



OLD NORTH BRIDGE

TOWN OF CONCORD

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

Select Board Meeting

Monday, October 20, 2025 at 6:00 PM

Town House, 22 Monument Square
Select Board Room and via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/87098451325?pwd=kraA7bXqZJn0uc2UArWKRqyF6PNk77.1>

Meeting ID: 870 9845 1325

Passcode: 130118

Dial In: 1-646-931-3860

	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"> a. Minutes Approval: October 6, 2025 b. Executive Session Minutes for Approval but Not Release: October 6, 2025 c. Town Account Warrants: October 16, 2025; October 9, 2025 d. Proclamation celebrating the delegation from Nanae, Japan – Sister City e. Proclamation honoring Dorothy Di Domenico, Retired Music Educator Concord Public Schools 1968-1996 f. One Day Liquor License for All Alcoholic Beverages for Sean Murphy of the Concord Firefighter Relief Association for a Retirement Party on Saturday, November 1, 2025 from 6:00 PM to 11:00 PM at the Concord Armory, 91 Everett Street
III.	6:20 PM	Select Board Appointments: <ul style="list-style-type: none"> a. Sandeep Pisharody of 236 Hayward Mill Rd. as the School Committee Representative to the Bias and Hate Incident Reporting Working Group for a term to conclude at the completion of the work as outlined in the charge

		<ul style="list-style-type: none"> b. Paul Boehm of 11 Ridgewood Rd. as the Select Board Representative to the Hate and Bias Incident Reporting Working Group for a term to conclude at the completion of the work as outlined in the charge. c. Deborah Dorfman of 27 Lang St. to the Bias and Hate Incident Reporting Working Group for a term to conclude at the completion of the work as outlined in the charge d. Daniel Hart of 61 West St. to the Bias and Hate Incident Reporting Working Group for a term to conclude at the completion of the work as outlined in the charge e. Julie Hirschler of 1381 Main St. as an Associate Member of the Library Committee for a 3-year term to expire May 31, 2028 <p>Town Manager Appointment with the Approval of the Select Board:</p> <ul style="list-style-type: none"> a. Corrective Appointment of Francis Cummings of 100 Newbury Court as a member of the Climate Action Committee for a term to expire May 31, 2029 for an extended term, for the purpose of correcting staggered terms on the committee.
IV.	6:25 PM	Chair's Report
V.	6:30 PM	Town Manager's Report
VI.	6:40 PM	<p>Discussion and Vote: Request to extend installation term of Public Art - "Sidewalk Decals" - on town-owned property in West Concord</p> <p>Presenter: Mimi Graney, Economic Vitality Manager</p>
VII.	6:45 PM	<p>Overview of the Municipal Empowerment Act and Consider Draft Letter of Support</p> <p>Presenter: Shannon McAndrew, Management Specialist</p>
VIII.	7:00 PM	<p>Discussion and Vote: Public Shade Tree Removal Request, 36 Cottage St. Lane</p> <p>Presenters: Erik Shaw, Assistant Highway & Grounds Superintendent, Tree Warden, Nancy Allam, Homeowner</p>
IX.	7:15 PM	Select Board Liaison Reports
X.	7:25 PM	Executive Session under M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and not return to Open Session
XI.		Adjournment

** Times are approximate and subject to change*

Upcoming Meetings:

Monday, October 27, 2025

Monday, November 17, 2025

Monday, December 8, 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.

Please see the Town of Concord website at [https://concordma.gov/739/Vacancies---Member Positions](https://concordma.gov/739/Vacancies---Member-Positions) to learn about volunteer opportunities on boards and committees.

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in person on Monday, October 6, 2025 at 6:00 PM at the Town House, 22 Monument Sq. The meeting was available for public access in person and via Zoom.

Call to Order

Present were: Mark Howell, Chair, Wendy Rovelli, Clerk, Paul Boehm, Mary Hartman, and Cameron McKennitt

Chair Howell called the meeting to order at 6:01 PM. Ms. Rovelli confirmed that all members were present.

Public Comment

There were no public comments.

Consent Agenda

- a. Minutes: Approval: July 22, 2025; September 8, 2025; September 10, 2025; September 15, 2025
- b. Executive Session Minutes for Approval but Not Release: September 8, September 10, 2025; September 15, 2025
- c. Town Accountant Warrants: September 18, September 25, October 2
- d. Gift Acceptances:
 - i. D. Kim Reid and Manohar Panjabi of \$1,000.00 for the Council on Aging.
 - ii. Concord Carlisle Youth Baseball Softball for \$7,700.00 for the maintenance of Ripley Fields.
- e. One Day Liquor Licenses:
 - i. All Alcoholic Beverages for Jennifer Verrill of Verrill Farm for a Halloween Party on Saturday, October 18, 2025 from 5:30 PM to 8:00 PM at Verrill Farm, 11 Wheeler Road
 - ii. All Alcoholic Beverages for Melissa Morton of Neillio's Gourmet Kitchen and Catering for the Concord-Carlisle Class of 1975 Reunion on Saturday, October 18, 2025 from 5:30 PM to 11:00 PM at Monument Hall, 62 Monument Square
 - iii. Wines & Malt Beverages Only for Jennifer Albanese of the Nature Connection for the Nature Connection Annual Fundraiser on Thursday, October 23, 2025 from 5:30 PM to 9:00 PM at the Concord Scout House, 74 Walden Street
 - iv. All Alcoholic Beverages for Tom Wilson of Wright Tavern for a Beer Garden Celebration for the Mass Provincial Congress on Saturday, October 25, 2025 from 11:00 AM to 7:00 PM at Wright Tavern, 2 Lexington Road

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

v. Wine & Malt Beverages for Jennifer Verrill of Verrill Farm for an event on Sunday, October 26, 2025 from 3:00 PM to 6:00 PM at Verrill Farm, 11 Wheeler Road

f. Sunday Entertainment Licenses for the Jane Bailey of the Concord Orchestra for symphonic orchestra performances to take place at 51 Walden Performing Arts Center from 1:00 PM to 6:00 PM on the following dates:

- i. Sunday, October 19, 2025
- ii. Sunday, February 1, 2026
- iii. Sunday, March 29, 2026
- iv. Sunday, May 12, 2026

g. Committee Nominations

i. Julie Hirschler of 1381 Main St. as an Associate Member of the Library Committee for a term to expire May 31, 2028.

