



OLD NORTH BRIDGE

TOWN OF CONCORD

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

Select Board Meeting Agenda

Monday, May 5, 2025 at 6:00 PM
Town House, Select Board Room, 22 Monument Square and via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89230488985?pwd=FOUbWyiLMV4u0S1oacK4bPwjikllyG.1>

Meeting ID: 892 3048 8985

Passcode: 213359

Dial In Toll-Free: 888 475 4499

	Time	Agenda Item
I.	6:00 PM	<i>Public Comment:</i> Public Comment is an opportunity for the public to address the Select Board on matters under consideration by the Select Board. Therefore, comments related to political campaigns are not appropriate. 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	Consent Agenda: <ul style="list-style-type: none"> i. Minutes: April 14, 2025; April 28, 2025 ii. Town Accountant Warrants: April 22, 2025; April 24, 2025 iii. ARPA Update Report iv. Gift Acceptances: v. One Day Liquor Licenses:
III.	6:15 PM	Discuss Flag Raising and Proclamation Requests: <ul style="list-style-type: none"> - ConcordPride Day, Saturday, June 7, 2025 - Juneteenth, Thursday, June 19, 2025 <p>Presenter: Mark Howell, Select Board Clerk</p>
IV.	6:20 PM	Select Board Nominations: <ul style="list-style-type: none"> - <i>Nominate:</i> Matthew Johnson of 21 Winthrop Street to the Concord Municipal Affordable Housing Trust for a term to expire May 31, 2027.
V.	6:20 PM	Select Board Appointments and Reappointments: <ul style="list-style-type: none"> - <i>Appoint</i> Walter Clay of 675 Sudbury Road to the Historical District Commission as a full member for a term to expire January 1, 2030.

		<p>- <i>Appoint</i> Dorothy Ortner of 169 Thoreau Street #4 as the Town of Concord Representative to the Minuteman Vocational Technical School District for a term from July 1, 2025 - June 30, 2028.</p> <p>Town Manager Appointments and Reappointments with Select Board Approval: -<i>Reappoint</i> William Kemeza of 28 Davis Court to Natural Resource Commissioner for a second term ending June 1, 2028.</p>
VI.	6:20 PM	<p>Discuss and Approve Doug White Gift Acceptance</p> <p>Presenter: Kerry Lafleur, Town Manager</p>
VII.	6:35 PM	<p>Discuss Status of Land Use and Action Plan</p> <p>Presenter: Mary Hartman, Select Board Chair</p>
VIII.	6:45 PM	<p>Discuss Warrant Article Recommendations</p> <p>Presenters: Mary Hartman, Select Board Chair</p>
IX.	7:05 PM	<p>Discuss and Approve Select Board Input on Draft Consent Calendar to Town Moderator</p> <p>Presenter: Mary Hartman, Select Board Chair</p>
X.	7:20 PM	Chair's Report
XI.	7:25 PM	Town Manager's Report
XII.	7:35 PM	Select Board Liaison Reports
XIII.		Adjournment

** Times are approximate and subject to change*

Upcoming Meetings:

Monday, May 12, 2025 Monday, May 19, 2025 (Concord Housing Roundtable) Monday, May 27, 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, May 5, 2025

1

Call to Order Select Board Meeting

Requested by: SB Chair

Action Sought: Call to Order

Proposed Motion(s)

Public Comment

Public Comment: Public Comment is an opportunity for the public to address the Select Board on matters under consideration by the Select Board. Therefore, comments related to political campaigns are not appropriate. 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, May 5, 2025

2

Consent Agenda

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Approve Consent Agenda:

- i. Minutes: April 14, 2025; April 28, 2025
- ii. Town Accountant Warrants: April 22, 2025; April 24, 2025
- iii. ARPA Update Report
- iv. Gift Acceptances:
- v. One Day Liquor Licenses:



Town of Concord

American Rescue Plan Act
State and Local Fiscal Recovery Funds

Progress Report #3

Dated May 4, 2025

I. State & Local Fiscal Recovery Funds

The U.S. Treasury’s ARPA award to the Town for \$5,654,719.44 was based on the 2019 population and a per capita rate of \$299. US Treasury has classified Concord as: (i) a non-entitlement unit (NEU, a local government serving a population under 50,000), and (ii) a Tier 5 reporting entity (a metropolitan city or county with a population below 250,000 residents and a receipt of less than \$10 Million in SLFRF funds).

