

**TOWN OF CONCORD  
SELECT BOARD  
AGENDA  
March 13, 2018**

**7PM – Select Board Meeting Room – Town House**

1.	Call to Order																																								
2.	<p>Consent Agenda:</p> <ul style="list-style-type: none"> <li>• Town Accountant's Warrants</li> <li>• Minutes</li> <li>• Sunday Entertainment Licenses</li> </ul> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 35%;">Emerson Umbrella</td> <td style="width: 15%;">3/25, 4/8</td> <td style="width: 15%;">3pm-6pm</td> <td style="width: 15%;">57 ORNAC</td> <td style="width: 20%;">Theater</td> </tr> <tr> <td colspan="5">• One Day Special Licenses</td> </tr> <tr> <td>Rotary Club of Concord</td> <td>4/6</td> <td>7pm-10:30pm</td> <td>51 Walden Street</td> <td>Wine &amp; Malt</td> </tr> <tr> <td>Military Friends Foundation</td> <td>4/14</td> <td>1pm-7pm</td> <td>269 Monument Street</td> <td>All Alcohol</td> </tr> <tr> <td>Emerson Umbrella</td> <td>3/23, 3/24, 3/29, 3/30, 4/5, 4/6, 4/7</td> <td>6pm-11pm</td> <td>57 ORNAC</td> <td>Wine &amp; Malt</td> </tr> <tr> <td></td> <td>3/25</td> <td>3pm-7pm</td> <td>57 ORNAC</td> <td>Wine &amp; Malt</td> </tr> <tr> <td></td> <td>3/31</td> <td>2pm-11pm</td> <td>57 ORNAC</td> <td>Wine &amp; Malt</td> </tr> <tr> <td></td> <td>4/8</td> <td>3:30pm-7pm</td> <td>57 ORNAC</td> <td>Wine &amp; Malt</td> </tr> </table>	Emerson Umbrella	3/25, 4/8	3pm-6pm	57 ORNAC	Theater	• One Day Special Licenses					Rotary Club of Concord	4/6	7pm-10:30pm	51 Walden Street	Wine & Malt	Military Friends Foundation	4/14	1pm-7pm	269 Monument Street	All Alcohol	Emerson Umbrella	3/23, 3/24, 3/29, 3/30, 4/5, 4/6, 4/7	6pm-11pm	57 ORNAC	Wine & Malt		3/25	3pm-7pm	57 ORNAC	Wine & Malt		3/31	2pm-11pm	57 ORNAC	Wine & Malt		4/8	3:30pm-7pm	57 ORNAC	Wine & Malt
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	4/8	3:30pm-7pm	57 ORNAC	Wine & Malt																																					
3.	Town Manager's Report																																								
4.	Review Procedure for Wording Agenda Items																																								
5.	Finance Director Update																																								
6.	Discuss Proposed Leaf Blower Bylaw and Alternative Approach with Petition Sponsor																																								
7.	Draft Charge for Cultural District Advisory Committee																																								
8.	Discuss Nagog Pond Inter-municipal Agreement																																								
9.	Discuss Scheduling a Public Forum on Nagog Pond Issues																																								
10.	Take Positions on Town Meeting Warrant Articles																																								
11.	Public Comments																																								
12.	Committee Liaison Reports																																								
13.	Miscellaneous/Correspondence																																								
14.	Committee Nominations: Stanley Lucks of 165 Indian Spring Road to the Pollinator Health Advisory Committee																																								
15.	Committee Appointments: Karlen Reed of 83 Whits End Road to the PEG Access Advisory Committee for a term to expire May 31, 2021, Margaret Wargelin of 97 Hillside Avenue to the PEG Access Advisory Committee for a term to expire May 31, 2020, and Scott Hopkinson of 67 Indian Spring Road to the PEG Access Advisory Committee for a term to expire May 31, 2019																																								
16.	Extend current Comprehensive Long Range Plan Committee appointments to June 30, 2018																																								
17.	Adjourn to Executive Session for the purposes of discussing Land Acquisition (Commonwealth Avenue property) and Litigation (Estabrook Road)																																								

**PENDING**

Monday	March 26	7PM	Select Board Meeting	Town House
Friday	March 30	<b>All Day</b>	<b>Passover</b>	<b>No evening meetings</b>
Sunday	April 1	<b>All Day</b>	<b>Easter</b>	
April 9, 10, 11, 12		6:30PM	Select Board Meeting	CCHS
April 9, 10, 11, 12		7PM	Annual Town Meeting	CCHS
Monday	April 23	7PM	Select Board Meeting	Town House
Monday	May 7	7PM	Select Board Meeting	Town House

## Sunday Entertainment Log – March 13, 2018

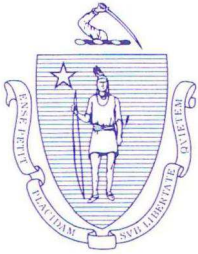
<b>Applicant Name</b>	<b>Phone Number</b>	<b>Date of Event</b>	<b>Location of Event</b>	<b>Type of Entertainment</b>
Emerson Umbrella	978-371-0820	3/25	57 ORNAC	Theater
Emerson Umbrella	978-371-0820	4/8	57 ORNAC	Theater