Upon a motion duly made and seconded, it was **voted:** to approve the Consent Agenda with the removal of September 8, 2025 minutes.

Mr. McKennitt requested an edit on page six regarding clarification of his response on the topic of additional single-family homes added to Concord inventory and a second edit on page seven regarding the existence of a town-based incident reporting system in Belmont. Ms. Hartman noted that while she agreed Mr. McKennitt had made the statement about single family homes, she disagreed with the statement that no single family homes had been added to the Concord Inventory since 2005. Ms. Rovelli concurred and confirmed this would be included in the minutes of the meeting.

Mr. Boehm requested edits to page 8 of his liaison report; adding the words “oversight” and “risk.”

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the Consent Agenda with modification to September 8, 2025 minutes as described.

Select Board Appointments

Upon a motion duly made and seconded, it was **voted:** to appoint Agnes Lubega- Kalisa of 12 Nathan Pratt Dr., as the DEI Commission Representative to the Bias and Hate Incident Reporting Working Group for a term to expire at the conclusion of their work

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

Town Manager Appointments with the Approval of the Select Board

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to approve the Town Manager appointments of:

- i. Francis Cummings of 100 Newbury Court to the Climate Action Committee for a term that expires May 31, 2028.
- ii. Peter Nobile of 73 Coburn Hill Rd. retroactive appointment to the Commission on Disability for a term from June 1, 2024 to May 31, 2027
- iii. Jennifer Brooke of 31 Oxbow Rd. to the Commission on Disability for a third term to expire May 31, 2028 and to be exempted from APP#10 § VIII (b).
- iv. Janet Byer of 52 Authors Rd. to the Commission on Disability for a third term to expire May 31, 2026 and to be exempted from APP#10 § VIII (b).
- v. Andrew Kirkpatrick of 94 Sorrel Rd. to the Commission on Disability for a partial term to expire May 31, 2026 for the purpose of staggering terms on the commission.
- vi. Laura Will of 1128 Old Marlboro Rd. to the Commission on Disability for a partial term to expire May 31, 2027 for the purpose of staggering terms on the commission.
- vii. Robert Simon of 13 Davis Court to the Commission on Disability for a partial term to expire May 31, 2027 for the purpose of staggering terms on the commission.

Ms. Hartman inquired about the third-term appointments, to which Ms. Lafleur responded that she provided a memo (included in the packet) that explains why exemptions were requested.

Mr. McKennitt's inquiry regarding the appointment to the Climate Action Committee was answered by Ms. Lafleur; Ms. Lafleur confirmed that the appointment is the Town Manager's appointment with the approval of the Select Board.

Chair's Report

Chair Howell shared that the Governance Training that will be given by the Town Clerk on October 18 was moved to 9:00-10:30 AM and will be held in the Town House Hearing Room. This training will have valuable information for board and committee members. Also, the Select Board has scheduled a joint meeting with the Transportation Advisory Committee and Concord Public Works on Tuesday October 28 from 4:00-5:30 PM at the Town House, Hearing Room for the "kick off" of the enhanced road program discussion. The timing adjustment was made so that the Select Board members can

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

welcome the Nanae delegation. The Select Board meeting planned for 11/3 has been rescheduled to 10/27.

Town Manager's Report

Ms. Lafleur provided a comprehensive update on current town activities and projects.

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Key points from Ms. Lafleur's update include:

This month, Ms. Lafleur and the Finance Department will spend time with each department reviewing their budget requests. The Public Works Commission is meeting this week and will be reviewing the capital plan submitted by the Department of Public Works. In response to an inquiry from Mr. McKennitt, Ms. Lafleur noted they are utilizing FTE benchmarking, more so than in the past. Ms. Lafleur stated her goal is that even if a few additional full-time equivalent (FTE) positions are added, the overall budget would be net zero by finding savings in other areas. This approach recognizes that the town cannot accommodate more than a standard budget increase. Mr. Boehm requested categorization of requests based on wants and needs and Chair Howell stated that there will be further discussion about the budget at the following meeting.

Bob Hill, the Business Manager in Public Works, is retiring at the end of the week, following more than forty years of municipal service. A reception for him is scheduled for Thursday morning from 9:30 AM to 10:30 AM. The new Chief Information Officer, Jeff Weiner started last Monday. Mr. Weiner comes from the Wakefield Public Schools system, where he was the Technology Director and District Library Services Administrator. The Council on Aging will now be open on Thursdays from 8:30 AM to 7:00 PM in a pilot program. A joint business forum was held this morning by the Health Division and the Economic Vitality Manager and was reportedly well attended. DPW hosted a successful drop-off swap-off event the past weekend. The "No Kings Rally," is on October 18, which is expected to bring 3,000 to 5,000 people to town. Ms. Lafleur noted that the town is securing resources from neighboring communities and regional partners for this event. The Town of Concord, in partnership with OARS 3 Rivers and the Metropolitan Area Planning Council (MAPC), has been awarded a \$450,000 state grant to launch a Regional Climate Collaborative. The two-year initiative will focus on enhancing climate resilience for the entire Sudbury, Assabet, and Concord (SuAsCo) Rivers watershed. The Town of Concord Tourism Office was acknowledged for providing services at the Concord Bridge during the federal government shutdown. October is the busiest tourist month, and the visitor center staff set up a table and

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

portable restroom facilities due to the closure of National Park facilities. It is currently Public Power Week (first full week in October) and National Fire Prevention Week.

The [Town Manager Monthly Project Report](#) was included in the packet. This report identifies twelve high-priority projects in the executive summary matrix and 25 additional projects are being tracked. Ms. Lafluer noted that she had already identified several updates since the report was issued and welcomed feedback on the report format. Ms. Lafleur addressed Chair Howell's questions about projects listed with "TBD" (To Be Determined) cost and funding in the report, noting that for many of these, the cost and funding are already identified. Chair Howell requested that the report be updated to reflect this information. Additionally, Mr. Boehm noted projects that involve primarily staff time might be indicated as so. Mr. McKennitt requested clarification of the language "high risk projects" to more clearly define the status of projects categorized in this way.

