



OLD NORTH BRIDGE

TOWN OF CONCORD

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

Select Board Meeting Agenda

Monday, January 6, 2025 at 6:00 PM

Town House, Select Board Room, 22 Monument Square

Join Zoom Meeting

<https://us02web.zoom.us/j/88337203207?pwd=MKsI5c27xEBanZMDOWhSBjYRlw4ycV.1>

Meeting ID: 883 3720 3207

Passcode: 516117

Dial In Toll-Free: 833 928 4610

#	Time *	Agenda Item
I.	6:00 PM	Public Comment: Public Comment is limited to up to 15 minutes, with no more than 3 minutes allocated to any one speaker. Public Comment is limited to items that are not on the agenda.
II.	6:15 PM	<p>Consent Agenda:</p> <ul style="list-style-type: none"> i. Meeting Minutes: December 16, 2024 ii. Town Accountant Warrants: December 6, 2024; December 12, 2024 iii. Letter of Support of Draw One and long-term improvement in Commuter rail service to Concord. iv. Gift Acceptances: <ul style="list-style-type: none"> a. From the Concord-Carlisle Foundation to the Concord Council on Aging in the amount of \$20,599.00 b. A donation from the Middlesex School to the Concord Police Department in the amount of \$50,000.00 designated to purchase new officer body cameras and ancillary support equipment. c. From the New England Deaconess Association to the Concord 250 Gift Account in the amount of \$2,500 for the purpose of the 250 Memorial Trees d. From the Wood Perry Family Trust to the Concord250 Gift Account in the amount of \$5,000 for the purpose of the 250 Memorial Trees e. From Jeffrey and Andrea Adams to the Concord250 Gift Account in the amount of \$1,000 v. Tour Guide Licenses: <ul style="list-style-type: none"> a. Sandy Brooks b. Nancy Powell Daly c. James Robinson d. Erin Stuebben e. Aiden Webb f. Neville Webb vi. Select Board Nominations:

		<p>a. Jan Saragoni of 102 Estabrook Road to the Concord Cultural Council for a term to expire on May 31, 2027.</p> <p>b. Leda Zimmerman of 213 Silver Hill Road to the Concord Cultural Council for a term to expire May 31, 2027.</p>
III.	6:15 PM	<p>Select Board Appointments:</p> <p>i. Justin Huff of 76 Pine Street to the Public Ceremonies and Celebrations Committee for a term to expire May 31, 2027.</p>
IV.	6:20 PM	Town Manager's Report
V.	6:30 PM	Chair's Report
VI.	6:35 PM	Discuss Select Board Liaison Reports
VII.	6:40 PM	<p>Public Hearing: Tree Decision Appeal 183 Hubbard Street project</p> <p>Presenters: Lynn and Kevin Duffy, property owners; Erik Shaw, Tree Warden</p>
VIII.	6:55 PM	<p>Discuss and Vote to Approve Grant of Location: Comcast to install new coaxial cable from Pole #17 on Baker Avenue to Pole #13 on Baker Avenue Extension</p> <p>Presenter: Catherine Maloney, Comcast New England Region Senior Manager, Government & Regulatory Affairs</p>
IX.	7:00 PM	<p>Discuss and Vote to Approve Flag Raising Policy Update</p> <p>Presenter: Wendy Rovelli and Cameron McKennitt, Flag Raising Policy Subcommittee</p>
X.	7:25 PM	<p>Discuss and Vote to Approve Tax Relief Task Force Charge DRAFT</p> <p>Presenter: Wendy Rovelli, Committee Liaison</p>
XI.	7:45 PM	<p>Discuss and Vote on Planning Board request to Change Town Meeting Calendar</p> <p>Presenter: Andrew Boardman, Planning Board Chair</p>
XII.	8:00 PM	<p>Discuss Select Board Goals Update</p> <p>Presenter: Mary Hartman, Select Board Chair</p>
XIII.		Adjournment

** Times are approximate and subject to change*

Upcoming Meetings:

Monday, January 27, 2025 (if needed)

Monday, February 3, 2025

Monday, February 10, 2025



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



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

1

Call to Order Select Board Meeting

Requested by: SB Chair

Action Sought: Call to Order

Proposed Motion(s)

Call to Order:

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.

Additional Information

Board Action

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



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

2

Consent Agenda

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Approve Consent Agenda:

- i. Meeting Minutes: December 16, 2024
- ii. Town Accountant Warrants: December 6, 2024; December 12, 2024
- iii. Letter of Support of Draw One and long-term improvement in commuter rail service to Concord.
- iv. Gift Acceptances:
 - a. From the Concord-Carlisle Foundation to the Concord Council on Aging in the amount of \$20,599.00
 - b. A donation from the Middlesex School to the Concord Police Department in the amount of \$50,000.00 designated to purchase new officer body cameras and ancillary support equipment.
 - c. From the New England Deaconess Association to the Concord 250 Gift Account in the amount of \$2,500 for the purpose of the 250 Memorial Trees
 - d. From the Wood Perry Family Trust to the Concord 250 Gift Account in the amount of \$5,000 for the purpose of the 250 Memorial Trees
 - e. From Jeffrey and Andrea Adams to the Concord 250 Gift Account in the amount of \$1,000
- v. Tour Guide Licenses:
 - a. Sandy Brooks
 - b. Nancy Powell Daly
 - c. James Robinson
 - d. Erin Stuebben
 - e. Aiden Webb
 - f. Neville Webb
- vi. Select Board Nominations:
 - a. Jan Saragoni of 102 Estabrook Road to the Concord Cultural Council for a term to expire on May 31, 2027.
 - b. Leda Zimmerman of 213 Silver Hill Road to the Concord Cultural Council for a term to expire May 31, 2027.

**Town of Concord
Select Board
Minutes
December 16, 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 2nd floor in the Town Public Hearing Room and via Zoom at 6:00 PM on December 16, 2024.

Present during roll call were Mary Hartman, Chair; Mark Howell, Clerk; Wendy Rovelli, Cameron McKennitt, Terri Ackerman.

Call to Order

Select Board Chair, Mary Hartman called the Joint Meeting to order at 6:00 PM. Chair turned over to School Committee for School Committee to call their meeting to order. Carrie Rankin, Concord Public Schools Chair, called Concord School Committee to order; Julie Viola, Concord-Carlisle Regional School District Chair, along with Tracy Morano, Concord Public Schools, called CCRSC to order. Eric Dahlberg, Finance Committee Chair, called the FinCom Committee to order in Roll Call, confirming quorum.

Joint Meeting – Select Board, Finance Committee, & School Committee

Chair Hartman opened the meeting by thanking all the attendees and acknowledging that this is the third joint meeting hosted by the Select Board, with a goal to jointly prioritize the capital plans for years going forward. Ms. Hartman continued by outlining the key discussion points for this joint meeting:

- Discuss and Review Capital Plan
- Discuss Doug White Field
- Discuss and Review Land Use Matrix including evaluation of each property with the goal of matching the needs of the town.
 - MCI Concord
 - 2229 Main Street
 - Peabody School building
 - Concord Public Works
 - Public Safety building

Noted: The meeting was disrupted by a Zoom bombing incident and quickly resumed

Discuss and Review Capital Plan

Anthony Ansaldi, Chief Financial Officer, presented the Capital Plan discussion and the FY26 Capital Improvement Plan. Mr. Ansaldi discussed the Funding Source Summary and Projects in a high-level review and walked through examples.

Funding Sources:

- Capital Outlay within operating budget (below 10K recurring capital)
- Tier 1 2.9M (>10K – 250K) – typically funding in the operating budget,

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- Tier II 4.3M (>250K-2.5M) – typically debt funded, within the levy limit and guideline budget,
- Tier III 4.3M (>2.5M) – typically funded with excluded debt, requiring two approvals: (1) Town Meeting vote *and* (2) Ballot Box approval

Mr. Ansaldi continued reviewing each of the categories, highlighting the funding sources for various projects, including capital outlay, tier one, tier two, and tier three. He explained that the capital outlay and tier one projects totaled under 3 million dollars, while tier two projects were slightly above 4.3 million dollars. Tier three projects, which require two approvals, were also 4.3 million dollars. He also mentioned various other funding sources, such as Chapter 90 for road work, revolving fund balances, grant funding, and other funding sources for various projects. The total spending for the year was expected to be an estimated 11.8 million dollars, with a goal of relying less on debt and interest.

Mr. Ansaldi further discussed the need for a feasibility study for kitchen expansion at the senior center and the use of ARPA money to refurbish a fire truck.

Chair Hartman followed up and mentioned that the town does not have any capital requests in for the Community Preservation Committee (CPC), but the schools have a half-million-dollar request for the Thoreau school.

Eric Dahlberg, FinCom Chair, stated that when reviewing the capital plan, there are three important data points to consider (1) implications for debt capacity, showing how old debt is being paid down, and how new debt is ramping up. (2) Implications on Levy Limits (3) Implications on Median Residential Tax Bill.

Dr. Laurie Hunter, Superintendent of Schools, discussed the school's capital plans and walked through highlights of the itemized categories which can be found in the Select Board Meeting packet.

Items in the school budget that are considered capital should be captured in the capital plan to give a better sense of the level of capital expenditure.

- The plan includes copier and office equipment, vehicle fleet needs, and safety updates at various locations.
- Requests were scaled back at Ripley, with a \$15,000 placeholder for safety.
- An IT room A/C is needed to prevent servers from failing (due to excessive heat).
- The total for assured items is \$941,000, with potential energy management items under discussion for an additional \$612,000.
- A \$500,000 application to the Community Preservation Committee (CPC) for Thoreau campus improvements is in progress.

Ms. Rovelli asked about the Energy Management Program, is there a follow up plan for the Alcott HVAC system if this does not go through. Ms. Rovelli was reassured that the system is currently operational and is looking for other funding sources.

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Mr. Howell appreciated the multi-year outlook and wanted to know if there is a plan to follow the Tier levels like that of the Chief Financial Officer's proposal. Dr. Hunter stated that these items are one-time costs vs. year-over-year expenses. There is an effort to align with Finance capital plan categories in the future.

Fin Com has no follow up questions.

Ms. Viola discussed the Amenities Building at the High School. She reported the Athletic Amenities Building progress which includes the Regional School District approval of Design 3a on the slide presentation, which can be found in the Joint Select Board meeting packet. The building is considered a community space. The cost range is between \$1.5 million and \$1.8 million, with decisions on building features affecting the final cost.

Ms. Viola concluded with her promise that the committee aims for the simplest design to control costs. Also mentioning that the schematics are complete, and the design is being fine-tuned by Gail Associates. The project may seek funding from the CPC.

It was also noted that a warrant must be passed in Carlisle before it goes to Concord.

Alexa Anderson update on finding alternative revenue sources, focusing on five areas:

- Working with local representatives to pursue identify ADA municipal grants
- Meeting with Trahan to talk about earmark in upcoming budget
- Sen. Barrett municipal grants review
- Local resources: Partnering with CPC or Rec Fund
- Town Manager reallocations with ARPA funding

Ms. Hartman asked for clarification of the 1.5-1.8 range cost range variable. Bob Conry, Assistant Superintendent of Finance/Ops mentioned that until the final design is agreed upon the bids, project scopes and will work with consultants to keep cost closer to the \$1.5M vs \$1.8M.

Ms. Anderson confirmed that the cost should be kept with a simple design.

Dr. Hunter also confirmed that as the design gets more finetuned the cost window will get smaller, as one stage in the process.

Mr. McKennitt stated as an example of comparison that Westford Academy put it in an amenities building and the cost was \$1.3 million, funded fully by CPC funds. Ms. Marano clarified that research was done which included consideration to buy Westford building plans, but this was not an option due to the unique building requirements. Ms. Viola supports the goal of bringing the total cost down as much as possible.

FinCom has no follow up questions.

Discuss Doug White Field

Town Manager, Kerry Lafleur opened the discussion by introducing those responsible for maintaining the Doug White Fields; CPW Director, Alan Cathcart; Highway & Grounds Superintendent, Aaron Miklosko; Assistant Highway & Grounds Superintendent, Erik Shaw;

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Recreation Director, Leigh Jackson; Recreation Commission Chair, Phil Griffith; Assistant Town Manager, Jessica Porter; Deputy Town Manager, Megan Zammuto; Director of Sustainability, Eric Simms.

Ms. Lafleur discussed the Doug White Field plans for field replacement, community usage, maintenance agreements, and funding, alongside environmental considerations and public engagement. She stated that the goal is to replace the fields by summer 2026, with a focus on public-private partnerships and a thorough evaluation of options.

