



**Town of Concord**  
**Finance Department**  
*Memorandum*

**TO:** Select Board

**FROM:** Kerry A. Lafleur, Town Manager  
On behalf of Anthony Ansaldi, Chief Financial Officer

**SUBJ:** 2024 Note Sale

**DATE:** June 14, 2024

On June 13, 2024, the Town received competitive bids from note underwriters for a \$4,561,000, bond anticipation note issue with a three- (3) month maturity.

The Town received a total of four-(4) bids on the Notes. Bids were ranked by lowest Net Interest Cost (NIC), with the winning bid received from Piper Sandler & Co. This original bid provides a coupon rate of 4.25%, and a Net Interest Cost of 4.1380%, including a pro-rate premium of \$1,277.08. All bids are summarized in the attached tabulation.

The Note Proceeds will be used to finance the projects included in the attached document.

The bid from Piper Sandler & Co. was accepted by the Town Manager on behalf of the Town, subject to approval of the Select Board. At its meeting of June 17, 2024, CFO/Treasurer-Collector Anthony Ansaldi will be seeking approval from the Select Board to approve the note award and execute all required documents.

/kal

Certificate of Award

I, the Town Manager of the Town of Concord, Massachusetts, hereby award the \$4,561,000 General Obligation Bond Anticipation Notes dated June 27, 2024 (the "Notes") to the bidder or bidders submitting the bid or bids attached hereto in accordance with the terms set forth in the attached bid or bids and in the Notice of Sale dated June 7, 2024, relating to the Notes, subject to the approval of this award by the Select Board.

Date: June 13, 2024

  
\_\_\_\_\_  
Town Manager

# Town of Concord, Massachusetts

\$4,561,000 General Obligation Bond Anticipation Notes

**Sale Date:** 6/13/2024  
**Dated Date:** 6/27/2024  
**Delivery Date:** 6/27/2024  
**Due Date:** 9/27/2024  
**Days Per Year:** 360  
**Day Count:** 90  
**Bank Qualified:** No  
**Rating:** None



Bidder	Underwriter	Principal	Coupon Rate	Premium	Interest	Net Interest	NIC	Prorata Premium	Prorata Interest	Award	Reoffering Yield
Piper Sandler & Co.	•	\$4,561,000	4.25%	\$1,277.08	\$48,460.63	\$47,183.55	4.1380%	\$1,277.08	\$48,460.63	\$4,561,000	
TD Securities	•	\$4,561,000	4.50%	\$4,104.90	\$51,311.25	\$47,206.35	4.1400%				
Fidelity Capital Markets	•	\$4,561,000	4.50%	\$456.10	\$51,311.25	\$50,855.15	4.4600%				
Oppenheimer & Co.	•	\$4,561,000	5.50%	\$136.83	\$62,713.75	\$62,576.92	5.4880%				
<b>Award Totals</b>								\$1,277.08	\$48,460.63	\$4,561,000	

Weighted Average Net Interest Cost: 4.1380%

**MUNICIPAL PURPOSE LOAN**

Town of Concord, Massachusetts

\$4,561,000 General Obligation Bond Anticipation Notes

Sale Date: 6/13/2024  
 Dated Date: 6/27/2024  
 Delivery Date: 6/27/2024  
 Due Date: 9/27/2024  
 Bank Qualification: No



<u>Purpose</u>	<u>Vote Date(s)</u>	<u>Reference</u>	<u>Article Number</u>	<u>Amount Authorized</u>	<u>Previous Issues</u>	<u>Bonds, Grants, and/or Paydowns</u>	<u>Renewal This Issue</u>	<u>New This Issue</u>	<u>Total This Issue</u>	<u>Balance Unissued</u>	<u>Original Issue Date</u>	<u>Prorata Interest</u>	<u>Prorata Premium</u>
Assabet River Bluff Preservation (Land Acquisition)	5/1/2022	Ch. 44, s. 7(1)	25	\$500,000	\$176,000	\$0	\$176,000	\$0	\$176,000	\$324,000	6/29/2023	\$1,870.00	\$49.28
Heavy Equipment (Replacement of 2008 GVWR)	4/30/2023	Ch. 44 s. 7(1)	11	\$300,000	\$0	\$0	\$0	\$300,000	\$300,000	\$0	6/27/2024	\$3,187.50	\$84.00
Road Improvements (Parking Lot Rehab)	4/30/2023	Ch. 44 s. 7(1)	11	\$425,000	\$0	\$0	\$0	\$425,000	\$425,000	\$0	6/27/2024	\$4,515.63	\$119.00
Road Improvements (Traffic Signals and Signage)	4/30/2023	Ch. 44 s. 7(1)	11	\$515,000	\$0	\$0	\$0	\$515,000	\$515,000	\$0	6/27/2024	\$5,471.88	\$144.20
Road Improvements (Pavement Management)	4/30/2023	Ch. 44 s. 7(1)	11	\$2,650,000	\$0	\$0	\$0	\$2,650,000	\$2,650,000	\$0	6/27/2024	\$28,156.25	\$742.00
School Building Improvements	4/30/2023	Ch. 44 s. 7(1)	18	\$495,000	\$0	\$0	\$0	\$495,000	\$495,000	\$0	6/27/2024	\$5,259.38	\$138.60
<b>Totals</b>				<b>\$4,885,000</b>	<b>\$176,000</b>	<b>\$0</b>	<b>\$176,000</b>	<b>\$4,385,000</b>	<b>\$4,561,000</b>	<b>\$324,000</b>		<b>\$48,460.63</b>	<b>\$1,277.08</b>

## VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Concord, Massachusetts, certify that at a meeting of the board held June 17, 2024, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: to approve the sale of \$4,561,000 4.25 percent General Obligation Bond Anticipation Notes (the “Notes”) of the Town dated June 27, 2024, and payable September 27, 2024, to Piper Sandler & Co. at par and accrued interest, if any, plus a premium of \$1,277.08.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated June 7, 2024, and a final Official Statement dated June 13, 2024, each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes and to comply with relevant securities laws.

Further Voted: that any certificates or documents relating to the Notes (collectively, the “Documents”), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a “.pdf” file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Notes were taken in executive session, all in accordance with G.L. c.30A, §§18-25, as amended.

Dated: June 17, 2024

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Clerk of the Select Board

*[Signature page of Vote of the Select Board]*





# The 2229 Main Street Advisory Task Force

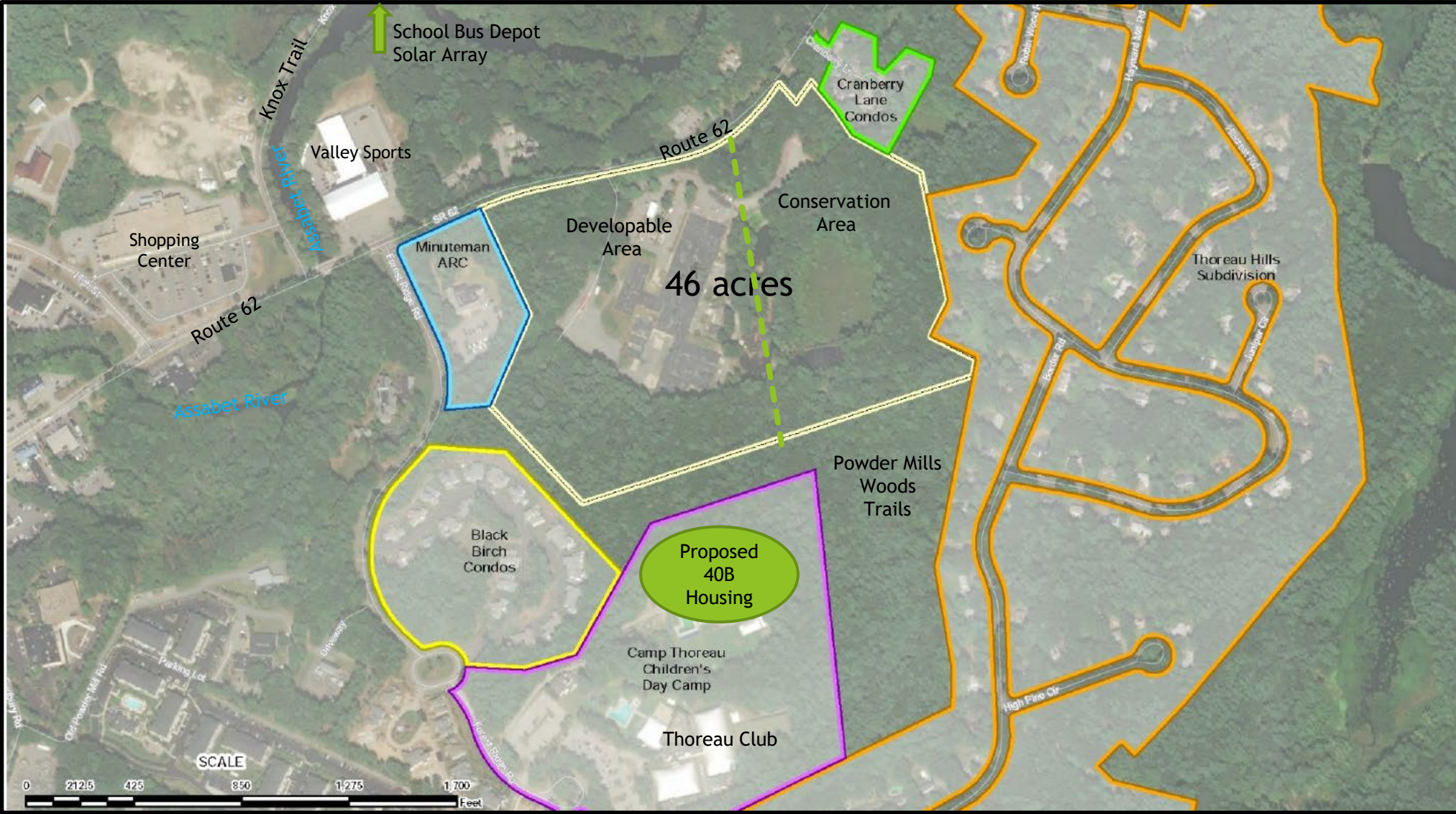
Select Board Briefing  
June 17, 2024





# Location and Surrounding Properties

Site is adjacent to housing and active and passive recreation facilities



# Charge Included Four Major Aspects



Legal



Safety and Risk



Reuse



Operations & Ownership



# A Complex Undertaking: Extensive Research Conducted to Date Since May 2023

- ▶ Dozens of interviews with Town Departments, committees private parties, developers, contractors
- ▶ Hundreds of hours of research
- ▶ Conversations with Massachusetts Town officials who have faced similar challenges and decisions; and other research on reuses of Superfund sites
- ▶ Extensive work by Town Counsel
- ▶ Work on health risk, funded by MADEP Technical Assistance Grant
- ▶ Consideration of Strategic Plans

Task Force has meet 25 times in the past 13 months.

Two Public Forums (November 2023; June 2024)



**What we have learned?**

# Legal: Investigated Multiple Issues

## ▶ Current Ownership & Title Search

- ▶ The site essentially has no active owners.