II. ARPA Projects

The development of the Town’s ARPA program can be categorized into three periods: (i) Town Manager’s Project Proposals, (ii) compliance with December 31, 2024 obligation deadline, and (iii) compliance with December 31, 2026 expenditure deadline. Regarding (i), the Town Manager presented ARPA programs for each fiscal year as detailed below:

1. To the Select Board on June 27, 2022 for Fiscal Years 2022 and 2023:
 - a. Recording: https://youtu.be/z9as9Muuzq0?si=uFSb7oUVmy4uJ_Nz&t=8130
 - b. Board packet: <https://concordma.gov/DocumentCenter/View/37218/Select-Board-Meeting-Packet-June-27-2022>
2. To the Finance Committee on March 1, 2023 for Fiscal Year 2024:
 - a. Recording: <https://youtu.be/OmLs1GwIA3c?si=fj9H9W7sCPT2nmJs&t=2094>
 - b. Board packet: <https://concordma.gov/DocumentCenter/View/41164/Article-9-FY24-Budget>
3. To the Select Board on September 9, 2024 for Fiscal Years 2025 & 2026:
 - a. Recording: <https://youtu.be/QORn51eXZEY?si=D0LHbZHE8fUX-XqV&t=10018>;
 - b. Board packet: <https://concordma.gov/3757/September-9-2024>

US Treasury granted ARPA recipients a one-time option to choose between “lost revenue” and “project-based spending” for reporting purposes. The Town selected the “lost revenue” option for, amongst other reasons, ease of reporting and the ability to spend ARPA funds on any “government service.” US Treasury has encouraged the use of ARPA funds for the following purposes including but not limited to:

- Replace lost public sector revenue
- Respond to the far-reaching public health and negative economic impacts of the pandemic
- Provide premium pay for essential workers
- Invest in water, sewer, and broadband infrastructure
- Provide emergency relief from natural disasters or their negative economic impacts
- Support surface transportation projects

III. US Treasury ARPA Obligation Guidelines

US Treasury Guidelines on the SLFRF program have developed over time, particularly the compliance requirements.¹ The compliance and reporting requirements have changed over time such that the original requirements in April 2022 are substantially different than the current requirements (May 2025). US Treasury updated its guidance on July 27, 2022, April 10, 2023, February 1, 2024, March 5, 2024, and March 29, 2024. The current frequently asked questions document is accessible here:

<https://home.treasury.gov/system/files?file=136/SLFRF-Final-Rule-FAQ.pdf> (the current draft is dated April 29, 2025, two days before the annual reporting deadline).

FAQ Section 17 describes the acceptable conditions for “obligating” ARPA funds pursuant to US Treasury guidelines including the acceptable mechanism of using interagency agreements between town departments so long as there is a “transaction requiring payment.” The Town’s form of interagency agreements was based on guidance from Section 17 of the FAQs, a form of agreement provided by US Treasury to the public on December 18, 2024, and a review by Town Counsel and the Town’s auditor.

IV. Project Status

- a. The Town approved three (3) ARPA projects for FY22. Budget: \$800,000; Actual Expenditure: \$696,786.

Title	Description	Approved Amount	Expended	Status	Interdepartmental Agreement?
1. Parking Meter Lost Revenue	Replacement of revenue lost from parking meter fund during the pandemic	\$400,000	\$400,000	Closed	No. Annual Town Meeting Article 56 if approved would liquidate the parking meter fund to be released for transfer or reappropriation.
2. Trolley Pilot	A pilot program focused on seasonal transportation targeted at tourists	\$100,000	\$73,101	Closed	No. Project was fully expended. Account balance of approx. \$26,899 was returned to ARPA account for reallocation to other ARPA projects
3. Hazard Pay	One time payment to eligible employees for working during heightened period of public health risk to	\$300,000	\$223,685	Closed	No. Project was fully expended. Account balance of approx. \$76,315 returned to ARPA account for

¹ US Treasury website: <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>; Compliance and Reporting Guidance, State and Local Fiscal Recovery Funds, version 10, dated April 29, 2025: <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

ensure continuity of municipal operations

reallocation to other ARPA projects

- b. The Town approved eight (8) ARPA projects for FY23. Budget: \$982,956.
Actual expenditures: \$798,187.

Title	Description	Approved Amount	Expended	Status	Interdepartmental Agreement?
Contribution to Concord Municipal Affordable Housing Trust	Contribution towards affordable housing project at Assabet Bluffs property	\$500,000	\$500,000	Closed	No. Fully expended.
Transportation initiatives	Transportation study; partial salary of transportation planner; Walden & Main road construction project; MBTA consultant for MBTA communities	\$200,000	\$117,129	Closed	No. Account balance of \$82,871 allocated to Rt. 2 Rotary engineering study
Economic Development Initiatives	Partial salary of Econ. Vitality Manager; Superfund Site consultant; mobile vending food safety program for 250 th	\$125,000	\$67,537	Open	Yes. Account balance of approx. \$57,463 obligated for mobile vending food safety program.
SHI Inventory	Strategy development to increase Town's affordable housing threshold above 10%	\$30,000	\$5,000	Closed	No. Account balance of \$25,000 returned to ARPA account for reallocation to other ARPA projects.
Cell service due diligence	consultant work on Town efforts to improve cellular reception; evaluate site options; develop reception maps	\$25,000	\$18,750	Open	Yes. Account balance of \$6,250 preserved for this purpose.
Cultural Arts	Promotion of cultural arts; promotion of Town events including Second Thursday Series, Freedom's Silhouette series, Artistic Wayfinding Sign	\$20,000	\$6,815	Open	Yes. Preserves balance of \$13,185 for this purpose.
COVID supplies	Acquisition of critical COVID supplies for Concord Board of Health (masks, nursing services)	\$53,940	\$53,940	Closed	No. Fully expended.
ADA Compliance-sidewalk plow	Sidewalk plow to clear public ways	\$29,016	\$29,016	Closed	No. Fully expended.