Ms. Lafleur continued by discussing existing agreements. A 2007 agreement outlines maintenance (by Public Works) and scheduling (by Recreation) but excludes field replacement responsibilities. A partnership with a "Friends" group ensures maintenance funding: \$50,000/year for operations and a capital reserve (currently \$1.5M) for turf replacement. Field Replacement. The current artificial turf is near the end of its 16-year lifespan. No funds for replacement are in the town's capital plan; funding is expected from the Friends group.

Discussion continued with advances in artificial turf technology and preference for grass fields were discussed. Concerns about PFAS in turf, disposal costs, and sustainability were raised. A town moratorium on artificial turf excludes Doug White Field and the stadium.

Town Manager, Kerry Lafleur, emphasized the town's leadership role and invited coordination with the Recreation Commission. The town will lead the project and conduct a study on replacement options: artificial turf, environmentally friendly turf, and grass fields. It will be integral to include a public process, including forums and design feedback.

Ms. Lafleur mentioned that there have been emails and letters over the last few weeks regarding the conditions of the fields. Mr. McKennitt and other Select Board members and town staff have received many letters that were supportive of the replacement with artificial turf and only a few against it.

Further discussions included funding and timeline for replacement funding through the public-private partnership, with no need for town appropriations. The target for replacement would be Summer 2026.

Ms. Lafleur concluded her presentation with next steps which include:

- Conduct a study and public process for design and material feedback.
- Host Forums to address concerns and gather opinions.
- Continue collaboration with the Friends group and ensure funding alignment.
- Finalize plans for field replacement as quickly as possible.
- Expectation is that the replacement would be turf while considering other options to be sure we see those options.

Select Board member, Wendy Rovelli asked what the design timeline expectation would be? Ms. Lafleur stated the designer would be engaged in the next few months.

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Ms. Rovelli asked how the design process would incorporate feedback from the public. Ms. Lafleur stated she would like the Rec Commission to take the lead on these projects, jointly with the Town Managers Office.

Terri Ackerman, Select Board member, asked for further clarity of the timeline for feedback for public input, including the Climate Action Committee, or Sustainability Director. Ms. Lafleur stated that there is no waiting to keep the replacement on track. We will keep the public updated.

Mr. McKennitt, Select Board member, stated his concerns over the feasibility study, and encouraged expediting this process as quickly as possible. Ms. Lafleur stated that she is working with a designer on the project.

Mr. Howell discussed the fundraising that has taken place over the years and inquired if there is a need for Town Meeting action or can replacement proceed because funding is available. Ms. Lafleur responded there is no need for Town Meeting or Select Board action, however a public process would take place, most likely through the Recreation Commission.

Ms. Hartman stated that ownership of the fields is very complex, due to District ownership. Chair Hartman concluded by commending the Town Manager for leading this important project.

Please see the meeting recording on the Select Board webpage: [Concord Select Board Joint with Finance & School December 16, 2024](#)

Public Comment

These specific public comments reflect a range of perspectives, including environmental concerns, financial considerations, and usability priorities. The town will consider this input during the study and decision-making processes.

Erik Jarnryd of 61 Hubbard Street stated that he was involved in the project 16 years ago, as friends of the fields to do something that makes sense. We would welcome working with the same consultants, and issues of disposal of the current turf materials. There are alternatives but they may capture moisture and find it difficult to maintain and add to the cost.

Ms. Hartman stated that this was not a hearing, there will be a time to offer assistance when the project is moving forward.

Ms. Viola clarified the fields overall use, noting that logistics need to be kept in mind, including summertime schedules with camps and programs. Ms. Viola further recommended acceleration of the plan to action. Adding that the district is not responsible for any costs associated with the design, construction, or maintenance of the fields Alexa Anderson supported Ms. Viola's points.

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Don Kupka of FinCom recommends the source of pollution needs also be looked at, turf may be a source of PFAS for ground water contamination and there needs to be a review of options to make decisions with our eyes open.

Janet Rothrock of 618 Annursnac Hill Road read a statement of concern in replacing turf fields with the same carpet materials citing disposal cost, potential liability.

Tanya Gailus of 62 Prescott Road would recommend the Board of Health be advised as well.

Seth Van Der Swaagh of 181 Alcott Road, President of Youth Soccer in town stated his support of moving forward as soon as possible with replacement turf. He stated that all available fields are used already, turf provides a better playing surface compared to grass based on local experience.

Discuss and Review Land Use Matrix

This discussion focused on the development of the Land Use Matrix and action plan to align municipal needs with available land. Deputy Town Manager, Megan Zammuto presented the project details highlighting its community-wide impact and connection to multiple goals. The plan involves assessing municipal and private properties and matching needs with decision-making criteria. The discussion included considering consolidating town office uses and forming a working group, inviting the school committee members and FinCom to address school impacts and explore revenue sources. The conversation also included discussion of how to involve more people in the project and the need for broader publicity.

- Consideration of a Select Board appointed working group
- Outline program specific decision-making criteria
- Consider how to weigh various criteria
- Analyze options and provide recommendations

Ms. Hartman emphasized evaluating all land within the town's purview using clear decision-making criteria and sought support from the School Committee and FinCom.

Select Board Clerk Mark Howell highlighted 2229 Main Street, Peabody School, and MCI Concord—over 110 acres of land—as a rare opportunity for a coordinated long-term plan.

This concluded the Joint meeting, FinCom and School Committee adjourned their meetings.

Public Comment

Public comments were limited to 15 minutes, with a maximum of 3 minutes per speaker. No public comments were made during this session.

Consent Agenda

- i. Town Accountant Warrants: November 15, 2024; November 27, 2024; Dec 2, 2024

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- ii. Gift Acceptances:
 - Concord Free Public Library Corporation to the Concord Free Public Library in the amount of \$30,000.00
 - Nashoba Brooks School to the Concord250 Gift Account in the amount of \$2,000.00 for the purpose of the 250 Memorial Trees
 - Elizabeth Wilczek to the Concord250 Gift Account in the amount of \$1,000.00
- iii. One Day Liquor Licenses:
 - Ratify the One Day Liquor License for Wines & Malt Beverages Only for Cathleen Moore for a Holiday Party on Monday, December 16, 2024, from 5:30 PM – 8:00 PM at the Concord Scout House, 74 Walden Street
 - Wines & Malt Beverages for Jennifer Albanese of the Concord Youth Theatre for Concord Youth Theatre Annual Fundraising Cabaret on Saturday, January 4, 2025, from 6:30 PM – 9:30 PM at 53 Church Street

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda. With thanks to the Concord Free Public Library Corporation to the Concord Free Public Library in the amount of \$30,000.00, Nashoba Brooks School to the Concord250 Gift Account in the amount of \$2,000.00 for the purpose of the 250 Memorial Trees and Elizabeth Wilczek to the Concord250 Gift Account in the amount of \$1,000.00

Committee Nominations

Justin Huff of 76 Pine Street to the Public Ceremonies and Celebrations Committee for a term to expire May 31, 2027

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to nominate Justin Huff of 76 Pine Street to the Public Ceremonies and Celebrations Committee for a term to expire May 31, 2027

Town Manager's Report

Town Manager, Kerry Lafleur's written report was accepted without additional questions or comments and can be found on the website [Bi-weekly-Operations-Report](#) online.

Chair's Report

Chair Hartman provided several updates, including:

- Upcoming Tree Appeal Public Hearing scheduled for January 6 for 183 Hubbard Street.

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- Congratulating the Minuteman Media Network’s recent national award for excellence and acknowledged ongoing efforts to revise the Select Board correspondence policy.

Chair Hartman proposed a temporary moratorium on posting letters and correspondence to the Select Board website while policy adjustments are under review.

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to approve a temporary moratorium on posting letters and correspondence to the Select Board website while policy adjustments are under review.

Select Board Liaison Reports

Written reports can be found in the Select Board Meeting Packet

Discuss 2229 Main Street Advisory Task Force Final Report

Paul Boehm, Task Force Chair, presented the final report on 2229 Main Street property. The report conditionally recommends pursuing property acquisition, citing opportunities for affordable housing, commercial development, and recreation. However, property development is unlikely to commence before 2029 due to the need to complete the cleanup to residential standard, as certified by the EPA.

A Public Forum is planned for February 2025 to gather community input on the task force's findings.

The Select Board congratulated Mr. Boehm and the entire task force for their dedication and hard work in completing this 2229 Main Street project report.

Discuss and Vote to Approve 15-Minute Parking Space at Thoreau Depot

Ms. Graney proposed designating an existing parking space for 15-minute use to facilitate quick stops at the Thoreau Depot: The proposal was approved.

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to Approve the 15-minute use to facilitate quick stops at the Thoreau Depot.

Discuss and Vote to Approve West Concord Cultural Council sites for est. 130 decals

West Concord Cultural Council Decals were discussed by Ms. Graney, regarding a plan to install approximately 130 children’s art decals in celebration of the town’s 250th anniversary. The decals will be installed by a flooring contractor, with designs pre-approved by the Select Board.

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to Approve West Concord Cultural Council sites for est. 130 decals.

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Review and Discuss Concord 250 Budget and Safety Plans

Gary Clayton, Committee Co-Chair, presented a brief budget discussion, and turned the focus on public safety preparations for the town's 250th celebration. Police Chief Tom Mulcahy outlined plans for regional coordination, road closures, and tailored communications. Logistical management will be supported through a QR-code-based system. The event has been designated a Level 3 Homeland Security event due to its significance.

For a full recording of this presentation please visit the Select Board webpage or recording:
[Concord Select Board Joint with Finance & School December 16, 2024](#)

Review and Discuss MCI Concord Proposed Budget

The MCI Concord budget includes a legislative earmark of \$725,000, which must be utilized by June 30, 2025. The budget covers project management, facility assessments, and a wastewater treatment analysis. The wastewater treatment plant requires repairs estimated at \$1 million. The Select Board expressed support for submitting the budget to the Executive Office of Economic Development

Vote to Approve 2025 Annual License Renewals (Batch #2)

Ms. McAndrew presented and reviewed the 2025 Annual License Renewals (Batch#2) to the Select Board.

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to Approve the 2025 annual license renewals (Batch #2).

Adjournment

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to adjourn the meeting at 9:38 PM.

Meeting Materials:

[Select Board Meeting Packet December 16, 2024](#)

[Joint Select Board, FinCom & School Committee December 16, 2024, Recording](#)



TOWN OF CONCORD
Office of the Select Board
Town House
P.O. Box 535
Concord, Massachusetts 01742
Chair, Town of Concord Select Board

TEL: 978-318-3010

January 2, 2025

Massachusetts Bay Transportation Authority (MBTA)
North Station Draw One Bridge Replacement Project Office
10 Park Plaza
Boston, MA 02116

Via email: DrawOne@mbta.com

The Town of Concord, Massachusetts offers this letter of support to the Federal Transit Administration and Massachusetts Bay Transportation Authority's National Environmental Policy Act (NEPA) Draft Environmental Assessment (EA) submission for the Draw One Bridge Replacement Project (Bridge No. B-16-479). This community supports the current design of the project and urges the United States Department of Transportation Federal Transit Administration to release the funds associated with the awarded grant.

This \$472 million award through the United States Department of Transportation's Multimodal Project Discretionary Grant (MPDG) opportunity will support the replacement of Drawbridge One (Draw One), a Depression-era drawbridge that spans the Charles River, and allows access for all northside trains into North Station in Boston. North Station is the terminal for the Fitchburg, Haverhill, Lowell, and Newburyport/Rockport MBTA Commuter Rail lines. More than 1,100 passenger trains traverse Draw One each week, amounting to approximately 11,250,000 passengers per year. Replacing the current 92-year-old bridge is essential to the efficient operation of northside commuter rail lines which serve the residents of this community.

On behalf of our citizens, we urge swift approval of the FFY 2025-2026 Multimodal Project Discretionary Grant (MPDG) Opportunity: North Station Renovation and Draw 1 Bridge Replacement Project Grant Award.

Sincerely,

Mark Howell
Town of Concord, Select Board, Clerk



**Town of Concord
Finance Department**

Town House
P.O. Box 535

Concord, Massachusetts 01742

To: Concord Select Board

From: Colleen Rhinhart, Deputy Treasurer-Collector

Date: December 18, 2024

Re: Gift Acceptance to the Concord Council on Aging

The Select Board must accept gifts in the amount of \$500.00 or more. Included in the Consent Agenda of your meeting packet is a donation from the Concord Carlisle Foundation in the amount of \$20,599.00.

Council on Aging

\$20,599.00

Accepted: _____

Select Board Clerk

Date: _____

OJ Middlesex

November 19, 2024

Kerry Lafleur
Town Manager
22 Monument Square
Concord, MA 01742

Dear Kerry Lafleur,

Please accept the following donation of \$50,000.00 from Middlesex School to be designated to the Concord Police Department to purchase new officer body cameras and ancillary support equipment. Middlesex School would like to ensure the purchase of this equipment helps benefit the Concord PD in their preparation and response to the highly anticipated 250th celebration events. Please know that the Middlesex community is here to help in any way possible with supporting this historic milestone. Middlesex School truly appreciates the stewardship and dedication the Town of Concord municipality services provide day in and day out for the Town of Concord. We hope this donation helps strengthen the level of commitment for the entire community.