## Weekly One Day License Log – March 13, 2018

<b>Applicant Name &amp; License Number</b>	<b>Phone Number</b>	<b>Date</b>	<b>Location</b>	<b>Type of Alcohol</b>	<b>Event Details</b>
18-28 Rotary Club of Concord	978-371-2500	4/6	51 Walden Street	Wine & Malt	Event Coordinator: Leigh Ann Crimmings Bartenders: Henry Dane, Joseph Saia, Thomas Copland Under 21: Yes First License in Concord: No
18-29 Military Friends Foundation	617-733-994	4/14	269 Monument Street	All Alcohol	Event Coordinator: Sarah Sweeney Bartenders: Carol Large, Deborah Podgurski Under 21: First License in Concord: No
18-30 Emerson Umbrella	978-371-0820	3/23	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-31 Emerson Umbrella	978-371-0820	3/24	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-32 Emerson Umbrella	978-371-0820	3/25	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-33 Emerson Umbrella	978-371-0820	3/29	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-34 Emerson Umbrella	978-371-0820	3/30	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-35 Emerson Umbrella	978-371-0820	3/31	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-36 Emerson Umbrella	978-371-0820	4/5	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-37 Emerson Umbrella	978-371-0820	4/6	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No

### Weekly One Day License Log – March 13, 2018

18-38 Emerson Umbrella	978-371-0820	4/7	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No
18-39 Emerson Umbrella	978-371-0820	4/8	57 ORNAC	Wine & Malt	Event Coordinator: Brian Boruta Bartenders: Brian Boruta, Lara Finn, Michael Lacey Under 21: Yes First License in Concord: No



MAURA HEALEY  
ATTORNEY GENERAL

THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF THE ATTORNEY GENERAL

ONE ASHBURTON PLACE  
BOSTON, MASSACHUSETTS 02108

(617) 727-2200  
www.mass.gov/ago

December 8, 2017

OML 2017 – 186

D. M. Moschos, Esq.  
Mirick O'Connell  
100 Front Street  
Worcester, MA 01608-1477

**RE: Open Meeting Law Complaint**

Dear Attorney Moschos:

This office received a complaint from Kurt Nordquist on October 3, alleging that the Spencer-East Brookfield Regional School Committee (the "Committee") violated the Open Meeting Law, G.L. c. 30A, §§ 18-25.<sup>1</sup> The complaint was originally filed with the Committee on September 6, and you responded, on behalf of the Committee, by letter dated September 26. The complaint alleges that the notice for the Committee's August 22 meeting failed to indicate that the Committee anticipated voting and making an appointment on a particular topic.

Following our review, we find that the Committee did not violate the Open Meeting Law. In reaching this determination, we reviewed the original complaint, the Committee's response to the complaint, and the complaint filed with our office requesting further review. We also reviewed the open session minutes from the Committee's August 8 meeting; and the original and revised notices of, and open session minutes from, the Committee's August 22 meeting. Finally, we spoke with the complainant on December 1.

FACTS

We find the facts as follows. During an August 4 open session meeting, the Committee discussed advertising internally for the position of interim superintendent. Committee Chair Jason Monette stated that interviews would be conducted during the week of August 22 "with a selection made the same night subject to a personnel file review by the Chairman." The Committee then unanimously voted to advertise internally for the position of interim superintendent and voted to appoint an interim superintendent upon the conclusion of the interviews.

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<sup>1</sup> All dates in this letter refer to the year 2017.



On August 18, the Committee posted notice for a meeting to be held on Tuesday, August 22 at 6:00 P.M. The notice listed, among other topics, New Business. One specific topic listed under New Business was “Interview internal applicants for the Interim Superintendent position.” The notice included the names of the three candidates the Committee planned to interview. On August 20, the Committee posted a revised notice which included one additional topic under New Business: “Motion and vote to appoint Interim Superintendent.”

The August 22 meeting was held as planned. During the meeting, the Committee interviewed the three named candidates, and unanimously voted to appoint one of those candidates.

### DISCUSSION

A public body must post notice of every meeting at least 48 hours in advance, not including Saturdays, Sundays, and legal holidays. G.L. c. 30A, § 20(b). Notices must include the date, time and place of the meeting, as well as a “a listing of topics that the chair reasonably anticipates will be discussed at the meeting.” *Id.* The list of topics shall have sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting. 940 CMR 29.03(1)(b). We generally consider a topic to be sufficiently specific when a reasonable member of the public could read the topic and understand the anticipated nature of the public body’s discussion. See OML 2015-35.<sup>2</sup>

The complaint alleges that the Committee’s August 22 revised meeting notice “does not meet the 48 hour requirement” and should have indicated that it planned to appoint an interim superintendent following the interviews. Here, the Committee timely posted notice for its August 22 meeting, then posted a revised notice on a Sunday two days before the meeting. While we commend the Committee for amending the agenda and including that it would vote to appoint an interim superintendent, the Committee knew on August 18, when the notice was originally posted, that it would be voting for a specific candidate during the meeting. See OML 2017-147; OML 2011-11. A public body may not add anticipated topics to a notice within 48 hours of a meeting, but may only add topics that were not anticipated 48 hours before the meeting. G.L. c. 30A, § 20(b).

However, the Open Meeting Law does not require a public body to anticipate the course of deliberation or the outcome of a discussion, only that it identify the discussion topic with sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting. See G.L. c. 30A, § 20(b); 940 CMR 29.03(1)(b); OML 2014-127; OML 2014-58; OML 2014-38. We have previously found that it is reasonably foreseeable that a public body may take action and hold a vote following discussion of a topic listed on a meeting notice, even where the notice topic does not indicate the possibility of a vote. See OML 2015-66; OML 2012-75. Accordingly, where the vote flowed naturally from the Committee’s consideration of the posted agenda item, we find that the notice was sufficient to inform the public of the discussion that

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<sup>2</sup> Open Meeting Law determinations may be found at the Attorney General’s website, [www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting).

