

COMMUNITY DEVELOPMENT

DEPARTMENT OF PLANNING AND LAND MANAGEMENT

Marcia Rasmussen, Director of Planning and Land Management

Mission

To guide the development and use of private and public lands within the Town of Concord in a manner that preserves and celebrates the unique character that is Concord.

Organization and Staffing

The Department is comprised of sixteen full-time and 8-10 part-time individuals within four distinct Divisions – Building Inspections, Health, Natural Resources and Planning. The four Divisions are responsible for the review, permitting and enforcement of Concord’s land use and development regulations; the range and extent of authority exercised by these Divisions is found in State Law and in the Town’s bylaws.

The four Planning & Land Management Divisions (DPLM) provide staff support to the Town’s regulatory boards and committees that address land use and development activities in the Town: the Board of Appeals, Board of Health, Natural Resources Commission, Planning Board and Historic Districts Commission. DPLM staff also provides support to the Comprehensive Long Range Plan Committee, Community Preservation Committee and Historical Commission, in addition to many other sub-committees and task forces that may be appointed to address specific issues from time to time, such as the Conservation Restriction Stewardship Committee, Bruce Freeman Rail Trail Advisory Committee and West Concord Advisory Committee. Two newly created committees supported by Planning Division staff are focused on the two cultural districts - the West Concord Junction Cultural District Committee and the Concord Center Cultural District Committee. Staff also participates in regional groups such as the 13 communities that make up the MAPC-Minuteman Area Group on Inter-local

Coordination (MAGIC), the Battle Road Scenic Byway Committee, the seven towns that participate in the Regional Housing Services Office and participation in the Community Health Network (CHNA) 15 Partnership.

The Natural Resources Division hired two part-time summer conservation crew members, Sean Joyce and Nathan Lavallie, who worked on trails maintenance, signage improvements, and invasive species control of Town open space and conservation lands, and, with funding through the Town Manager’s budget, Rangers Roan Callahan and Chad Riedle were hired to advise visitors and residents about restricted swimming in White Pond and undertake measures to address erosion at the Pond. This was in addition to monitoring land usage by dogs and other trail users at several conservation properties. The Planning Division worked with Recreation and Community Services staff to hire summer intern Charlotte Wallis, whose position was funded through Massport’s Community Summer Jobs Program. Building Commissioner Laurie Livoli resigned her position in December, moving on to work in another community.

This year marks the fifth year with Concord as the lead community in administering the Regional Housing Services Office (RHSO). The RHSO offices are located at 37 Knox Trail. The RHSO is staffed by four people: Program Manager Elizabeth Rust, Senior Housing Specialist Dan Gaulin, and Housing Specialists Lara Plaskon and Elizabeth Valente. The Regional Housing Services Office supports affordable housing activity (such as rental housing monitoring, assisting in re-sales, project development, WestMetro HOME activities, etc.) in seven communities including: Acton, Bedford, Burlington, Concord, Lexington, Sudbury and Weston.

Detailed reports on the regulatory activities of the various boards staffed by DPLM and additional information specific to the four Divisions are included elsewhere in this Annual Report.

BUILDING INSPECTIONS

Laurie Livoli, Building Commissioner/
Zoning Enforcement Officer

Ray Matte, Local Building Inspector

Ed Mullen, Local Building Inspector

Pat Sands, Assistant Local Building Inspector

Tracy LaPierre, Administrative Assistant

Bob Prescott, Electrical/Wiring Inspector

James O'Reilly, Plumbing/Gas Inspector

Building and Zoning Activity

The Building Inspections Division issued 884 building permits in 2018, which is a 4% increase from last year.

The overall construction value decreased in the year 2018 to \$ 72.2 million compared to \$96.7 million in 2017. This is a decrease in the value of construction by 25.4%. Of this total, \$51 million was for residential construction with \$21.2 million in commercial work.

The value of “new residential dwelling units” built in Concord went from \$24.07 million last year to \$21.7 million in 2018. This new residential construction value represents forty-four new detached single-family homes and three duplexes. Of these fifty new

homes, twenty-six or 52% were the result of “tear downs” (an act of demolishing a building, usually to build a new one on the same site)

In 2018, the issuance of Mechanical permits increased by 51%, while the number of Electrical Permits decreased by 5.1% and Plumbing/Gas permits decreased by 2.4 %. Overall, 2945 permits were issued with a .5% increase over the prior year. The Building Division collected \$1,017,932 total in permit fees in 2018 versus \$1,224,460 collected in 2017; which is a 16.8% decrease from last year.

Staffing/Operations

The Inspections staff is made up of four full-time and three part-time personnel. Our staff is committed to pursuing conscientious Zoning and Sign Bylaw enforcement, as well as enforcement of the State Building code, which includes, but is not limited to, handicapped accessibility, structural integrity, fire safety, energy codes and many other regulations relative to public safety. Our staff provides technical assistance to a wide variety of people including: property owners, builders, real estate professionals, Town staff, and Town board and committee members.

| Permits Issued | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|-----------------------------|-----------|-----------|-----------|-------------|-----------|-----------|-------------|-------------|
| New single family homes | 30 | 29 | 55 | 38 | 51 | 43 | 39 | 44 |
| Multi-family attached units | 0 | 0 | 0 | 75 | 6 | 6 | 4 | 6 |
| Additions/Alterations | 686 | 631 | 770 | 759 | 866 | 760 | 719 | 748 |
| Commercial | 90 | 73 | 100 | 114 | 115 | 100 | 88 | 86 |
| Total Building Permits: | 806 | 733 | 925 | 873 | 1038 | 909 | 850 | 884 |
| Electrical | 745 | 730 | 933 | 907 | 751 | 865 | 996 | 945 |
| Mechanical | 26 | 70 | 91 | 119 | 122 | 108 | 93 | 141 |
| Plumbing | 470 | 487 | 480 | 546 | 478 | 542 | 524 | 507 |
| Gas | 340 | 382 | 416 | 443 | 391 | 428 | 433 | 437 |
| Signs | 41 | 35 | 54 | 68 | 62 | 29 | 32 | 31 |
| Total all Permits: | 2428 | 2437 | 2899 | 2956 | 2824 | 2881 | 2928 | 2945 |
| Value of Const. (millions) | 44 | 68.8 | 142.6 | 80.4 | 80.7 | 84.7 | 96.7 | 72.2 |
| Permit Fee Revenue | \$554,211 | \$809,045 | \$783,883 | \$1,015,370 | \$991,099 | \$927,555 | \$1,224,460 | \$1,017,932 |

In addition to issuing building permits and conducting required onsite inspections, the Building Division staff spends an increasing amount of time reviewing subdivision proposals, special permits, site plans, variance requests, making zoning determinations and addressing zoning complaints. Staff also provides review and comment to the Select Board for annual license renewals, which include licensing for alcohol and beverage facilities and livery licenses.

Noteworthy projects completed or under construction this year include the following: Phase II of Black Birch Development Sweet Birch Lane, a 16-unit Planned Residential Development (PRD) is under construction. The final remaining homes have been permitted for Black Horse Place, a twenty-two unit PRD. The Umbrella Community Art Center at 40 Stow Street has been renovated and a new 11,528 sq. ft. addition is under construction. Renovation of and addition to the Haines and Hobson dormitories at Concord Academy was begun in August. The construction of the Concord Market at 77 Lowell Road was completed, as was build-out of Caffè Nero and Graem Nuts and Chocolate at 55-57 Main Street. Other projects that were completed in 2018 include: renovation of the New Life Church at 221 Baker Ave. and the Fenn School Dining Facility on Carr Road.

ZONING BOARD OF APPEALS

James Smith, Chair
Elizabeth Akehurst-Moore, Clerk
John Brady, Member
Stuart Freeland, Associate Member
Theo Kindermans, Associate Member

The Zoning Board of Appeals is authorized by Massachusetts General Laws Chapter 40A and is responsible for conducting public hearings and meetings for Special Permits and Variances as required pursuant to the Zoning Bylaw of the Town.

James Smith was re-elected as Chairman, Elizabeth Akehurst-Moore was appointed as a full member and elected as Clerk, and Theo Kindermans was appointed as an associate member and filled a

one-year vacancy. The Board is currently in need of one additional associate member.

In 2018, the Board held fifteen (15) public hearings and three (3) site visits. The Board received forty-nine (49) Special Permit applications and eleven (11) of these applications were renewals for previously granted Special Permits. Of these applications, forty-three (43) Special Permits were granted, two (2) applications were withdrawn without prejudice at the request of the applicants, and four (4) applications are pending. (Some of these applications included multiple activities; therefore, the activity totals below may exceed the number of applications.)

Zoning Board of Appeals Application Activities

| | |
|---|----|
| Private Recreation | 1 |
| Two-family Dwelling Unit | 1 |
| Additional Dwelling Unit | 2 |
| Educational Uses | 1 |
| Philanthropic Uses | 2 |
| Assisted Living Residence | 1 |
| Special Home Occupation | 7 |
| Workshops and Classes | 1 |
| Tourist Home or Bed and Breakfast | 4 |
| Fairs Bazaars, Antique Shows, Suppers, and Dances | 3 |
| Relief from Setback Requirements | 1 |
| Relief from Maximum Height Requirements | 1 |
| Relief from Maximum Floor Area Ratio | 1 |
| Reduced Frontage | 1 |
| Change, Alteration or Extension of a Non-Conforming Use and/ or Structure | 19 |
| Increase Gross Floor Area by more than 50% | 10 |
| Work within the Flood Plain Conservancy District | 5 |
| Work within the Wetlands Conservancy District | 1 |
| Earth Removal | 1 |
| Work within the Groundwater Conservancy District | 1 |
| Parking Waiver | 10 |
| Planned Residential Development | 2 |
| Special Permit | 49 |
| Variance | 1 |
| Site Plan Approval (Associated with a Special Permit) | 10 |

BOARD OF HEALTH

Ray Considine, MSW, Chair
Jill Block, MPH
Deborah Greene, MD
Mark Haddad Esq.
Alma Healey, RN

The Board of Health is responsible for the overall stewardship of the public health of Concord. It promotes, enacts, and enforces health rules and regulations in accordance with local bylaws and state law. There are five members of the Board, appointed for three-year terms by the Town Manager.

As the public health regulatory entity for the Town, the Board continues to endorse measures that can positively impact the public by promoting health and wellness.

In 2018, the Board of Health continued its focus on substance use prevention. Towards this goal, the Board of Health's major effort in 2018 was to sponsor a Town vote on a general bylaw to prohibit non-medical (recreational) marijuana establishments in Concord.

In November 2016, Concord voters approved by a small margin state referendum ballot Question 4, Regulation and Taxation of Marijuana, which allowed non-medical (recreational) marijuana to be produced and sold in Massachusetts. This legislation (M.G.L. Chapter 94G) was written so that non-medical marijuana establishments were automatically allowed in all towns. Towns such as Concord that approved Question 4 were required to hold two votes in order for the town to prohibit non-medical marijuana establishments: a Town Meeting vote, and a ballot question vote. The Board of Health brought forward a 2018 Annual Town Meeting warrant article for a general bylaw to prohibit all types of non-medical marijuana establishments including a marijuana retailers, cultivators, testing facilities, marijuana product manufacturers, or any other type of licensed marijuana-related business. The bylaw was passed by approximately a two-thirds majority at Town Meeting in April. A ballot question vote was held in June and, again, the bylaw was passed by a strong majority of voters.

Prior to Town Meeting, the Board did extensive public outreach to educate Concord residents about public health concerns related to marijuana use, particularly effects on youth. The Board participated in four large public forums on the topic, developed educational materials, and met with numerous town boards and committees to elicit their support for the bylaw. The Board also continued public outreach efforts after Town Meeting to help ensure residents were aware of the need for a second vote at the June special town election which received above average voter participation.

The increasing use of electronic nicotine delivery devices ("vaping") amongst teenagers also continues to be of concern. E-cigarette use has grown dramatically in the last five years and currently more high school students use e-cigarettes than regular cigarettes. These products have as much potential to cause addiction to nicotine as conventional tobacco products, and their long-term health effects are poorly understood. The Board of Health partnered with the Concord-Carlisle Youth Services Coordinator, the Center for Parents and Teachers, and the Concord Public Schools to raise parental awareness about this issue. Educational materials were developed for parents, and several presentations on the topic were hosted by the Board of Health, Center for Parents and Teachers, and the schools.