- c. The Town approved eleven (11) projects for FY24. Budgeted: \$1,340,414. Actual Expenditures: \$232,973.

Title	Description	Approved Amount	Expended	Status	Interdepartmental Agreement?
Contribution to 250 th Committee for event expenses	Fund event logistics: \$376K budgeted for public safety, \$124K budgeted for events and programs and other needs as required by the 250 th Committee in advance of the 250 th celebration	\$500,000	\$88,691	Open	Yes. Account balance of \$411,309 preserved for this purpose (invoices still processing).
Facilities Study	Municipal facility study; assess current and future municipal operational needs; evaluate existing facility constraints; analyze land opportunities; create roadmap for municipal priorities	\$150,000	\$0	Open	Yes. Account balance of \$150,000 preserved for this purpose.
Public Park Improvements	Emerson Basketball & tennis courts rehabilitation; Rideout baseball and tennis court rehabilitation; consultant to produce assessment report for Recreation Commission in Jan. 2025	\$130,000	\$5,450	Open	Yes. Account balance of \$124,550 preserved for this purpose.
Stormwater Management Fund	Evaluate feasibility of creation of fund; contribute funding to existing work by Weston & Sampson including project report, rate structure, etc.	\$100,000	\$98,723	Closed	No. Account balance of \$1,277 returned to ARPA account for reallocation to other ARPA projects.
Municipal Buildings Energy Audit	Explore options for energy efficiency and implement recommendations	\$100,000	\$0	Closed	Project funds repurposed for MCI Redevelopment, contracted via interdepartmental agreement
DEI Initiatives	Advancing initiatives identified by DEI Commission including website accessibility, training for staff and board members, and 2022 Community survey followup	\$75,000	\$17,945	Open	Yes. Account balance of \$57,056 preserved for this purpose.
MWRA Due Diligence	Investigate feasibility of joining Mass. Water Resource Authority	\$50,000	\$0	Closed	No. Project cancelled. Balance returned to ARPA

					account for other ARPA projects.
GIS data gathering	Additional data gathering and development	\$40,000	\$0	Closed	No. Project cancelled due to CTO needs assessment. Balance returned to ARPA account for other ARPA projects.
Municipal Strategic Planning	Continued review of organizational structure and development of common/shared goals	\$25,000	\$1,750	Closed	No. Project funds repurposed for FY25 pilot of town meeting voting clickers.
Level 3 Chargers at Public Safety	Installation at public safety to accelerate charging time of electric vehicles within the CPD fleet	\$150,000	\$0	Closed	No. Project cancelled due to facilities study and evaluation of public safety building constraints. Balance returned to ARPA account for other ARPA projects.
CFD new Ambulance Upgrades	Concord Fire Dept. ambulance upfitting cost adjustments	\$20,414	\$20,414	Closed	No. Fully expended.

- d. The Town approved thirteen (13) projects for FY25 and FY26. Budget: \$2,876,850. Actual expenditures \$216,602.

Title	Description	Approved Amount	Expended	Status	Interdepartmental Agreement?
Baker Ave. Culvert Failure	Replace existing culvert at Baker Ave.; execute consultant contract; complete bid documents; complete street repairs in January 2025; complete design, permitting, and bid documents by April 2025; perform construction by October 15, 2025.	\$1,000,000	\$60,154	Open	Yes. Account balance of \$939,846 preserved for this purpose.
Contribution to Concord Municipal Affordable Housing Trust	Contribution towards affordable housing project at 91B Main Street	\$500,000	\$1,898	Open	Yes. Account balance of \$498,102 preserved for this purpose.
Baker and Main Street Road Construction	Reconfigure intersection of Main Street, Baker Avenue, and Cottage Street, and other intersection of Main Street, Crest Street, and Old Bridge to improve safety, traffic, and pedestrian accessibility; engineering firm is performing design and bid documents	\$450,000	\$0	Open	Yes. Account balance of \$450,000 preserved for this purpose.
CFD transition from BLS to ALS service	Match funds for grant received by Concord Fire Department to upgrade ambulatory service to Advanced Life Support; ALS service date is projected to commence July 1, 2026	\$150,000	\$0	Open	Yes. Account balance of \$150,000 preserved for this purpose.
250 th Tree Initiative	Contribute funds to 250 th Committee; plans to plant 250 trees as part of 250 th celebration	\$125,000	\$0	Open	Yes. Account balance of \$125,000 preserved for this purpose.
Two Revolutions Footpath	Work with Thoreau Farm Trust and the National Park Service to develop a 0.8 mile pedestrian connection between the Battle Road trail and the Thoreau Birth House; work contemplates design and permitting	\$125,000	\$0	Open	Yes. Account balance of \$125,000 preserved for this purpose.