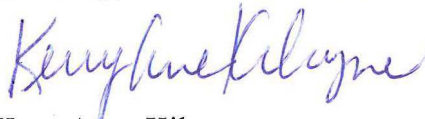
occurred, and the Committee did not violate the Open Meeting Law. See OML 2016-150; OML 2014-132; OML 2013-145.

We note that there may be a context in which a public body has repeatedly discussed a posted topic over the course of several meetings without ever taking action on the topic. In such circumstances, the public may not reasonably foresee a vote by the public body on the posted topic without additional detail. In that context, it may be necessary for a public body to specifically indicate on its notice that it plans to take action and vote on a particular topic.

#### CONCLUSION

For the reasons stated above, we find that the Committee did not violate the Open Meeting Law. We now consider the complaint addressed by this determination to be resolved. This determination does not address any other complaints that may be pending with our office or the Committee. Please feel free to contact our office at (617) 963-2540 if you have any questions regarding this letter.

Sincerely,



KerryAnne Kilcoyne  
Assistant Attorney General  
Division of Open Government

cc: Kurt Nordquist  
Spencer-East Brookfield School Committee

**This determination was issued pursuant to G.L. c. 30A, § 23(c). A public body or any member of a body aggrieved by a final order of the Attorney General may obtain judicial review through an action filed in Superior Court pursuant to G.L. c. 30A, § 23(d). The complaint must be filed in Superior Court within twenty-one days of receipt of a final order.**

## Kerry Lafleur

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**From:** Kerry Lafleur  
**Sent:** Friday, March 02, 2018 9:49 AM  
**To:** Chris Whelan; lhunter@concordps.org  
**Cc:** Jonathan Harris; Kerry Lafleur; 'Anita Tekle (anitatekle@gmail.com)'; Jane Hotchkiss; Heather Bout (hbout.sc@gmail.com); Conti Daniel (dcontischoolcommittee@gmail.com); Kerry Colburn-Dion (kcolburndion@carlislema.gov); Andrea Zall (andrea@frameables.com); Brian Taylor (bjtemail@gmail.com); Dean Banfield; John Hickling (jrhickling@yahoo.com); June Rzepczynski; Karle Packard; Linda Miller; Mary Hartman (maryhartman7@gmail.com); Peter Fischelis (pfischelis@yahoo.com); Philip Swain; Richard Jamison; Scott Randall; Thomas Tarpey; Tom Swaim; Triveni Upadhyay (upadhyay@mayflowercom.com)  
**Subject:** Revised FY19 Guidelines

Good Morning All,

At its meeting last evening, the Finance Committee voted to revised the FY19 Guidelines as follows:

	<b>FY18 Budget/ Assessment</b>	<b>Revised FY19 Guideline Increment</b>	<b>Revised FY19 Guideline Budget/ Assessment</b>	<b>FY19 Budget/ Assessment Request</b>	<b>Remaining Gap</b>
Town	\$23,064,013	\$986,500	\$24,050,513	\$24,050,513	\$0
CPS	\$36,810,111	\$1,436,784	\$38,246,895	\$38,461,880	\$214,985
CCRS	\$17,935,005	\$1,354,836	\$19,289,841	\$19,544,198	\$254,357
	<b>\$77,809,129</b>	<b>\$3,778,120</b>	<b>\$81,587,249</b>	<b>\$82,056,591</b>	<b>\$469,342</b>

In support for the above revision, the Finance Committee has made the following assumption adjustments:

1. Replace existing State Aid Assumption with amount provided for the Town of Concord in the FY19 Governor's Budget proposal and replace the existing CMLP PILOT assumption with the revised assumption (-\$13k), resulting in a net increase in available revenue for FY19 of \$185,517
2. Replace existing assumption for Group Insurance expense with revised assumption based upon actual Health Insurance Renewal for Plan Year June 1, 2018 – May 31, 2019, resulting in a savings of \$151,263

3. Replace existing assumption for Minuteman Regional Assessment with actual FY19 Assessment, resulting in an Operating Assessment Savings of \$6,719 and an Exempt Debt Assessment Savings of \$55
4. Replace existing assumption of State Assessments, Charges & Offsets with those included in the FY19 Governor's Budget proposal, resulting in a net savings of \$22,038

The Finance Committee further makes the assumption that the current CCRSD Revenue assumption will be adjusted to include the State Aid proposed under the FY19 Governor's Budget proposal, resulting in a decrease in the Town of Concord Assessment in the amount of \$142,967 (Concord's proportionate share of the full \$189,460). While this revenue is not Town of Concord revenue, it has been added to the CCRSD Revised FY19 Guideline Increment for Illustration Purposes Only. The CCRSD Revised FY19 Guideline Increment of \$1,354,836 includes:

Original Increment	\$957,512
Additional Increment	\$254,357
<u>Additional State Aid</u>	<u>\$142,967</u>
Total:	\$1,354,836

Based upon these adjustments, the Finance Committee has estimated that the impact to the existing taxpayer is approximately 3.15%. Please be in touch with any questions.