  - ▶ Starmet NMI Corporation filed for bankruptcy in 2002, liquidating all its assets (except for real estate) and dissolving. The Massachusetts Secretary of State formally dissolved Starmet NMI Corporation in 2007, pending the disposition of its real estate.
- ▶ Town will be negotiating with EPA and DOJ on terms of acquisition, should Select Board decide to do so
  - ▶ Large (>\$100M) Federal lien and 1 private mortgage to be negotiated

## ▶ Acquisition of Site

- ▶ Several methods available (e.g., Eminent Domain)
- ▶ Liens and mortgages likely to be forgiven or negotiated to the benefit of the Town
- ▶ Acquisition cost other than transaction costs, if any, to be negotiated





# Legal: Investigated Multiple Issues

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## ▶ Liability Protection for the Town

- ▶ Several means available to address possible liability for past contamination from “legacy” operations, and for new contaminants discovered in the future
- ▶ Protection against responsibility for any claims related to past operations

## ▶ Property Ownership-Responsibility as Owner

- ▶ Rights of ownership to be negotiated
- ▶ “Management” of “Institutional Controls” to ensure that site remediation structures are not disturbed
- ▶ Permitting and inspections guarding against future problems
- ▶ Insurance policy will help manage future liability created by the Town’s uses



# Using 2021 “Master Plan Concept” Four Overarching Reuse Scenarios Were Developed

Figure E-1. NMI/Starmet Site “Master Plan” reuse concept



## Municipal Acquisition (Town acquires site)

- ▶ Scenario 1: Town acquires and uses entirely for municipal purposes
- ▶ Scenario 2: Town acquires, facilitates some private use through ground leases

## Private Acquisition (Town chooses not to acquire site)

- ▶ Scenario 3: Private party acquires site and allows/facilitates limited Town use
- ▶ Scenario 4: Private acquires the site; reuse without any town facilities or uses

# Specific Plans Have Not Yet been Developed, but Concepts Allow Flexibility in Final Planning

## Scenarios 1A, B, C, etc.

### Multiple Municipal Versions Possible

- ▶ Combinations of:
  - ▶ Passive Recreation and Trails
  - ▶ Recreation Fields
  - ▶ Solar Energy Production
  - ▶ Battery Storage
  - ▶ DPW Facilities
  - ▶ Town offices

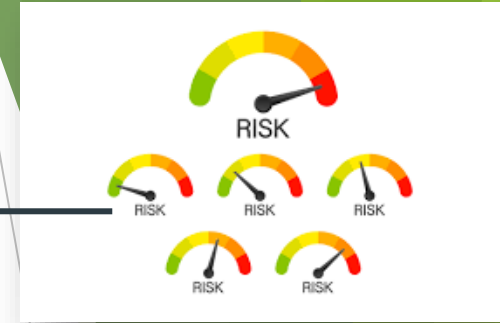
## Scenarios 2A, B, C, etc.