As in previous years, the Board of Health continued to pursue efforts to curb youth access to tobacco and nicotine delivery products such as e-cigarettes. Concord Board of Health regulations adopted in 2014 prohibit the sale of tobacco products and nicotine delivery products (vaping devices and e-liquids) to persons under age 21. The sale of flavored tobacco and nicotine products are also prohibited. In 2018, the Board conducted one youth compliance check, in which persons under age 21 visit retail businesses and attempt to purchase tobacco or nicotine delivery products. During this check, one of the 14 licensed vendors sold tobacco products to the youth purchaser. These types of compliance checks are essential for ensuring compliance with the regulation to help reduce youth access to tobacco.

HEALTH DIVISION

Susan Rask, MS, RS, Public Health Director
Stanley Sosnicki, CEHT, Assistant Public
Health Director
Gabrielle White, Public Health Inspector
Karen Byrne, Administrative Assistant

The Health Division enforces State statutes and regulations relative to the protection of public health, the control of disease, the promotion of sanitary living conditions, and the protection of the environment from damage and pollution. Environmental and sanitary codes enforced by the Health Division include: onsite wastewater (septic) systems, food establishments, swimming pools, bathing beaches, recreational camps, indoor ice skating rinks, housing, and lead paint. Administrative staff is responsible for assisting with annual flu clinics, the rabies control program, administration of the Septic Betterment Loan Program, and the issuance of approximately 800 annual licenses/permits.

Regional Public Health Services

The Concord Health Division has provided inspectional services to the Town of Lincoln under a regional contract since 1996. Over the past several years, the program has evolved from providing limited inspectional services to the administration of public health programs within the Town of Lincoln. The Assistant Public Health Director and Administrative Assistant are the primary contacts for providing services in Lincoln. In 2018, this program generated nearly \$30,000 in additional revenue for the Town of Concord (approximately 450 hours of public health and inspectional/administrative staff support). Staff witnessed test holes on 23 sites, issued 40 septic permits, 16 food service permits, 29 catering permits, 8 well permits, 4 beaver permits, 4 recreational camps, reviewed 20 building projects, 78 septic inspections and conducted 31 food service inspections.

Awareness and prevention of tick-borne illnesses continues to be a priority. Lyme disease is among the most commonly reported communicable diseases in Concord, and two other tick-borne diseases, anaplasmosis (HGA) and babesiosis, are emerging concerns. In 2018, the Health Division continued to work cooperatively with the surrounding towns of Acton, Bedford, Carlisle, Lincoln, Sudbury, Wayland,

Westford and Weston in the Middlesex Tick Task Force to deliver educational programs on tick borne illnesses.

Public Health Initiatives--Substance Use Prevention 2018 brought increasing public health concern around the impending legalization of non-medical (recreational) marijuana, recent increases in teen use of e-cigarettes (vaping), and the continuing problem with opioids in Massachusetts. Substance use prevention became the major focus of the Health Division and Board of Health in 2017 and these efforts continued throughout 2018. Toward this end, the Health Division contributed to a number of community outreach and public education events in 2018:

- Public Forum on Concord's Marijuana Options, to educate residents about the 2018 Annual Town Meeting Warrant Articles relating to regulation of non-medical marijuana.
- Edibles, Vaping & Under-age Drinking; Understanding the Effects of Alcohol, Marijuana and Tobacco on the Teenaged Brain, presented by Concord resident A. Eden Evins, M.D., M.P.H. Founding Director, Center for Addiction Medicine, Massachusetts General Hospital.
- Marijuana, Adolescent Brain Development and Teen Risk-Taking: What Parents Need to Know, presented by Ruth Potee, MD, a board certified Family Physician and Addiction Medicine physician at Valley Medical Group in Greenfield, MA.
- Distribution of a brochure titled What is Vaping?, information for parents about increasing teen use of vaping devices. The brochure was distributed to parents through the Concord Public Schools, the Concord-Carlisle Youth Services Coordinator, the Center for Parents and Teachers and a local pediatric medical practice.

Emergency Preparedness

In 2018, the Health Division continued to work with the Concord Emergency Management Agency (CEMA), the Concord Council on Aging, Massachusetts Department of Public Health Region 4A, and Emerson Hospital to enhance community emergency preparedness. Concord maintains a plan, in compliance with MDPH requirements, for dispensing of medication (vaccines or pharmaceuticals) in an emergency. Concord's primary Emergency Dispensing Site (EDS) is the Concord-

Carlisle Regional High School. The EDS plan was updated in 2016 for use of the new CCHS building.

Permits & Licenses

The Health Division issued the following licenses in 2018 and collected \$166,016.79 in permit fees: 165 Food Service/Retail Food (including farm stands, school cafeterias (private & public), food banks, churches, caterer operations, residential retail kitchens, mobile food trucks, bed & breakfast establishments); 14 Tobacco Sales; 105 Permits to Keep Farm Animals; 4 Bathing Beaches; 28 Swimming Pools; 52 Hazardous Material Storage/Usage; 2 Motels; 17 Recreational Camp Sites; 25 Day Camp Programs; 1 Tanning Facilities; 24 Registered Title 5 Inspectors, 61 Disposal Works Installers; 20 Septic Haulers; 12 Rubbish Haulers; 1 Body Art Establishment; 4 Body Art Technicians; 4 Funeral Directors; 2 Funeral Homes; 179 On-Site Sewage Disposal Permits; 206 Building Permit Reviews; 3 Beaver Permits and 28 Well Permits

Public Health Nursing/Communicable Disease Control

Under a contract with the Health Division, Emerson Hospital Home Care provides nursing services for coordination and staffing of the annual influenza vaccination clinics, telephone and home visits to patients, and investigation of reported cases of communicable diseases. The cases of communicable diseases are reported to the Health Division for inclusion in statistical reports prepared by the Massachusetts Department of Public Health for epidemiological purposes. This confidential information is maintained by the public health nurses and Administrative Assistant and routed to MDPH for appropriate follow-up action through the MAVEN (Massachusetts Virtual Epidemiologic Network).

Influenza Vaccine Distribution & Clinics

The Health Division sponsored its annual seasonal influenza clinic for Concord Seniors at the Harvey Wheeler Center on October 11, 2018. Emerson Hospital Home Care nurses administered vaccine to 160 participants. Vaccine continues to be readily available from primary care physicians and local pharmacies throughout the year, therefore, cities and towns have seen attendance to these public clinics decrease; but, senior flu clinics allow public health departments to continue to serve the most at-risk population who may not be able to take advantage of those other venues. The Town of Concord, through its Health Division,

also sponsored a Seasonal Influenza Clinic for Town Employees on October 17, 2018. Emerson Hospital Home Care administered approximately 90 doses of vaccine to Town Employees during this clinic.

Sanitary Housing Inspections

The Assistant Public Health Director is responsible for conducting inspections for compliance with the State Sanitary Code, 105 CMR 410.000, Minimum Standards of Fitness for Human Habitation. Health Division staff conducted 5 housing inspections and spent a significant amount of time working with tenants and property owners to resolve several complex housing situations.

Wastewater Permitting Program

Onsite Sewage Disposal/Building Reviews for Title 5 & Town Sewer

The Assistant Public Health Director oversees the onsite wastewater management (septic system) program in the Health Division. In 2018, the Division issued 179 permits for construction and/or alteration of septic systems, reviewed 206 building permit applications for regulatory compliance, and witnessed percolation tests and soil evaluations for 68 properties. The Assistant Public Health Director conducted approximately 270 onsite inspections for compliance with Title 5.

Septic System Betterment Loan Program

The Community Septic System Betterment Loan Program is administered by the Health Division Administrative Assistant. In 2009, Concord Town Meeting approved a loan/debt authorization for \$2,000,000 borrowing authorized to be carried out by the Massachusetts Water Pollution Abatement Trust (MWPAT) for the purpose of continuing to fund the Septic Betterment Loan Program. Concord property owners can borrow up to \$30,000 at two percent (2%) interest, to be paid back as a betterment-lien over 10 years. In 2018, \$264,785 was committed to residents to offset costs for onsite sewage disposal expenses through the loan program. Since this program was initially authorized in 2001, over one hundred property owners have benefited from it and over 1.5 million dollars has been expended.

Assistant Karen Byrne works very closely with local engineers, septic installers and other Town

Communicable Disease

| | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------------------------|------|------|------|------|------|------|--------------|
| Amebiasis | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Babesiosis | 0 | 0 | 2 | 7 | 0 | 2 | 1 |
| Borelia miyamotoi | | | | | | | 3 |
| Calicivirus/Norovirus | 0 | 0 | 0 | 0 | 0 | 1 | 2 |
| Campylobacter | 5 | 8 | 7 | 10 | 6 | 5 | 3 |
| Cryptococcus | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cryptosporidia | 1 | 0 | 0 | 0 | 1 | 2 | 1 |
| Cyclosporiasis | | | | | | | 1 |
| Dengue | 0 | 0 | - | 0 | 0 | 0 | 0 |
| E. Coli | - | 0 | 0 | 0 | 0 | 0 | 0 |
| Encephalitis | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Giardia | 2 | 0 | 2 | 2 | 6 | 0 | 4 |
| Haemophilus influenzae | | | | | 2 | 1 | |
| Hepatitis A | 0 | 0 | 0 | 0 | 0 | 0 | |
| Hepatitis B | 0 | 0 | 0 | 0 | 0 | 0 | 5 |
| Hepatitis C | 2 | 10 | 33 | 20 | 6 | 8 | 11 |
| h1n1 Influenza | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| HGA (anaplasmosis) | 1 | 0 | 2 | 5 | 4 | 7 | 9 |
| Legionnaire's Disease | 1 | 0 | 0 | 1 | 1 | 0 | |
| Malaria | | | | | | | 1 |
| Lyme Disease** | 7 | 11 | 17 | 9 | 58 | 0 | 62 (suspect) |
| Measles | 0 | 0 | 0 | 0 | 0 | 0 | |
| Meningitis | 0 | 0 | 0 | 0 | 0 | 0 | |
| Pertussis | 2 | 0 | 0 | 1 | 0 | 2 | 3 |
| Rocky Mtn Spotted Fever | 0 | 0 | 0 | 0 | 0 | 0 | |
| Salmonella | 2 | 12 | 2 | 5 | 7 | 5 | 9 |
| Shiga Toxin producing organism | | | | | | 1 | 1 |
| Shigella | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| Streptococcal Pneumonia | 0 | 1 | 1 | 1 | | 0 | 2 |
| Type B Streptococcus | 0 | 0 | 2 | 1 | 1 | 2 | 2 |
| Tuberculosis | 0 | 0 | 0 | 0 | 0 | 0 | 4 (latent) |
| Varicella (Chicken Pox) | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| West Nile Infection | | | | | | 1 | |
| Yersiniosis | 0 | 0 | 0 | 0 | 0 | 0 | |
| Zika | | | | | 1 | 0 | |
| Vibrio | | | | | 1 | 0 | 2 |
| Nonspecified influenza | | | | | 7 | 9 | 57 |

Departments to actively promote this program and will continue to do so in 2019. The Town is very fortunate to be able to offer this type of financial assistance to its residents to alleviate some of the unexpected financial burdens or stressors that may come with dealing with a failed onsite sewage system.

Food Protection Program

The Public Health Inspector conducts risk based inspections of all Food Service Establishments. Food Establishments range from complex meal service in full service restaurants, hospital and school kitchens to convenience store packaged food sales.

In 2018, Concord said a fond farewell to Vincenzo's but welcomed Adelita, a Mexican-themed restaurant in its place. Michael's also closed and was replaced by Rapsallions. Several new food service establishments opened in 2018: Concord Market, Caffé Nero, Graeme Nut Company, Perk Express and Baker's Cafe at 300 Baker Ave., and new kitchen and dining facilities at the Fenn School.