**Discussion and Vote: Beede Center Addition – Maisey O'Donnell Dry Land
Training Center Presentation**

Presenters: Betsy O'Donnell, Christoph O'Donnell, Tracey Bird, (Harvard Diving Coach), Sandy Smith, Henry Dane, C.C. Pools, Inc.

Mr. Smith provided an overview of the project, which will be a gift to the Town of Concord. The slide presentation was shown. Mr. and Mrs. O'Donnell shared the deep personal meaning the gift has and that close to \$600,000.00 has been raised for the building of the facility. There are pledges from foundations that will cover any additional funding necessary. Additionally, Mr. and Mrs. O'Donnell shared that they feel that there will be resources to create an endowment and gratitude was expressed for the support that they have received around this project.

Ms. Bird was available for use and operational questions including safety and injury prevention. Mr. O'Donnell shared that a proposal was made at the Recreation Committee meeting in July to utilize a non-profit organization to manage the planning and construction of the project. Mr. Smith shared that they are considering utilizing C.C. Pools as the nonprofit entity, seeing as there are existing agreements between C.C. Pools, Concord Carlisle Regional School District and the Town of Concord; it is an existing public private partnership under the existing policy. Issues flagged by staff include the impact on existing Beede Center facility projects (like roof replacement and wall repairs) and potential changes to parking, but these are viewed as solvable. Henry Dane provided background knowledge of the nonprofit formation, relationship with the town and schools regarding the Beede Center and proposals about how utilizing the non-profit could benefit this new project. While there may be changes to dates, and the

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

revival of the C.C. Pools nonprofit Board of Directors would need to occur, the existing agreement should be applicable. Should C.C. Pools be the governing agency, the Board of Directors would manage the construction. A Deed of Gift will convey ownership of the Dryland Dive Center to the town on completion of construction. The Select Board members expressed their support of the project. A gift account may be established in the future. Mr. Howell shared that contributions are still being accepted to support this project: [Maisey O'Donnell Fund – Community Foundation for MetroWest](#)

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to endorse the Beede Center Addition Project as presented with gratitude for the team that presented.

Discussion and Vote: Approval of Book Donation by Richard Forman valued at \$30,000.00, which is the estimated production cost of 1,000 copies.

Presenter: Delia Kaye

Ms. Kaye introduced the book, written by Dr. Richard Forman, world-renowned landscape ecologist, and spoke about the value that it has for the town. Ms. Kaye highlighted that the book will be helpful in creating planning documents, specifically aiding with the comprehensive long-range plan. Furthermore, town divisions such as the DPW will find value in the book. Dr. Forman shared a copy of the book with the Select Board members, Town Manager and Deputy Town Manager and provided some background information. Dr. Forman described Concord as an "ecological treasure chest," noting key features such as its three rivers, Estabrook woods, and Walden Pond. The book was printed by Concord Printing and will be available in a couple of weeks. Copies will be available at the Natural Resources Office and the Visitors Center. In response to Ms. Rovelli's inquiry, Dr. Forman shared that the book will be about \$35-40.00 per copy. Mr. McKennitt and Mr. Boehm thanked Dr. Forman for his donation.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve a book donation by Richard Forman valued at \$30,000.00, which is the estimated production cost of 1,000 copies.

Discussion: Process and Possible Changes to Process for Election Packet Mailings

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

Presenter: Kaari Tari, Town Clerk

Ms. Tari presented draft procedures designed to clarify the process for preparing and distributing voter information mailings for special town elections. Ms. Tari identified three areas for improvement: outreach to proponents and opponents for written arguments, review of the ballot question summary and Yes/No statements and final review of the ballot question prior to distribution.

The following points were made during the discussion with the Select Board members. The minimum time required between when the Select Board calls the election (forwarding information to the Town Clerk) and the election date is 35 days. Ballots are typically mailed out around 21 days before an election, and the deadline to apply for a ballot is seven days before.

The law states that the Select Board distributes the voter information to voters, therefore the Select Board office name on the mailing letterhead is appropriate.

Town Counsel is responsible for soliciting the arguments and is required to identify and reach out to opponents and proponents within seven days of the Select Board vote.

Wherever possible, Town Counsel will solicit arguments from multiple people on each side, including reaching out to at least two individuals best suited to present arguments in opposition. Arguments must be submitted to the Town Clerk's office and become public record. The author of the argument generally has the final word on the content, unless there are issues of inaccuracy that Town Counsel must address.

Town Counsel prepares the summary and Yes/No statements and will forward those 30 days before the election. The Select Board and the committee or board that sponsored the article will review these statements. The review period allows five days for the Select Board to comment and provide feedback to Town Counsel. Town Counsel retains the final decision on the summary and statements. Town Counsel's authority is limited regarding tone or characterization, but they can address factual inaccuracies. It was suggested that Town Counsel selection among multiple arguments would hopefully ensure appropriate tone and accuracy. Chair Howell suggested that when approving a calendar for an election, the Select Board should create clear dates for reviewing the summary and statements (e.g., between date X and Y). In addition, the town might consider scheduling elections beyond the 35-day minimum (e.g., 45 days) to allow adequate time for the new procedures. Other towns may not provide any voter information unless they have accepted the local option (Concord accepted in 2021), which requires the town to send out information. It was suggested by Mr. McKennitt that research into how other towns manage their pro/con statements might be beneficial. T

Andrea Solomon commented that the statutory requirement states that arguments and the summary shall be submitted by the solicitor or counsel to the governing body at least 20 days before the election, before they are distributed to voters. Ms. Solomon inquired if the Select Board was provided with this opportunity and Select Board

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

members noted that they did not see the arguments before they were mailed out. Ms. Solomon expressed that factuality of information in the pro/con statements should be reviewed more thoroughly going forward. In response, Chair Howell recommended allowing for more time between calling for an election and the election itself.