### Multiple Municipal/Private Scenarios Possible

- ▶ Combinations of above municipal uses, plus...
- ▶ Leasing of parcels for
  - ▶ Housing
  - ▶ Assisted living
  - ▶ Indoor Recreation facility

# Safety and Human Health Risk - Findings

- ▶ Goal: Roux Associates was tasked with identifying future conditions of the Site
  - ▶ Detailed technical work undertaken
  - ▶ After remediation -risks to people associated with living, working, or recreating at the various areas within the site
- ▶ Assuming that remediation will meet required goals (data thus far indicates this is a sound assumption)...
- ▶ Anticipated post-remediation exposures to contaminants will meet relevant Federal and State risk criteria for protection of health and for safety
- ▶ Findings indicate that most areas of the site will be suitable for working, recreating, and living
- ▶ *Despite the Task Force's confidence in the sound science behind the findings, risk "perceptions" will continue to be of concern to some*



# Ownership/Operations

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Financial aspects and responsibilities are being considered

- ▶ **Cost Estimates of Ownership**
  - ▶ Estimates of acquisition
  - ▶ Estimates of reuse/development
  - ▶ Estimates and responsibilities of Town ownership
  - ▶ Note: Site monitored by EPA after cleanup
- ▶ **Estimates of costs to the Town if site is privately acquired**
  - ▶ Town Services
  - ▶ Inspections
- ▶ **Report will include rough estimates of any revenue generation possible, but highly uncertain**





## Some Key Future Dates: Tentative

- ▶ **October 31, 2024:** Task Force Submits its Report
- ▶ **Q1/Q2 2025:** Select Board considers Task Force recommendations
  - ▶ **If recommendation is to acquire the site...**
  - ▶ ...Select Board decides whether to move forward on negotiations gather further information needed to make final decision on acquisition
- ▶ **2025-2026/7:** Negotiations take place with EPA and DOJ
- ▶ **2025-2026/7:** Planning for reuse and budgeting
- ▶ **Late 2027/2028:** Cleanup sufficiently complete. EPA issues SWRAU (Sitewide Ready for Anticipated Use)
- ▶ **2028:** First steps of reuse and redevelopment can begin
- ▶ **2029/30:** Reuse of site begins





# Experiences of Other Municipalities

# Relevant Experiences of Towns

- ▶ Task Force conducted research and had discussions with other Towns.
  - ▶ Walpole, Ashland, Mansfield, Woburn
- ▶ Cities and Towns that had municipal and existing community needs acted on the opportunity to take these sites
  - ▶ Lower costs than if they had to purchase property to meet those needs.
- ▶ Ownership of all or part of the site was generally considered a beneficial opportunity providing more control over its future uses.
- ▶ Redevelopment in most cases relied on releases from future liabilities through negotiated agreements with EPA.
- ▶ Costs/administrative burden of ongoing obligations/institutional controls were low.
- ▶ In some cases redevelopment plans met initial public resistance, in part tied to concern about health and safety.
  - ▶ Trust through continuing engagement and education was needed



# Relevant Experience

- ▶ **Site: Blackburn and Union Privileges Superfund Site, Walpole, MA (22 acres)**
  - ▶ Complex site located in a primarily residential area
- ▶ **Contamination:**
  - ▶ Dating back to the 18<sup>TH</sup> century
  - ▶ Complex industrial activities on site resulted in serious contamination - asbestos, lead, arsenic nickel, volatile organic compounds and other organic compounds
- ▶ **Reuse Summary:**
  - ▶ Walpole took ownership via tax foreclosure and built a senior center and police station.
  - ▶ Town developed parking and conservation space with trails and a rail trail along the river

**\*\* DRAFT \*\***



## **Reuse and Redevelopment Planning Alternatives Blackburn & Union Privileges Superfund Site Walpole, MA**

**Prepared by:**  
**The Walpole Superfund Committee**  
Richard Adams  
Clem Boragine  
Steele Lightbody  
Paul Millette  
Ken Fetting - Co-Chair  
Robin Chapell - Co-Chair

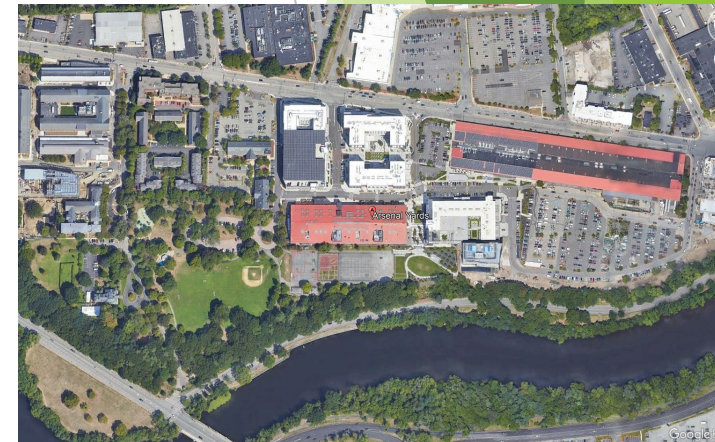
# Relevant Experience

- ▶ **Site: Eastland Woolen Mill Superfund Site, Corinna, ME (22-acres)**
- ▶ **Contamination:**
  - ▶ former textile mill operated from 1909 to 1996
  - ▶ Disposal practices resulted in extensive contamination of soil, and sediments; and in numerous private drinking water wells.
- ▶ **Reuse Summary:**
  - ▶ Construction a 20-unit senior housing facility
  - ▶ Relocation of the former historic building, facilitating the adaptive reuse of this building as a restaurant and general store
  - ▶ A recreational trail/riverwalk; a commemorative war memorial; and a community bandstand for summer concerts and events