Doug White Field Options Analysis	Engage consultant to perform engineering, design, permitting, bid and construction services for the turf replacement of the Doug White Fields at CCHS	\$100,000	\$5,700	Open	Yes. Account balance of \$94,300 preserved for this purpose.
Munis payroll conversion	Consolidate ADP payroll and HRIS systems into Town's accounting software, Munis.	\$100,000	\$43,230	Open	Yes. Account balance of \$56,770 preserved for this purpose.
Concord Police Dept. – replacement of body cameras	Replace worn/dated/nonfunctioning body cameras for Concord police officers	\$100,000	\$99,526	Closed	No. Fully expended.
Rt. 2 Corridor Engineering Study	Develop concept plans for near term traffic improvements for up to five intersections along Rt. 2 in Concord including pedestrian and bicycle improvements	\$84,200	\$6,094	Open	Yes. Account balance of \$78,105 preserved for this purpose.
White Pond Drainage Study	Study drainage at White Pond	\$75,000	\$0	Open	Yes. Account balance preserved for this purpose.
Keyes Road Street Lighting Improvements	Fund street light improvements along Keyes Road	\$9,400	\$0	Open	Yes. Account balance preserved for this purpose.
Voting Clickers Pilot at annual town meeting	Pilot use of voting clickers at annual town meeting	\$33,250	\$0	Open	Yes. Account balance preserved for this purpose.
MCI Redevelopment	Fund community engagement on site revisioning and redevelopment concepts	\$100,000	0	Open	Yes. Account balance preserved for this purpose.

Reporting

The Town is required to submit annual ARPA expenditure reports by April 30 for the previous twelve-month period ending March 31. A schedule of required annual reports can be found below.

Annual Report	Period Covered	Due Date
1	April 1, 2021 – March 31, 2022	April 30, 2022 (filed)
2	April 1, 2022 – March 31, 2023	April 30, 2023 (filed)
3	April 1, 2023 – March 31, 2024	April 30, 2024 (filed)
4	April 1, 2024 – March 31, 2025	April 30, 2025 (filed)
5	April 1, 2025 – March 31, 2026	April 30, 2026
6	April 1, 2026 – December 31, 2026	April 30, 2027

More information about the State and Local Fiscal Recovery Fund program and associated reporting requirements are located at www.treasury.gov/SLFRP .



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

3

Discuss Flag Raising and Proclamation Requests

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

ConcordPride Day, Saturday, June 7, 2025

Juneteenth, Thursday, June 19, 2025

Note:

(SB Meeting 1) Discuss and Review

(SB Meeting 2) Move to Approve

Additional Information

Board Action

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

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**Celebrating CONCORDPRIDE
Saturday, June 7, 2025**

WHEREAS For the second time The Town of Concord is celebrating Concord Pride in collaboration with various local groups and in unison with neighboring communities and

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

WHEREAS ConcordPride is a month-long series of events and activities sponsored by local organizations that provide fun and educational ways to learn and celebrate during the month of June culminating in a weekend of festivities on Saturday, June 7, 2025

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

THEREFORE We, as the Select Board of the Town of Concord, Massachusetts, do hereby proclaim June 7, 2025 as ConcordPride Fest and encourage Concord citizens to recognize the vital role the ConcordPride Fest plays in the life of our town and to wish members of the ConcordPride success in their ConcordPride Fest.



CONCORD SELECT BOARD

Proclaimed this 5th day of May, 2025

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

Juneteenth National Independence Day
on June 19, 2025

- WHEREAS** For the 3rd time, The Town of Concord is honoring the Juneteenth holiday through in collaboration with various local groups. This town supported celebration is a formal recognition of the dignity and importance of this holiday for all residents of Concord and those who visit. and
- WHEREAS** Juneteenth is a federal holiday in the United States commemorating the emancipation of enslaved African Americans. Deriving its name from combining "June" and "nineteenth", it is celebrated on the anniversary of the order, issued by Major General Gordon Granger on June 19, 1865, proclaiming freedom for the enslaved in Texas. The last to be freed. and
- WHEREAS** We honor all those who struggled during the War of the Rebellion to end the stain of enslavement in our nation including African American Concordian and native son Pvt. George Washington Dugan who served in the 54th Massachusetts Volunteer Infantry Regiment and gave his life at the Battle of Fort Wagner; and
- WHEREAS** The Massachusetts 54th one of the first Black regiments to serve in the U.S. Civil War. Through their heroic, yet tragic, assault on Battery Wagner, South Carolina in July 1863, the 54th helped inspire the enlistment of more than 180,000 Black soldiers...a boost in morale and manpower that Lincoln recognized as essential to the victory of the United States and the destruction of enslavement throughout the country; and
- WHEREAS** The Town of Concord recognizes its connection with Juneteenth, and its African American residents and families who each in their own way contributed to our nation's ongoing struggle for freedom as Patriots of Color, Union Soldiers, Abolitionists and Civil Rights Advocates. This includes Brister Freeman, Caesar Robbins, and the Robbins, Garrison, Hutchinson and Dugan families;
- WHEREAS** Originating in Galveston, Juneteenth has since been observed annually in various parts of the United States, often broadly celebrating African American culture. The day was first recognized as a federal holiday in 2021, when President Joe Biden signed the Juneteenth National Independence Day Act; and
- WHEREAS** Juneteenth National Independence Day commemorates the day of freedom for African Americans and acknowledges the resilience and determination of African Americans while honoring all those who have paved the road to freedom; and Juneteenth is a second Independence Day for our Nation, a celebratory day of African American culture to recognize the many contributions and influence that the African American community has made to our Nation; and
- WHEREAS** The emancipation of enslaved Black Americans was not the end of the Nation's work to deliver on the promise of equality — it was only the beginning. On Juneteenth, we recommit to our shared work to ensure racial justice, equity, and

equality in America. We commemorate the centuries of struggle and progress led by abolitionists, educators, civil rights advocates, and everyday Americans who have brought our Nation closer to fulfilling its promise and