Due to several food borne illness outbreaks, the Health Division sponsored a mandatory Food Safety and Active Managerial Control training for all food service establishments. The trainings reviewed the importance of the Person in Charge in implementing active managerial control of all food processes to ensure food safety. 144 food service staff representing

72 food establishments attended.

In September 2018, the Massachusetts Department of Public Health adopted revisions to the Massachusetts Food Code which incorporate the 2013 Federal Food Code with Massachusetts amendments. Health Division staff is preparing educational material pertaining to the new requirements and will provide training to food service establishments in early 2019.

Food Inspections & Temporary Food Events

Temporary Food Event applications are reviewed by staff to identify and address any potential food safety risk factors that could impact the public health. During 2018, 87 Temporary Food Events/Catered Events were permitted, including Patriots Day Festivities, Chamber of Commerce Spring/Fall Festival, the Memorial Day and Fourth of July Parades, and the Fall Agricultural Fair.

Recreational Camp Program

In March 2018, the Massachusetts Department of Public Health adopted updated regulations for recreational camps for children. The definition of a camp now includes any program which operates for four or more days in a two week period (previously, only programs that operated for five or more days were considered as camps). This change has significantly increased the number of programs which need licensing and inspections. The revised regulation also requires

| 2018 Food Service/Retail Permits | |
|---|---|
| 42 Retail Food Permits | 14 Delicatessens in Retail Establishments |
| 165 Food Service Operations (all types) | 6 Nursing Homes/Assisted Living |
| 9 Farm Stands | 1 Hospital/In-patient Kitchen |
| 9 Public School Cafeterias | 4 Private School Cafeterias |
| 6 Religious Organizations | 2 Community Assistance Food Groups |
| 1 Food Bank | 1 Home for Aged Community |
| 3 Mobile Food Trucks | 5 Seasonal Operations |
| 14 Caterers Base of Operations | 2 Bed & Breakfast Establishments |
| 2 Food Processors | 1 Daycare with Food Service |
| 7 Frozen Ice Cream/Desserts | 4 Rental Hall Kitchens |
| 11 Milk/Cream Permits | 3 Residential Retail Kitchens |

more emphasis on medical protocols and the role of the health care consultant.

The Public Health Inspector reviewed 25 programs which meet the definition of “recreational camp” and which served 4414 campers in Concord. Programs were reviewed for compliance with the regulatory requirements of 105 CMR 430.000: Minimum Standards For Recreational Camps For Children: background checks on staff, health records, trained personnel, medical protocol, and safety checks on all facilities with high risk activities such as ropes courses are reviewed and inspected. There are 15 sites which either host their own camp programs and/or serve as a rental location to “out of town” programs. In recent years, the Health Division has encountered a growing number of summer youth programs that are exempt from licensure because they operate for less than four days in a two-week period and therefore do not meet the regulatory definition of a recreational camp. These programs are not inspected or licensed by the Health Division and do not necessarily meet the regulatory requirements of a recreational camp. Residents who have a question regarding whether a summer youth program is licensed and inspected may call the Health Division for this information.

Bathing Beach Program

The Health Division continued its contract with G&L Laboratories to provide services for collection and analysis of bathing beach water samples. The White Ponds Associates and Dover St. Beach Association beaches were tested weekly using a composite sample. The other two semi-public beaches, Silver Hill Association and Annursnac Hill Association, were also sampled weekly during the 2018 season. Samples are taken from Memorial Day through Labor Day, for compliance with 105 CMR 445.00, Minimum Standards for Bathing Beaches. Forty eight (48) water samples were collected from the 4 beaches over a 16 week time period. There were no beach closures during the 2018 season due to bacterial levels exceeding acceptable limits for bathing beach waters. White Pond continued to have occasional public health advisories posted due to visible cyanobacteria (blue-green algae) blooms which were intermittent throughout the summer.

Swimming Pools

There are 15 sites in Concord which hold recreational pool permits, which include 4 general purpose pools, 14 lap pools, 6 children’s pools, 3 special purpose pools and 1 diving well. The Public Health Inspector conducts water tests at each pool as well as monitors safety equipment and trained personnel for each site.

Animal Permits

The Public Health Inspector serves as the Town’s Animal Inspector. Recent years have demonstrated a growing trend for keeping of backyard animals. The number of permits for keeping of animals has more than doubled in the past five years: 105 permits were issued in 2018, compared to 48 in 2009. The Public Health Inspector conducted annual site visits at all permitted properties to inspect for sanitary conditions, health of animals and prevention of odors and pests from proper manure storage/removal.

Rabies Control Program

During 2018 there were 7 domestic animals (dogs & cats) quarantined by either the Concord Health Division or Animal Control Officers (Boardman Animal Control Services) due to contact with potentially rabid animals. Three (3) domestic animals were quarantined and followed by the Dog Officer because of animal bites to humans. This year, only one animal (bat) was submitted to the Department of Public Health to be tested for the rabies virus because of potential human exposure (found in a bedroom). It tested negative for the virus.

At the Health Division’s Annual Rabies Clinic in March 2018, Concord Animal Hospital veterinarians administered the rabies vaccine to 21 dogs and 9 cats.

2009-2018 Animal Census Information

| | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 |
|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Chickens | 716 | 1056 | 1368 | 3211 | 3418 | 2903 | 973 | 538 | 973 | 553 |
| Horses | 166 | 164 | 163 | 182 | 171 | 119 | 146 | 154 | 163 | 131 |
| Cattle | 217 | 243 | 178 | 255 | 220 | 180 | 199 | 186 | 226 | 199 |
| Rabbits | 70 | 78 | 112 | 200 | 0 | 100 | 8 | 10 | 0 | 4 |
| Goats | 17 | 10 | 13 | 21 | 21 | 7 | 11 | 12 | 41 | 33 |
| Geese/Ducks | 23 | 29 | 38 | 37 | 46 | 35 | 52 | 20 | 44 | 21 |
| Guinea Hens | 14 | 9 | 8 | 7 | 7 | 12 | 5 | 5 | 3 | 6 |
| Quail | - | - | - | - | - | 30 | 40 | 62 | 50 | 100 |
| Sheep | 10 | 15 | 1 | 4 | 14 | 12 | 4 | 22 | 31 | 0 |
| Beehives | 4 | 4 | - | - | - | - | - | - | - | - |
| Llamas | 0 | 0 | - | - | - | - | - | - | - | - |
| Donkeys | 2 | 2 | 3 | 2 | 6 | 5 | 5 | 0 | 9 | 11 |
| Turkey | 5 | 7 | 8 | 57 | 57 | 2 | 0 | 0 | 0 | 0 |
| Pigs | 12 | 10 | 2 | 15 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 1,256 | 1627 | 1894 | 3991 | 3960 | 3405 | 1443 | 1009 | 1540 | 1058 |

EMERSON HOSPITAL HOME CARE SERVICES

Judith Labossiere, MBA, BSN, RN, ACHCE
Executive Director, Emerson Hospital Home Care

Emerson Hospital Home Care is a Medicare/Medicaid Certified, Joint Commission accredited, provider of home health services in Concord, as well as 29 surrounding cities and towns. The mission is to deliver high quality, safe, and cost effective services to our patients. These services include skilled nursing, physical, occupational, and speech therapy, home health aide services, and medical social work.

Emerson Hospital Home Care provides community health, education, and communicable disease follow up in accordance with our Board of Health contracts. Our contract with the Town of Concord also allows Home Care to make home visits to qualifying individuals who have no source of payment to cover our services. This remains an important aspect of our work with the Board of Health. Home Care also coordinates closely with Concord Council on Aging to promote health and wellness to seniors through

lectures and other programs. The influenza vaccination program serves both residents and employees of the Town of Concord.

Emerson Hospital Home Care looks forward to a continued partnership with the Board of Health and other community organizations as we continue our commitment to care for the residents of Concord.

WEIGHTS AND MEASURES INSPECTIONS

The function of the Weights and Measures official is to safeguard the public in matters involving the commercial determination of “quantity” and ensure that whenever merchandise or service is bought or sold, that honest weights and honest measures are delivered, and that fraud, carelessness or misrepresentation of such transactions are eliminated. The accuracy of all weighing and measuring devices used for sale to the public are inspected, sealed or condemned as required. Inspections are conducted at all gasoline and diesel dispensing devices (pumps),

home heating (fuel oil) delivery trucks, scales used at supermarkets, delis, meat/seafood markets, retail checkout counters, farm stands, pharmacies, and any other facility using a weighing or measuring device for sale of product. Bar Code pricing devices (scanners) are also inspected for accuracy and proper operation. State law requires that scanners be inspected once every two years for businesses with three or more electronic checkout systems. On alternating years, scanners are verified if the Health Department is contacted via a complaint and/or a new device is installed.

The Town of Concord contracts with the Massachusetts Division of Standards (DOS) through the Concord Health Department. The Health Department Administrative Assistant and DOS Inspectors work closely together to coordinate and ensure that any complaint received by a consumer is addressed in a timely manner as well as ensuring that proper invoicing and payments are received by the Town. In 2018, inspections were performed at 51 establishments throughout Concord: 143 gasoline meters; 90 weighing scales, and 19 fuel delivery trucks. The Health Department invoiced \$6,960 in Weights & Measures fees in 2018.

NATURAL RESOURCES COMMISSION

Gregory E. Higgins, Chair
Jeffrey W. Adams
Lynn G. Huggins
Edward Nardi
Judith R. Zaunbrecher



Left to Right: Jeff Adams, Karen Bockoven (staff), Greg Higgins, Judy Zaunbrecher, Lori Capone (staff), Lynn Huggins, Ed Nardi, and Delia Kaye (staff)

The Natural Resources Commission (NRC) and staff are responsible for the overall stewardship of the natural resources of the Town, and the establishment of Town environmental policy in conjunction with the Select Board and Town Meeting. The NRC administers the state Wetlands Protection Act (MGL Chapter 131, Section 40), the Rivers Protection Act (MGL Chapter 258 of the Acts of 1996) and accompanying regulations (310 CMR 10.00), and the Concord Wetlands Bylaw and Regulations. The NRC also plays an important role in open space planning pursuant to its authority under the Conservation Commission Act (MGL Chapter 40 Section 8c).

Wetlands Protection Act

The majority of Commission and staff time is dedicated to administering and enforcing state and local wetland regulations. The NRC held 23 meetings to review permit applications, which included 34 Notices of Intent, seven Abbreviated Notices of Resource Area Delineations, and 25 Requests for Determinations of Applicability, for a total of 66 new applications. The NRC closed out many completed

projects, issuing 40 Certificates of Compliance and three Partial Certificates of Compliance. Division staff reviewed 52 Administrative Approvals for very minor projects including limited tree and invasive species removal. The 2017 appeal of the NRC's decision approving a cell tower at Middlesex School was withdrawn in 2018. The NRC's decision to approve a 4 lot subdivision at Keuka Road was appealed to DEP this year. Following DEP's concurrence with the NRC's decision, DEP's decision was then appealed to the Office of Appeals and Dispute Resolution and a decision is expected in early 2019.

Projects of interest reviewed by the NRC this year include a proposed 8 unit Planned Residential Development at 430 Old Bedford Road and a number of wetland boundary determinations for future developments including 1651/1657/165X Main Street, 676/68Y/712/70Y Monument Street, 285 Elm Street/3A Crescent Road, 399 Lowell Road, 498 Fitchburg Turnpike, 209/29A Musterfield Road, 2160 Main Street, and 33A/353 Elm Street.

Conservation Restrictions

The Natural Resources Commission reviewed one Conservation Restriction this year over nearly 11 acres of land owned by the White Pond Associates, which will be conveyed to the Concord Land Conservation Trust. The underlying land is expected to be conveyed to the Natural Resources Commission for conservation purposes in early 2019, while the beachfront parcels will be conveyed to the Select Board for continued recreation purposes.

NATURAL RESOURCES DIVISION

Delia R. J. Kaye, Natural Resources Director
Lori A. Capone, Natural Resources Assistant Director
Karen T. Bockoven, Administrative Assistant

Natural Resource Management

In addition to providing technical and administrative support to the Natural Resources Commission, Division staff are responsible for the stewardship of approximately 1,400 acres of Town conservation land (including White Pond Reservation), maintaining over 26 miles of trails, and mowing 84 acres to maintain trails and open meadows. Natural resources management also includes

staff support to three NRC active subcommittees, as well as coordinating with other local and regional stewardship initiatives.