# Example: Arsenal Mall Superfund Site, Watertown

- ▶ **Army Materials Technology Laboratory (48 acres)**
  - ▶ Operations date back to 1816
- ▶ **Contamination & Cleanup**
  - ▶ Indoor areas had extensive contamination and outdoor areas required soil removal, capping, and use restrictions. Buildings were gutted and decontaminated.
  - ▶ Cleanup activities removed contamination and demolished an on-site nuclear reactor.
  - ▶ Some buildings had depleted uranium throughout the ventilation system
- ▶ **Ownership and Redevelopment:**
  - ▶ From 1996 to 2005, Watertown Arsenal Development Corporation helped to facilitate redevelopment of 30 acres of the site.
  - ▶ Harvard University purchased the area in 2005 and constructed a mixed use complex called Arsenal on the Charles.
  - ▶ The complex currently includes apartments, retail stores, restaurants, a child care facility, a fitness center, corporate offices and various other businesses. Redeveloped into Arsenal Mall, Arsenal Park along the Charles River, and apartment buildings.



# Example: Arsenal Mall Superfund Site, Watertown

- ▶ People live near, work at, or visit this site despite the fact that it is a former Superfund site and that toxic chemicals were used and had contaminated the site
- ▶ Concerns about abandoned buildings at the site are about more about aesthetics (profane graffiti, poor condition) than about contamination.
- ▶ Economic vitality

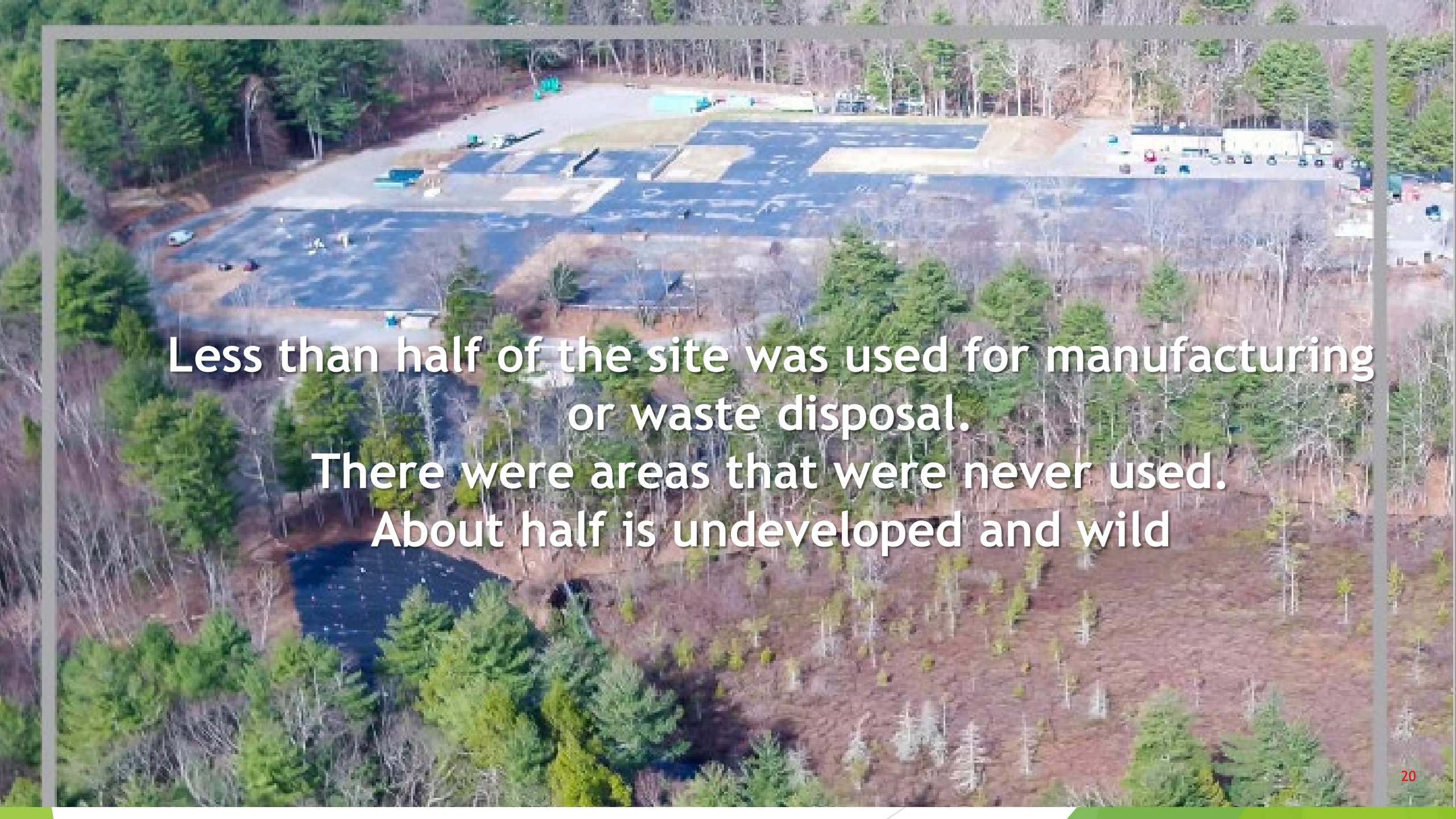
Table 1. Site Business/ Economic Information (2016/2017)<sup>a</sup>