*Kerry A. Lafleur*  
 (formerly Kerry A. Speidel)  
 Finance Director/ Treasurer-Collector  
 Town of Concord  
[klafleur@concordma.gov](mailto:klafleur@concordma.gov)  
 (978) 318-3090

# Insurance Advisory Committee Meeting

March 6, 2018

# Agenda

- \* Memorandum of Agreement
- \* Review Renewal for Current Plans
- \* Review High Deductible Health Plan Options

# Plan Year- June 1, 2018- May 31, 2019 Renewal for Family Plans

Town of Concord									
<b>Employees' Group Health Insurance Rates</b>									
Effective 6/1/18									
(Payroll deductions change as of May 2018)									
<p>Please note that to be eligible for coverage under any one of these plans, the employee and covered family members must live in the service area defined by that plan. If you move, you must contact the Human Resources Department to record your address change and discuss how your move might affect your coverage options. To find out about the insurance option available to people who are ineligible for coverage under any of the plans listed here, please</p>									
<b>FAMILY</b>									
		<b>Tufts</b>		<b>Harvard</b>		<b>Fallon</b>		<b>Fallon</b>	
		<b>EPO</b>		<b>HMO</b>		<b>Select Care</b>		<b>Direct Care</b>	
<b>Group Number</b>		<b>16208-010</b>		<b>028717-0013</b>		<b>5550081</b>		<b>5550080</b>	
<b>Monthly Premium</b>		\$2,213.00		\$2,263.00		\$1,714.00		\$1,597.00	
Town Share	52%	\$1,150.76	55%	\$1,244.66	55%	\$942.70	55%	\$878.36	
Employee Share	48%	\$1,062.24	45%	\$1,018.34	45%	\$771.30	45%	\$718.64	
<b>Biweekly</b>									
<b>Payroll Deduction</b>		<b>\$531.12</b>		<b>\$509.17</b>		<b>\$385.65</b>		<b>\$359.32</b>	
Change in									
Biweekly Deduction		<b>\$25.20</b>		<b>\$37.80</b>		<b>\$33.53</b>		<b>\$31.27</b>	

# Plan Year- June 1, 2018- May 31, 2019

## Renewal for Individual Plans

Town of Concord									
<b>Employees' Group Health Insurance Rates</b>									
Effective 6/1/18									
(Payroll deductions change as of May 2018)									
<p><i>Please note that to be eligible for coverage under any one of these plans, the employee and covered family members must live in the service area defined by that plan. If you move, you must contact the Human Resources Department to record your address change and discuss how your move might affect your coverage options. To find out about the insurance option available to people who are ineligible for coverage under any of the plans listed here, please</i></p>									
<b>INDIVIDUAL</b>	<b>Tufts EPO</b>		<b>Harvard HMO</b>		<b>Fallon Select Care</b>		<b>Fallon Direct Care</b>		
<b>Group Number</b>	<b>16208-010</b>		<b>028717-0013</b>		<b>5550081</b>		<b>5550080</b>		
<b>Monthly Premium</b>		\$815.00		\$861.00		\$642.00		\$597.00	
Town Share	61%	\$497.16	63%	\$542.42	60%	\$385.20	60%	\$358.20	
Employee Share	39%	\$317.84	37%	\$318.58	40%	\$256.80	40%	\$238.80	
<b>Biweekly Payroll Deduction</b>		<b>\$158.92</b>		<b>\$159.29</b>		<b>\$128.40</b>		<b>\$119.40</b>	
<b>Change in Biweekly Deduction</b>		<b>\$7.60</b>		<b>\$11.85</b>		<b>\$11.20</b>		<b>\$10.40</b>	

# High Deductible Health Plans

- \* High Deductible Health Plans (HDHP) with Health Savings Accounts (HSA) offered through Minuteman Nashoba Health Group for the first time, beginning June 1, 2018.
- \* All (Tufts, Harvard, Fallon) carriers will offer HDHP
- \* Town/ District will offer plans from all 3 carriers in a Pilot Program for Plan Year 6/1/18 – 5/31/19
  - \* Participation & results will be monitored and a decision will be made by the Town/ District regarding continuation of the program

# High Deductible Health Plans

- \* Town believes these plans are a great option, but they are **different** than existing plans, so subscribers need to understand how they work before enrolling
- \* Lower cost health insurance option
- \* Opportunity to establish a Health Savings Account, which can be used for current and/ or future health care costs
  - \* HSA belongs to member
  - \* Funds may be invested
  - \* Account is inheritable

# HDHP Lower Cost Option- Family Plan Rates

Town of Concord  
**Employees' Group Health Insurance Rates**  
 Effective 6/1/18  
 (Payroll deductions change as of May 2018)

*Please note that to be eligible for coverage under any one of these plans, the employee and covered family members must live in the service area defined by that plan. If you move, you must contact the Human Resources Department to record your address change and discuss how your move might affect your coverage options. To find out about the insurance option available to people who*

<b>FAMILY</b>	<b>Tufts EPO</b>		<b>Harvard HMO</b>		<b>Fallon Select Care</b>		<b>Fallon Direct Care</b>	
	<b>HDHP w/HSA</b>		<b>HDHP w/HSA</b>		<b>HDHP w/HSA</b>		<b>HDHP w/HSA</b>	
<b>Group Number</b>								
<b>Monthly Premium</b>		\$1,815.00		\$1,788.00		\$1,405.00		\$1,310.00
Town Share	52%	\$943.80	55%	\$983.40	55%	\$772.76	55%	\$720.50
Employee Share	48%	\$871.20	45%	\$804.60	45%	\$632.24	45%	\$589.50
<b>Biweekly Payroll Deduction</b>		<b>\$435.60</b>		<b>\$402.30</b>		<b>\$316.12</b>		<b>\$294.75</b>
<b>Change in Biweekly Deduction</b>		<b>(\$70.32)</b>		<b>(\$69.07)</b>		<b>(\$36.00)</b>		<b>(\$33.30)</b>
<b>Decrease over Current Year</b>		<b>-13.9%</b>		<b>-14.7%</b>		<b>-10.2%</b>		<b>-10.2%</b>
<b>Decrease over Next Plan Year</b>		<b>-\$95.52</b>		<b>-\$106.87</b>		<b>-\$69.53</b>		<b>-\$64.57</b>
		<b>-18.0%</b>		<b>-21.0%</b>		<b>-18.0%</b>		<b>-18.0%</b>