National Park Foundation

The Division was honored to receive a \$42,000 grant from the National Park Foundation following a successful application to improve river access along the Assabet River. Two kayak/canoe landings are in the process of being installed, one at Westvale across from Damon Mill and the second at 36A Baker Avenue. Picnic tables were installed at each location, and a small gravel parking area was put in at Baker Avenue. Extensive invasive vegetation removal was conducted at each location and native plantings will be planted next year.

Community Preservation Act

Town Meeting approved additional construction funding for slope restoration at Town lands at White Pond, and a contractor was selected to begin work in 2019. Four applications were submitted for Community Preservation Committee consideration in 2019 and all were recommended for funding. The first application sought funding to acquire nearly six acres of land for conservation purposes adjacent to the historic Emerson House; this acquisition is supported by a generous matching gift from the Concord Land Conservation Trust. Following the completion of the Warner's Pond Feasibility Study, an application for permit preparation was submitted to dredge a portion of Warner's Pond to improve the ecological health and recreational opportunities of the pond. A third application was submitted to extend the historic stone wall around the Lexington Road/Heywood Street curve, removing unsightly concrete bollards and further connecting the two sides of the meadow. The last application was for an additional year of invasive species control at Old Calf Pasture to improve the habitat for the rare Britton's violet.

Division staff oversaw the ninth year of invasive species control at Old Calf Pasture, in part with funding received through Community Preservation Act funds awarded in 2013 and 2016. New areas of invasive glossy buckthorn were treated by the New England Wildflower Society, expanding the areas of improved habitat for native flora and fauna, including the rare Britton's violet.

Rangers

After a brief hiatus, Roan Callahan returned this summer and served as Ranger with Chad Riedle. Rangers educated visitors on rules and regulations around White Pond, and at conservation lands around Town where new dog regulations were put into effect over the winter of 2017/2018. Most of their efforts were educational and increased compliance with rules and regulations was noted over the course of the summer. Rangers also worked with other Division staff to remove invasive plants from Town conservation lands.

Conservation Crew

Sean Joyce and Nathan Lavallie joined the Division this summer to perform trail maintenance, remove invasive vegetation, and conduct general maintenance on conservation lands throughout Town. The Crew continued the hand pulling efforts to remove the invasive aquatic water chestnut from Macone Pond, Warner's Pond, and Hutchins Pond, and continued the cooperative effort with US Fish and Wildlife Service, the Conservation Land Conservation Trust, and the Town of Lincoln to remove water chestnut from Fairhaven Bay and the Sudbury River. For the seventh consecutive summer, the aquatic weed harvester was not needed on the Sudbury River and Fairhaven Bay, a testament to the vigilant efforts of previous mechanical harvesting efforts between 2001 and 2011 and continued hand pulling efforts. The crew also replaced, repaired, and/or repainted conservation land signs and kiosks, and maintained and constructed new boardwalks along seasonal trails.

Cooperative Invasive Species Management Area

Division staff continued working with other towns, organizations, and individuals in the Sudbury, Assabet, and Concord Rivers (SuAsCo) watershed to develop strategic regional plans for invasive species management in the watershed, and to promote collaborative approaches to achieve these priorities, including a new subcommittee on water chestnut control. This year, the largely grant funded Coordinator position was transitioned to Sudbury Valley Trustees. The CISMA Steering Committee also provided input to Senator Jehlen's office on a proposed statewide Invasive Species Coordinator position.

Conservation Restriction Stewardship Committee

The CRSC continued to assist the Division of Natural

Resources with its land management responsibilities of the 80 plus parcels with Conservation Restrictions that have been granted to the Town by monitoring their care and condition. Committee members performed monitoring visits on 30 parcels and wrote one new Baseline Documentation Report (for the town's



Two kayakers using the Lowell Road boat launch

acquisition of the White Pond Associate's agricultural fields). Former chair Catherine Perry was gratefully thanked for her 7 ½ years of dedicated service. New committee members Arthur Schwope and Jane Wells joined committee members Kathy Angell, David Bell (Chair), John Ferguson, Mary Ann Lippert, and Neil Ryder.

Heywood Meadow Stewardship Committee

The Heywood Meadow Stewardship Committee continued with its mission to preserve and protect this historic meadow. As a result of the 2017 wild flower seeding initiative, the West Meadow was carpeted in flowers this spring and summer. A highlight of the summer was a festive planting ceremony for three "Butters" (better known as Baldwin) apple whips on the East Meadow, donated by Janet Beyer in honor of her ancestor who propagated the first Butters apple. Members of the HMSC include: Lola Chaisson, Susan Clark (co-chair), Mary Clarke, Joanne Gibson (co-chair) Stan Lucks, Bev Miller, Murray Nicolson, and Independent Battery representative Sandy Smith.

Trails Committee

A major effort in 2018 was development of the Baker Avenue boat launch and Westvale boat landing, funded

FARMING AND COMMUNITY GARDENS

by a National Park Foundation grant. Beginning with a chainsaw training class, invasive trees were felled at Baker Avenue to clear a trail to the Assabet River. Volunteer work parties cleared the undergrowth of invasive species and uncovered a concrete pad, once the floor of the Ellis Chemical Company that now serves as a picnic grove with tables. A small parking area was constructed and accumulated felled trees will be chipped for use in covering walkways along with plantings to beautify the site. A second area was cleared and picnic tables installed for a boat landing along the Assabet River near the Main Street bridge at Damondale.

Trail upgrades and maintenance continue, made more challenging this year by tree damage from three late winter storms. Other trail improvements conducted this year include: creation of a new overlook of the Assabet River at Cousins Field where invasive species were removed and wild flowers seeded; three park benches were constructed and installed at scenic spots at October Farm Riverfront, Rogers Community Garden, and at the Assabet River overlook; a footbridge was built across Baptist Brook in the Hidden Trails property off Commerford Road, improving access between the east and west sections; an information kiosk was installed at October Farm Riverfront; a 16-foot retaining wall was constructed at Westvale-Harrington property to shore up the trail; additional boardwalks were constructed along the Emerson-Thoreau Amble; and trail-head plantings were installed to beautify West Concord Park.

Being vigilant of trail needs and correcting obstructions to assure walkers' access is a never ending task handled by stewards and Committee members. Committee members include Spencer Borden, David Clark, Carlene Hempel, Jonathan Keyes, Ken Miller, Peter Siebert and Bob White (Chair).

Conservation Land Use Permits

A total of 13 permits were issued to various groups using Town conservation land for wetlands training, drag hunting, and research projects. A permit was also issued to the Musketaquid Arts and Environment Program for the Art Ramble to display temporary art installations from several artists at Hapgood Wright Town Forest again this summer.

Agricultural Farming Agreements

The Division continues to work with local farmers to retain land in agriculture, overseeing 15 agreements over 200 acres of actively farmed land.

Marshall Farm

The main greenhouse was renovated this spring, and uses about 30 percent less heat in late winter through spring and almost no electricity to vent. Drip irrigation was installed which saved hours of watering. A water line was installed to connect the three Marshall Fields and greenhouses to the new irrigation well installed on the Rogers land. One field was completely fenced to protect crops from deer which proved unsuccessful as deer jumped the fence and ate all the spaghetti squash. The main field got a boost with almost 200 yards of compost spread throughout. Substantial effort was made to remove and burn the bittersweet that has taken over parts of Harrington Park.

McGrath Farmstead

Barrett's Mill Farm completed their fifth growing season at the McGrath Farmstead and their third season farming the parcel across the street at 41A Barretts Mill Road. Crops grown on about 8 acres at the main farmstead are certified organic, while crops grown on about 4.5 acres at the 41A parcel will be eligible for organic certification in 2019. An additional 1.5 acres on the main farmstead were left in cover crop for the duration of the season.

Produce grown on both parcels was sold to the general public through the farm store and CSA program. The CSA and Barrett's Bucks (farm store credit) programs grew to over 300 members in 2018. In addition, later season produce offerings were expanded, with a 100 member extended season CSA providing members produce until Thanksgiving, as well as a "pop-up" farm stand in early December. The pick-your-own flower field continued to be a draw both for PYO Flower CSA members and the general public. Barrett's Mill Farm's commitment to increasing access to fresh produce continued with weekly vegetable donations to Open Table and the Boston Area Gleaners. In addition, Barrett's Mill Farm donated CSA memberships to Minute Man Arc and Dignity in Asylum, and offered discounted CSA memberships to several households receiving SNAP benefits.

The major capital investment for the 2018 season was building a 96 foot by 30 foot unheated high tunnel with funding from NRCS's EQIP program covering the majority of the costs. The high tunnel will be used for protected and extended season growing of crops like tomatoes, greens, and ginger in the future.

Thoreau Birthplace

Gaining Ground, a non-profit farm that grows food for hunger relief with the help of volunteers of all ages and abilities, manages approximately 3 acres of land at the Thoreau Birthplace and adjacent Massport land. In 2018, in its 24th growing season, the farm donated over 92,000 pounds of organic produce to thirteen food pantries, meal programs, and direct donation markets in Lowell, Boston, and surrounding Metro West communities. The farm has nearly tripled its harvest totals over the past five years, due largely to a conversion to innovative "no-till" agricultural methods. Gaining Ground was honored to be selected to participate in a three-year Conservation Innovation Grant study focused on no-till farming, funded by the USDA Natural Resources Conservation Service. Gaining Ground continues to take part in the New England tradition of maple sugaring in February and March, this year harvesting over 200 buckets of sap and finishing 30 gallons of syrup to be donated. Farm staff worked alongside more than 2,500 volunteers throughout the season, educating school, corporate, and community groups, individuals, and families in all aspects of farm operation.

Community Gardens

The long standing tradition of the organic community gardens continues to thrive under the helpful guidance of volunteer coordinators Terry Marzucco, Rebecca Sheehan Purcell, and Michelle Wiggins at the Hugh Cargill Community Garden, Dale Clutter, Trish Ng, and India Rose at the East Quarter Farm Community Garden, and Brenna Roth Lindsay at Cousins Community Garden. Carol Aronson, Mark Del Guidice, and Mary Hartman, provided guidance for Rogers Community Garden. Coordinators assign garden plots, coordinate annual meetings and cleanups, and offer guidance to gardeners to produce beautiful and bountiful harvests.

The summer of 2018 was a great season for East Quarter Farm. Gardeners in both the annual and no-till plots enjoyed successful harvests with no

drought issues and fewer pests than previous seasons. Nestled in a quiet corner behind the Ripley School on the east side of town, this secluded hidden gem lost some long-time gardeners this season as some members moved out of town at the end of 2017. The "no-till" area has grown to almost 1/3 of the total plots, with more interest in perennials, herbs, and soil amendments increasing the numbers.

Communal berries (raspberries and blueberries) thrived this season due to continued fertilizing and pruning from dedicated volunteers. We hope to continue to grow and welcome new gardeners to join us for the 2019 growing season.

The Hugh Cargill land has been farmed since 1793, when it was donated to the Town by Hugh Cargill to benefit the residents of the nearby poor farm. Over the years, it has been used by interested citizens, including farmers and a local 4-H Club. In the late 1970's, it became a community garden, enabling residents to grow their own vegetables, fruits, and flowers. Over the years, novice gardeners have worked alongside their more experienced neighbors, enjoying the benefits of growing their own crops. As with seasons, each year brings changes in our community—we said "goodbye" to some longtime gardeners and welcomed eager new ones.

The Rogers Community Garden is in its third year and interest continues to grow. During the summer of 2018, 28 individuals participated in a community garden. Efforts continue to improve the organic content of the soil and remove rocks. Each season brings a new and different challenge but harvests of tomatoes, peppers, squash, tomatillos, sweet potatoes, and okra were bountiful .

Environmental and Educational Activities

The Division continues to sponsor the longstanding tradition of early morning Conservation Coffees on the first Tuesday morning of most months at 7:30 a.m. These lively and stimulating gatherings of citizens, conservation organization representatives, and federal, state, and local officials provide an interesting and effective forum to exchange information, ideas, and concerns about conservation and the environment.