Federal Facility	Businesses	Total Employees	Total Annual Employment Income	Total Annual Sales	Total Market Value Land & Improvements	Total Property Tax
Army MT Lab	15	2,670	\$377 million	\$505 million	6,210	\$4.5 million

<sup>a</sup> See Technical Appendix.



# Extra Slides for Background

An aerial photograph of an industrial site. The site features a large, dark-colored paved area, possibly a parking lot or a manufacturing floor, with several smaller structures and equipment scattered throughout. The site is surrounded by a dense forest of trees, some of which are bare, suggesting a late autumn or winter setting. The overall scene depicts a large, mostly undeveloped industrial area.

Less than half of the site was used for manufacturing or waste disposal.  
There were areas that were never used.  
About half is undeveloped and wild

# Brief Overview of History

- ▶ 1958-2011: Site operated; research on specialty metals manufacturing depleted uranium armaments;
- ▶ 1980 - present: Extensive and ongoing investigations; many cleanup & removal actions initially overseen by MA DEP, later by EPA
- ▶ 2001: Site was designated as a “Superfund Site”
- ▶ 2011: Site abandoned by Starmet
- ▶ 2014: Intensive site investigations completed as part of the Superfund Program
- ▶ 2015: EPA’s Record of Decision (ROD) set rigorous cleanup goals (“*residential standards*”)
- ▶ 2015: Approved Town Warrant authorizing the Select Board to acquire site

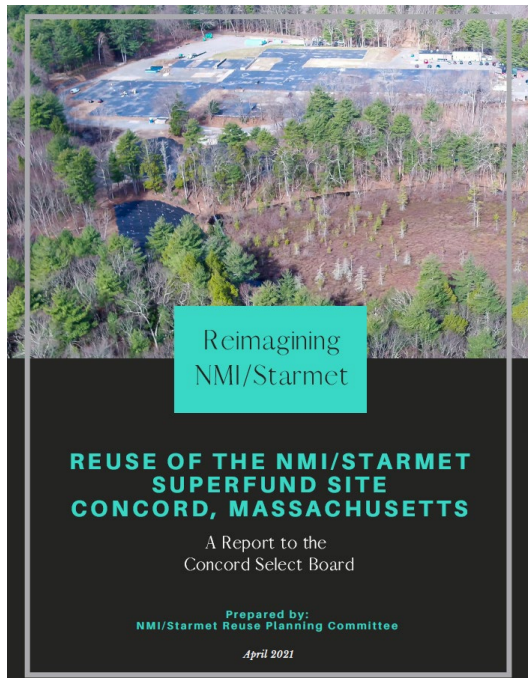


1,336  
Superfund  
sites  
nationwide

31  
Massachusetts

# Brief Overview of History (cont'd)

- ▶ 2019: Consent Decree filed by USDOJ, securing funding and binding responsible/settling parties to meet strict, low level, cleanup goals (*residential standards*)
- ▶ 2021: Report issued by Town committee on reuse options
- ▶ May 2023: 9-member Advisory Task Force begins work



About \$300 million  
to be spent for cleanup  
at the site

# Who is Responsible for Cleanup?

98%



2%

**TEXTRON**

**Whittaker**



# Town and Citizen Involvement



1989

Citizens Research and Environmental Watch (CREW)\*

Present (2023)



2003

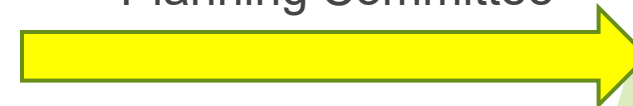
2229 Main Street Oversight Committee



NMI/Starmet Reuse Planning Committee

2019

2021



2229 Main Street Advisory Task Force  
(May 2023-present  
Report Due 10/31/2024)



\* Formerly "Concerned Citizens of Concord" & "Citizens Concerned About Nuclear Metals"