NOW, THEREFORE We, as the Select Board for the Town of Concord, do hereby proclaim June 19th, 2025, as Juneteenth National Independence Day, and we invite the Concord community to join us for celebratory events that honor our history and our community, as we encourage our community to celebrate Juneteenth National Independence Day 2025.

Proclaimed this 5th day of May, 2025.



Concord Select Board

DRAFT



Concord Select Board Meeting
AGENDA ACTION REQUEST
Monday, May 5, 2025

4

Select Board Nominations

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Approve Select Board Nominations:

-Matthew Johnson of 21 Winthrop Street to the Concord Municipal Affordable Housing Trust 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, May 5, 2025

5

Select Board Appointments and Reappointments

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Approve Select Board Appointments and Reappointments:

Select Board Appointments and Reappointments:

- *Appoint* Walter Clay of 675 Sudbury Road as a Full Member of the Historical District Commission with a term to expire January 1, 2030 as nominated by the Natural Resources Commission.
- *Appoint* Dorothy Ortner of 169 Thoreau Street #4 as the Town of Concord Representative to the Minuteman Vocational Technical School District for a term from July 1, 2025 - June 30, 2028.

Town Manager Appointments and Reappointments with Select Board Approval:

- Reappoint* William Kemeza of 28 Davis Court to the Natural Resource Commission for a second term ending June 1, 2028.

Additional Information

Board Action

Motion	Second	In favor	Opposed	Disposition



TOWN OF CONCORD HISTORIC DISTRICTS COMMISSION

141 KEYES ROAD, CONCORD, MA 01742
TEL. (978) 318-3290 FAX (978) 318-3291

To: Cameron McKennitt, Select Board Liaison, Historic Districts Commission
From: Kate Chartener, Chair, Historic Districts Commission
Date: 27 January 2025
Re: Select Board Agenda Request: Natural Resources Commission (NRC) nomination of
Walter Clay as a full member of the Historic Districts Commission (HDC)

The HDC has the following request for a Select Board Agenda item:

Please recommend that the Select Board appoint Walter Clay as a Full Member of the Historic Districts Commission, with a term to expire on January 1, 2030, as nominated by the Natural Resources Commission.

Background

The Natural Resource Commission is one of five HDC nominating entities described in the Concord Historic Districts Act, and the Select Board is the appointing authority.

At the Natural Resources Commission meeting on January 8, 2025, the NRC nominated Walter Clay as a Full member of the Historic Districts Commission, with a term to expire on January 1, 2030.

Mr. Clay is currently an Associate Member of the HDC (through January 1, 2028). He joined the HDC in January 2023 to complete an unexpired term. He has contributed his considerable knowledge and experience in the stewardship of old houses at HDC meetings, which he reliably attends as an active participant.



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

6

Discuss and Approve Doug White Gift Acceptance

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Motion: Move to Approve Doug White Gift Acceptance

Additional Information

Board Action

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

Friends of CC Playing Fields
Seth van der Swaagh, President
Erik Jarnryd, Treasurer
61 Hubbard St., Concord, MA 01742

Kerry Lafleur
Town Manager

Town of Concord
22 Monument Street
Concord MA 01742

Dear Ms. Lafleur,

The Friends of CC Playing Fields and the user groups it represents are pleased to be able to provide full funding for the upcoming replacement of the upper turf at Doug White Memorial Fields at CCHS.

To that end, we are requesting to be added to the Select Board agenda for your upcoming meeting on May 5th, 2025. At this meeting we will be able to present a donation gift to the Town for the full amount of the Doug White turf replacement project.

Since the funding of the project requires a 15% contingency fee, it is possible that not all the money in the Friends of CC Playing Fields gift will be used. For any funds left at the completion of the project, Friends of CC Playing Fields requests that those funds be treated in the following manner:

1. If possible, any remaining funds be returned to the Friends of CC Playing Fields so that we return it to our account and seed the fund for the next turf replacement project (in ~15 years)

If it is not possible to return any unused portion of the gift, we request that any unused funds be placed in an interest bearing account by the Town to be used for the sole purpose of helping to fund the next turf replacement project (in ~15 years)

Finally, we request your support in revisiting the master agreement for the governance of these fields. We know that the current agreement between the Friends of CC Playing Fields, the School District, and the Town has caused confusion. While that agreement is technically still in place for 6 more years, we kindly request your partnership and help in

crafting a new agreement this year, in coordination with the new turf project, so that responsibilities and requirements for the new turf and future turf replacement across all parties are clear.