# HDHP Lower Cost Option- Individual Plan Rates

Town of Concord  
**Employees' Group Health Insurance Rates**

Effective 6/1/18

(Payroll deductions change as of May 2018)

Please note that to be eligible for coverage under any one of these plans, the employee and covered family members must live in the service area defined by that plan. If you move, you must contact the Human Resources Department to record your address change and discuss how your move might affect your coverage options. To find out about the insurance option available to people who

INDIVIDUAL	Tufts EPO HDHP w/HSA	Harvard HMO HDHP w/HSA	Fallon Select Care HDHP w/HSA	Fallon Direct Care HDHP w/HSA
Group Number	16208-010	028717-0013	5550081	5550080
<b>Monthly Premium</b>	<b>\$668.00</b>	<b>\$680.00</b>	<b>\$526.00</b>	\$490.00
Town Share	61% \$407.48	63% \$428.40	60% \$315.60	60% \$294.00
Employee Share	39% \$260.52	37% \$251.60	40% \$210.40	40% \$196.00
<b>Biweekly Payroll Deduction</b>	<b>\$130.26</b>	<b>\$125.80</b>	<b>\$105.20</b>	<b>\$98.00</b>
Change in Biweekly Deduction	(\$21.06)	(\$21.64)	(\$12.00)	(\$11.00)
Decrease over Current	-13.9%	-14.7%	-10.2%	-10.1%
Decrease over Next Plan Year	\$ (28.67)	(\$33.49)	(\$23.20)	(\$21.40)
	-18.0%	-21.0%	-18.1%	-17.9%

# Understanding how HDHP's work

- \* High Deductible- \$2,000 Individual/ \$4,000 Family
  - \* Works the same as your current deductible
  - \* Medical & Rx count toward deductible
  - \* No payment made until provider bills you- “how & when you pay”
  - \* Town will contribute 50% of deductible on June 15
- \* Once deductible has been met, 100% of medical is covered- no co-pays
- \* Once deductible has been met, Rx co-pays apply up to the Annual Out of Pocket Maximum

# Understanding how HDHP's work- Health Savings Account

- \* Health Equity- vendor selected to provide HSA
- \* Access to account online + debit card
- \* Town contribution deposited on 6/15/18
- \* Member contributions made pre-tax via payroll deduction, up to annual maximum allowed by IRS
  - \* Town contribution **counts** toward annual max
- \* Funds remaining at the end of the plan year roll over
- \* HSA versus Flexible Savings Account –
  - \* Limited purpose FSA only when you have an HSA

# Understanding how HDHP's work

- \* Information Sessions:

- \* March 16, 2018 - confirming

- \* Other Resources:

- \* Alex – an open enrollment/ benefits counselor online tool

- <https://www.youtube.com/watch?v=Th2OIqX4wQw&feature=youtu.be>

- \* A video presentation made to the West Suburban Coalition regarding High Deductible Health Plans (HDHP). While West Suburban is a group similar to Minuteman Nashoba, its health plan offerings are not completely identical, therefore, please understand that this video is intended to acquaint you with the mechanics of the HDHP with Health Savings Account, in general terms, and is not meant specifically to explain the MNHG High Deductible

- <https://www.youtube.com/watch?v=NWOa7N8N0mc&feature=youtu.be>

- \* A copy of the PowerPoint presentation that is being used in the above video. Please have this presentation handy if you are able to watch the video as the camera generally stays on the speaker, even while he is referring to the presentation [http://westsuburbanhealth.com/wp-content/uploads/2017/12/WSHG\\_HDHP\\_11-30-17.pdf](http://westsuburbanhealth.com/wp-content/uploads/2017/12/WSHG_HDHP_11-30-17.pdf)

# Understanding Exposure- Family Plans

FAMILY	Tufts		Harvard		Fallon		Fallon		Fallon	
	EPO	EPO	HMO	HMO	Select Care	Select Care	Direct Care	Direct Care	Direct Care	Direct Care
		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA
Group Number	16208-010		028717-0013		5550081		5550080			
Monthly Premium	\$2,213.00	\$1,815.00	\$2,263.00	\$1,788.00	\$1,714.00	\$1,405.00	\$1,597.00	\$1,310.00		
Town Share	52% \$1,150.76	52% \$943.80	55% \$1,244.66	55% \$983.40	55% \$942.70	55% \$772.76	55% \$878.36	55% \$720.50		
Employee Share	48% \$1,062.24	48% \$871.20	45% \$1,018.34	45% \$804.60	45% \$771.30	45% \$632.24	45% \$718.64	45% \$589.50		
<b>Biweekly Payroll Deduction</b>	<b>\$531.12</b>	<b>\$435.60</b>	<b>\$509.17</b>	<b>\$402.30</b>	<b>\$385.65</b>	<b>\$316.12</b>	<b>\$359.32</b>	<b>\$294.75</b>		
Change in Biweekly Deduction	\$25.20	(\$70.32)	\$37.80	(\$69.07)	\$33.53	(\$36.00)	\$31.27	(\$33.30)		
<b>Annual Potential Employee Costs</b>										
Premium	\$ 12,747	\$ 10,454	\$ 12,220	\$ 9,655	\$ 9,256	\$ 7,587	\$ 8,624	\$ 7,074		
Deductible	\$ 900	\$ 4,000	\$ 900	\$ 4,000	\$ 900	\$ 4,000	\$ 900	\$ 4,000		
Town HSA Contribution	\$ -	\$ (2,000)	\$ -	\$ (2,000)	\$ -	\$ (2,000)	\$ -	\$ (2,000)		
Net Deductible	\$ 900	\$ 2,000	\$ 900	\$ 2,000	\$ 900	\$ 2,000	\$ 900	\$ 2,000		
Out of Pocket Max - Med	\$ 4,000	\$ 13,100	\$ 4,000	\$ 13,100	\$ 4,000	\$ 13,100	\$ 4,000	\$ 13,100		
Out of Pocket Max - RX	\$ 6,000	comb. w/med	\$ 6,000	comb. w/med	comb. w/med	comb. w/med	comb. w/med	comb. w/med		
Copays	<i>For HDHPs, med covered in full after deductible; Rx copays up until OOP Max</i>									
	<i>For traditional plans, copays for med vary after deductible, deductible doesn't apply to some services</i>									
Best Case Scenario- Net	\$ 12,747	\$ 8,454	\$ 12,220	\$ 7,655	\$ 9,256	\$ 5,587	\$ 8,624	\$ 5,074		
Max out Deductible- Net	\$ 13,647	\$ 12,454	\$ 13,120	\$ 11,655	\$ 10,156	\$ 9,587	\$ 9,524	\$ 9,074		
Worst Case Scenario- Net	\$ 22,747	\$ 23,554	\$ 22,220	\$ 22,755	\$ 13,256	\$ 20,687	\$ 12,624	\$ 20,174		
<b>Town Premium + HSA</b>	<b>\$ 13,809</b>	<b>\$ 13,326</b>	<b>\$ 14,936</b>	<b>\$ 13,801</b>	<b>\$ 11,312</b>	<b>\$ 11,273</b>	<b>\$ 10,540</b>	<b>\$ 10,646</b>		