The Division continues to host an annual spring migratory bird walk, led by Peter Alden. This popular

walk, generally held on the second Saturday in May, brings together local birders to welcome the return of many colorful migrants back for the season or on their way to more northern breeding grounds, as well as observe resident birds in a variety of habitats.

The NRC continues to support Dr. Bryan Windmiller's research and headstarting efforts on the Blanding's turtle, a threatened species with a population at Great Meadows which he has studied in depth since 2003.

PLANNING BOARD

Gary Kleiman, Chair
Matt Johnson, Vice Chair
Kristen Ferguson, Clerk
Robert Easton
Burton Flint
Allen Sayegh
Nathan Bosdet

Marcia Rasmussen, Director
Elizabeth Hughes, Town Planner
Nancy Hausherr, Administrative Assistant



Seated: Allen Sayegh, Nathan Bosdet, Gary Kleiman, and Kristen Ferguson. Standing: Matthew Johnson, Burton Flint, and Robert Easton

The Planning Board's authority is contained in MGL Ch. 41 "Improved Methods of Municipal Planning" and MGL Ch. 40A "The Zoning Act". The Board is responsible for making rules and regulations relating to subdivision control, initiating Zoning Bylaws, holding public hearings on all Zoning Bylaws submitted to the Select Board, evaluating various developments through Site Plan Review, revising and updating the Comprehensive Long Range Plan, and from time to time making studies of the resources and needs of the Town. Additional responsibilities are found in the Town Bylaws and the Town Charter.

The Board met twenty-three times in 2018. In addition to their regular meetings, five public hearings were held. One public hearing was on the adoption of the Tree Preservation Bylaw Rules and Regulations. A public hearing with two sessions was held for 4-lot Definitive Subdivision Plan of land off Keuka Road. One public hearing was for Zoning Bylaw amendments to be considered by Annual Town Meeting. One public hearing was for a Common Driveway Special Permit. Lastly, a public hearing was held for Zoning Bylaw Amendments to be considered by the October Special Town Meeting.

Brooke Whiting Cash ended her term and the Board welcomed new member Nathan Bosdet.

Residential Development

Nine "Approval Not Required" (ANR) plans were submitted to the Board for endorsement. Four of these plans approved changes of lot lines that did not create additional lots. Five endorsed plans created six additional lots.

In February, the Board granted, with certain waivers and conditions, approval of a four-lot Definitive Subdivision Plan "Hosmer Meadows" which had been filed in November, 2017.

In February, the Board also made an affirmative recommendation to the Zoning Board of Appeals to grant a special permit to divide land into two or more building lot(s) which contains reduced frontage, lot width, lot area and/or side and rear yard setback for the purpose of preserving existing historically significant structures or dwelling at 317 Garfield Road.

In April, the Board granted a Common Driveway Special Permit for 254 & 254A Fairhaven Road.

Two affirmative recommendations with conditions were made to the Zoning Board of Appeals regarding Special Permit applications for work in the Floodplain Conservancy District; one at 201 Commonwealth Avenue and the other at 190 Southfield Road. An application for 83 Pilgrim Road filed in 2018 is still under review by the Planning Board.

Two Planned Residential Developments (PRDs) were filed in 2018. The Planning Board's role in these matters is to make a recommendation to the Zoning Board of Appeals. One PRD Special Permit application is for an 8-unit development "Concord Culinary Cottages" at 430 Old Bedford Road and the other is for a 36-unit development "Center & Main" at 1440, 1450 & 146B Main Street.

In December 2018, the developer of the "Center & Main" PRD also filed a 22-lot Preliminary Subdivision Plan B application for 1440, 1450, 146B Main Street & 10B Highland Street. On the filing date, the Applicant filed an extension request with the Town Clerk in order to extend the Board's time to render a decision to April 1, 2019.

Commercial, Institutional and Other Development

The Board made affirmative recommendations to the Zoning Board of Appeals on the following site plan/special permit applications in 2018:

- Caffé Nero Americas, 55-57 Main Street
- Nashawtuc Country Club, 1861 Sudbury Road (two applications)
- Concord Animal Hospital, 245 Baker Avenue
- Concord Youth Theatre, Inc., 53 Church Street
- The Trustees of Reservations, 269 Monument Street (The Old Manse)
- Meridian Associates, 68 Commonwealth Avenue (Concord Park Assisted Living)
- Holy Family Parish, 70 Monument Square
- New England Deaconess Abundant Life Communities, 80 Deaconess Road

In July, Site Plan Approval with conditions was granted to Concord Academy for the Haines Hobson Commons project.

Zoning Amendments and Town Meeting Actions
For the 2018 Annual Town Meeting, the Planning Board sponsored eight Zoning Bylaw amendment warrant articles and one General Bylaw (an amendment to the Tree Preservation Bylaw). The Board voted in the majority to recommend no action on citizen petition Zoning Bylaw amendment warrant Article 40. Passed were:

- An article to amend Zoning Bylaw Section 4.8.3 Marijuana Establishment Temporary Moratorium to extend the date to December 31, 2018.
- An article to amend Zoning Bylaw Section 1.3.8 Dwelling unit to add the phrase "and 'private'" to clarify the meaning and intent of the definition.
- An article to amend Zoning Bylaw Section 6.2.11 Height to limit the height of accessory structures within the required side and rear yard in all residential districts to 24 feet for a pitched roof and 18 feet for a flat roof.
- An article to amend Zoning Bylaw Section 4.2.3.3 Combined Business/Residence to allow less than the required amount of open space by special permit.
- An article to amend Zoning Bylaw Section 7.1.5 Nonconforming Single and Two Family Structures to add the phrase "reconstruction, alteration or structural change" to various paragraphs in order to eliminate any ambiguity in the meaning and intent of the section.
- An article to amend Zoning Bylaw Section Table IV Minimum Parking to delete the phrase "& real estate agency" from the definition of "Financial and business office" for uniformity purposes.
- An article to amend Zoning Bylaw Section 11.8.5 Site Plan Review to add a sustainability review criterion.
- An article to amend the Zoning Bylaw Section 11.8.7.1 Site Plan Review for religious uses, educational uses and child care facilities to add a sustainability review criterion.

For the 2018 Special Town Meeting, the Planning Board sponsored a Zoning Bylaw amendment warrant article to amend Zoning Bylaw Section 4.4.1 Town of Concord Municipal Use to permit the use of easement proposed under STM Article 2 to permit access over Town-owned land to an adjacent parcel with the Town's permission. The Article was one piece of a three-part settlement of a dispute between the Town and the W.R. Grace Co. concerning the value of land taken by eminent domain. The article passed at Special Town Meeting.

Other Actions

Reviews of draft language for potential Zoning Bylaw amendments were held at several of the Board's meetings in anticipation of submitting nine Zoning Bylaw amendment warrant articles for the 2019 Annual Town Meeting.

In addition the Board:

- Developed goals and objectives for 2018 – 2019 (throughout the year)
- Devoted time at several meetings to discuss the work and objectives of the Comprehensive Long Range Plan Committee and the ongoing development the Town's Comprehensive Long Range Plan Update including providing feedback for the Committee's consideration on Land Use and Zoning as they finalized the Plan.
- Held a public hearing on the adoption of the Tree Preservation Bylaw Rules and Regulations (January)
- Determined and provided a written opinion to the Public Works Commission that the Subdivision Rules and Regulations do not apply to a proposed water and sewer main extension in a private way at 47 Warner Street (January)
- Appointed an associate member to the West Concord Advisory Committee (April)
- Discussed ATM Article 23, a citizen petition article on Community Resiliency Goals, and voted to take no position on the Article. (April)
- Discussed moderate affordable refinance guidelines with Liz Rust of the Regional Housing Services Office (May)
- Released Performance Guarantee for Mosen Road (May)
- Elected officers and made liaison appointments (June)
- Recommended members to Select Board for appointment to the West Concord Advisory Committee, a subcommittee of the Planning Board (June and November)
- Discussed draft Complete Streets Policy and made recommendation to the Select Board (July)
- Appointed a Planning Board liaison to the Climate Action Advisory Board (September)
- Nominated to the Select Board an associate Historic District Commission member to a full member (November)

The Board previously appointed, and now recommends, members to the West Concord Advisory Committee for nomination by the Select

Board. They also nominate members for the Community Preservation Committee and Historic Districts Commission. Members of the Planning Board serve on the following regional committees: MAGIC (Minuteman Advisory Group on Interlocal Coordination) and HATS (Hanscom Area TownS) and participate on other Town Committees by providing liaisons to the Comprehensive Sustainable Energy Committee, West Concord Advisory Committee, Community Preservation Committee, Climate Action Advisory Board, and the Comprehensive Long Range Plan Committee while it was active.

West Concord Advisory Committee (WCAC)

The West Concord Advisory Committee (WCAC), a subcommittee of the Planning Board with seven regular and two associate members, serves as a resource for the Planning Board by providing input to developers and property owners as well as the Board when plans and concepts are proposed for development, renovation, circulation, etc. in West Concord. Village business owners as well as residents in and around the West Concord Village use the WCAC as a sounding board for ideas to communicate to Town administration as well as to pose questions they have. All members of the WCAC also have liaison responsibilities with other Town boards and committees and report back about issues related to the Village and its surrounding neighborhoods.

The WCAC worked on several initiatives in 2018 Those included:

- Reviewing designs for 13B Commonwealth Ave, the final portion of the approved Brookside Square development project. The proposed space consisted of 6750 sq. ft. of retail in a single story building at the corner of Commonwealth Ave and the northern intersection with Beharrell Street. The Committee hosted 3 reviews of design iterations, allowing the Committee and public ample opportunity to provide feedback. While successive iterations were steered toward incorporating more aspects of the West Concord Design Guidelines, the developer ultimately decided to go back to rework plans to better respond to public concerns before going in front of the Planning Board. The Committee looks forward to working with the developer in 2019 to help complete this exciting project.
- Working with the Town to host information sessions

and build public support for acquiring 369 Commonwealth Ave on Warner's Pond, also known as the "Gerow" property. Presented in support of the acquisition warrant at the 2018 Town Meeting and participated in planning and use discussions after its successful passage.

- Providing feedback to the Planning Board on potential 2019 Town Meeting changes to the zoning bylaws. This included conducting a public information display and survey on West Concord zoning at Discover West Concord Day in the fall. Some of this was prompted by committee discussions surrounding the potential sale of 152 Commonwealth Ave (Nashoba Brook Bakery building).
- Reviewing and providing feedback on the proposed PRD development at 1440 Main Street which is currently in the permitting stage.
- Supporting creation of and now partnering with the newly formed West Concord Cultural District Committee to preserve and enhance the artistic and cultural aspects of the village that provides its unique character.
- Monitoring aspects of the Bruce Freeman Rail Trail in and around the village center, especially providing input on the Commonwealth/Main intersection that was eventually reworked to enhance the pedestrian experience.
- Working with members of the public and other committees to plan and procure street furniture (benches, bike racks, etc.) to enhance spaces around the village.
- Working with the Recreation Department to build support for their West Concord Concert and Movie summer series and provide feedback on the events.
- Continuing outreach through the town hosted website and a Facebook page to encourage participation and information exchange.

The WCAC finished the year with plans to work on a number of projects in 2019, including monitoring and reviewing major development projects such as 13B Commonwealth (Brookside Square) and 1440 Main St., continuing to work with the newly formed West Concord Cultural District Committee on common priorities. These included street furniture and design guidelines, continuing partnership with the Recreation Department on development of the Gerow property and their village summer concert/movie series, monitoring the completion of the BFRT in the village center and working with the Planning Division on the

project to construct a pedestrian bridge over the Assabet River that will connect the village with 300 Baker Avenue.