We're really excited for the progress the Town has made on this project, and we thank you for all your effort and support.

Sincerely,

Seth van der Swaagh

Erik Jarnryd

April 19, 2025

Seth & Erik,

Thank you for your letter and for the generous commitment the Friends of CC Playing Fields and your user group partners have made to fully fund the upcoming turf replacement of the Doug White Fields. Your continued leadership and advocacy have been instrumental in advancing this project, and we are deeply grateful for your partnership.

We would be pleased to include the Friends of CC Playing Fields on the agenda for the Select Board meeting scheduled for May 5, 2025, and we look forward to the opportunity to formally acknowledge and accept this extraordinary gift on behalf of the Town.

Regarding the disposition of any remaining project funds, we understand and appreciate your thoughtful suggestions. As you note, the project includes a built-in contingency, and final expenditures may ultimately be less than the total amount of the gift. We will work with Town Counsel and the Finance Department to explore the most appropriate and legally permissible path forward for any unexpended funds, keeping your preferences in mind: first, returning unused funds to the Friends, and if not feasible, designating those funds for future turf replacement through an interest-bearing account or other mechanism.

We also appreciate your request to revisit the master agreement governing the fields. Your point is well taken — clarity around the roles, responsibilities, and financial commitments of all parties is essential, particularly as we embark on a new chapter of stewardship for this important shared resource. We welcome the opportunity to work collaboratively with the Friends, the School District, and the Regional School Committee to develop a revised agreement that better reflects the realities and aspirations of all partners moving forward.

Once again, thank you for your extraordinary generosity and steadfast support. We look forward to seeing you on May 5 and celebrating this exciting milestone together.

Kerry A. Lafleur, Town Manager



Concord Select Board Meeting

AGENDA ACTION REQUEST

Monday, May 5, 2025

7

Discuss Status of Land Use and Action Plan

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, May 5, 2025

8

Discuss Warrant Article Recommendations

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Discuss Recommendations on Annual Town Meeting Warrant Articles and Discuss Motions for Select Board Sponsored Warrant Articles

Additional Information

Board Action

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

2025 Warrant Articles

Legend Blue Highlight are proposed articles for the Consent Calendar
 Green Highlight are proposed "high interest" articles for pre-scheduling

	Article Name	Article Sponsor	Recommendation
1	Choose Town Officers	Select Board	N/A
1	Hear Reports	Select Board	N/A
1	Meeting Procedure	Finance Committee	N/A
4	Ratify Personnel Board Actions	Personnel Board	Affirmative Action 5-0-0
5	Ratify Personnel Board Classification & Compensation Plan	Personnel Board	Affirmative Action 5-0-0
6	FY25 Budget Line-Item Adjustments	Chief Financial Officer	No Motion Anticipated
7	FY26 Budget	Town Manager	Affirmative Action 4-0-0
8	Debt Exclusion for Road Maintenance	Public Works Commission	Affirmative Action 4-0-0
9	FY26 Capital Improvement and Debt Plan	Town Manager	Affirmative Action 4-0-0
10	Concord Public Schools Operating Budget	Concord School Committee	Affirmative Action 4-0-0
11	Concord Public Schools Capital Budget	Concord School Committee	Affirmative Action 4-0-0
12	Concord-Carlisle Regional School District Budget	Concord-Carlisle Regional School Committee	Affirmative Action 4-0-0
13	Amenities Building	Town Manager or Chief Financial Officer	Report at Town Meeting
14	Non-Resident Tuition Revolving Fund	Concord School Committee	Affirmative Action 4-0-0
15	Facilities Rental Revolving Fund	Concord School Committee	Affirmative Action 4-0-0
16	Authority to Contract for up to Five Years for Selected Items	Concord School Committee	Affirmative Action 4-0-0
17	Minuteman Regional Technical School District Budget	Minuteman Regional School Committee Representative	Affirmative Action 4-0-0
18	Creation of Capital and Debt Stabilization Funds	Chief Financial Officer	Report at Town Meeting
19	Appropriation to General Stabilization Fund	Chief Financial Officer	Report at Town Meeting
20	OPEB Trust Fund Appropriation	Chief Financial Officer	Affirmative Action 4-0-0
21	OPEB Trust Fund Expense	Chief Financial Officer	Affirmative Action 4-0-0
22	Retirement Board Stipends	Retirement Board	Affirmative Action 4-0-0
23	Acceptance of the HERO Act	Board of Assessors	Affirmative Action 4-0-0
24	Transfer from Middle School Stabilization Fund	Chief Financial Officer	Affirmative Action 4-0-0
25	Transfer of Peabody School and Appropriate Funds	Town Manager	Affirmative Action 4-0-0
26	General Bylaw Amendment: Leasing of Land by Select Board and Town Manager	Select Board	Affirmative Action 5-0-0
27	Remote Participation at Annual and Special Town Meetings	Select Board	Affirmative Action 5-0-0
28	Citizen Petition: Ranked Choice Voting	Stephan Bader	Delay
29	Feasibility of Acquiring 2229 Main Street (NMI Starmet Site)	Select Board	No Motion Anticipated