Sincerely,



Bessie Speers

Middlesex School
1400 Lowell Road
Concord, Massachusetts 01742



**Town of Concord
Finance Department**

Town House
P.O. Box 535

Concord, Massachusetts 01742

To: Concord Select Board

From: Colleen Rhinhart, Deputy Treasurer-Collector

Date: December 18, 2024

Re: Gift Acceptance to the Concord Police Department

The Select Board must accept gifts in the amount of \$500.00 or more. Included in the Consent Agenda of your meeting packet is a donation from the Middlesex School in the amount of \$50,000.00.

Police Department

\$50,000.00

Accepted: _____

Select Board Clerk

Date: _____



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

To: Concord Select Board

From: Shannon McAndrew, Management Specialist

Date: January 6, 2025

Re: Gift Acceptance to the Town 250 Gift Account

The Select Board must accept gifts in the amount of \$500.00 or more. Included in the Consent Agenda of your meeting packet is a donation from the New England Deaconess Association to the Town 250 Gift Account in the amount of \$2,500.00 for the purpose of the 250 Memorial Trees.

Town 250 Gift Account	\$2,500.00
250 Memorial Trees	

Accepted: _____
Select Board Clerk

Date: _____



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

To: Concord Select Board

From: Shannon McAndrew, Management Specialist

Date: January 6, 2025

Re: Gift Acceptance to the Town 250 Gift Account

The Select Board must accept gifts in the amount of \$500.00 or more. Included in the Consent Agenda of your meeting packet is a donation from Ned Perry and Cynthia Wood, members of the Wood Perry Family Trust, to the Town 250 Gift Account in the amount of \$5,000.00 for the purpose of the 250 Memorial Trees.

Town 250 Gift Account
250 Memorial Trees

\$5,000.00

Accepted: _____
Select Board Clerk

Date: _____



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

To: Concord Select Board

From: Shannon McAndrew, Management Specialist

Date: January 6, 2025

Re: Gift Acceptance to the Town 250 Gift Account

The Select Board must accept gifts in the amount of \$500.00 or more. Included in the Consent Agenda of your meeting packet is a donation from Jeffrey and Andrea Adams to the Town 250 Gift Account in the amount of \$1,000.00.

Town 250 Gift Account

\$1,000.00

Accepted: _____
Select Board Clerk

Date: _____



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

3

Select Board Appointments

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Move to Approve Select Board Appointment:

- a. Justin Huff of 76 Pine Street to the Public Ceremonies and Celebrations Committee for a term to expire May 31, 2027

Additional Information

Board Action

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



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

4

Town Manager's Report

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Additional Information

Board Action

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



Town of Concord

Weekly Operations Report

2025 Volume 1/January 4th, 2025

General Administration

Town Meeting News

The Town Meeting Study Committee (TMSC) was formed pursuant to a vote of the 2024 Concord Annual Town Meeting under Article 26, to review Concord's town meeting processes and to formulate recommendations to make town meeting more inclusive, effective, and responsive to the needs and desires of the town. Towards that goal, the committee, appointed by the Town Moderator, has met regularly since Spring 2024, engaged the community in a survey, and studied Town Meeting in other communities.



The TMSC recommended the use of electronic clickers as the voting mechanism. ARPA funds have been identified to conduct a pilot program to lease clickers for Town Meeting on June 1, 2025. The pilot will provide the opportunity to evaluate the user experience and effectiveness of the clickers.

2025 Honored Citizen Nomination Open

For over fifty years a resident of Concord has been named "Honored Citizen" for their invaluable volunteer service to the town. As an expression of Concord's gratitude, the Honored Citizen is invited to participate not only in the historic Patriots Day Parade, but also the town's long-standing commemorative ceremonies held during the year of honor. The name of the Honored Citizen is engraved on a special plaque located in the Town House as further recognition of their substantial contribution to the Concord community.

In choosing the Honored Citizen each year, the CPCCC relies heavily on detailed information supplied by fellow Concord residents. Nominations for the newest Honored Citizen are therefore requested and will be accepted **through January 31, 2025 at 5pm.**

[2025 Honored Citizen Nomination Form and Instructions](#)

Police Department

Calls for Service 12/19/24-1/1/25

Thursday, December 19 thru Wednesday, January 1, 2025 (Two weeks)

- Log items: 864
- Traffic enforcement: 48
- Motor vehicle stops: 64
- Motor vehicle crashes and/or exchanges: 22
- Arrests: 1

Community

Concord police department personnel were out and about to the community. Captain Goldman attended a 250th Celebration meeting to discuss transportation for the event. Sgt. Manchuso, SRO Simpson and Officer Burman assisted with the annual Shop with A Cop event at Walmart in Framingham on December 19th. Officers assisted the annual Christmas Eve caroling in Monument Square.

Tourism

250th Anniversary Press

GoWorld Travel Magazine and Jaunting Magazine have written amazing articles including iconic monuments, sites, and things to do around Concord. The links to the two articles can be found here:

[Jaunting Magazine - January 2025 - Jaunting History Comes Alive in Lexington and Concord](#)





Town of Concord

Weekly Operations Report

2024 Volume 38/December 20, 2024

General Administration

MCI Concord Redevelopment

The Town of Concord is seeking proposals from qualified firms for assistance with the development of the of an MCI-Concord property vision and scenario land use plan (the "Plan"), a fiscal impact analysis of the Plan, and new zoning and mapping that can achieve the implementation of the Plan through the disposition of the property through a competitive public process by DCAMM. Proposals are due on January 27, 2025. An evaluation team of staff and members of the MCI Concord Advisory Board will evaluate the proposals and issue the award in February. More information on the project can be found on the [Town website](#).

Concord250

With the new year approaching, we are under 5 months away from Patriots Day Weekend and the celebration of the Concord250. Staff have put in many hours of preparation towards a celebratory and safe event to be shared with a wide audience on **Saturday, April 19, 2025**. Public safety staff are working with MEMA on a regional approach planning and preparation. Operational details regarding transportation, parking, road closures, and other logistical details will be shared after the new year.

A training opportunity for volunteers and staff will be held on **Saturday, January 11** at the CCHS with sessions at 9 am and 2 pm. The training, entitled "Until Help Arrives", is facilitated by MEMA and offers information on what to do in an emergency until the initial first responders arrive. To register, complete the form at the link. <https://forms.office.com/g/iQkNPYmM3G>

Economic Vitality

Food Safety Training Course

In conjunction with the Health Department, a free full day course on food safety, sanitation, supply purchase, and customer service targeting mobile vending and events will be offered beginning in February with three date options. For more information, [see the registration page](#).



Sustainability

Green Communities Recognition

On November 22, the MA Department of Energy Resources held the first Green Communities Summit in Devens, MA that brought together representatives from the 298 Green Communities across the State. Municipalities can receive Green Communities designation by pledging to cut municipal energy use by 20% and meeting a series of criteria, including promoting renewable energy generation through zoning and expedited permitting, establishing an energy use baseline and reduction plan, implementing a fuel-efficient vehicles policy, and adopting high efficiency building codes. Concord was designated a Green Community in 2011 and achieved a 20% reduction in energy use in FY2023 compared to our 2011 baseline. Eric Simms (Sustainability Director) and Jess Porter (Assistant Town Manager/HR Director) attended the Summit and were pleased to accept a certificate of recognition on behalf of Concord for reaching this sustainability milestone. Thanks to all the Town staff, boards, committees, and residents who have contributed to forward-thinking policies and actions over the years that have made Concord a more energy-efficient and sustainable community, and a great place to live and work. Our municipal sustainability efforts serve as a great example for the entire Town!



Sustainability Roundtable

The second Sustainability Roundtable was held on Wednesday, December 11th and attracted approximately 40 participants at the CFPL Goodwin Forum and via Zoom. The

Roundtable is held biannually as an opportunity for continuing conversations and engagement with key sustainability stakeholders, including Town staff, board and committee members, and the general public. The Roundtable included some key Sustainability updates shared by Eric Simms (Sustainability Director), including efforts to conduct investment-grade energy audits for all of Concord's municipal buildings and pursue an Energy Savings Performance Contract to more efficiently manage current and future municipal building energy efficiency and operations needs. The event also featured a key Sustainability stakeholder – the Concord Municipal Light Plant. CMLP Director Jason Bulger shared some highlights of the ongoing efforts of CMLP that have helped Concord to make progress towards the goals outlined in the 2020 Sustainable Concord: Climate Action and Resilience Plan. Current and ongoing efforts included investing in local grid resilience through renewables energy and energy storage, redesigning rates, and successfully shifting to 100% carbon-free electricity seven years ahead of schedule. A recording of the Roundtable can be found [here](#).

Planning and Land

Management

Visitor Center/Tourism

Chanukah Celebration

On Wednesday December 11th, The Town of Concord held its 4th annual

Chanukah Celebration. The

event was held at the Harvey Wheeler Center for the first time this year. This proved to be a fortunate move as the weather was rainy and cold. Despite the challenging weather, over 100 were in attendance and much fun and light was had.

Kerem Shalom provided the musical entertainment, Concord Recreation provided crafts, with the Recreation and Visitor Center staffing the event. Minuteman Media Network



recorded, the Concord Bridge attended, Debra's Natural treated the crowd to amazing latkes, Sign language interpretation was provided for accessibility.



Coming Up

Family Tours will be offered December 23, 24, 26 and 27 and the Visitor Center is open

December 21-29 (closed only December 25, 2024), 9am to 4pm- For Holiday Shopping and Culture.

Health Department

The Health Division met with the Concord Behavioral Health Collaborative on Monday and two new positions were induced. The first is the Regional Prevention coordinator, Olivia Dufour, who is being paid through Concord's Opioid settlement monies. Olivia will work with our 7 member communities on substance use prevention. Second, Juliette Jay started as the Concord Community Clinician through Eliot Community Human Services. Juliette will serve all Concord residents ages youth-100+ as a therapist. This position will serve to help bridge the gap in immediate need for mental health services. Details of the referral process will be shared in the new year.

Police Department

Calls for Service

Thursday December 12th thru Wednesday December 18th, 2024

- LOG ITEMS: 560
 - TRAFFIC ENFORCEMENT: 38
 - MOTOR VEHICLE STOPS: 70
 - MOTOR VEHICLE CRASHES AND/OR PAPER EXCHANGES: 8
-

-
- ARRESTS: 4

12/13/2024 – Sgt. O'Connor graduated from a two-week First Line Supervisor course at Roger Williams University.

12/16/2024 – Chief Mulcahy updated the Board of Selectman on the preparations for the upcoming 250th Celebration on April 19, 2025.

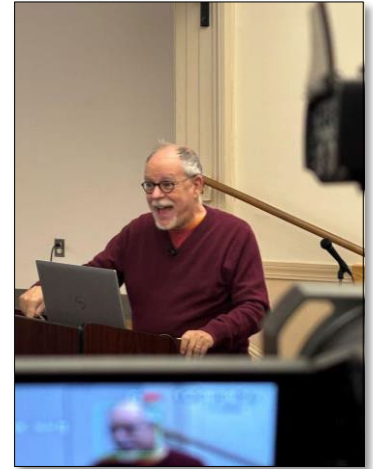
12/14/2024 – Captain Goldman attended a Workplace Violence Roundtable at Emmanuel College sponsored by the Middlesex County District Attorney's Office

Council on Aging

A "Wicked" Good Time at Harvey Wheeler



Gregory Maguire, author of "Wicked: The Life and Times of the Wicked Witch of the West" and Concord resident, paid a visit to the COA on Tuesday to an SRO house. An engaging speaker, creative writer, humorist and all-around nice guy, Gregory spoke about his childhood in Albany to his first explorations with the idea of evil. His now mega-worldwide thoughts were first



published in 1995, and the rest is history. Gregory was just back from a publicity tour and vowed the COA talk was his last speaking engagement ever. How lucky were Concord senior residents?

Highlights from 2024

In 2024 the COA Outreach team

- served **567** seniors
- with **996** office consultations
- **665** blood pressure clinic visits
- **162** home visits conducted by Outreach





The Concord Council on Aging had a new logo designed by Steve Bermundo

On Saturday, Oct. 5, Harvey's Treasure Chest Gift Shop organized the first-ever mega jewelry sale and garnered over \$8,000 for the COA's activities and programs. Jewelry is donated by the greater public who support Concord senior residents.





Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

5

Chair's Report

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Additional Information

Board Action

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



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

6

Discuss Select Board Liaison Reports

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Additional Information

Board Action

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

Economic Vitality Committee (12/18)

- The EVC will propose two warrant articles for sponsorship by the Planning Board. The first proposes: *In Commercial Districts, a change in use from one permitted use to a combined business/residence use that does not increase the square footage of the building shall not be required to provide additional off-street parking.*
This will remove excess parking requirements that can act as a barrier to economic development.
The second allows: *Accessory Retail Store: Sale and display of goods and merchandise on the premises as an accessory use to the principal industrial operation.*
- The Committee agreed to host the forum addressing “What does Concord mean by commercial development?” to be held January 29, 2025 at the Goodwin Room in the library starting at 6:00.
- They are also finalizing a survey to gauge business needs.

Finance Committee (12/18)

After thoughtful discussion, the FinCom voted 10-3 to recommend a final guideline of 2.79% which is somewhat higher than their preliminary guideline (2.44%) yet still under their projections for expected inflation (3.22%) and growth in nominal personal income (3.26%). Both the schools and the town manager **agreed to develop their final budgets within the guidelines.**

Much of the conversation was focused on finding cost savings by identifying efficiencies in operations. Avoiding overrides is an important FinCom goal and they reason that cost savings need to begin now to avoid one. Anthony Ansaldi presented data indicating that overrides are meeting resistance both locally and nationally.

A letter from FinCom Chair Eric Dahlberg is included herein that breaks down the guideline by budget unit. At this guideline, unused levy capacity is projected to be 2.99%; the impact on median tax bills should be demonstrated at the Jan 9 FinCom mtg.



Town of Concord

Finance Committee
22 Monument Square
Concord, Massachusetts 01742-0535

To: Kerry Lafleur, Concord Town Manager
Anthony Ansaldi, Concord Chief Financial Officer
Dr. Laurie Hunter, Superintendent, Concord Public Schools
Carrie Rankin, Chair, Concord School Committee
Julie Viola, Chair, Concord-Carlisle Regional School District Committee

From: Eric Dahlberg, Chair, Concord Finance Committee

Cc: Mary Hartman, Chair, Concord Select Board
Lois Wasoff, Vice Chair, Concord Finance Committee
Lyndsey Lis, Chair, Guidelines Subcommittee, Concord Finance Committee
Robert Conry, Assistant Superintendent of Finance & Operations, Concord Public Schools
James Catachio, Chair, Carlisle Finance Committee

Date: Friday, December 20, 2024

Re: Final Guideline for Fiscal Year 2026

At our December 19th meeting, the Concord Finance Committee voted 10-3 to set a final overall target of 2.79% for spending subject to guidelines for fiscal year 2026 (FY26). This translates to final guidelines for the individual budget units as follows:

Budget Unit	FY26 final guideline for spending subject to guideline, \$	FY26 final guideline, % change YOY versus FY25 approved
Concord Public Schools	\$47,632,091	2.40%
Concord-Carlisle Regional School District	\$23,957,154	3.48%
Town	\$33,678,889	2.85%
Total	\$105,268,135	2.79%

The attached spreadsheet details the calculations that yielded this final guideline.

We appreciate the commitments that town, CPS, and CCHS leaders made at our December 19th meeting to deliver FY26 budgets that meet the guidelines shown above. We also appreciate your commitment to redouble efforts to identify efficiencies across your respective organizations. In the near term, we look forward to understanding your progress in identifying efficiencies for FY26 at our public hearings on the budget articles in the spring and at Annual Town Meeting in June. Longer term, we would like to set an expectation that future budget cycles include milestones specific to identifying, quantifying, prioritizing, and implementing such efficiencies.

As always, we pledge to maintain an open, collaborative dialogue. Please contact me with questions anytime at EricRDahlberg@gmail.com or (617) 461-2737.

FY26 FINAL GUIDELINE WORKSHEET WITH DETAIL

Description:

VOTED ON AND APPROVED ON 12/19/24

Input – target for underlying operating costs:	CPS	CCRS	Town
	3.21%	2.60%	2.85%

Summary final guidelines	CPS not including MS Savings	Middle School Savings	CPS Net	CCRS	Town	Grand total spending subject to guidelines
FY25 approved at town meeting	\$ 46,515,714		\$ 46,515,714	\$ 23,150,489	\$ 32,745,639	\$ 102,411,842
FY26 operating unit forecast from October	\$ 48,373,028	\$ (500,000)	\$ 47,873,028	\$ 24,174,081	\$ 34,021,742	\$ 106,068,851
FY26 final guideline	\$ 48,132,091	\$ (500,000)	\$ 47,632,091	\$ 23,957,154	\$ 33,678,889	\$ 105,268,135
FY26 forecast vs FY25 approved, \$	\$ 1,857,314	\$ (500,000)	\$ 1,357,314	\$ 1,023,592	\$ 1,276,103	\$ 3,657,009
FY26 forecast vs FY25 approved, %	3.99%		2.92%	4.42%	3.90%	3.57%
FY26 final guideline vs FY25 approved, \$	\$ 1,616,377	\$ (500,000)	\$ 1,116,377	\$ 806,665	\$ 933,251	\$ 2,856,293
FY26 final guideline vs FY25 approved, YOY % change	3.47%		2.40%	3.48%	2.85%	2.79%
FY26 final guideline vs FY26 operating unit forecast, \$	\$ (240,937)	\$ -	\$ (240,937)	\$ (216,927)	\$ (342,852)	\$ (800,716)

CPS

		FY26 vs FY25	Notes:
CPS FY25 approved at town meeting	\$ 46,515,714		
CPS FY26 operating unit forecast	\$ 47,873,028	2.92%	
Middle School Savings	\$ (500,000)		
FY26 request not including Middle School Savings	\$ 48,373,028	3.99%	<i>Operating cost increase not including MS Savings</i>
CPS Tier 1 capital detail:			
FY25 FinCom estimate (FY26 number less 5% inflation)	\$ 323,000		
FY25 not including Tier 1 capital	\$ 46,192,714		
FY26 forecast for Tier 1 capital (two busses per year at \$170K each in FY26)	\$ 340,000		
FY26 not including Tier 1 capital or MS savings	\$ 48,033,028	3.98%	<i>Operating cost increase not including Tier 1 Capital or MS Savings</i>
CPS OOD tuition detail:			
FY25 forecast	\$ 1,688,746		
FY25 not including Tier 1 or OOD tuition	\$ 44,503,968		
FY26 forecast	\$ 1,857,620		
FY26 not including Tier 1, OOD tuition, or MS savings	\$ 46,175,408		
\$ forecasted increase in OOD Tuitions FY26 vs FY25	\$ 168,875		
% forecasted increase in OOD Tuitions FY26 vs FY25	10.00%		
FY26 request not including MS Savings, Tier 1, or OOD tuitions	\$ 46,175,408	3.76%	<i>This is the underlying forecasted operating cost increase, i.e., operating cost increase not including Tie</i>
FY26 at preliminary guideline target	\$ 45,934,471		
Plus: FY26 OOD tuitions	\$ 1,857,620		
FY26 at preliminary guideline target including OOD tuition increase	\$ 47,792,091		
Plus: FY26 Tier 1 capital	\$ 340,000		
FY26 at preliminary guideline target including OOD tuition and Tier 1 capital	\$ 48,132,091	3.47%	<i>Not including MS Savings</i>
Less: Middle School Savings	\$ (500,000)		
FY26 net preliminary guideline for CPS	\$ 47,632,091	2.40%	<i>Including MS Savings</i>
FY26 net preliminary guidelines for CPS vs requested amount	\$ (240,937)		

CCRS

		FY26 vs FY25	Notes:
CCRS FY25 approved at town meeting	\$ 23,150,489		
CCRS FY26 request	\$ 24,174,081	4.42%	
CCRS Tier 1 capital:			
FY25 FinCom estimate (FY26 number less 5% inflation)	\$ 323,000		
FY25 not including Tier 1 capital	\$ 22,827,489		
FY26 forecast for Tier 1 capital (two busses per year at \$170K each in FY26)	\$ 340,000		
FY26 not including Tier 1 capital or MS savings	\$ 23,834,081	4.41%	<i>Operating cost increase not including Tier 1 Capital</i>
CCRS OOD tuition detail:			
FY25 forecast	\$ 3,632,416		
FY25 not including Tier 1 or OOD tuition	\$ 19,195,073		
FY26 forecast	\$ 3,923,009		
FY26 not including Tier 1 or OOD tuition	\$ 19,911,072		
\$ forecasted increase in OOD Tuitions FY26 vs FY25	\$ 290,593		
% forecasted increase in OOD Tuitions FY26 vs FY25	8.00%		
FY26 request not including MS Savings, Tier 1, or OOD tuitions	\$ 19,911,072	3.73%	<i>Underlying forecasted operating cost increase, i.e., operating cost increase not including Tier 1 capital</i>
FY26 underlying operating costs at preliminary guideline target	\$ 19,694,145		
Plus: FY26 OOD tuitions	\$ 3,923,009		
FY26 at preliminary guideline target including OOD tuition increase	\$ 23,617,154		
Plus: FY26 Tier 1 capital	\$ 340,000		
FY26 net preliminary guideline for CCRS	\$ 23,957,154	3.48%	
FY26 net preliminary guidelines for CCRS vs requested amount	\$ (216,927)		

Town

		FY26 vs FY25	Notes:
Town FY25 approved at town meeting	\$ 32,745,639		<i>Operating costs not including Tier 1 capital</i>
Town FY26 request	\$ 34,021,742	3.90%	<i>Operating costs not including Tier 1 capital</i>
FY26 at preliminary guideline target	\$ 33,678,889	2.85%	
FY26 net preliminary guidelines for Town vs requested amount	\$ (342,852)		

Hugh Cargill Trust (12/17)

- CMLP will no longer provide funds to the trust based on a review of municipal finance laws.
- Annual Appeal being moved to Spring 2025.

Planning Board (12/17)

- Board voted to approve MBTA Communities Zoning Site Plan Rules & Regulations. Report to be submitted prior to year end.
- Board reviewed 300-310 Baker Ave proposal for change in driveway entrance, partial demolition of building, and installation of 54 parking spaces. Outside reviewers and developers are collaborating on peer review issues. Draft recommendation to ZBA to be reviewed at Jan 7th meeting.

Board of Assessors (12/19)

- Real estate tax bills for Q3rd were created in the new Munis program and are expected to be mailed by year end. The Real Estate Tax Exemption will appear as a deduction to the 3rd and/or 4th quarter amounts. With the average residential home value of 1,443,378 and a tax rate of \$13.26, the RTE for qualifying homeowners is \$1,913.92.

Liaison Report-Terri Ackerman-1/6/25

Public Ceremonies and Celebrations

- Nominations for Honored Citizen of the Year will be accepted until Jan 31. The nomination form can be found on the PCCC web page.
- PCCC will be recommending changes to the PCCC charge, and then asking to meet with SB for discussion/approval.

250th Executive Committee

- The United States Postal Service has announced 2 commemorative stamps for the 250th, featuring photos of the North Bridge. Please see attached photo. Thanks to Mike Lawson, who has been pursuing this for several years.
- Fund-raising on the Town 250th web page has brought in \$78,000 to date (including \$50,000 from Middlesex School).
- 55 events/activities have been planned and funded so far.
- The April 19 parade will have 50 marching units.
- Following the parade, on the afternoon of April 19, events will be held at these locations: (Stay tuned for details)
 - National Park Visitor Center
 - Concord Museum
 - 51 Walden
 - Masonic Lodge
 - Scout House
 - Old Manse
 - First Parish Church
- The MBTA Commuter rail will run hourly from 4:45 AM to 10 PM from Boston to Acton on April 19. No bicycles will be allowed. Additional bus service has been requested. The Concord Depot will temporarily be made handicapped accessible.
- HDC has approved the siting of benches for the 250th celebration, as described by Mimi Grainey at a recent SB meeting.
- A free quilt exhibition will be held March 22/23. Quilt submissions are due by Jan 15. Details at quiltersconnection.org/Quilts250.html
- Members of the 250th Executive Committee continue to meet regularly with:

Business community
Faith community
Inter-municipal planning group

Permanent Memorial Subcommittee of the 250th

- There are 2 projects for the Permanent Memorial. The Tree Planting project is well underway. The construction of a structure is not designed yet, and will not be ready before April 19, 2025.
- Beth Van Duzer of the Concord Museum has conducted extensive research and discovered the names of 19 of Concord servicemen who died defending our nation in the Revolutionary War.
- Opinions differ on who, where, and how to create the Memorial. Specifically, do we emphasize servicemen who gave their lives, traditional leadership, diverse representation, or all of the above; should the memorial be in Parcel 1693, another part of Monument Square, or somewhere else; and how much green space versus constructed monument should there be.
- The Subcommittee will be spending the next 6 months in an intensive public engagement project to take another look at the Statement of Purpose for the Permanent Memorial, explore design alternatives, decide whether to include the recently discovered 19 names, reconcile the subcommittee's role for the Memorial versus the 250 Corporation's role, and consider an article for 2025 Town Meeting to get a sense of the Town for the Permanent Memorial.
- Beginning January 9, the Subcommittee will hold weekly hybrid meetings and the public is encouraged to attend.