PLANNING DIVISION

Marcia Rasmussen, Director of Planning
& Land Management
Elizabeth Hughes, Town Planner
Heather Gill, Senior Planner
Nancy Hausherr, Administrative Assistant
Heather Carey, Administrative Assistant

The Planning Division provides professional and administrative staff support to multiple standing boards and committees including: the Zoning Board of Appeals (ZBA), Planning Board, Historic Districts Commission, Historical Commission and Community Preservation Committee. Planning Division staff coordinated the town staff review of all development proposals submitted for regulatory approval to the ZBA and the Planning Board. Planning Division staff assisted the Community Preservation Committee with the required Community Preservation Act (CPA) Plan update and the CPA application and funding distribution processes. This year the Division continued to provide staff support to the Bruce Freeman Rail Trail Advisory Committee (BFRTAC) and the West Concord Advisory Committee (WCAC), a subcommittee of the Planning Board, as well as the Concord Center Cultural District Committee and West Concord Junction Cultural District Committee. Staff also provided support to the Comprehensive Long Range Plan Committee until completion of the Envision "Concord-Bridge to 2030 Comprehensive Plan in July. Planning staff participated in the Battle Road Scenic Byway Task Force, the HOME Consortium and Regional Housing Services Office. The Division's agenda includes initiatives in the area of open space protection, affordable housing production, traffic and transportation planning, economic development guidance, historic resources protection, public facilities planning, development regulation creation, and sustainable practices.

Director Marcia Rasmussen continued to provide project oversight of the construction of the Bruce Freeman Rail Trail Phase 2C project, which will be



Section of the Bruce Freeman Rail Trail in Concord, MA. The trail runs through Lowell, Chelmsford, Westford, Carlisle, Acton, Concord, Sudbury, and Framingham.

completed in the spring of 2019, and coordinated with the Town of Acton, State agencies and design consultant Greenman-Pedersen, Inc. on the design/construction plans for Phase 2B (the bridge over Route 2) that will be advertised for construction in 2019. Marcia continued coordinating implementation of the 2013 Parking Management Plan, working with town staff from Finance, Police, IT and Public Works. She provided support to the West Concord Junction Cultural District Committee with a \$5,000 grant from the Massachusetts Cultural Council to study how to retain creative and arts oriented businesses and the Concord Center Cultural District Committee with a \$5,000 grant to promote tourism and visitors in Concord Center. In partnership with the Minute Man National Historic Park Superintendent, she developed a grant application for the Federal Lands Access Program to implement a joint Town and MMNHP shuttle bus service from the commuter rail station that can be used by commuters in the mornings and evenings and visitors to the park during the day. Both Marcia and Elizabeth continue participating in and promoting the Town's involvement in the CrossTown Connect Transportation Management Association to seek mechanisms to foster and promote alternative transportation options for the community.

Town Planner Elizabeth Hughes provided professional support to the Planning Board and the

ZBA in addition to shepherding the plan review process for all development proposals submitted to these boards. Elizabeth worked closely with the Planning Board on the presentation of Zoning Bylaw amendments, including an extension to the Moratorium on Marijuana Establishments at the 2018 Annual Town Meeting, the adoption of Tree Preservation Bylaw Rules & Regulations, and the development of nine warrant articles for the 2019 Annual Town meeting.

Senior Planner Heather Gill provides professional support to the Historic Districts Commission (HDC), Community Preservation Committee (CPC) and Historical Commission. Heather's support to the Historical Commission included the review of 5 applications under the Demolition Review Bylaw; administration of the historic house marker program; potential amendments to the Demolition Review Bylaw, and; the second Concord Preservation Awards in May. She coordinated the acceptance and review of 14 applications to the Community Preservation Committee for CPA funding, and conducted the annual CPA project status updates for all open/ongoing projects. Heather researched and assisted with the public outreach for the Historic Districts Commission on the possibility for the extension of the Main Street Historic District.

Administrative Assistants Nancy Hausherr and Heather Carey continued to provide exceptional support to the numerous residents and applicants dealing with a range of questions and issues, as well as, all of the boards, committees and Division staff. To help keep the public informed, Nancy and Heather post information on current applications before the Planning Board, ZBA and HDC and update the information and materials on the BFRTAC and WCAC pages. In October, Nancy and Heather began participating in a Town staff working group in reviewing the administrative procedures for the execution of consultant contracts and the processing of invoices with the goal of improving these procedures.

The Planning Division was also supported by an intern Charlotte Wallis, funded through the Massport Summer Jobs Program. Charlotte provided support for a wide-range of projects supporting multiple town departments. She investigated Search Engine Optimization for the Recreation Department that

resulted in a detailed analysis of current sites and recommendations to maximize visibility on search engine results; updated and reformatted the Human Services Resource Guide, providing a ready-to-print document for the Human Services Department; scanned and organized extensive records from the Wheeler-Harrington House lessees, dating from 1983 to 2018, and created a key that will be helpful in researching past work on the house; assisted the Historical Commission in identifying properties with historic house markers, adding houses/sites to the inventory list, and creating a marketing plan for the historic house marker program, and; photographed street furniture in Concord Center and prepared a PowerPoint presentation that will be useful in talking to the Historic Districts Commission about future planning for additional pedestrian and bicyclist amenities in the town center.



The Friend Building – renovated and opened in 2018 with Graem Nuts and Chocolates and Caffè Nero

COMMUNITY PRESERVATION COMMITTEE

Terri Ackerman, Chair (Select Board Appointee)
 John Cratsley, Vice Chair (Select Board Appointee)
 Dee Ortner, Secretary (Select Board Appointee)
 Judy Zaunbrecher, Treasurer (Natural Resources Commission Appointee)
 Tom Kearns (Select Board Appointee)
 Hester Schnipper (Concord Housing Authority Appointee)
 Burton Flint (Planning Board Appointee)
 Peter Ward (Recreation Commission Appointee)
 Melissa Saalfield (Historical Commission Appointee)

The Community Preservation Committee had a busy year in 2018 with an increasingly competitive application process. The Community Preservation Committee (CPC) recommended that \$1,861,038 in CPA funds be appropriated for projects involving community housing, historic preservation, open space, and recreation to the 2018 Annual Town Meeting. These funding recommendations were approved without alteration as noted below:

Community Housing Projects

Town of Concord - \$18,000 for the Town's participation in the Regional Housing Services Office, an inter-municipal organization which provides professional housing staff for the administration of the affordable housing programs in Concord and six neighboring communities.

Town of Concord - \$350,000 for the Junction Village Assisted Living project. Funds will be used towards the development of an 83 unit, fully affordable assisted living complex on former State land in West Concord, with 43 units available at deeply affordable levels. The Concord Housing Development Corporation is working with the Grantham Group, on this development.

Historic Preservation Projects

51 Walden Inc. - \$100,000 to connect the performing arts center building's 100-year old plumbing to the Town sewer system. In order to accomplish this, the bathrooms in the Green Room will need to be relocated to one side of the building and a waste pipe run thru the basement to connect to existing plumbing.

Concord Masonic Corporation - \$150,000 for the restoration of the Corinthian Lodge. Funds will be used to repoint the building's historic brick façade, which has begun to degrade resulting in leaking that has caused damaged to the interior of the building.

Concord Museum - \$140,000 to replace obsolete mechanical and electrical systems in the museum's original ca. 1930 Little building. This work will create a stable physical environment to ensure the long term preservation of the Museum's permanent collection of nationally significant, Concord-based artifacts.

Open Space and Recreation Projects

Town of Concord Division of Natural Resources - \$174,000 to restore eroded slopes and remove dilapidated steps on Town land at White Pond, thereby reducing sediment and pollutant loading and improving water quality of the pond. Slope restoration will be accomplished through removal and replacement of old concrete steps, improved and directed access points to minimize slope erosion, and plantings and erosion controls to stabilize eroded slopes in five locations.

Town of Concord - \$35,000 to conduct the initial survey that will provide a starting point for the design of the Assabet River Pedestrian Bridge, and conduct the permitting needed for the project. The bridge will provide a pedestrian connection that links the Baker Ave. business area with the West Concord Village Center.

Town of Concord - \$500,000 for the acquisition of 369, 37B and 37Y Commonwealth Ave land; known as the Gerow Land; to meet the Town's Open Space and Recreation goals. This 7-acre property has been identified in Town plans as land of interest to the Town for three of the purposes outlined in the Community Preservation Act.

Town of Concord - \$40,000 to provide additional landscaping and screening during final construction of Phase 2C of the Bruce Freeman Rail Trail and to be available for additional design for Phase 2B that may not be funded by MassDOT, as well as additional historic interpretation features near the Nashoba Brook bridge.

Recreation Projects

Town of Concord Public Works - \$200,000 to begin improvements at Emerson Field, including irrigation system upgrades, on-site water supply well redevelopment or replacement, infield and outfield renovations of the two baseball fields and one softball field, and sustainability and operational improvements to the spray fountain. Pathway installation and ADA upgrades, replacement of fencing, backstops, and player bench areas, and potential improvements to the seasonal winter ice skating rink.

Administration

Town of Concord - \$123,838 to contribute to the Community Housing Reserve fund, a reserve fund established to insure that funding is available when needed for future housing projects.

Town of Concord - \$30,000 for administration of the CPA. Funding provides staff support, signage, legal and consulting services, public notices, copying, and other administrative expenses.

In addition to the funding recommendations noted above, the CPC worked closely with funding recipients and the Finance Department throughout 2018 to ensure that the reimbursement process went smoothly and efficiently and that completed projects were closed in a timely manner. The CPC held informational meetings in June and September for potential applicants. At the end of September, the Committee received 15 new applications for 2019 Annual Town Meeting funding. As in previous years, the nearly \$2.6 million in CPA funds requested far exceeded the just over \$1.4 million in CPA funds estimated to be available for distribution. From October through December, the CPC has been working to better understand these projects in order to make its recommendations for the 2019 Annual Town Meeting. A recommendation to allocate \$1,811,419 in CPA funds to 12 projects will be included in a warrant article for the 2019 Annual Town Meeting.

COMPREHENSIVE LONG RANGE PLAN COMMITTEE

John Boynton, Member-at-Large (Clerk)
Margaret Briggs, Concord Municipal Light Plant
James Bryant, Member-at-Large
Jane Hotchkiss, Select Board ex-officio
Peter Hunter, Recreation Commission
Wally Johnston, School Committee
Gary Kleiman, Planning Board (Co-Chair)
Barron Lambert, Member-at-Large
Barbara Morse, Concord Housing
Development Corporation
Sharyn Lenhart, Council on Aging
Nick Pappas, Public Works Commission
Wade Rubenstein, Member-at-Large
Elise Woodward, Historical Commission (Co-Chair)
Judith Zaunbrecher, Natural Resources Commission

For 2018, the Committee continued to meet almost every other Friday morning at 8 a.m. from January to June. The Committee held 15 regular meetings and 1 public hearing in April to get community input.

The Committee spent January, February, March and April reviewing and finalizing the first four draft chapters of the Plan, the 3 Big Opportunities and the glossary of terms used in the Plan. In May, the Committee began developing the fifth chapter, Implementation Actions and working through a “punch list” of topics and public comments that needed to be finalized in the Plan. In June, the Committee reviewed the Executive Summary and the final Plan which was submitted to the Planning Board and the Select Board. The Planning Board voted to adopt the Plan on July 24th and the Select Board voted to accept the Plan on July 30th.

The Committee would like to extend its extreme gratitude to former Town Clerk and Concord resident Anita Tekle for her amazing skill in writing the Executive Summary and the entire consultant team at CivicMoxie for their guidance and expertise.

The Committee spent exactly two years and two weeks developing the Envision Concord-Bridge to 2030 Plan and on December 14th accepted from the Massachusetts Chapter of the American Planning Association the Municipal Comprehensive Plan Award.

HISTORIC DISTRICTS COMMISSION

Commission Members:
Nea Glenn, Chair
Mark Giddings, Vice Chair
Peter Nobile, Secretary
Justin King
Terry Gregory

Associate Commission Members:
Luis Berrizbeitia
Kate Chartener
Melinda Shumway
Paul Ware
Abigail Flanagan

The Historic Districts Commission (HDC) is charged with “the preservation and protection of buildings, places and districts of historic or literary significance” within Concord’s six local historic districts: the American Mile, Barrett Farm, Church Street, Hubbardville, Main Street, and Monument Square/ North Bridge. Concord’s Historic Districts Act (Chapter 345) was one of the first such Special Act in Massachusetts when it was passed by the State Legislature in 1960, and over the intervening years the HDC has worked diligently to preserve the Town’s unique historical and architectural character by encouraging the retention of original building materials and the advancement of new elements that are in keeping with the character of each District.