Tracey Marano, Chair of the Concord Carlisle School Committee, speaking on behalf of herself, requested details of how the review process will take place for upcoming elections. Chair Howell shared that the review of the summary statement will be done by the Select Board and the committee that sponsored the warrant article. The arguments would be forwarded to the Select Board and the warrant article sponsor, with feedback delivered to Town Counsel.

Ms. Lafleur expressed that the procedure for review of the pro/con statements should come from Town Counsel and that further the community could choose to go back to not including pro/con statements.

Interim Update: Tax Relief Evaluation Task Force

Presenter: Lynn Salinger, Co-Chair and Ellen Quackenbush, Co-Chair

Ms. Salinger provided the presentation (and noted the full set of slides are available in the meeting packet). Ms. Salinger shared that the Tax Relief Evaluation Task Force started meeting in March to evaluate the impact of the Residential Tax Exemption (RTE) over the past 2 years and she is sharing an update of the task force's work to date.

Ms. Salinger reviewed findings from the work group and noted there is lack of knowledge regarding the RTE and how it works among residents. There is also a lack of data available to assess the goals and impact of the RTE. A town-wide survey will be distributed in late October to capture resident concerns about housing costs (homeowners and renters) and the Impact of the RTE on housing cost burdens.

Mr. McKennitt noted that implementing the Senior Means Tested Exemption is a municipal choice that require a home rule petition and vote at Town Meeting, while the RTE requires a vote by the Select Board. Mr. McKennitt also offered considerations for the task force, noting that the value of homes in Concord has seen a lower increase than the rate of inflation and Mr. McKennitt also identified where the Town of Concord ranks high regarding average property tax bills. Ms. Salinger noted that the ranking of an average tax bill can be quite different from the tax rate.

Mike Philips of 176 Partridge Lane questioned how many people understand the RTE. He stated that he knows very few people who understand what it is, describing it as a

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

very complicated thing for most folks to understand. Mr. Phillips recommended that everyone should apply regardless of their home value.

Christine Reynolds of Captain Miles Lane shared that she was surprised that the Residential Tax Exemption was passed without a vote at Town Meeting. She encouraged the Select Board to consider if the community would like to have a vote regarding the exemption.

Chair Howell reported that most people that are eligible have applied, however there is still work to do to get (application) numbers as high as possible.

In response to Mr. Boehm's question regarding any benefits landlords; Ms. Salinger established that there is a statute that would allow landlords renting at affordable rates to receive a residential tax exemption. Boston has voted in support but not implemented it. Brookline is watching what Boston does. Ms. Rovelli inquired about feedback from real estate agents on whether the RTE factors into home buying decisions, which Ms. Salinger said confirmed through her research with several realtors that the RTE does not figure into conversations with prospective buyers. Ms. Hart expressed interest in other forms of tax relief that other communities have implemented and that may be available to implement in Concord. Ms. Salinger noted that Bedford recently adopted the Senior Tax Exemption provision 41C ½, which does not contain an an asset limit for eligibility. The task force is putting together a link in the survey where community members can learn more about the RTE. Chair Howell stated that the Tax Rate Hearing will occur on November 17, 2025. Mr. McKennitt inquired why the survey does not ask for information about assets, and Ms Salinger noted the emphasis on encouraging citizen response and that there are questions focused on housing cost burdens.

Discussion and Vote: Bias and Hate Incident Working Group Appointment and Nominations:

Presenters: Paul Boehm and Mark Howell

Chair Howell shared that the representative from the school district has not been selected yet, so no one will be appointed to that position this evening.

Ms. Rovelli nominated Mr. Boehm, as the Select Board representative. Mr. McKennitt shared that he is also interested in serving.

Mr. Boehm shared a statement saying that over the summer, this became a priority for him to figure out what the Select Board could do to help the community, he wrote the charge for the working group and is prepared to serve.

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

Mr. McKennitt shared a statement that included his position that this is an important issue for the town. If selected, Mr. McKennitt would be committed to look broadly at all the different types of reporting that exist today and would consider what any additional reporting would accomplish. Mr. McKennitt also feels that there should be broad representation on the working group, citing that Mr. Boehm already serves as the Liaison to the DEI Commission. Mr. McKennitt would like to look at the pros and cons of an additional reporting system giving careful consideration to potentially negative effects of a reporting system.

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to nominate Paul Boehm as the Select Board Representative to the Bias and Hate Incident Working Group.

Mr. Boehm thanked the community members who would like to volunteer as a member of the Bias and Hate Incident Reporting Working Group.

The candidates were: Jennifer Bell, Deborah Dorfman, Dan Hart, Rob Morrison, Linda Skolnik, Bill Sones

Mr. Boehm recommended the nomination of Daniel Hart and Deborah Dorfman due to their experience and qualifications. Ms. Hartman was also in support of Deborah Dorfman and Daniel Hart due to impressions and knowledge of their experience as of this date. Ms. Rovelli also spoke in favor of Deborah Dorfman, Daniel Hart, and also suggested that Mr. Morrison had very valuable experience having been on the Human Rights Council and his professional teaching background. Mr. McKennitt asserted that there should be a focus on broad representation and therefore would prefer to make the nomination at the next meeting, once the Representative from the School Committee is established.

Mr. Booth, co-chair of the Human Rights Council suggested that Mr. Morrison would be in support of both Deborah Dorfman and Daniel Hart

Upon a motion duly made by Mr. Boehm and seconded, it was UNANIMOUSLY **voted:** to nominate Deborah Dorfman and Daniel Hart as community members to the Bias and Hate Incident Reporting Working Group.

Discussion and Vote: to Approve Merit Bonus for the Town Manager

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

Presenter: Mark Howell

The Select Board members deliberated on the merit bonus amount that the Town Manager could receive. Factors taken into consideration were the Town Manager's ratings in the recent review of last year's performance. There was discussion on how a merit bonus should be calculated. The Select Board members deliberated if the bonus should be set at no more than 2% or a greater percentage based her actual rating relative to the max point scale of 3%. Chair Howell pointed out that the job itself is very demanding and broad, and Ms. Hartman stressed that it is important to reward Ms. Lafleur for the work that she has done. Mr. Boehm said that he would like to discuss the rating system and associated scale going forward and Ms. Rovelli agreed.