# Select Board “Charge” for the Task Force - March 2023 - Built on 2015, Article 2

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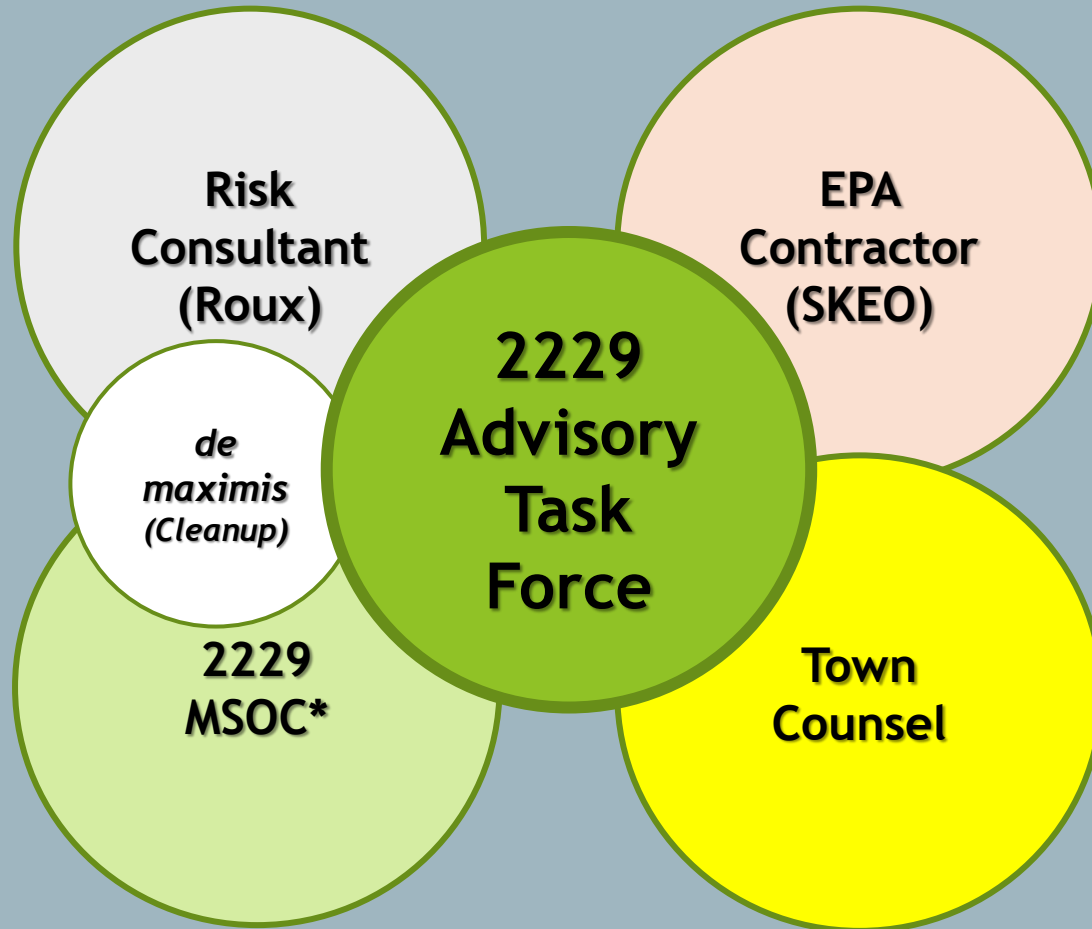
- ▶ *“The purpose of the 2229 Main Street Advisory Task Force is to recommend to the Select Board whether the Town should acquire the property at 2229 Main Street”.*

***2015 Special Town Meeting, Article 2. Authorized the Select Board to take by eminent domain...for municipal purposes including residential housing, the property at 2229 Main Street...that the property will be cleaned up to a residential standard...such purposes to commence following the completion of all components of ongoing work by the U.S. EPA...provided that prior to such acquisition the Select Board shall hold a public hearing at which time the specific terms and conditions shall be disclosed and discussed publicly.***



# A Coordinated Team in Action

## The Public, and other Stakeholders



\*Main Street Oversight Committee

## 2024 – 2025 Select Board Goals

### I. Effective and Transparent Governance

- Mary Hartman
  - o Align Boards, Committees, and Senior Management Team of the Town whenever possible
    - Establish goals that align and integrated between Town Boards, Committees, and Staff
    - Conduct periodic joint Finance Committee and Select Board and joint School Committee and Select Board meetings
    - Recommit to an annual capital planning process between the Select Board, School Committee, and Finance Committee that includes Tier II and Tier III
- Terri Ackerman
  - o Find ways to decrease silos and inter-connect Departments and Committees
    - Process for tying Select Board annual goals to Department and Committee annual goals
    - Chair's Breakfast
    - Quarterly topical forums, such as housing
    - Committee training, such as procurement, ethics, sexual harassment, etc.
- Cameron McKennitt
  - o Improve Select Board processes
    - Increase trust and transparency within the Select Board; between the Select Board and the Concord community; and between the Select Board, School Committee, and Finance Committee
    - Ensure good process and governance; more/better data to make decisions and consider different viewpoints; consider when to make a decision v. debate/discuss and decide at a later time
    - Ensure consideration of impact to policies, who owns decision, setting precedent
  - o Increase participation in Town Government
    - Changes to Town Meeting
    - Committee participation – Are they representative of the community; how can we get more people involved; limit people on multiple committees/on for a very long time