HFAC

- I attended the first live meeting of HFAC since Covid. It was held at the Hanscom air terminal and followed by a lovely holiday celebration.
- The Hanscom Field Advisory Commission has been developing a website. It is available at <https://sites.google.com/view/hfac>

Middle School Building project: Construction continues to be on track, The first day of operation in February 24, moving will occur February 14-21. The last set of change orders has been resolved for the Winter conditions issue. This related to additional cost incurred because the project started slightly later than planned resulting in extra expenses for temporary heating etc. The resolution of this issue is well within the constraints of the construction contingency funding.

Warners Pond Task Force Has begun the process of comparing the merits of each written proposal, also developing an agenda for a public meeting, probably in February.

MCI Concord - RFP for concept planning, economic and market analysis and proposed zoning has been issued, responses are due January 27. Also, we have a response due in February to the State's offer of the Wastewater Treatment Facility. I recommend that we schedule a session with the DPW Director, Advisory Board to be briefed and consider a strategy for responses. This would probably work best in executive session since it is land acquisition.



Concord Select Board Meeting

AGENDA ACTION REQUEST

Monday, January 6, 2025

7

Open Public Hearing: Tree Decision Appeal 183 Hubbard Street project

Requested by: SB Chair

Action Sought: Open Public Hearin

Proposed Motion(s)

Motion: Tree Appeal

Public Hearing: Tree Decision Appeal 183 Hubbard Street project

Additional Information

Presenters: Lynn and Kevin Duffy, property owners; Erik Shaw, Tree Warden

Board Action

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

CONCORD PUBLIC WORKS
HIGHWAY & GROUNDS OFFICE
133 Keyes Road
Concord, MA 01742

Tel: (978) 318 - 3220
Fax: (978) 318 - 3204



DATE: November 18, 2024

MEMORANDUM

TO: Concord Selectboard Members

VIA: Kerry LaFleur, Town Manager
Alan H. Cathcart, Director of Public Works
Aaron Miklosko, Highway & Grounds Superintendent

PREPARED BY: Erik Shaw, Assistant Highway & Grounds Superintendent, Tree Warden

SUBJECT: **Public Shade Tree Removal – Request 183 Hubbard Street**

Concord Public Works periodically receives formal requests for the removal of public shade trees throughout the year, which are reviewed and managed through the Town's appointed Tree Warden. For each request, the Tree Warden adheres to *MGL CH 87 Section 3: Cutting of Public Shade Tree; Public Hearing; Damages to Fee Owner & MGL CH 87 Section 4: Cutting down or removing public shade trees; approval of Selectmen or Mayor*, which governs activities relating to the cutting or removal of public shade trees.

Public shade tree removal requests may also be made directly to the Selectboard per *MGL CH 87 Section 4: Cutting down or removing public shade trees; approval of Selectmen or Mayor*, who may issue a permit to remove a public shade tree.

Lynn & Kevin Duffy, property owners at 183 Hubbard Street, contacted the Tree Warden and requested the removal of a public shade tree (4 DBH Elm Tree) located along their property on Thoreau Street in Concord, MA. A Public Shade Tree Hearing was held on Tuesday September 10, 2024, at 10:00am at the location of the tree. During the tree hearing, an attendee objected to the removal of the tree. In accordance *MGL CH 87 Section 4*, the Tree Warden denied the request.

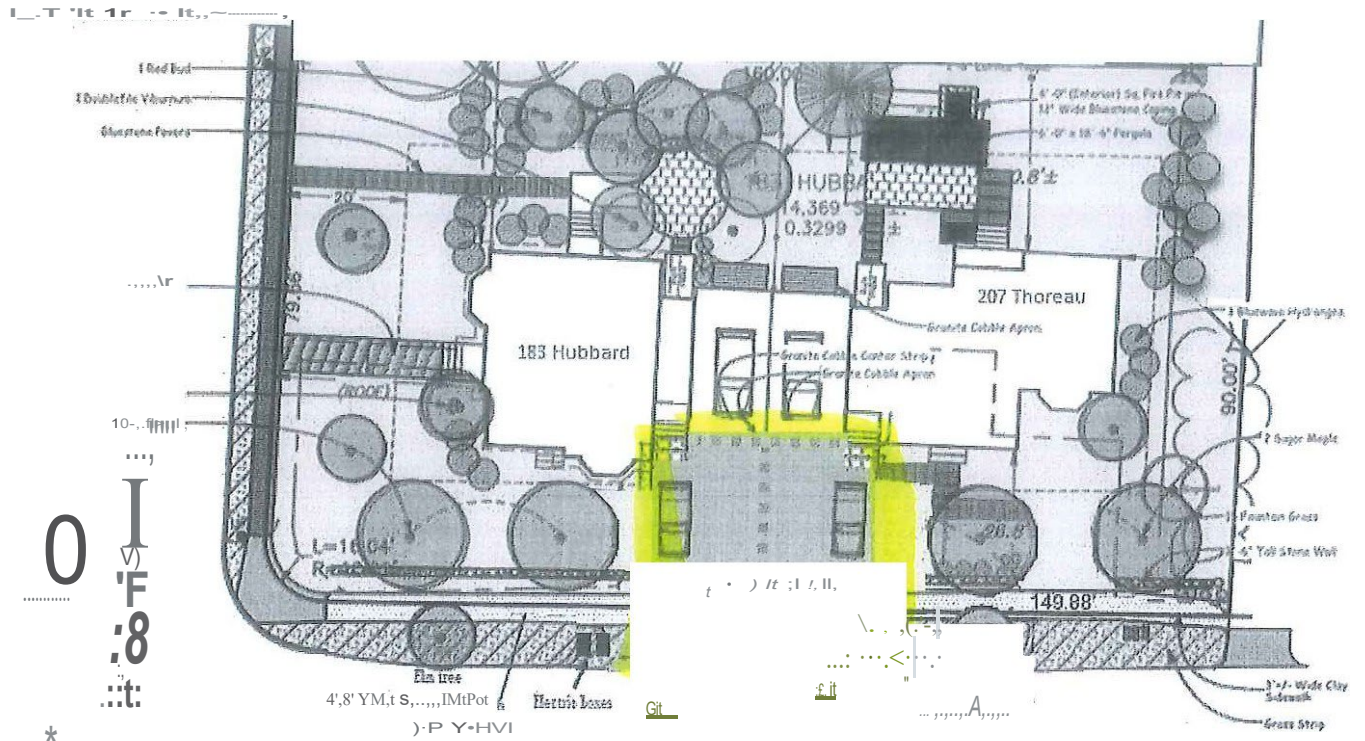
The applicant is now seeking a permit from the Selectboard for the removal the same public shade tree, previously denied at the September 10, 2024 Public Shade Tree hearing.

The tree being requested for removal is a newly planted Elm tree (date). In the opinion of the Tree Warden, this tree could be replanted in a nearby location under their direction. If the removal permit is approved by the Selectboard, the tree would relocate by CPW who will bear the cost of all associated work.

MGL CH 87 Section 4: Cutting down or removing public shade trees; approval of Selectmen or Mayor, "Section 4. Tree wardens shall not cut down or remove or grant a permit for the cutting down or removal of a public shade tree if, at or before a public hearing as provided in the preceding section, objection in writing is made by one or more persons, unless such cutting or removal or permit to cut or remove is approved by the selectmen or by the mayor."

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Tree hearing Notes – 183 Hubbard

Public Shade Hearing was conducted on Tuesday September 10th 2024 at 10:00am with Erik Shaw (TW), Jeff Koranda, Aaron Miklosko (DTW), Mark Gailus (resident), Tanya Gailus (resident), and Kevin Duffy (property owner/resident) present at the tree location. Tanya Gailus asked why the tree needed to be removed. Erik Shaw explained that the property owner had requested removal of the tree as part of a construction project to allow for a new driveway and that the tree would be transplanted to a nearby location, if removal is approved. Tanya Gailus verbally objected to the removal of the tree on the basis that the construction moved forward without the tree hearing having been conducted prior to work commencing. Erik Shaw determined that tree could not be removed based on this objection and the hearing was concluded at 10:17AM. The property owner has requested an appeal with the select board for the removal of this tree. (ES) 9/10/24.

For clarity, Tanya Gailus did not provide a written objection to the removal of the tree, but did verbally communicate at the time of the hearing that she was opposed to the removal of the tree. She followed up with an email to me at 11:21am confirming her objection and asking additional questions about the notification process. Technically, we did not have written objection at the time of the hearing. However, the past practice has been for members of the community to formally object in person or in writing and the tree is not removed. No other written objection was received.

Ad Preview

9/10/24 TREE HEARING
LEGAL NOTICE
Tree Removal Hearing
Tuesday – September 10th
at 10:00AM
183 Hubbard Street,
Concord, MA

In accordance with MGL 87,
Section 3, a Public Shade
Tree Hearing will be held in
Concord, MA to consider the
removal of the following
tree:

(1) 4" DBH Jefferson Elm
located at 183 Hubbard
Street

Any person wishing to
comment on this proposed
action is invited to attend the
Hearing or to contact the
Tree Warden by telephone, e-
mail or written statement at
least 24-hours prior to the
Hearing.

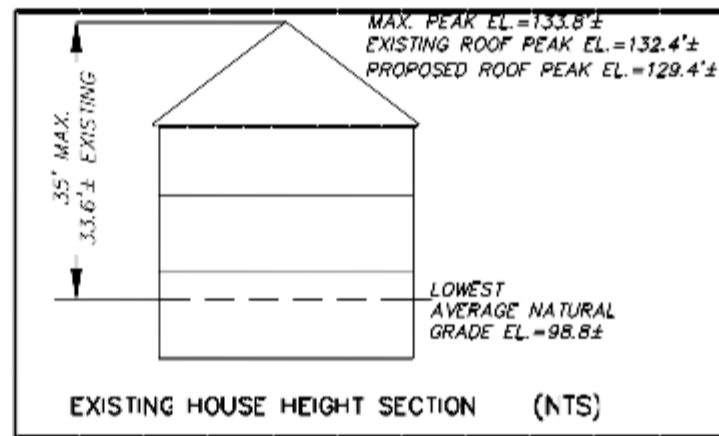
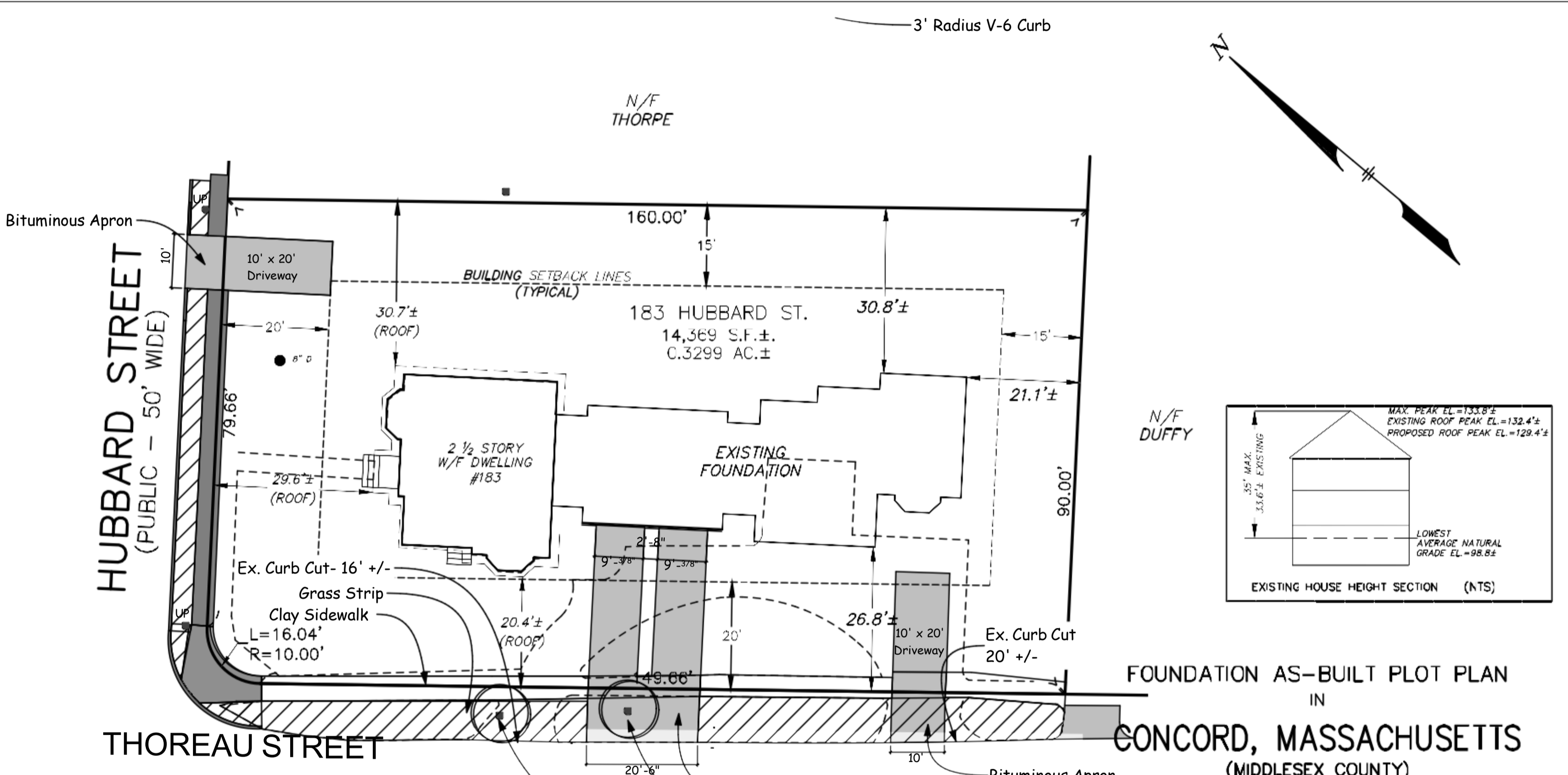
Tree Warden
Concord Public Works
135 Keyes Road
Concord MA 01742
978-318-3220