A motion was duly made by Mr. McKennitt and seconded, to approve a 2% merit bonus increase of \$4750.88 for Ms. Lafleur for fiscal year 2025. The motion did not have a second and therefore was not moved.

Upon a motion duly made by Ms. Hartman and seconded, it was **voted:** to approve a 2.93% merit bonus of \$6971.91 for Ms. Lafleur for the fiscal year 2025 with Chair Howell, Ms, Hartman, Ms Rovelli and Mr. Boehm voting Aye and Mr. McKennit voting Naye.

Select Board Liason Reports

Mr. Boehm Liaison Report:

Mr. Boehm attended his first PEG Access Committee meeting. Mr. Boehm explained that the main job of the PEG Access Committee is twofold: monitoring the contract with Comcast and playing an advisory role to Minuteman Media. The group is currently reviewing its charge and may evolve into a Minuteman Media Advisory Group, or some combination thereof. Mr. Boehm mentioned that there are two vacancies on the PEG Access Committee, presenting an important opportunity for people to play a role in public access channels. Furthermore, the new Comcast contract provisions include adding an additional channel (the intended use has yet to be determined) and making the channel HD. Mr. Boehm noted that there is a joint meeting scheduled for the October 28 with the Select Board, the Public Works Commission and the Transportation Advisory Committee. The West Concord Advisory Committee (WCAC) met recently. Topics discussed at the recent meeting included Phil Griffith discussing Rideout tennis and basketball court resurfacing, Susan Beck (from the West Concord Cultural District) discussing the potential for a sculpture in Junction Park, and a guitar museum was discussed. The WCAC is considering revising its charge and plans to discuss this with the Planning Board at their meeting on October 21st. The WCAC currently meets with

**Town of Concord
Select Board Meeting
Meeting Minutes
October 6, 2025**

the Planning Board twice a year. Mr. Boehm offered to send more information about the sculpture in Junction Park to Ms. Hartman.

Mr. Howell Liaison Report:

The League of Women Voter's First Friday was held last Friday where the update from the MCI Advisory Board was the topic.

Ms. Hartman Liaison Report:

Ms. Hartman, with the assistance of Keith Bergman, researched when the site plan approval for both the NOVO and Thoreau Residence expire. The NOVO authorization expires April 16, 2027 and Thoreau Residence authorization expires April 3, 2028. If these projects extend beyond these dates, a renewal could be requested.

Executive Session

Upon a motion duly made by Ms. Rovelli and seconded, it was UNANIMOUSLY **voted:** to enter into Executive Session at 9:21 PM. under M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and not return to Open Session.

Mr. Boehm – Aye
Ms. Hartman – Aye
Mr. Howell – Aye
Mr. McKennitt – Aye
Ms. Rovelli – Aye

[Meeting Packet](#)

[Meeting Recording](#)

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

Honoring Dorothy DiDomenico

WHEREAS Dorothy DiDomencio was a music teacher in the Concord Public School System from 1968-1996 as part of her life's devotion to music education. She taught music classes, directed choirs, conducted orchestras, chamber groups and bands and put on musicals and countless shows and productions which brought rigorous appreciation of music and performances that were, for many, transformative and brought gladness of heart to audience members, casts and crews.

WHEREAS Dorothy DiDomenico's choral work with high schoolers, church, and senior citizens has won her accolades and awards throughout her career. Her work in Concord saw her recognized with honor at both the state and regional levels. This passionate and dedicated educator taught so much more than music to her students who learned valuable life lessons that they carry with them today—proving one person can make a difference.

WHEREAS Dorothy DiDomenico has shown without a doubt that a teacher can change your life and seal your destiny. For that reason students through her long career in Concord have gathered to sing thanks to Mrs.Di for continuing to touch hearts one note at a time and honor her in her 88th year by joining together once again, as their adored "Mrs Di " conducts them in song here in Concord.

THEREFORE be it declared that we, the Select Board of the Town of Concord, Massachusetts, passes this proclamation in honor of Dorothy DiDomenico, a beloved music educator, who gave so much to the students and families of our community.

Proclaimed this 20th day of October 2025.

CONCORD SELECT BOARD

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

***Recognizing the Sister City Relationship Between
Town of Concord and Town of Nanae***

- WHEREAS** The Town of Concord wishes to recognize the Town of Nanae, Japan, for the long and valued Sister City relationship between our two communities, established in 1992; and
- WHEREAS** for more than twenty-eight years, the frequent exchange of students, teachers, government officials, and citizens has enriched both our towns and deepened our understanding of one another; and
- WHEREAS** the Sister City relationship embodies Concord’s long tradition of civic engagement and global connection, reflecting our shared values of peace, education, and respect for diversity; and
- WHEREAS** we commend the many individuals and organizations in Nanae and Concord who have worked tirelessly over the years to sustain this special connection and strengthen the friendship between our peoples; and we look forward to continuing this spirit of collaboration, learning, and goodwill that has made the Concord–Nanae relationship so meaningful and enduring;
- THEREFORE** be it declared that we, the Select Board of the Town of Concord, Massachusetts, do hereby proclaim its recognition and appreciation of the Sister City relationship between Concord, Massachusetts, and Nanae, Japan, and extends its gratitude to all who contribute to fostering international understanding and friendship

Proclaimed this 20th day of October 2025.

CONCORD SELECT BOARD



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: October 20, 2025

Re: One Day Liquor License for Sean Murphy of Concord Firefighter Relief
Association

Included in your meeting packet is a One Day Liquor License application for All Alcoholic Beverages for Sean Murphy of Concord Firefighter Relief Association for a Concord Fire Department Retirement Party on Saturday, November 1, 2025 from 6:00 PM to 11:00 PM at the Concord Armory, 91 Everett Street.

Mr. Murphy's application is complete with payment and TIPS Certifications.

Please reach out with any questions.