### II. Financial Planning and Stability

- Mary Hartman
  - o Increase Revenue Generation
    - Pursue PILOT Agreements
    - Evaluate Town-owned properties for possible disposition
    - Support Concord business community to enhance local receipts
    - Support tourism and programs sponsored by arts and culture groups in Town

- Mark Howell
  - o Endorse and update Financial Stability Goals
    - Maintain the Residential Tax Exemption – to give the impact time to become clearer
    - Work to cut costs and tighten the Town’s budget in FY2026
    - Creative ways to enhance revenue
    - Review and outline of the Town Manager and Town Department FY2025 goals
    - Begin a strategic planning process to clarify the Town’s 5-year priorities
- Terri Ackerman
  - o FY2026 – Tighten budget, cut costs
  - o Creative ways to enhance revenue
  - o Strategic planning – clarify 5-year priorities
  - o Invest now to save later – road repairs, other infrastructure
- Cameron McKennitt
  - o Undertake Financial/Planning Analysis to frame choices and take action when appropriate
    - Update/revise 5-year strategic plan and priorities, including pathways for budgets/taxes to increase no more than inflation
    - Understand and prioritize opportunities to enhance revenue and implement
    - Review impact and implications of the Residential Tax Exemption
- Wendy Rovelli
  - o Conduct a review of the capital and facility needs of the Town and Schools by November 2024 and develop projected timelines, cost estimates, debt forecasts, and environmental impacts by April 2025
  - o Identify new and/or enhanced sources of revenue. Lobby legislators for local option revenue flexibility to increase meals, lodging and excise taxes. Evaluate and recommend related changes within 3 months of passage. Develop recommendations to expand PILOT program by October 2024 and pursue/implement with 2 entities by May 2025 (for FY2026).

### **III. Land Use Opportunities**

- Mary Hartman
  - o Optimize land use opportunities available to the Town
    - Utilize the expertise of the MCI Concord Advisory Board, input from community outreach events and a collaborative relationship with DCAMM to guide development of the MCI parcel in the best interest of the Town
    - Utilize the expertise of the 2229 Main Street Advisory Task Force and input from the community to determine the next steps for the 46-acre parcel at 2229 Main Street
    - Work with the Senior Management Team to develop a land-use matrix to determine the best matches between municipal needs and potential land available

- Mark Howell
  - Engage the community, legislative delegation, and state agencies in a robust planning process that ensure that Concord's interests are expressed and prioritized during the disposition of the MCI Concord property. Measurable outcomes:
    - Agreement(s) between the Town and the state exists that outline the disposition process for the majority of the land area
    - The outline of a re-zoning plan is under development with broad community awareness and support
    - Funding for any required remediation or preparation is identified and anticipated
- Terri Ackerman
  - Land Use Plan
    - Agree on what we want to accomplish
    - Who will develop, who will give input
    - Timetable
- Cameron McKennitt
  - Plans for MCI Concord, 2229 Main Street

#### **IV. Town Infrastructure and Planning**

- Mark Howell
  - West Concord Master Plan
  - Warners Pond Road Map
- Cameron McKennitt
  - Take action to improve Town infrastructure
    - Cell phone service
    - Parking
    - Road maintenance
  - Ensure progress on major projects
    - Sustainability plans for electric, water, sewer
    - Town capital projects
- Wendy Rovelli
  - Conduct review of Climate Action Plan, document GHG reductions and progress against original blue print recommendations (by October 2024) and establish revised recommendations for 2025-2030 (by January 2025) to achieve targeted GHG reductions for 2030 (Article 31 in 2024 Town Meeting strives for a 50% reduction in GHG emissions)
  - Work with State Representatives and MassDOT to advance design and implementation of Route 2 rotary improvements
  - Review Zoning Bylaw Parking Requirements to make sure that they are consistent with industry standards and address local business concerns; propose recommended zoning amendments for 2025 Town Meeting
  - Review and update West Concord Master Plan by June 2025 to reflect new and evolving residential, business, and industrial changes and opportunities including MCI Concord

## **V. Diversity, Equity, and Inclusion**

- Mary Hartman
  - Create a welcoming, diverse, and inclusive community
    - Protect and enhance the diversity of housing stock via continued focus on affordable housing with a renewed emphasis on workforce housing (above 80% AMI)
    - Maintain residential tax exemption
    - Include minority voices in Town-sponsored arts and culture programs
    - Revise the Town flag policy
- Cameron McKennitt
  - Alignment on focus areas and approach