#10491759
Concord Journal 8/29, 9/5/24

Part I	ADMINISTRATION OF THE GOVERNMENT
Title XIV	PUBLIC WAYS AND WORKS
Chapter 87	SHADE TREES
Section 4	CUTTING DOWN OR REMOVING PUBLIC SHADE TREES; APPROVAL OF SELECTMEN OR MAYOR

Section 4. Tree wardens shall not cut down or remove or grant a permit for the cutting down or removal of a public shade tree if, at or before a public hearing as provided in the preceding section objection in writing is made by one or more persons, unless such cutting or removal or permit to cut or remove is approved by the selectmen or by the mayor.

Residence
183 Hubbard Street
Concord, MA



FOUNDATION AS-BUILT PLOT PLAN
IN
CONCORD, MASSACHUSETTS
(MIDDLESEX COUNTY)

FOR: **DUFFY**
SCALE: 1"=20' AUGUST 26, 2024

STAMSKI AND MCNARY, INC.
1000 MAIN STREET ACTON, MASSACHUSETTS
ENGINEERING - PLANNING - SURVEYING

(5557.AB.FNDN.dwg) 183 Hubbard Street SM-5557

THE LOCATION OF THE EXISTING DWELLING AND THE EXISTING FOUNDATION ON THIS PROPERTY CONFORMS WITH THE ZONING BYLAW (DIMENSIONAL SETBACK) OF THE TOWN OF CONCORD, MASSACHUSETTS AND THEY ARE NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE AS SHOWN ON FLOOD INSURANCE RATE MAP; MIDDLESEX COUNTY, MASSACHUSETTS; MAP NUMBER 25017C0378 F DATED: JULY 7, 2014.

8/27/24 *Joseph March*
DATE REGISTERED PROFESSIONAL LAND SURVEYOR

fisher design group
www.fisherdesigngroup.com
Concord, MA 01742
978.366.5713
Site Planning | Planning | Landscape Architecture | Urban Design

Date: October 23, 2024
SCALE: 1"=10'

Sheet D-1.01

Driveway Plan

Concord Public Works Construction and Tree Protection Standard Operating Procedures¹

Need:

Just as roads, sidewalks, water, sewer, gas, electric and stormwater infrastructures provide essential transportation and utility functions, roadside trees provide important community benefits. As critical components of our green infrastructure, community trees help reduce stormwater flows, mitigate flooding, filter the air, reduce heating and cooling costs, add to property values, enhance community character, and beautify the landscape.

Unlike manmade infrastructure, trees, once damaged, cannot be repaired or replaced, only re-grown. Unfortunately, construction damage to trees is not always obvious or immediately evident. So to avoid costly losses, trees need carefully planned and appropriate protection during municipal or private construction in the public way.

Public Shade Trees²:

- All trees located within the public way or planted with public funds and property owner approval within 20 feet of the public way are defined as public shade trees.
- In Concord the Tree Warden³ and Engineering Division are primarily responsible for the care, control, and protection of all public shade trees, and are empowered to enforce state and local tree protection laws. Maintenance of public shade trees is the responsibility of property owners (setback plantings) and CPW's Park & Tree staff (ROW plantings).
- No person may plant, trim, cut or remove a public shade tree without the prior permission of the Tree Warden and Engineering Division. This control includes the cutting of roots during construction.
- Non-emergency public shade tree removals require public notice and a public hearing. Tree removals due to emergency or immediately hazardous conditions do not require postings or hearing but do require the prior approval of the Tree Warden.

Protection Coordination:

- All non-emergency construction and excavations in the right of way require a ROW permit administered by the CPW Engineering Division (Division).
- Depending on the type and location of work, the Division will refer potential tree impacting work to the Tree Warden (private projects) or help coordinate the project with the Tree Warden (municipal projects).

¹ Massachusetts Urban Forestry Program "The Citizen Forester" December 2004. Also see "Public Shade Trees Standard Operating Procedures" Concord Public Works, that emphasizes the importance of planting "the right tree in the right place". The goal is that Concord's trees will develop to their desired shape, fulfill their design intent, and live to their normal life expectancy a safe distance from pipes, wires, roads, walks, drains, curbing, driveways or other manmade infrastructure.

² Public Shade Trees in Concord are administered in accordance with MGL Chapter 87 and Town Bylaw.

³ For the purpose of this SOP the term Tree Warden will mean the Town Tree Warden or the Deputy Tree Warden.

- Municipal construction contracts impacting public shade trees should incorporate Tree Protection safeguards in the contract specifications and be highlighted in both the pre-bid and pre-construction meetings as well as be enforced throughout the mobilization, construction, and post-construction clean-up process.
- Based on the scope, location of work, or tree(s) involved, a site visit may take place with the Division, Tree Warden, and project managers to discuss the type of work to be completed and to develop appropriate tree protection strategies.
- The protection plan will become part of the ROW permit conditions.
- For municipal projects the goal to minimize the need for individual Tree Warden site visits and prior approvals as use of these guidelines becomes common practice. This can be done by the issuance of Comprehensive Tree Protection Permits.

Guidelines:⁴

A. Root Protection:

- Steps should be taken to protect the “critical root zones” of public shade trees.
- The radius of the “critical root zone” is determined by multiplying the diameter of a tree in inches, by feet. In other words, a 10-inch diameter tree will have a 10-foot radius “critical root zone.” When possible, protection should be provided beyond the dripline of the tree. Be aware that more mature trees need more protection.
- In special cases the “critical root zone” should be delineated before construction by marking the zone’s perimeter.
- To prevent soil compaction within this protected zone, there should be no non-essential activity. Construction backfill material, construction stockpiles of material, and utility structures should not be stored (or construction equipment parked) in or around the bases of existing trees or within the protected zones.
- Note that roots do not usually grow under existing paved roads. However care should be taken during excavation/trenching especially in the “critical root zone”.
- Roots do grow under sidewalks and can cause safety issues when they push up the sidewalk surface. Whenever necessary sidewalk restoration should ramp the walk over the roots and/or the walk should be routed away from the tree(s) in question. No roots should be cut for sidewalk work without the prior approval and guidance of the Tree Warden or via a comprehensive permit.
- New paved sidewalks must allow breathing space for tree roots in consultation with the Tree Warden.
- Curb cuts should not be closer than 5-feet from the trunk of the tree (minimum standard).
- Construction should avoid any kind of trenching or soil disturbance close to the trunk of the tree.

⁴ **The importance of roots and bark:** Roots and bark are two vital organs for trees. Roots take up water, oxygen and nutrients, and provide stability. The bark protects the cambium, directly under the bark, which transports water, food and nutrients to the rest of the tree. If these are damaged, the tree will decline and may die.

- 90% of the tree’s roots are in the top 2-feet of soil.
- More than 50% of the active feeding roots are outside the “drip line” of the tree. Roots usually spread out a distance equal to the height of the tree.
- Trenching, compaction and grade changes kill roots.
- The cambium serves as the tree’s vascular system.

- If trees are in full leaf during the construction phase, watering and fertilizing within the “zone of protection” may be required in certain circumstances.
- Extraordinary mitigation efforts may be required for designated landmark trees as determined by the Tree Warden in consultation with the Director.

B. Bark Protection:

- By protecting the “critical root zone” the bark will also be protected.
- Wooden tree guards shall be placed around the trunks of trees in the work zone as necessary to protect the bark from inadvertent damage and to alert the equipment operator of the importance of working cautiously around trees.

C. Protection against changes in grade:

- Changes in grade can be as damaging to tree roots as cutting, trenching or soil compaction, and may eventually lead to tree decline and death. Care should be taken to make sure that the grade is not changed within the identified tree protection zone.
- Care should be taken to inspect and restore any changes in grade that result from road re-grading.
- The Tree Warden should be consulted as necessary.

D. Protection of Tree Canopy:

- If the project requires the use of equipment that is of such a height or size that the overhead tree canopy may be damaged in any way, the project manager should consult with the Tree Warden prior to commencing work. The Tree Warden will assist the project manager in determining what preventative pruning is necessary and whether the work can be done by CPW crew or privately.

E. SOP Review

- This Standard Operating Procedure shall be reviewed and modified as necessary within 12-months of its adoption and from time-to-time as needed after that.

1-06-06



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

8

**Discuss and Vote to Approve Grant of Location:
Comcast to install new coaxial cable from Pole #17 on Baker Avenue
to Pole #13 on Baker Avenue Extension**

Requested by: SB Chair

Action Sought: Approval

Proposed Motion(s)

Motion: To Approve Grant of Location: Comcast to install new coaxial cable from Pole #17 on Baker Avenue to Pole #13 on Baker Avenue Extension

Additional Information

Board Action

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



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

July 22, 2024

Shannon McAndrew
Executive Assistant to Select Board
Town Manager's Office
22 Monument Square
Concord, MA 01742

RE: Petition for Grant of Location for 86 Baker Avenue Extension, Concord, MA

Dear Shannon:

Enclosed please find Comcast's Petition for Installation of Cable in order to provide service to 86 Baker Avenue Extension. I have also enclosed a draft Order. Please advise when the Board will be able to hear us on this matter.

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

Sincerely,

Catherine Maloney

Catherine Maloney, Senior Manager of Government & Regulatory Affairs
Comcast

PETITION FOR INSTALLATION OF CABLE

Concord, Massachusetts

7/22/24

To the Select Board of Concord, Massachusetts:

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

- *Baker Avenue and Baker Avenue Extension*

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

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

By: *Catherine Maloney*

Print name: Catherine Maloney

Title: Sr. Manager of Government and Regulatory Affairs

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

ORDER FOR INSTALLATION OF CABLE

In Select Board of the Town of Concord, Massachusetts

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

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

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

Overlash an additional cable to the existing Comcast network from utility pole #17 Baker Avenue to utility pole #13 Baker Avenue Extension. This request is to provide service to the occupant(s) of 86 Baker Avenue Extension. All work to be done in accordance with the Town's order of conditions.

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

- *Baker Avenue, Baker Avenue Extension*

I hereby certify that the foregoing order was adopted at a meeting of the Select Board of the Town of Concord, Massachusetts held the _____ day of _____, 2024.

Clerk of Select Board

We hereby certify that on _____, at _____ o'clock _____, at

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

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

Select Board of the Town of Concord, Massachusetts

CERTIFICATE

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

Attest: _____
Town Clerk

Date: December 11, 2024

To: Andrea Fountain, Town Manager's Office, Executive Assistant to the Select Board

Via: Jason Bulger, CMLP Director

Via: Joe Repoff, CMLP Assistant Director

From: Jeffrey Cosgrove, CMLP Lead Electrical Engineer

Cc: Steven Dookran, CPW Town Engineer

Cc: Justin Richardson, CPW Assistant Town Engineer

Subject: Petition of Comcast of Massachusetts III, Inc. for a Grant of Location on sections of Baker Ave and Baker Ave Ext

This memorandum is to provide comments to the Select Board on the petition for a Grant of Location filed by Comcast of Massachusetts III, Inc. on portions of Baker Ave and Baker Ave Ext. The applicant is proposing to overlash an additional cable to Comcast's existing network encompassing the following sections of roadway as noted below; reference plan titled "Aerial Cable Placement Request, 86 Baker Ave Ext, Concord MA".