TOWN OF CONCORD
APPLICATION FOR ONE DAY SPECIAL LICENSE
FOR THE SALE OF WINES & MALT BEVERAGES/ALL ALCOHOLIC BEVERAGES

PAID
75.00

Fee: \$75.00/per day - One Day All Alcoholic and/or Wines & Malt Beverages Only Amount Paid \$

The undersigned hereby applies for a One Day Special License in accordance with the provisions of the Statutes relating hereto:

NAME: (please print) Sean Murphy
COMPANY or organization: Concord Firefighters Relief Association
ADDRESS: 209 Walden Street Concord
TELEPHONE: 508-517-6436
DATE(S) APPLIED FOR: 11-01-2025
EVENT: CFD Retirement Party
HOURS OF OPERATION: 6:00 - 11:00
PREMISES TO BE LICENSED: Concord Armory
ADDRESS OF PREMISE LICENSED: 91 Everett Street Concord

License is for the Sale of:

All Alcoholic Beverages	<input checked="" type="checkbox"/>
Wines & Malt Beverages Only	<input type="checkbox"/>
Wines Only	<input type="checkbox"/>
Malt Beverages Only	<input type="checkbox"/>

The Licensed Activity or Enterprise is:

For Profit	<input type="checkbox"/>
Non-Profit	<input checked="" type="checkbox"/>

Are the bartenders TIPS or equivalently trained? Yes No

Will there be people in attendance that are under the age of 21? Yes No

Is this the first one day special license secured by this organization? Yes No

If no, number of consecutive years licensed? 10+

Will there be more than 100 people in attendance? Yes No

If yes, the applicant agrees to contact the Police Department to determine whether traffic control coverage is necessary. The traffic control coverage is provided at the expense of the applicant.

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgment that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Board of Selectmen, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant:  **Date:** 10-15-2025



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Mary Hartman, Select Board Liaison to West Concord Junction Cultural District

From: Mimi Graney, Economic Vitality Manager

Date: October 14, 2025

Re: Public Art Proposal – **Sidewalk Decals**

Request to extend installation term of Public Art - “Sidewalk Decals” - on town-owned property in West Concord.

In the spring of 2025, the West Concord Cultural District Committee installed the *Art Loop*, a set of approximately 130 sidewalk decals to showcase artwork created by Concord residents, enrich the public spaces of West Concord through visual art, and encourage pedestrian activity in areas of the district where retailers have reported lower foot traffic.

The Select Board approved the installation with a term extending through October 2025, after which the decals were to be removed. The Committee now respectfully requests that the term of installation be extended until mid-December, to allow the artwork to remain in place through the annual West Concord Holiday Stroll scheduled for December 13, 2025. The decals would be removed following that event.

The current set has held up well and remains in excellent condition. While the Committee originally planned for the installation to run from Patriots’ Day through mid-October, several factors impacted the installation resulting in fewer weeks of public display than intended.

Winter conditions could impact the proposed term of installation such as snow and ice. The Committee has committed to monitoring weather forecasts and to promptly removing the decals should conditions pose any risk of slippery surfaces or other safety issues. The decals are easily removable, and the Committee has agreed to act immediately if removal becomes necessary.

Concord Public Works has agreed to the extension of the installation term under these conditions and pending Select Board approval

MAP OF LOCATIONS

- Orange circles indicate approximate locations. Will be on every 3rd square on the concrete, avoiding business entrances and crosswalk ramps





THE TOWN OF
CONCORD
MASSACHUSETTS

Office of the Town Manager
Concord, Massachusetts 01742

Kerry A. Lafleur
Town Manager
Town House
P.O. Box 535
22 Monument Square
www.concordma.gov
(978) 318-3000

To: Concord Select Board

Cc: Kerry Lafleur, Town Manager and Megan Zammuto, Deputy Town Manager

From: Shannon McAndrew, Management Specialist

Date: October 20, 2025

RE: Fiscal Year 2026 Municipal Empowerment Act – Overview and Written Testimony

Background

Governor Maura Healey has refiled the [Municipal Empowerment Act](#) for Fiscal Year 2026 following its initial introduction in Fiscal Year 2025. The Select Board reviewed and submitted written testimony in support of the FY25 version, emphasizing the importance of enhanced local flexibility in administrative services, increasing ceilings for local meals and lodging taxes, and financial management and procurement. The FY26 version maintains the Act's core objectives while refining section organization, clarifying language, and removing or updating provisions that have since been enacted through other legislation.

Key Provisions of the FY26 Version

- **Accessibility for Open Meetings:**
Continues the provision for hybrid and remote meetings for Town Boards and Committees, improving resident participation and transparency.
- **Procurement Modernization:**
Increases the Chapter 30B procurement threshold for advertised bids to \$100,000, aligns exemptions, and allows joint procurements among municipalities. These reforms reduce administrative burden while preserving accountability.
- **Local Option Fiscal Flexibility:**
Authorizes a 5% local option motor vehicle excise surcharge and increases allowable local meals and lodging taxes (to 1% and 7% respectively). These options would provide Concord with tools to diversify local revenue sources and reduce reliance on the property tax base.
- **Addressing Staffing Shortages through Shared/Regional Services:**
Allows for intermunicipal sharing of finance officials and creation of regional boards of assessors, addressing staffing challenges and promoting cost efficiency.
- **Financial Management and Budget Tools:**
Provides additional flexibility in revolving fund operations, enterprise accounting, grant acceptance, and debt management. Extends school project borrowing terms from 30 to 40 years to better align with facility life cycles.



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- **Post-Retirement Employment Flexibility:**
Retains the “critical shortage” exemption allowing municipalities to rehire qualified retirees for hard-to-fill positions, now including a sunset date of January 1, 2028.
- **Emergency Financial Resilience:**
Authorizes municipalities to pay off emergency-related deficits over three years, providing fiscal stability during recovery from major incidents.
- **Enhanced Local Authority and Administrative Efficiency:**
Streamlines the expenditure of Chapter 90 funds and PEG Access receipts without additional appropriation votes.