As part of its mandate under the Historic Districts Act, the HDC regularly reviews applications for changes to exterior features which are visible from a public way or place and issues Certificates of Appropriateness for their approval. In 2018, the HDC held 23 regularly scheduled public meetings at which 83 new applications for Certificates of Appropriateness were reviewed. The Commission issued 83 Certificates of Appropriateness. Two of these Certificates of Appropriateness were for extensions of existing Certificates and fourteen were for modifications to previous approvals. The Commission also conducted fifteen official site visits during the year.

In addition to conducting project reviews, the Commission worked with the Historical Commission to save a historically significant house from demolition. The Abiel Wheeler House, located at 387

Sudbury Road, was placed under a demolition delay by the Historical Commission, set to expire on July 31, 2018. The HDC recognized the multiple historic values of the house; its architectural style; association with a number of figures from Concord's history; its role in the farming history of Concord; as well as its contribution to the Hubbardville streetscape. The HDC sponsored a warrant article to expand the Hubbardville District to include this property, for consideration at the 2018 Annual Town Meeting, which was approved by well more than two-thirds majority vote.

The Commission bid goodbye to Terry Gregory, whose eight years of hard work, expertise and contributions to the HDC were greatly appreciated. The HDC welcomed two new Associate Members to the Commission in 2018 – Abigail Flanagan (Concord Free Public Library), and Paul Ware (Natural Resources Commission). The Commission will be continuing its work to fill the one vacant position in 2019.

The following is a list of applications by category (a single application may involve several categories):

- Addition - 6
- Awnings - 1
- Bike Rack - 2
- Deck/Porch - 1
- Demolition - 1
- Doors - 5
- Dormer - 1
- Fencing - 6
- Garage - 3
- Garage Doors - 1
- Lighting - 3
- Outdoor Seating (Benches, Picnic Tables, etc.) - 1
- Paint Colors - 4
- Paving (Including Driveways and Patio Areas) - 3
- Roofs/Gutters/Roof Guards/Chimneys/Vents - 1
- Shed - 1
- Security Cameras - 1
- Siding - 1
- Signage - 13
- Stone Walls - 1
- Windows - 10

HISTORICAL COMMISSION

Commission Members:
Diann Strausberg, Chair
Claire Gauthier
Andrew Koh
Nancy Nelson
Melissa Saalfield

Associate Members:
Robert Gross

2018 was a productive year for the Concord Historical Commission (CHC). This year's projects and programs include the following:

Ball Benson House and Barn Project

In 2016, the CHC began working with the Town to develop a plan for reconstruction of the Ball Benson house and Barn, two 18th century timber frame structures rescued from demolition and stored by a private citizen several years ago, until a new use and location could be found. Since then the Commission has been working with the Planning Division and a consultant to research the former buildings and to evaluate the feasibility of the buildings' reconstruction. Five possible sites have been identified and we will proceed to investigate reconstruction, function, and funding possibilities when the consultant report is received and evaluated in the near future.

Concord's Annual Preservation Awards Program

The CHC awarded the second biennial Concord Preservation Awards this past spring. Nominations were solicited for projects completed between 2014 and 2017 in a variety of historic preservation fields. A total of six projects were recognized this year for excellent work in the areas of Landscape Preservation, Sensitive Addition/Alteration, Adaptive Reuse and Proper Restoration/Rehabilitation, and Proper Restoration/Rehabilitation. The Commission also awarded the inaugural award for Lifetime Achievement. Award recipients were invited to the awards ceremony on May 21, 2018, where CHC Chair Electa Tritsch, and former CHC member Annette Bagley presented the awards.

House Marker Program

The CHC reviewed and approved two historic house markers for buildings located at 275 Old Bedford Road and 21 River Street.

Archaeology Program

In 2014, the CHC began working with Brandeis University to develop a multi-year cooperative archaeological survey project. In March of 2018, the program submitted the interim report of the first phase of reconnaissance and intensive survey of McGrath Farm, currently identified as the Col. James Barrett Farm. The survey details the first phase of fieldwork designed to assess the archaeological integrity of the property to provide a guide for future activity on the land.

Demolition Delay Bylaw

The CHC received five applications for Demolition Review in 2018. Two of these structures (155 Belknap Street, 46 Hubbard Street) were found to be Historically Significant and required a public hearing. At the public hearing, both structures were determined to be “Preferably Preserved” and demolition was delayed one year from the date of application. The Abiel Wheeler House, located at 387 Sudbury Road, was placed under a demolition delay by the Historical Commission in 2017, set to expire on July 31, 2018. The house was found to be historically significant and preferably preserved. The CHC worked with the Historic Districts Commission, who sponsored a warrant article to expand the Hubbardville District to include this property, for consideration at the 2018 Annual Town Meeting. The warrant article was approved by well more than two-thirds majority vote; thus saving the house from demolition. Any exterior changes to the house will now require a Certificate of Appropriateness from the Historic Districts Commission.

Community Preservation Act Project Reviews

The CHC reviewed two applications submitted for review in the Historic Preservation funding category of the Community Preservation Act, to be voted on at the 2019 Annual Town meeting. Projects included the renovation of the Heywood-Benjamin House, as part of the Main Library’s expansion project; and architectural design work needed for the preservation of the historic Timothy Wheeler House. The Commission also reviewed an application

submitted under the Open Space funding category, which concerned the extension of the stone wall at Heywood Meadow.

State and National Register Program Reviews

The CHC reviewed the 2017 Hanscom Field Environmental Status and Planning Report, as part of their wider responsibilities concerning Section 106 Federal funding and other government-mandated reviews of proposed projects with potential impacts on local historic sites and structures.

Lastly, the Commission bid good bye to long time member Electa Tritsch in June when her term on the Commission came to an end. Electa’s dedication to protecting Concord’s history and resources was unmatched and will be missed. The CHC looks forward to continuing work on all of these projects in 2019.

BRUCE FREEMAN RAIL TRAIL ADVISORY COMMITTEE

James Lyon, Chair
Kent Carlson
Suzanne Knight
John Soden
Carol Steele

The purpose of the Bruce Freeman Rail Trail Advisory Committee (BFRTAC) is to advise the Select Board and Town Manager on matters concerning the design, development, and long-term maintenance of the Bruce Freeman Rail Trail in Concord.

Phase 2A (Acton, Westford & Carlisle)

This phase of the trail construction has been completed and is open for all to enjoy!

Phase 2B (Trail and Bridge over Route 2 – Acton & Concord)

The 75% design plans for Phase 2B, the 0.8 mile bridge over Route. 2 were submitted to the state at the end of June. The plans are posted at concordma.gov/980/Bruce-Freeman-Rail-Trail-Committee. Most of the comments from State agencies have been submitted and are being reviewed. The BFRTAC reviewed the 75% design plans and submitted comments for review. A letter reaching out to the public was submitted to the

Concord Journal and local social media soliciting further comments and concerns. Advertising for the Phase 2B project is expected in August 2019 with construction anticipated to begin in fall 2019, and a completion date in fall 2021 or spring 2022.

Phase 2C (Concord)

Design revisions to the intersection at Main Street and Commonwealth Avenue are underway. The reconstruction of the intersection of Main Street and Commonwealth Avenue will be completed this year. The design reduces the length of the trail across Main Street, creating a safer crossing for trail users and pedestrians while providing for adequate turning movement of larger vehicles and retaining existing parking spaces. Contractor D.W. White completed most of the paving, fence installation, road crossings, and pedestrian signal installations. MassDOT has requested a final inspection at the end of the construction season, with a punch list (items remaining to be completed) generated at that time.

The Town will then be responsible for maintenance of the trail after the winter season. We are eagerly awaiting an April 2019 opening!

Phase 2D (Sudbury)

At a Special Town Meeting on October 15 Sudbury residents voted to appropriate \$650,000 from free cash to fund the final design of the BFRT Phase 2D to MassDOT standards. The Sudbury Town Manager has authority to contract with a design firm to complete design for the Bruce Freeman Rail Trail. Once the design is finished, the project will move to the construction phase. This project remains on the State TIP for construction funding in FY2022.

Community Preservation Funding

At Annual Town Meeting in April, the Community Preservation Committee recommended and Town Meeting approved funding of \$40,000 for Phase 2B and additional landscaping for Phase 2C. Special Town Meeting in October approved Article 13, which is related to the grant of easements needed from the State for the construction of Phase 2B.

The BFRTAC/ WPAC (White Pond Advisory Committee) worked towards the common goal of designing the best trail possible, while balancing the

environmental concerns around White Pond. Long-term discussions are ongoing to ensure the Concord section of Phase 2D is constructed as originally planned and designed as part of the Phase 2C PS&E plans.

The BFRTAC continues to work with the Concord Journal and local social media to write and publish articles to raise overall awareness of the on-going Phase 2C construction and Phase 2B design work.

As design of Phase 2B progresses and construction of Phase 2C looks to an April 2019 opening, the BFRTAC is focusing on safety; public education and outreach for the best possible trail experience.

WHITE POND ADVISORY COMMITTEE

The year started with our committee receiving final approval from the Select Board for our new charter which we worked on through most of 2017. The final version provides a good format for the future protection of White Pond.

Susan Rask, Public Health Director for the Concord Department of Health, gave an excellent informative presentation on best practices for septic systems, geared especially for homeowners living near White Pond. The talk was followed by questions and discussion.

Our committee continues to look for an answer for correcting the problem of pollution and runoff at the county road area, also known as the boat launch. The State Department of Conservation and Recreation is the entity that is responsible for any repair project. The main event of 2018 was the gift from White Pond Associates of their land and beach area to the Town of Concord. This will provide a town beach and recreation area and will facilitate the town having full oversight of the land around White Pond. With town ownership will come necessary ADA-mandated improvements to walkways, stairs, parking, bathrooms, and also a change in the use of the fields on Plainfield and Powder Mill Roads.

Our committee has written a list of recommendations to the Select Board for improvements and maintenance

which we believe are needed with ownership of this new property.

In September we welcomed Nina Nickles as a new member.

White Pond continues to participate in the EPA Cyanobacteria Workshop weekly seasonal testing and weekly water testing by Dr. Bill Walker and his team.



CONCORD LAND CONSERVATION TRUST

Concord Land Conservation Trust Trustees:

Joan D. Ferguson, Chairman
John M. Stevens, Jr., Secretary
Pauline Cross Reeve, Vice-Chairman
Jeff Wieand, Treasurer
Lynn G. Huggins
Frederic H. Mulligan
Gordon H. Shaw, Trustee Emeritus

Concord Open Land Foundation Directors:

Thomas C. Tremblay, President
F. Robert Parker, Treasurer
Lynn G. Huggins, Secretary
John G. Bemis
Nancy A. Nelson

The Concord Land Conservation Trust (P.O. Box 141, Concord, MA) is a tax exempt, 501(c)(3) charitable organization established in 1959. Our membership and the properties that we own are open to all. CLCT's mission is to conserve the natural resources of Concord and the town's traditional landscape of

woods, meadows and fields. Its programs complement other conservation efforts of the town, state and national governments as well as other non-profit organizations. The Land Trust works closely with its affiliate, the Concord Open Land Foundation.

Many of our activities this year were focused on the stewardship of our almost 1,000 acres of land. Following on the heels of the acquisition of the October Farm Riverfront in 2016, CLCT has worked with the Town to actively manage this new 80-acre parcel of conservation land. This year, the Land Trust successfully oversaw the construction of a gravel parking area for five cars and an accessible van space. Volunteers under the supervision of CLCT's property manager completed a new trail around the westernmost esker along the Concord River, and our volunteers also helped protect a population of a rare wildflower.

A small but important part of the Land Trust's property inventory consists of almost 70 acres of actively farmed fields that we lease to commercial farmers in support of local agriculture. This year we were able to assist a farmer in improving their crop rotation by allowing a portion of one of our nearby old meadows to be converted to cultivation. And at Hartwell Meadow, a 5.3 acre hayfield and our most recent acquisition, we continued the work of preparing a conservation restriction to be held by the Town. This will allow for a wide range of agricultural activities to be considered in the far future beyond the haying by a local dairy farm that is its current use. This is also insuring that no residential or other development can occur.