- Baker Ave: Pole #17 Baker Ave to Pole #13 Baker Ave
- Baker Ave Ext: Pole #13 Baker Ave to Pole #13-6 Baker Ave Ext

It should be noted that Comcast intends to install the last segment of cable between Pole 13-6 Baker Ave Ext and 86 Baker Ave in existing underground conduit. The Concord Municipal Light Plant (CMLP) has met with Comcast on site to review the application and plans and has no objection to the approval of the petition subject to the following conditions which are supplemental to Concord Public Works requirements:

1. Prior to construction, the applicant must complete a pre-Hearing site visit with the Concord Municipal Light Plant to review work to be completed.
2. The new aerial cable shall be installed using common industry standards and shall be set substantially at the points indicated on the plan filed with the petition. Specifically, the new aerial cable must be installed between utility poles 17 Baker Ave and pole 13-6 Baker Ave Ext. Minimum separation and clearance requirements as described by the most recent National Electric Safety Code must be maintained between the proposed aerial cable and existing overhead facilities.
3. The Applicant must complete any applicable transfer work between old and new utility poles along this section of roadway during installation. Should any issues arise it is the responsibility of the Applicant to coordinate with CMLP.
4. As-built plans must be provided to the Concord Municipal Light Plant Engineering Division prior to the final closeout of the project.

**133 Keyes Road
Concord, MA 01742**



DATE: 09/20/2024

MEMORANDUM

**TO: Andrea Fountain Executive Assistant to the Select Board
Shannon McAndrew, Management Analyst**

VIA: Alan Cathcart, Director of Public Works

FROM: Stephen Dookran PE, Town Engineer

PREPARED BY: Justin Richardson, PE, Assistant Town Engineer

**SUBJECT: Comcast to install new coaxial cable from Pole #17 on Baker Avenue
to Pole #13 on Baker Avenue Extension**

This memorandum is to provide comments to the Select Board on the petition for a Grant of Location filed by Comcast of Massachusetts III, Inc. on Baker Avenue and Baker Avenue Extension. The applicant proposes overlashing an additional cable to the existing Comcast network from utility pole #17 Baker Avenue to utility pole #13 Baker Avenue Extension. This request is to provide service to the occupant(s) of 86 Baker Avenue Extension. Concord Public Works (CPW) Engineering Division has reviewed the Grant of Location petition dated July 22, 2024, and has no objection to the approval of the petition subject to the following conditions.

1. Prior to construction, a letter of approval from CMLP allowing the proposed construction on their infrastructure with specific installation conditions must be obtained.
2. Prior to construction, the applicant must complete a site visit with CPW to review work to be completed. CPW shall be notified at least 24 hours prior to the start of construction.
3. The applicant must remove any infrastructure including existing utility poles deemed obsolete because of this project.
4. As-built plans must be provided to the CPW Engineering Division prior to the final closeout of the project.
5. The Applicant will remove the new coaxial cable and appurtenances upon completion of their service life.
6. A Right-of-Way (ROW) permit application shall be submitted to CPW with stamped constructions plans. No work shall commence until CPW has completed its review and provides ROW Permit approval to the Applicant.
7. A traffic management plan shall be submitted to the Concord Police Department Traffic Safety Officer, Concord Fire Department and the CPW Engineering Division



for approval. This should include sidewalk closures and alternative pedestrian routes around the construction.

8. The Applicant shall notify emergency services, the school district, the post office, CPW Solid Waste for trash pickup services via email one week prior to the start of construction. The applicant shall also notify neighborhood residents with door hangers prior to the start of construction.
9. The Applicant and its Contractor, if applicable, shall adhere to the CPW Construction and Tree Protection Standard Operating Procedures including the protection of public shade trees: “No person may plant, trim, cut, or remove a public shade tree without the prior permission of the Tree Warden and Engineering Division. This control includes the cutting of roots during construction.” The contractor shall be responsible for installing wooden tree guards with orange snow fencing on public shade trees located within the work zone.



**TOWN OF CONCORD
SELECT BOARD**

PUBLIC HEARING NOTICE

Notice is hereby given that a Public Hearing will be held at the Town House in the Select Board Meeting Room, 22 Monument Square, Concord, MA on Monday, January 6, 2025 at 6:00 PM, upon the petition of Comcast of Massachusetts to Install Cable in order to provide service to 86 Baker Avenue Extension.

Overlash an additional cable to the existing Comcast network from utility pole #17 Baker Avenue to utility pole #13 Baker Avenue Extension.

- 86 Baker Avenue Extension

The petition was filed with the Select Board on July 22, 2024

This request is to provide service to the occupant(s) of 86 Baker Avenue Extension. All work to be done in accordance with the Town's order of conditions.

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



By Order of the Select Board Clerk



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

9

**Discuss and Vote to Approve Flag Raising
Policy Update**

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Discuss and Vote to Approve Flag Raising Policy Update

Additional Information

Board Action

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

Amended by Vote of SB: 12/13/93

Revised: 06/99

Revised: 06/05/23

Revised:

1/XX/2025

Town of Concord

APP # 16

Flag Raising Policy

1. Purpose

This policy establishes guidelines for flying flags on Town property, specifically (1) the flags of the United States of America, the Commonwealth of Massachusetts, the Town of Concord, and branches of the U.S. Military ("Federal, State and Local Flags"); (2) the flags of the United Nations and Sister Cities ("International Flags"); and (3) flags for other nations, parades, holidays, and celebrations ("Ceremonial Flags").

In adopting this policy, the Select Board declares that flagpoles owned or maintained by the Town of Concord are not intended to and do not serve as a forum for free expression by the public, but rather as a forum for the display of governmental and nongovernmental flags authorized by the Select Board, either as required by law or as an expression of the Town's official governmental speech and policy sentiments.

2. Policy

Flags exhibited from Town-owned property shall be displayed in conformance with "Our Flag" <https://www.govinfo.gov/content/pkg/CDOC-108hdoc97/pdf/CDOC-108hdoc97.pdf>

Federal, State and Local Flags

1. The Town, at the Town Manager's discretion, may fly the following flags daily on permanent Town flag poles: the American flag (current or official historic), the Commonwealth of Massachusetts flag, official flags of the U.S. Military, the Town of Concord flag and the POW/MIA flag.
2. The Town, at the Town Manager's discretion, may fly American flags (current or official historic) on flag holders attached to Town light poles or other temporary poles during federal and state holidays, Flag Day and Concord's Birthday.
3. Only the American flag in the center of Town shall be lowered to half mast, unless otherwise determined by the Town Manager (see Flag Raising and Lowering section below).
4. The Town, at the Town Manager's discretion, may fly the Gold Star flag on the Town Goldenrod Hill Cemetery flagpole on Gold Star Mother's Day.

International Flags

1. The Town, at the Town Manager's discretion, may fly Concord Sister City flags on Concord Townhouse railings and/or temporary poles during related visitations and events.

Ceremonial Flags

As an expression of the Town's official government speech, the Select Board may authorize the display of a Ceremonial Flag below the American flag on the Town center flagpole. The Town may fly Ceremonial Flags and authorize flag raising events to commemorate nationally recognized celebrations, days of observance, or other events which reflect the Town's official sentiment, as determined by the Select Board.

1. The Select Board shall consider the display of a Ceremonial Flag only when the request is sponsored by a Select Board member and is associated with a town celebration or proclamation. The Select board will confirm approval by a formal vote at a scheduled public meeting.
2. Ceremonial Flags are intended to be flown for one day. Same day removal will be subject to availability of staff resources and equipment. The Ceremonial Flag must be no larger in any dimension than the American flag flown above it. The flag shall only be raised and lowered by the Fire Department in accordance with this policy.
3. A Ceremonial Flag, or funding for such purchase, may be donated to the Town, or purchased at the Town's expense with Town Manager approval, subject to the availability of funds, and subject to all applicable laws regarding donations and appropriations. The Town Manager shall ensure that ceremonial flags are made available 48 hours before the scheduled flag raising. The Town shall own all such flags.
4. **[In addition to the town center flagpole, the Town, with the approval of the Select Board, may fly Ceremonial flags on flag holders attached to Town light poles. Light pole flags must be no larger in any dimension than 3'x5', with poles not greater than 6' in length and 3/4" in diameter.]**
5. Any request to display a flag shall be made in writing by a Select Board member at least 30 days in advance of the requested date for flying a flag. Requests should be forwarded to the Town Manager and presented to the Select Board by the Town Manager. Requests include the following information:
 - a) Requested date for display of the flag
 - b) Explanation or purpose of the request, including any local, national or international affiliation, and brief history including, where appropriate, links to relevant websites or organizations explaining the history of the flag.
 - c) Whether the requesting Select Board member intends to hold a flag-raising ceremony

- d) The proposed source of funding for flag acquisition by the Town.

Flag Raising and Lowering

The Fire Department will be responsible for the lowering and raising of the American flag in the center of Town, and any Ceremonial Flags on the flagpole per the policy described above.

The American flag in the center of Town shall be lowered to half-staff on any day:

1. When an elected Town official who dies during a term of office has a service or is buried in Concord;
2. When any former Select Board member has a service or is buried in Concord;
3. When any veteran or member of the armed forces has a service, or is buried, in Concord;
4. When any memorial exercises are held in Concord for any member of the armed services buried on foreign soil;
5. When any Honored Citizen has a service or is buried in Concord;
6. When any citizen with a record of significant service or contribution to the Town has a service, or is buried, in Concord;
7. On those holidays and occasions so designated by the State or Federal government;
8. On other occasions when appropriate in the determination of the Town Manager.

The Town will lower flags in town cemeteries for funerals related to situations 1 through 8 above. Flags will be lowered to half staff on Memorial Day in Town cemeteries, Kenny Dunn Square, Rideout and the War Memorial in Concord center.

In addition, on days of community mourning the Town Manager may order that all flags on Town property be placed at half-staff.

Flag Procedures

1. For occasions listed under items 1 through 5 and 7 under the Flag Raising and Lowering policy statement, the Fire Department shall lower the American flag upon notification of a service or burial by a Town official, the clergy, funeral directors, or citizens-at-large.
2. For situations covered by items 6 and 8 under the Flag Raising and Lowering policy statement, the Fire Department shall lower the American flag upon notification by the Chair of the Select Board, or the Town Manager.
3. Only the American flag in the center of Town shall be lowered, unless otherwise determined by the Town Manager.
4. The Fire Department shall maintain a log of all American flag lowering. The log shall show the date, name of the individual, and how the

individual qualified under the policy.

Distribution: All Department Heads
All Committee and Board Chairpersons

DRAFT



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

10

**Discuss and Vote to Approve Tax Relief
Task Force Charge DRAFT**

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Discuss and Vote to Approve Tax Relief Task Force Charge DRAFT

Additional Information

Board Action

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

**Town of Concord
Tax Relief Task Force
Charge**

Background and Purpose

Preserving affordability and allowing residents to remain in their home is a key priority for the Select Board. Prior to FY 2024, the Town of Concord provided a variety of Property Tax Relief programs to Concord homeowners, the majority of which supported residents aged 60 and over. In November 2023, the Select Board adopted a 10% Residential Tax Exemption (RTE) for fiscal year 2024, which provided a fixed value reduction off the property assessment of qualified taxpayers. The RTE results in a proportionately greater benefit to lower valued homes, in contrast to higher valued homes and property owners not qualifying for the exemption. The Select Board's goal in adopting the RTE was to support *economic diversity and allow elderly residents to continue living in Concord*. The Select Board reapproved a 10% RTE for FY 2025 and agreed that a task force should be formed to define criteria to evaluate the existing RTE program and explore improvements and/or alternate ways to provide tax relief under existing state law.

Responsibilities of the Task Force

The Select Board acknowledged that while there were positive and negative impacts of the RTE implementation, the goal of the RTE program would only be realized overtime. The task force is charged with identifying criteria and associated metrics to evaluate the benefits of the RTE and whether the goals of the program are being achieved. The task force will need to:

- Quantify the effects of adopting the exemption on residents, landlords, prospective homeowners, and developers. Include consideration for the impact to renters in multi-family and larger apartment complexes.
- Characterize the fairness issues associated with the implementation and metrics that represent benefits and potential new hardship.
- Identify trends in real estate transactions and whether a disproportion change in home sales has occurred among lower vs. higher valued homes. The task force should consider outreach to real estate agencies to identify trends in house sales associated with affordability.
- Research/quantify whether the RTE has resulted in a change in requests and/or approvals to other tax relief programs.
- Outreach to other Massachusetts towns with RTE implementations to identify criteria used for annual reassessment and approval.