# Understanding Exposure- Individual Plans

INDIVIDUAL	Tufts		Harvard		Fallon		Fallon		Fallon	
	EPO	EPO	HMO	HMO	Select Care	Select Care	Direct Care	Direct Care	Direct Care	Direct Care
		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA		HDHP w/HSA
<b>Group Number</b>	16208-010		028717-0013		5550081		5550080			
<b>Monthly Premium</b>	\$815.00	\$668.00	\$861.00	\$680.00	\$642.00	\$526.00	\$597.00	\$490.00		
Town Share	61% \$497.16	61% \$407.48	63% \$542.42	63% \$428.40	60% \$385.20	60% \$315.60	60% \$358.20	60% \$294.00		
Employee Share	39% \$317.84	39% \$260.52	37% \$318.58	37% \$251.60	40% \$256.80	40% \$210.40	40% \$238.80	40% \$196.00		
<b>Biweekly</b>										
<b>Payroll Deduction</b>	\$158.92	\$130.26	\$159.29	\$125.80	\$128.40	\$105.20	\$119.40	\$98.00		
Change in Biweekly Deduction	\$7.60	(\$21.06)	\$11.85	(\$21.64)	\$11.20	(\$12.00)	\$10.40	(\$11.00)		
<b>Annual Potential Employee Costs</b>										
Premium	\$ 3,814	\$ 3,126	\$ 3,823	\$ 3,019	\$ 3,082	\$ 2,525	\$ 2,866	\$ 2,352		
Deductible	\$ 300	\$ 2,000	\$ 300	\$ 2,000	\$ 300	\$ 2,000	\$ 300	\$ 2,000		
Town HSA Contribution	\$ -	\$ (1,000)	\$ -	\$ (1,000)	\$ -	\$ (1,000)	\$ -	\$ (1,000)		
Net Deductible	\$ 300	\$ 1,000	\$ 300	\$ 1,000	\$ 300	\$ 1,000	\$ 300	\$ 1,000		
Out of Pocket Max - Med	\$ 2,000	\$ 6,550	\$ 2,000	\$ 6,550	\$ 2,000	\$ 6,550	\$ 2,000	\$ 6,550		
Out of Pocket Max - RX	\$ 3,000	comb. w/med	\$ 3,000	comb. w/med	comb. w/med	comb. w/med	comb. w/med	comb. w/med		
Copays	<i>For HDHPs, med covered in full after deductible; Rx copays up until OOP Max</i>									
	<i>For traditional plans, copays for med vary after deductible, deductible doesn't apply to some services</i>									
Best Case Scenario- Net	\$ 3,814	\$ 2,126	\$ 3,823	\$ 2,019	\$ 3,082	\$ 1,525	\$ 2,866	\$ 1,352		
Max out Deductible- Net	\$ 4,114	\$ 4,126	\$ 4,123	\$ 4,019	\$ 3,382	\$ 3,525	\$ 3,166	\$ 3,352		
Worst Case Scenario- Net	\$ 9,114	\$ 9,676	\$ 9,123	\$ 9,569	\$ 5,382	\$ 9,075	\$ 5,166	\$ 8,902		
<b>Town Premium + HSA</b>	\$ 5,966	\$ 5,890	\$ 6,509	\$ 6,141	\$ 4,622	\$ 4,787	\$ 4,298	\$ 4,528		

# High Deductible Health Plans

- \* Pilot Program at sole discretion of Town
- \* Notification to Unions- option to participate
- \* Next Steps
  - \* Open Enrollment: March 15 – April 15
  - \* Employee Benefits Fair: April 5, 2018

**BY PETITION RECOGNIZING DOG WALKING AS A PASSIVE-RECREATION ACTIVITY**

**ARTICLE 45.** To determine whether the Town will vote to urge an addendum to the 2015 Open Space and Recreation Plan Concord Massachusetts recognizing that dog walking (on-leash or off-leash) is a passive recreation activity; or take any other action relative thereto.