30	Authorize Grant of Easement to Verizon - 835-923 Old Marlboro Road (Concord Middle School)	Town Manager's Office	Affirmative Action 5-0-0
31	Select Board to Accept Easements	Public Works Commission	Affirmative Action 5-0-0
32	Betterments for Temporary Improvements to a Private Way - Darton and Dover Streets	Public Works Commission	Delay
33	MCI Concord - Planning	Select Board	Delay
34	Stormwater Enterprise Fund Expenditures	Public Works Commission	Delay
35	Citizen Petition: Protect Orchard House from Stormwater Runoff	John Althouse	Delay
36	Citizen Petition: Ban Second-Generation Anticoagulant Rodenticides (SGARs)	Meaghan Sinclair and Gwen Shipley	Delay
37	Zoning Bylaw Amendment: Joint Parking Bylaw	Planning Board	Affirmative Action - 4-0-0
38	Zoning Bylaw Amendment: General Housekeeping - Multiple Sections	Planning Board	Affirmative Action - 4-0-0
39	Zoning Bylaw Amendment: ADU Bylaw	Planning Board	Affirmative Action - 4-0-0
40	Zoning Bylaw Amendment: Floodplain Conservancy District Bylaw	Planning Board	Affirmative Action - 4-0-0
41	Citizen Petition: Zoning Bylaw Amendment: Personal Wireless Communications Facility	Henry Dane	Affirmative Action - 4-0-0
42	General Bylaw Amendment: Sign Bylaw	Planning Board	Affirmative Action - 4-0-0
43	Zoning Bylaw Amendment: Accessory Retail in Industrial	Economic Vitality Committee	Affirmative Action - 4-0-0
44	Zoning Bylaw Amendment: Commercial Parking	Economic Vitality Committee	Affirmative Action - 4-0-0
45	Zoning Bylaw Amendment: Planned Residential Development (PRD) Bylaw	Concord Housing Foundation	Delay
46	Citizen Petition: Zoning Bylaw Amendment: Continuing Care Retirement Community Overlay District	New England Deaconess Assoc.	Report at Town Meeting
47	Community Preservation Appropriation Recommendations	Community Preservation Committee	Affirmative Action - 4-0-0
48	Authorize Expenditure of Revolving Funds under Mass. Gen. Laws 44 § 53 E1/2	Town Manager	
49	Light Fund Budget and PILOT Payment	Town Manager	
50	Solid Waste Fund Budget	Public Works Commission	
51	Sewer Fund Budget	Public Works Commission	
52	Sewer Improvement Fund Budget	Public Works Commission	
53	Water System Expenditures	Public Works Commission	
54	PEG Fund Budget	Town Manager	
55	Beede Swim and Fitness Center Enterprise Fund Budget	Town Manager	
56	Appropriate and Transfer Balance of Parking Meter Fund	Town Manager	
57	Unpaid Bills	Chief Financial Officer	
58	Debt Recission	Chief Financial Officer	



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

9

**Discuss and Approve Select Board Input
on Draft Consent Calendar to Town
Moderator**

Requested by: SB Chair

Action Sought: Approve

Proposed Motion(s)

Discuss and Approve Select Board Input on Draft Consent Calendar to Town Moderator

Additional Information

Board Action

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

D-R-A-F-T

NOTE: Tentative list, subject to final recommendations for affirmative action where appropriate by the Select Board, Finance Committee, and Planning Board. Any Article NOT recommended for affirmative action by the Select Board, Finance Committee, and Planning Board will be removed.

May 1, 2025

**MOTION TO ADVANCE FOR CONSIDERATION AND TAKE ACTION ON
CERTAIN ARTICLES WITHOUT DEBATE
(2025 CONSENT CALENDAR)**

Mr. Dahlberg moves: that the 2025 Annual Town Meeting advance for consideration the Articles in the table below and take action without debate on such Articles in accordance with the motions under each as published in the Town Meeting Briefing Book, provided, that upon the request of ten (10) voters at this Meeting, made before the vote is taken on this motion, an Article, or, in the Moderator's discretion, a portion thereof, shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course of business at this Town Meeting.

The Consent Calendar is intended to increase the efficiency of Town Meeting by advancing for action without deliberation those Articles which are routine, of an administrative or housekeeping nature, or enjoy broad public support and were non-controversial at the pre-town meeting hearings. All Articles included on the Consent Calendar are recommended for affirmative action by the Select Board, the Finance Committee (if an Article with financial impact), and the Planning Board (if a zoning bylaw amendment).