In addition, the task force is charged with the evaluation of the existing tax relief programs and making recommendation to the Select Board on options and/or modifications to the terms of the exemptions that might improve access to property tax relief to elderly and lower income residents. This may include

- Research the terms of tax exemptions available to senior citizens under Massachusetts General Law Chapter 59, Section 5, Clauses 41, 41C and 41C ½. Evaluate whether the

Town should consider adopting the provisions of Clause 41C ½ and make associated recommendations related to the amount of exemption.

- Evaluate whether existing property and/or asset limitations are constricting access to relief under the Town's senior means tested exemption program. Research differences with other MA Towns and propose recommendations for changes.

Deliverables

By the end of *January 2026*, provide a written report to the Select Board of the committee's findings and recommendations. Ideally the report will contain a model of validated metrics for assessing the impact of the RTE, which can be measured and tracked annually. The committee should provide an interim update in September 2025, including any recommendations related to adoption of a senior tax exemption under Clause 41C ½.

Membership

The task force will be composed of seven citizen voting members, appointed by the Select Board. A member of the Assessor's office staff will be appointed to the task force as a non-voting member. The committee shall elect a chair and a committee clerk who will be responsible for maintaining the record of the committee's discussion, votes and actions. All members will serve until the task force completes its work and submits a written report to the Select Board.

Members shall demonstrate sound business experience, good judgement and represent a balanced cross-section of the community. When staffing the task force preference will be provided to those citizens with interest in property tax equity issues, experience in housing and/or real estate, knowledge of local financial assistance programs/needs, financial planning as well as individual property owners and landlords.

Other Considerations

The task force will conduct its business in full conformance with the Open Meeting Law, Public Records Law, Conflict of Interest Law and other state and local rules encouraging openness and transparency in governance. Each meeting will allow adequate time for public comment.

The task force chair will consult with the Town Manager to discuss staff assistance or other financial support.



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

11

**Discuss and Vote on Planning Board
request to Change Town Meeting Calendar**

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Vote to Approve on Planning Board request to Change Town Meeting Calendar

Additional Information

Board Action

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



TOWN OF CONCORD

Planning Board

141 Keyes Road, Concord, MA 01742

(978) 318-3290

MEMORANDUM

To: Select Board Members

From: Planning Board Members
Elizabeth Hughes, Town Planner

Date: December 30, 2024

Re: 2025 Annual Town Meeting- Request to move Planning Board Public Hearing Date


At the Planning Board December 3rd meeting, the Planning Board discussed the 2025 Annual Town Meeting schedule and the date of the Planning Board public hearing.

The Planning Board public hearing is currently listed in the schedule for May 6, 2025. This leaves less than a month for the Planning Board to discuss public comments raised at the hearing and whether amendments are needed to Warrant Articles or further explanation in the Article presentations for Town Meeting. The very short timeframe would also not provide time to receive further input from the public on any amendments to the Warrant Articles.

The Planning Board would like to request the public hearing be moved to Wednesday April 9th.

The Planning Board understands that the Warrant is going to be mailed on April 2nd, which does not provide a lot of time to make people aware of the public hearing date. The Planning Board intends to publicize the public hearing date of April 9th at every meeting opportunity following the close of the warrant on February 19th, as well as all other opportunities such as the Concord Bridge, News & Notices, the Town website, and notification to all board and committee chairs at the Chairs Breakfast.

Thank you for your consideration.


Andrew Boardman, Chair
Concord Planning Board





Concord Select Board Meeting
AGENDA ACTION REQUEST

12

Monday, January 6, 2025

Discuss Select Board Goals Update

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Additional Information

Board Action

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

2024 – 2025 Select Board Goals

Update as of Jan 6, 2025

I. Effective and Transparent Governance

- Align Boards, Committees, and Senior Management Team of the Town whenever possible.
 - Establish goals that align and integrate between Select Board, Town Boards, Committees, Staff, and town departments.
 - Excellent alignment between Select Board goals and town staff and town departments via Merit Pay program.
 - Alignment between Select Board and other town boards and committees is on-going.
 - Conduct periodic joint Finance Committee and Select Board and joint School Committee and Select Board meetings.
 - Done. Three meetings with School Committees and the Finance Committee to prioritize capital spending occurred
 - Aug 19, 2024
 - Nov 18, 2024
 - Dec 16, 2024
 - Recommit to an annual capital planning process between the Select Board, School Committee, and Finance Committee that includes Tier II and Tier III.
 - Done. Staff working collaboratively to bring 5-year Tier I, II and III budgets to the joint meetings.
- Improve Committee Processes
 - Periodic topical forums, such as housing, sustainability, planning, arts & culture.
 - Housing roundtable held quarterly, sustainability roundtable held quarterly.
 - Committee training, such as procurement, ethics, sexual harassment, etc.
 - Training on ethics, first amendment and OML completed.
- Improve Select Board Processes
 - Ensure good process and governance; utilize data to make decisions; consider different viewpoints; delay decisions whenever possible to enable community input.
 - Hearing held on RTE. Continue to welcome public comment and enable healthy debate during Select Board deliberation.
 - Revise the Town flag policy.
 - Done

II. Land Use Opportunities

- Engage the community, legislative delegation, and state agencies in a robust planning process that ensures that Concord's interests are expressed and

prioritized during the disposition of the MCI Concord property. Measurable outcomes:

- The MCI-AB has established a cooperative working relationship with DCAMM toward reuse of the MCI parcel
- MCI-AB has issued an RFP to fund consultants to help with visioning, planning and community outreach.
- The town has an approved budget with EOED to fund exploratory work related to the town's potential acquisition of the wastewater treatment plant.
- 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.
 - Will use the Final Report from the 2229 Reuse Task Force and input from a community forum (Feb 10) to deliberate and vote next steps.
- Work with State Representatives and MassDOT to advance design and implementation of Route 2 rotary improvements.
 - ?????
- Work with the Senior Management Team to develop a land-use matrix and action plan to determine the best matches between municipal needs and potential land available.
 - In process

III. Town Infrastructure and Planning

- 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
 - i. EVC is proposing an article at town meeting to propose a by-law that will allow a change in use without triggering add'l parking.
 - ii. Other parking changes are considered too complex to address this year.
- Warner's Pond Road Map
 - ?????
- 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
 - The West Concord Advisory Committee (WCAC) has completed a review of the 78 projects identified for implementation in the 2010 Master Plan. The committee has assigned a level of completeness, current priority status, available funding and indicator for relevance to the MCI project. Following a review in early January, the updated project matrix will be forwarded to the MCI Concord Advisory Board for review and consideration
- Take action to improve Town infrastructure:
 - Cell phone service.
 - RFP in process for Concord Center (umbrella) and the landfill site.
 - Road maintenance, funding and improvements (intersections, trails, curb bump outs, etc.).

- CIP includes \$935K for bicycle and pedestrian safety as part of road work, XXXX for roads in Tier II and XXXX for roads in Tier III
- Ensure progress on major projects.
 - Sustainability plans for electric, water, sewer
 - CMLP and DPW have Select Board support for their plans.
 - Town capital projects
 -
- Conduct review of Climate Action Plan, document GHG reductions and progress against original blueprint recommendations and establish revised recommendations for 2025-2030 to achieve targeted GHG reductions for 2030 (Article 31 in 2024 Town Meeting strives for a 50% reduction in GHG emissions)

IV. Financial Planning and Stability

- Increase Revenue Generation
 - Pursue PILOT Agreements (circle back)
 - Policy written, action plan will be presented to SB on Jan 27
 - Evaluate Town-owned properties for possible reuse or disposition.
 - Land-Use matrix
 - Support Concord business community to enhance local receipts.
 - Efforts focused mainly on tourism and arts & culture.
 - Support tourism and programs sponsored by arts and culture groups in town.
 - Update Revolving and Enterprise fees to reflect value of service.
 - ????????
- Endorse and update Financial Stability Goals
 - Clarify 5-year priorities and expected financial impact.
 - Work to cut costs and tighten the Town's budget in FY2026.

V. Diversity, Equity, and Inclusion

- Create a welcoming, diverse, and inclusive community.
 - Protect and enhance the diversity of housing stock via continued focus on affordable housing.
 - Active participation in CMAHT
 - Advocate for funding lower cost/unit housing
 - \$500K ARPA earmarked for 91B Main St parcel
 - Review impact and implications of the Residential Tax Exemption.
 - Tax Relief task force
 - Expand underrepresented voices in Town program and committees.
 - Ideas?

Town of Concord
Select Board Goals - FY25
 (July 1, 2024)

CATEGORY	GOAL/OBJECTIVE	ACTION ITEMS	Included in Current FY25 Work Plan	Additional work to be incorporated in existing FY25 Work Plan in support of Select Board Goals	Potential Obstacles
Effective and Transparent Governance	<i>Align Boards, Committees and Senior Management Team of the Town whenever possible.</i>	1. Establish goals that align and integrate between Select Board, Town Boards, Committees, Staff and town departments.			
		2. Conduct periodic joint Finance Committee and Select Board and joint School Committee and Select Board meetings.			
		3. Recommit to an annual capital planning process between the Select Board, School Committee and Finance Committee that includes Tier II and Tier III.			
	<i>Improve Committee Processes</i>	4. Periodic topical forums, such as housing, sustainability, planning and arts & culture.			
		5. Committee training, such as procurement, ethics, sexual harassment, etc.			
	<i>Improve Select Board Processes</i>	6. Ensure good process and governance; utilize data to make decisions; consider different viewpoints; delay decisions for one meeting whenever possible to enable community input.			
		7. Revise the Town flag policy.			
CATEGORY	GOAL/OBJECTIVE	ACTION ITEMS	Included in Current FY25 Work Plan	Additional work to be incorporated in existing FY25 Work Plan in support of Select Board Goals	Potential Obstacles
Land Use Opportunities	<i>Engage the community, legislative delegation and state agencies in a robust planning process that ensures that Concord's interests are expressed and prioritized during the disposition of the MCI Concord property. Measurable outcomes include:</i>	8. Agreement(s) between the Town and the state that outline the disposition process for most of the land area.			
		9. Outline visioning and planning with broad community input.			
	<i>2229 Main Street</i>	10. 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.			
	<i>Route 2 Rotary Improvements</i>	11. Work with State Representatives and MassSOT to advance design and implementation of Route 2 Rotary Improvements.			
	<i>Municipal Land Use Needs</i>	12. Work with the Senior Management Team to develop a land-use matrix and action plan to determine the best matches between municipal needs and potential land available.			
CATEGORY	GOAL/OBJECTIVE	ACTION ITEMS	Included in Current FY25 Work Plan	Additional work to be incorporated in existing FY25 Work Plan in support of Select Board Goals	Potential Obstacles
Town Infrastructure and Planning	<i>Zoning Bylaw</i>	13. 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.			
	<i>Warner's Pond</i>	14. Develop a road map to achieve various community objectives.			
	<i>West Concord Master Plan</i>	15. 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.			
	<i>Climate Action</i>	16. Conduct review of Climate Action Plan, document GHG reductions and progress against original blueprint recommendations and establish revised recommendations for 2025 - 2030 to achieve targeted GHG reductions for 2030 (Article 31 in 2024 Town Meeting strives for a 50% reduction in GHG emissions)			
	<i>Take action to improve Town Infrastructure</i>	17. Cell phone service			
18. Road maintenance, funding and improvements (intersections, trails, curb bump outs, etc.)					

CATEGORY	GOAL/OBJECTIVE	ACTION ITEMS	Included in Current FY25 Work Plan	Additional work to be incorporated in existing FY25 Work Plan in support of Select Board Goals	Potential Obstacles
Financial Planning and Stability	Increase Revenue Generation	19. Pursue PILOT Agreements			
		20. Evaluate Town-owned properties for possible reuse or disposition.			
		21. Support Concord business community to enhance local receipts.			
		22. Support tourism and programs sponsored by arts and culture groups in town.			
		23. Update Revolving and Enterprise fees to reflect value of service.			
	Endorse and update Financial Stability Goals	24. Clarify 5-year priorities and expected financial impact.			
		25. Work to cut costs and tighten the Town's budget in FY2026.			
CATEGORY	GOAL/OBJECTIVE	ACTION ITEMS	Included in Current FY25 Work Plan	Additional work to be incorporated in existing FY25 Work Plan in support of Select Board Goals	Potential Obstacles
Diversity, Equity and Inclusion	Create a welcoming, diverse and inclusive community	26. Protect and enhance the diversity of housing stock via continued focus on affordable housing.			
		27. Review impact and implications of the Residential Tax Exemption.			
		28. Expand underrepresented voices in Town programs and committees.			



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, January 6, 2025

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Adjournment

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Adjourn

Additional Information

Board Action

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