*We want the NRC to recognize the value of dog walking as a recreational activity and allocate resources accordingly. The Open Space and Recreation Plan acknowledges the value of other activities, but only has negative comments about dogs. The NRC is considering restrictions only on dog walking, even though other recreation activities can also create conservation issues. The impact of having the Open Space and Recreation Plan recognize this activity is that it would give dog owners, who are 25% of the community, a voice.*

**BY PETITION BYLAW PROHIBITING USE OF GASOLINE-POWERED LEAF BLOWERS**

**ARTICLE 46.** To determine whether the Town will vote to amend the Town Bylaws by adding a Bylaw to prohibit the use of gasoline-powered leaf blowers, as follows:

**Section 1. PURPOSE AND INTENT**

WHEREAS, the Town has a duty to protect the natural environment, the economy, and the health of its citizens; and

WHEREAS, in July 2011 the Select Board adopted sustainability principles to be used by the Town for municipal decision-making; those principles being: 1) reduce dependence upon fossil fuels, underground metals, and minerals; 2) reduce dependence upon synthetic chemicals and other manufactured substances; 3) reduce encroachment upon nature; and 4) meet human needs fairly and efficiently; and

WHEREAS, gasoline-powered leaf blowers require gasoline and oil which are fossil fuels, non-renewable resources; and

WHEREAS, gasoline-powered leaf blowers produce significant emissions when operated, including non-methane hydrocarbons (NMHC), oxides of nitrogen (NOx), carbon monoxide (CO), and carbon dioxide (CO<sub>2</sub>); these emissions contributing to ground-level pollution, air pollution, smog, acid rain, climate change, and adverse health effects for humans and animals exposed to them; and

WHEREAS, gasoline-powered leaf blowers produce significant amounts of airborne particulates when operated, which are irritants to human bronchial and pulmonary systems; and

WHEREAS, gasoline-powered leaf blowers generate loud noise when operated, and are identified by the Center for Disease Control as a common noise that can contribute to permanent hearing loss; and

WHEREAS, affordable and effective alternatives to gasoline-powered leaf blowers exist including electric and battery-powered leaf blowers; and

WHEREAS, other suburban and urban municipalities throughout the United States and Canada have eliminated or restricted the use of gasoline-powered leaf blowers;

NOW THEREFORE, the Town of Concord hereby enacts this bylaw to prohibit the use of gasoline-powered leaf blowers by all parties within the boundaries of the Town of Concord.

**Section 2: DEFINITIONS**

The following words and phrases shall, unless context clearly indicates otherwise, have the following meanings:

Gasoline-powered leaf blower refers to any portable, or pushed or pulled wheeled machine with a

two- or four-cycle gasoline-powered engine that is used to blow leaves, clippings, dirt or other debris off lawns, sidewalks, driveways, fields, and other surfaces.

**Section 3. PROHIBITED USE OF GASOLINE-POWERED LEAF BLOWERS**

- (a) In 2019 and 2020, parties within the boundaries of the Town of Concord shall not use gasoline-powered leaf blowers except between April 1 and June 1, and between October 1 and December 1.
- (b) As of January 1, 2021, parties within the boundaries of the Town of Concord shall not use gasoline-powered leaf blowers.

**Section 4. EXEMPTIONS**

The Concord Public Works Department and their contractors are exempt from the provisions of this bylaw for their work on public property.

**Section 5. TEMPORARY WAIVING OF BYLAW**

The Town Manager or his/her designee may waive any prohibited use identified in this bylaw in the event of emergency operations and cleanup associated with severe storms or natural disasters.

**Section 6. ENFORCEMENT: VIOLATIONS AND PENALTIES**

Enforcement of this bylaw shall be the responsibility of the Town Manager or his/her designee. The Town Manager shall determine the enforcement process to be followed, incorporating the process into other town duties as appropriate. Any party found to be in violation of this bylaw shall be subject to a non-criminal disposition fine as specified in Appendix A of the Regulations for Enforcement of Town Bylaws under Massachusetts General Laws c. 40, §21D and the Bylaw for Non-Criminal Disposition of Violations adopted under Article 47 of the 1984 Town Meeting, as amended. Any such fines shall be paid to the Town of Concord.

**Section 7. SEVERABILITY: EFFECTIVE DATE**

(a) Each section of this chapter shall be construed as separate to the end that if any section, sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that chapter and all other chapters shall continue in full force.

b) This Bylaw shall take effect January 1, 2019.

And to amend Appendix A of the Non-Criminal Disposition Bylaw by adding the following; or take any other action relative thereto.

Bylaw	Fine Schedule	Fine Allowed	Enforcement Agency
BYLAW PROHIBITING USE OF GASOLINE-POWERED LEAF BLOWERS	1 <sup>st</sup> offense 2 <sup>nd</sup> offense 3 <sup>rd</sup> offense 4 <sup>th</sup> & each subsequent offense	Warning \$100.00 \$200.00 \$300.00	Town Manager's Designee

***The citizens of Concord have a long history of environmental awareness, activism, and protection. Today we are committed to using sustainability principles to guide our decision-making. Gasoline-powered leaf blowers are not consistent with environmental protection or sustainable living. They burn fossil fuels which are non-renewable resources; they emit significant volumes of pollutants; they produce airborne particulates; and they generate loud noise that can contribute to permanent hearing loss. This Bylaw limits the use of gasoline-powered leaf blowers for two years, and thereafter prohibits their use in Concord. The Town Manager will determine the enforcement agent for this Bylaw.***