Changes from FY25 to FY26

- Removal of previously enacted provisions, such as permanent authority for outdoor dining and alcohol-to-go service. For example, on-premise liquor licensees can now make outdoor dining a permanent aspect of their liquor license by approval of the Local Licensing Authority (the Select Board) only, and it does *not* need approval by the Alcoholic Beverages Control Commission (ABCC) like previously required.
- Addition of new sections, including:
 - A bus procurement reform removing outdated restrictions on in-house school transportation.
 - Public health provisions declassifying fentanyl test strips to support harm reduction efforts.

Implications for Concord

For Concord, the Municipal Empowerment Act continues to align with priorities:

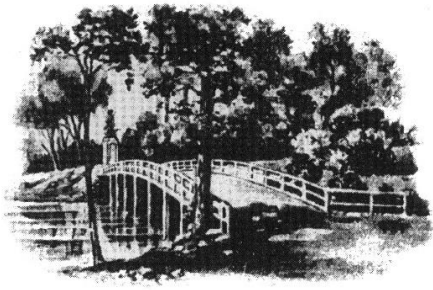
- Preserving transparency and accessibility in governance through hybrid meeting authority;
- Maintaining fiscal sustainability through diversified and locally controlled revenue sources;
- Improving efficiency and responsiveness in procurement, contracting, and financial management; and
- Promoting regional collaboration and flexible staffing solutions.

These provisions will allow Concord to improve administrative operations while maintaining transparency, better plan for capital investments, and manage workforce challenges.

Next Steps

Also included in your packet is **draft** written testimony from the Select Board to be submitted to the Joint Committee on Municipalities and Regional Government for their hearing on October 28, 2025.

I am happy to answer questions on the Act or accept any comments/edits to the **draft** written testimony.



OLD NORTH BRIDGE

TOWN OF CONCORD

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

October X, 2025

Joint Committee on Municipalities and Regional Government
The Honorable Senator Becca Rausch, Chair
State House
24 Beacon Street, Room 215
Boston, MA 02133

Joint Committee on Municipalities and Regional Government
The Honorable Representative Jack Lewis, Chair
State House
24 Beacon Street, Room 215
Boston, MA 02133

Re: Written Testimony by the Town of Concord Regarding H. 56, An Act empowering municipalities and local governments

Dear Chairs Rausch and Lewis,

On behalf of the Town of Concord, the Concord Select Board submits this letter in support of H. 56, An Act empowering municipalities and local governments (the “Municipal Empowerment Act” or the “MEA”). The MEA provides an expansive array of municipal tools to address critical workforce shortages and improve municipal financial strength. These tools will benefit the Town as described below.

Concordians’ dedication to civic service is partly represented in the over 60 public boards and committees that serve the policy and budget needs of the Town. Since hybrid and virtual meeting capability was originally permitted during the pandemic, the Town has seen a resurgence of attendance at our public board and committee meetings. For those working parents, those working professionals trying to vote on a committee matter or watch the deliberations of a public body, for our seniors and those with mobility restrictions, attending public meetings virtually has provided a critical lifeline for civic connectedness. The MEA’s proposal to make this capability permanent will ensure the high level of transparency, accountability, and connection that all our residents deserve.

The Board is also supportive of the proposal for a local option to increase ceilings for local meals and lodging taxes. Concord’s town revenue relies primarily on property taxes, which account for approximately 85% of the municipal budget. Local receipts contribute another 7%, with the local

meals and lodging taxes together generating about \$1.2 million in FY2025. If Concord were to pursue the local option enabled by this legislation, a .25% increase in the meals tax would yield an estimated \$171,700 in additional revenue, while a 1% lodging tax increase would add roughly \$94,000. While these changes would have only a modest impact on the Town's overall \$153 million budget, providing a local option for municipalities across the Commonwealth is valuable and offers flexibility to meet local needs and reinvest in programs that support the business community. Concord business owners report to use their preference when such tax changes are implemented statewide rather than town by town, and the legislation's facilitation of the local option for all municipalities allows for greater consistency, reduced administrative complexity, and a level playing field for businesses competing across municipal borders.

Lastly, the Board is supportive of the other proposed tools of municipal empowerment including allowing cities and towns to increase their utilization of retired public safety employees, increasing the advertising threshold for public procurement announcements from \$50K to \$100K, allows for the award of multiple contracts for services through one Request for Proposal process, increasing the max term from 30 years to 40 years for school project municipal bonds, allowing means-tested property tax exemption for seniors (which the Town has already petitioned the legislature for home rule authorization), allowing municipalities to amortize emergency deficit spending for natural disasters over three years, and providing a COLA adjustment for qualifying property tax exemptions (especially considering our recent environment of high inflation).

The Concord Select Board applauds the efforts of the Healey-Driscoll Administration to partner with cities and towns in the Commonwealth to help build communities where people want to live, work, raise a family, go to school visit, and start a business. The Board asks for your support for this critical legislation to help municipalities like Concord strengthen municipal finances and address critical workforce shortages.

Sincerely,

Mark Howell, Select Board Chair

Cc: The Honorable Senator Michael Barrett
The Honorable Representative Carmine Gentile
The Honorable Representative Simon Cataldo
Kerry A. Lafleur, Town Manager
Megan Zammuto, Deputy Town Manager
Mimi Graney, Economic Vitality Manager
Shannon McAndrew, Management Specialist

A Public Shade Tree Hearing was held at 36 Cottage Lane, Concord, MA on September 23, 2025, at 10:00am with the Tree warden, Erik Shaw, Residents Nancy Allam and Alex Allam in attendance. A Large 24" DBH Norway Spruce located within in the Town Right of Way was requested to be removed by the resident due to its proximity to the property and the challenges of rebuilding the home after it was destroyed by fire.

From MGL CH 87, section 3: Cutting of public shade trees; public hearing.

"public shade trees shall not be cut, trimmed or removed, in whole or in part, by any person other than the tree warden or his deputy, even if he be the owner of the fee in the land on which such tree is situated, except upon a permit in writing from said tree warden, nor shall they be cut down or removed by the tree warden or his deputy or other person without a public hearing."