Article 2	HEAR REPORTS
Article 3	MEETING PROCEDURE
Article 4	RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS
Article 5	RATIFY PERSONNEL BOARD CLASSIFICATION & COMPENSATION PLAN
Article 14	NON-RESIDENT TUITION REVOLVING FUND
Article 15	FACILITIES RENTAL REVOLVING FUND
Article 20	OPEB TRUST FUND APPROPRIATION
Article 21	OPEB TRUST FUND EXPENSE
Article 24	TRANSFER FROM MIDDLE SCHOOL STABILIZATION FUND
Article 26	GENERAL BYLAW AMENDMENT: LEASING OF LAND BY SELECT BOARD & TOWN MANAGER
Article 30	AUTHORIZE GRANT OF EASEMENT TO VERIZON – 835-923 OLD MARLBORO ROAD (CONCORD MIDDLE SCHOOL)
Article 31	SELECT BOARD TO ACCEPT EASEMENTS
Article 38	ZONING BYLAW AMENDMENT: GENERAL HOUSEKEEPING – MULTIPLE SECTIONS
Article 39	ZONING BYLAW AMENDMENT: ACCESSORY DWELLING UNIT (ADU)
Article 40	ZONING BYLAW AMENDMENT: SECTION 2.2 ZONING MAP - FLOODPLAIN CONSERVANCY DISTRICT
Article 42	GENERAL BYLAW AMENDMENT: SIGN BYLAW

Article 43	ZONING BYLAW AMENDMENT: SECTION 5 ACCESSORY USES AND TABLE II ACCESSORY USE REGULATIONS the premises in Industrial Districts.
Article 47	COMMUNITY PRESERVATION APPROPRIATION RECOMMENDATIONS
Article 48	AUTHORIZE EXPENDITURE OF REVOLVING FUNDS UNDER MASS. GEN. LAWS C. 44, § 53E1/2
Article 49	LIGHT PLANT EXPENDITURES & PAYMENT IN LIEU OF TAXES
Article 50	SOLID WASTE DISPOSAL FUND EXPENDITURES
Article 51	SEWER SYSTEM EXPENDITURES
Article 52	SEWER IMPROVEMENT FUND EXPENDITURES
Article 53	WATER SYSTEM EXPENDITURES
Article 54	AUTHORIZE EXPENDITURE FROM PEG ACCESS AND CABLE-RELATED FUND
Article 55	BEEDE SWIM AND FITNESS CENTER ENTERPRISE FUND EXPENDITURES
Article 56	APPROPRIATE AND TRANSFER PARKING METER FUND BALANCE

DRAFT



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

10

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, May 5, 2025

11

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>



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

12

Select Board Liaison Reports

Requested by: SB Chair

Action Sought: None

Proposed Motion(s)

Motion: None Anticipated

Board Action

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

Liaison Report for Wendy Rovelli (5/5/25)

Planning Board (4/29)

- Approved Definitive Subdivision for improvement of a new roadway and the creation of 2 new building lots at 61B Walden Street. Six waivers were approved based on the support of Town depts.
- Mixed-Use Zoning: 4.2.2.3 mixed Use ByLaw – The board reviewed questions in discussion with the Consultant (Innes Associates) hired to help evaluate revisions to this zoning. The goal is to draft revisions for a public workshop targeted for June 17th
- Discussed follow-up to Public Hearing.
 - Article 37 Joint Parking Bylaw – A small change will be made to the article to update “change in use” to “change in use and/or tenant”. The presentation is also expected to be revised to improve education about the current bylaw, current limitations and benefits of the current proposal.
 - Article 41 Personal Wireless Communication Facility – It was noted that the current bylaw is inconsistent with federal law and court rulings and there is a need to overhaul the entire bylaw. (WR comment: Should we make this a Select Board goal for FY2026?)
 - Article 44 Commercial Parking: There is expected to be a revision to clarify the language related to no increase in square footage.
- Citizens raised concerns about Article 46 Continuing Care Retirement Community Overlay District
 - Citizen concerns were raised over height, setbacks, density. Zoning language is very general. In the presentation there was a reference for sewer capacity - why greater than man housing units (its likely related to EPA standard). Some concern that the petitioner (Deaconess) has not outreached to neighbors. Is this spot zoning?
 - This is a citizen petition and some education on the process was provided.
 - It was noted that at the public hearing, a separate agreement with the Select Board was being pursued. The petitioner is scheduled to join the Select Board on May 12th. Citizens want to provide input on the MOU (they were encouraged to send feedback to SB)
 - The Planning Board will be inviting the petitioner to their May 27th meeting.

School Committee (4/30)

- Both the School Committee and School Administration recognized the large outpouring of support provided following recent student tragedy. Dr. Hunter thanked the community as the support has gone a very long way in helping students and staff as they return to school.
- Thoreau playground – a presentation by students and a review of the playground design was shared. A check for \$383,357.54 in accumulated donations was accepted. \$200K was provided from an estate gift. Fundraising continues to achieve the target amount of \$610K.

Tax Relief Evaluation Committee (5/1): partial update

- The committee has continued to dig into publicly available data from the Assessor’s office as well as MLS data. There are challenges in linkage between actual household income and assessed property values, as well as distinguishing property owner’s vs renters. The task force anticipates fielding a survey in the fall to help quantify reason for why homeowners leave or move to Concord, downsize, the impacts of taxes, etc. Follow-up with the Regional Housing Services group will occur to identify data on income and related carrying cost of housing.



Concord Select Board Meeting
AGENDA ACTION REQUEST

Monday, May 5, 2025

13

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>