## SELECT BOARD'S KEY FOR VOTING ON POSITIONS ON WARRANT ARTICLES

AFFIRMATIVE ACTION RECOMMENDED

AGREE WITH ARTICLE

AFFIRMATIVE ACTION RECOMMENDED IN THE  
AMOUNT OF \$\_\_\_\_\_

AGREE WITH THE ARTICLE IN AN AMOUNT TO  
BE SPECIFIED

AFFIRMATIVE ACTION RECOMMENDED ON AN  
AMENDED MOTION

AGREE WITH THE SUBSTANCE OF THE ARTICLE  
BUT AN AMENDED MOTION WILL BE VOTED ON

NO ACTION

DISAGREE WITH THE ARTICLE

NO MOTION IS EXPECTED

THE ARTICLE IS NOT EXPECTED TO BE MOVED

RECOMMENDATION WILL BE MADE AT TOWN  
MEETING

AT THE TIME OF TAKING POSITIONS THERE  
ISN'T ENOUGH INFORMATION TO REACH A  
DECISION

**Select Board Recommendations/Positions/Comments  
Recommendations for inclusion in the FinCom Report  
March 13, 2018**

Article	Article Name	Recommendations
1	Choose Town Officers	
2	Hear Reports	
3	Meeting Procedure	
4	Ratify Personnel Board Classification Actions	
5	Classification & Compensation Plan for Regular-Status Positions	
6	Use of Free Cash	
7	Town Budget	
8	Minuteman Regional Technical High School District Budget	
9	Concord Public Schools Budget	
10	Concord Public Schools FY18 Supplemental Appropriation	
11	Concord Public Schools Capital Projects	
12	Concord Carlisle Regional High School Budget	
13	Concord Carlisle Regional High School Capital Projects	
14	Establish Revolving Funds under the Municipal Modernization Act MGL c.44, §53 ½	
15	Authorize Expenditure of Revolving Funds under the Municipal Modernization Act MGL c.44, §53 ½	
16	Accept provisions of Municipal Modernization Act Concerning Bond Issuance Premiums	
17	Appropriate Funds in Premium Reserve Fund	
18	<b>BY PETITION</b> Allowing 17 Year Olds to Vote in Town Elections & Town Meetings	
19	Authorize Expenditure from PEG Access and Cable-Related Fund	
20	<b>BY PETITION</b> Independence of the Press	
21	Appropriate Funds for Municipal Capital Projects	
22	Alcoholic Beverage Bylaw Amendment	
23	<b>BY PETITION</b> Community Resilience Goals	
24	Community Preservation Act Community Housing Fund	
25	Authorize Acquisition of 369 Commonwealth Avenue Property on Warner Pond	
26	Community Preservation Committee Appropriation Recommendations	
27	Historic Districts Map Amendment – Hubbardville Extension	
28	Appropriate Funds for 2229 Main Street (NMI/Starmet Superfund Site) Redevelopment	
29	Accept MGL c.90, §17 Limiting Traffic Speed	

30	Bylaw Amendment – To prohibit all types of non-medical “marijuana establishments” as defined in MGL c.94G, §1	
31	Accept MGL c.64N, §3 and Adopt a 3% Local Sales Tax On Marijuana Products	
32	Zoning Bylaw Amendment – Marijuana Establishment Moratorium Extension	
33	Zoning Bylaw Amendment – Definition of a Dwelling Unit	
34	Zoning Bylaw Amendment – Height of Accessory Buildings	
35	Zoning Bylaw Amendment – Combined Business/Residence	
36	Zoning Bylaw Amendment – Reconstruction of Nonconforming Structures	
37	Zoning Bylaw Amendment – Off Street Parking, Loading & Design Standards	
38	Zoning Bylaw Amendment – Site Plan Review	
39	Zoning Bylaw Amendment – Site Plan For Religious Uses, Educational Uses and Child Care Facilities	
40	<b>BY PETITION</b> Zoning Bylaw Amendment – Personal Wireless Communications Facility	
41	General Bylaw Amendment – Tree Preservation	
42	Authorize Cambridge Turnpike Easements	
43	Monsen Road Street Acceptance	
44	<b>BY PETITION</b> Moratorium on Implementation of NRC Dog Restrictions on Conservation Land	
45	<b>BY PETITION</b> Recognizing Dog Walking as a Passive Recreation Activity	
46	<b>BY PETITION</b> Bylaw Prohibiting Use of Gasoline-Powered Leaf Blowers	
47	Light Plant Expenditures & Payment in Lieu of Taxes	
48	Solid Waste Disposal Fund Expenditures	
49	Sewer System Expenditures	
50	Sewer Improvement Fund Expenditures	
51	Water System Expenditures	
52	Beede Swim & Fitness Center Enterprise Fund Expenditures	
53	Unpaid Bills	

## Andrew Mara

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**From:** Marcia Rasmussen  
**Sent:** Wednesday, March 07, 2018 11:25 AM  
**To:** Chris Whelan  
**Cc:** Andrew Mara  
**Subject:** Comprehensive Long Range Plan Committee - please extend date of the Committee Charge

Chris,  
While the Committee charge for the CLRPC was updated to reflect completion of the Plan by June 2018 (<http://concordma.gov/DocumentCenter/View/3500>), I don't believe that all of the appointments of all Committee members was updated.

Could the Select Board extend the appointments of all CLRPC members to June 30, 2018 at the next available opportunity?

Thank you.

Marcia

Marcia Rasmussen, ASLA  
Director of Planning & Land Management  
Town of Concord  
141 Keyes Road – Concord, MA 01742  
phone: (978) 318-3290

Please be advised that the Massachusetts Secretary of State considers e-mail to be a public record, and therefore subject to the Massachusetts Public Records Law, MGL c. 66, § 10.