Written objections from four members of the community were received prior to the hearing and the request for removal was denied by the tree Warden as required by law. The residents were informed that the tree would not be removed and that they could request a permit from the select board if they would still like it to be removed.

From MGL Ch 87, Section 4: Cutting down or removing public trees; approval of selectman or mayor.

"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."

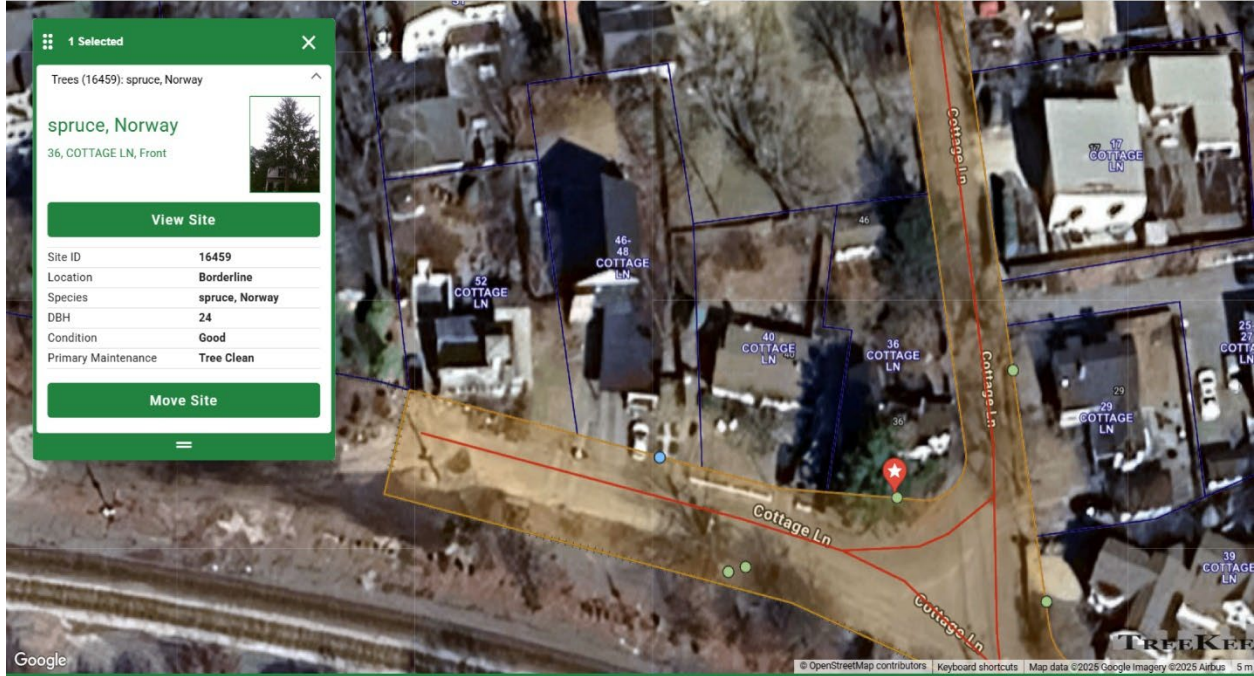
Prior to the public hearing, it was determined by the Tree Warden that tree was in the public way by a small margin and thus a public tree. The property line is very close to the back side of the tree that abuts town land, but it could not be determined to be wholly on private property.

From MGL Ch 87, Section 1: Public shade trees; definition

"...when it appears in any proceeding in which the ownership of or rights in a tree are material to the issue, that, from length of time or otherwise, the boundaries of the highway cannot be made certain by records or monuments, and that for that reason it is doubtful whether the tree is within the highway, it shall be taken to be within the highway and to be public property until the contrary is shown."

Additionally, the tree had been largely undamaged from the fire that occurred at the residence and only few branches had been removed to access the property to put out the fire. The tree showed good overall health and that is why a hearing was required to discuss removal.

Tree Keeper ID 16459 – 24” Norway Spruce abutting 36 Cottage Ln listed in good condition from the 2017 tree survey.

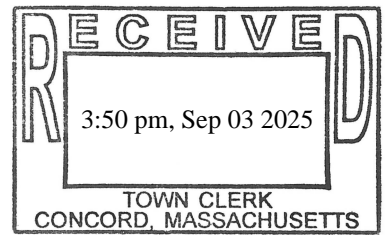


Current photos of 24” Norway Spruce at 36 Cottage Lane post demolition of home.



Photo of 24" Norway Spruce at 36 Cottage Lane prior to demolition showing proximity to street and structure.





LEGAL NOTICE

Tree Removal Hearing

Tuesday September 23, 2025, at 10:00AM

36 Cottage Lane, Concord, MA 01742

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) 24" DBH Norway Spruce located at 36 Cottage Lane, Concord, MA 01742.

Any person wishing to comment on this proposed action is invited to attend the Hearing in person at the advertised location or to contact the Tree Warden by e-mail or written statement prior to the Hearing.

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

Greetings to the Select Board and All Persons in Attendance:

Subject: Guidance Requested on Tree at 36 Cottage Lane

The burn house at 36 Cottage Lane in Concord is slated for reconstruction. Due to the small lot size and the large, aging tree on the property, construction faces significant challenges.

A second instrument survey shows that the tree extends 0.35 feet onto town property. It is currently protected by a 9-foot-high cyclone fence, but its location will impede construction.

The tree is leaning toward the railroad tracks, creating serious safety risks. If it were to fall, it could:

- Damage electrical and cable lines serving Cottage Lane.
- Fall across the railroad tracks, interrupting MBTA commuter rail service.
- Impact the water line and nearby fire hydrant.
- Block the road.
- Damage nearby homes in this tightly spaced neighborhood.

Our former insurance company denied coverage partly because of the tree's proximity to the home. We would greatly appreciate guidance on the preferred course of action, ideally leading to its removal.

The instrument plot plan and supporting photos are included in this packet. Thank you for your attention to this matter.

Sincerely,

Nancy Allam
36 & 1/2 Cottage Lane
Concord, Ma 01742
978-505-8865
nancy.allam@compass.com
nanallam@aol.com