Managing invasive plants is another critical component of our stewardship activities. Water chestnut control in the Sudbury River is a watershed-wide endeavor that we have been a part of for more than ten years. This year, our intern Will Meehan spent a long hot summer on the Sudbury River and Fairhaven Bay harvesting these invasive aquatic plants. His work, along with that of the volunteers whom he organized and others who stepped forward, is keeping the water chestnut population in check. Earlier in the season, 60 high school seniors spent a morning in our Wright Woods pulling out another invasive – glossy buckthorn. Hundreds of seedlings and saplings were hand-pulled

and weed-wrenched to try to break the cycle of buckthorn's establishment in these woods.



In 2018 CLCT continued our partnership with the Musketaquid Program for the Arts and Environment by sponsoring some of its 'Wild Walks' and by making our properties available to the 'Nature Ninjas' program. Properties like Newbury Field, Miller Farm and Chamberlin Woods provided a varied and beautiful setting where Musketaquid's naturalists engaged children and families through hands-on and experiential learning. Land Trust members also enjoyed being out in nature on the seasonal walks that we lead. Local naturalist Peter Alden enlivened these events with his encyclopedic knowledge of plant and bird lore.

Towards the end of the year, we said goodbye to our longtime office manager, Nancy Cowan, who left CLCT's employment to pursue another job opportunity. During her decade with us, Nancy oversaw the professionalization of our operations. Our successes during these years have everything to do with her thoroughness, creativity and gentle persuasion, and we appreciate how lucky we have been to have had Nancy on our team. Her work has set the stage for taking the next step: hiring a full-time director to work with the trustees to lead the organization forward as our work adapts to address the needs of perpetual stewardship of land, the impacts of climate change, and the opportunities to engage new generations of Concordians in our mission.

The Land Trust is a largely volunteer organization with

a volunteer board, supported almost exclusively by annual membership donations. We are grateful to the many residents of Concord who have been so generous in donating land, conservation restrictions on land and the funds necessary to acquire and maintain conservation land. We are privileged to live in a town that places such a high value on maintaining a balance of land uses characteristic of the traditions of a New England town and hope that all Concord residents enjoy this open space that so many people have helped to preserve.

AGRICULTURE COMMITTEE

Carolyn Goethert, Chair
Lise Holdorf, Clerk
Brian Cramer
Steve Verrill
Emily Wheeler
Jo-Ann Lovejoy, Associate

The Agriculture Committee provides a forum for matters of interest to farmers in Concord and reports to the Select Board on how best to support farming in Concord. The Committee is comprised of 3 members who are actively engaged in the business of farming and 2 members who have an active interest in farming. Dudley Goar stepped down as chair in May and was replaced by Carolyn Goethert of Scimone Farm and Small Farm of Stow. A new Associate member, Jo-Ann Lovejoy, joined in early spring. We enjoy visits from the community at all of our meetings. Additionally, the committee provided input for the 2018 Long Range Plan through a recommendation for a source of affordable housing for farm workers.

2018 was a wet, cool, sunny, dry, hot season. Every month sported a different climate and many crops were late while others seemed unaffected. The fall was somewhat long and enjoyable but a deep snow fell in mid-November which laid hopes for a snowy December, but there was none. The end of the year only presented a few raw and windy days.

Verrill Farm celebrated its 100th birthday throughout the year with a cookbook "A Farm Grows in Concord". Farmer Richard Marshall, founder of Marshall Farm, died in July.

Concord Land Conservation Trust
Statement of Activities
September 30, 2018 and 2017

| | 2018 | 2017 |
|------------------------------------|---------------|---------------|
| <u>Revenue and Support</u> | | |
| Membership dues | \$ 150,784 | \$ 125,649 |
| Contributions | 172,986 | 1,711,451 |
| Rental income | 10,061 | 10,061 |
| Trail guide fees | 36 | 60 |
| Investment income, net | 145,738 | 142,667 |
| Total revenue and support | 479,605 | 1,989,888 |
| <u>Expenses</u> | | |
| Program services | | |
| Salary and wages | 44,002 | 42,760 |
| Property maintenance | 56,414 | 15,691 |
| Education studies | 1,365 | 200 |
| Insurance | 5,077 | 5,058 |
| Printing and postage | 2,163 | 4,589 |
| Professional fees | 13,062 | - |
| Payroll taxes | 3,502 | 3,297 |
| Organizational dues | 1,300 | 1,100 |
| Office rent and utilities | 4,435 | 4,715 |
| Annual meeting and events | 574 | 2,508 |
| Telephone | 687 | 595 |
| Real estate taxes and other taxes | 1,837 | - |
| Other | 3,499 | 903 |
| <u>Support Services</u> | | |
| Salary and wages | 17,437 | 8,617 |
| Bad debt | - | 13,604 |
| Printing and postage | 1,284 | 2,613 |
| Office rent and utilities | 2,218 | 2,358 |
| Professional fees | 8,112 | 7,837 |
| Payroll taxes | 1,754 | 1,162 |
| Office supplies and services | 488 | 750 |
| Telephone | 344 | 297 |
| Real estate taxes and other taxes | 6,051 | 5,104 |
| Bank and credit card fees | 1,313 | 5,663 |
| Conference fees and training | 65 | - |
| Insurance | 1,433 | 2,183 |
| State filing fees and other taxes | 510 | 510 |
| <u>Fundraising Expenses</u> | | |
| Salary and wages | 8,812 | 8,617 |
| Office rent and utilities | 2,218 | 2,358 |
| Payroll taxes | 654 | 659 |
| Office supplies and services | 893 | 850 |
| Telephone | 344 | 297 |
| Printing and postage | 382 | 329 |
| Total expenses | 192,229 | 145,224 |
| Increase (decrease) in net assets | 287,376 | 1,844,664 |
| Net assets at beginning of year | 31,948,880 | 30,104,216 |
| Net assets at end of year | \$ 32,236,256 | \$ 31,948,880 |

**Concord Land Conservation Trust
Statements of Financial Position
September 30, 2018 and 2017**

| | | 2018 | | 2017 |
|--|----|------------|----|------------|
| <u>Assets</u> | | | | |
| Current assets | \$ | 190,724 | \$ | 273,747 |
| Cash and cash equivalents | | 2,645,567 | | 2,249,837 |
| Investments | | 11,500 | | 780,250 |
| Promises to give - net - current | | 4,189 | | 4,077 |
| Prepaid expenses | | 2,851,980 | | 3,307,911 |
| Total current assets | | | | |
| Non-current assets | | | | |
| Promises to give - net - long-term | | 10,952 | | 33,810 |
| Land - held as open space | | 29,356,340 | | 28,538,242 |
| Prepaid land costs | | - | | 33,719 |
| Website costs | | 20,000 | | - |
| Deposits | | 600 | | 39,350 |
| Total non-current assets | | 29,387,892 | | 28,645,121 |
| Total assets | \$ | 32,239,872 | \$ | 31,953,032 |
| <u>Liabilities and Net Assets</u> | | | | |
| Current liabilities | | | | |
| Accrued expenses | \$ | - | \$ | 1,510 |
| Accrued payroll | | 3,616 | | 2,642 |
| Total current liabilities | | 3,616 | | 4,152 |
| Net assets | | | | |
| Unrestricted net assets | | 2,341,378 | | 2,140,612 |
| Temporarily restricted net assets | | 538,538 | | 1,270,027 |
| Permanently restricted net assets | | 29,356,340 | | 28,538,241 |
| Total net assets | | 32,236,256 | | 31,948,880 |
| Total liabilities and net assets | \$ | 32,239,872 | \$ | 31,953,032 |

Agriculture Committee cont.

The first of the Ag Committee's annual public events, the Spring Forum, was held at the Willard School on March 29th, 2018 and featured historian and farmer Brian Donahue, who spoke about Farming in Concord and New England.

In September the Ag Committee hosted the 13th annual Concord Ag Day Farmers Market on Main Street. The market marked the opening of the annual Concord Food Farm and Garden Fair which concluded the day with tours of home kitchen gardens by members of the Garden Club of Concord and concluded with four farm tours on Sunday. Bill Kenney displayed the mechanical bean picker used in large scale green bean production. This once a year local market showcases produce, plants, and farm products grown and raised in Concord.

New projects for the Ag Committee included the Concord Farms Passport which invited the community to visit local farms, be stamped in the passport and three names were drawn to be rewarded with \$50 "Ag Bucks" to be redeemed at participating farmstands. An Instagram account was created by Jo-Ann Lovejoy for different farms in Concord to post current photos of their activities (@farmsofconcord).



2018 Ag Day farmers market in Concord Center

Concord Dog Park Feasibility Committee

Anne Umphrey, Chair
Susanne Jarnryd
Deborah Richardson
Bob Schulman
Don Shobry
Kate Stout
Jeff Young

Established in December 2017, the Dog Park Feasibility Study Committee was charged to consider whether there is community interest in and a need for one or more dog parks in Concord, a place reserved for use specifically by dogs and dog owners.

The committee was also charged to determining the key elements desirable in a dog park and to consider whether the need exists for a larger parcel of land designated for dog use that would not be fenced allowing for long, off-leash walks in a wooded or natural area.

The committee was asked to review a list of town-owned land for possible use as a dog park and to consider whether there may be privately owned parcels, which the owners may be interested in allowing to be used for a dog park. The committee interviewed Marcia Rasmussen, Director of Planning and Land Management who provided the committee with a list of 12 Concord sites for possible use; Jill Moonheron, Concord's GIS Analyst who helped the committee understand and use the GIS system to analyze data; and Ryan Kane, Concord Recreation Director. The committee received information from Kate Hodges, Assistant Town Manager and Alan Cathcart (via Kate Hodges) Water Superintendent. Of the 12 parcels six were immediately eliminated as unsuitable, and the remaining were considered marginal for a variety of reasons.

A minimum of five acres was deemed desirable for a dog park in order to have adequate space for the park itself, adequate parking, and accessibility. From information from towns in the region it was determined that the cost to develop a one acre parcel would be approximately \$234,050 therefore a five acre parcel would cost considerably more. The cost to maintain a dog park would be estimated at the minimum to be \$17,500 per year. This does not take

into account the cost to purchase a privately owned parcel.

The committee conducted a survey of dog owners in Concord to determine what they would like to see in a dog park. Dog Parks in communities near Concord and across the country were reviewed for size, parameters and cost to build and maintain.

The committee held a Public Hearing on May 22 to solicit comments from the community on the need for a dog park, desirable elements and possible locations. The committee met 17 times over the course of the year. It also held a hearing on November 13 to present the findings made by the committee. Very little public interest was exhibited by the low attendance at both hearings and at regular meetings.

The Dog Park Feasibility Study Committee concluded that a dog park for Concord is not feasible at this time for Concord. The reasons are fivefold:

- Lack of community interest in a dog park. Even with the highly public and highly polarized debate in Concord the Committee, despite concerted effort, did not find that the community at large had an interest in a dog park
- Considerable cost to the Town and by extension to Concord taxpayers whether or not they are dog owners
- No standout location for a dog park at this time, although one or more may surface in the future
- No volunteer organization in place to work with the Town to address dog issues generally or to oversee the building of and on-going use of a dog park
- Significant fear on the part of dog owners that their rights as citizens of Concord to access and use public/conservation land as has traditionally been allowed for all previous generations of Concord residents will be compromised if a dog park is built.

The committee recommended that a freestanding committee be formed to serve as liaison between Town interests and dog-related concerns in Concord. This committee would develop a Dog Owners' Rule Book to be given to all dog owners when licensing their pets. It would include information about responsible dog ownership and good dog behavior. The committee would be mandated to advance public education in dog etiquette at multi-use sites as well as at trailheads. It would work with the Recreation Department to

improve such things as pet/playground buffers, general respect and cooperation. The committee would provide a forum for addressing and resolving pet behavior issues and encourage responsible shared use of all Concord open spaces. It would develop and maintain a working relationship between the dog committee and other town departments as well as with the public at large.

The committee presented its final report to the Select Board on December 3, 2018. The committee's charge was concluded as of December 31, 2018.

CONCORD HOUSING AUTHORITY

Richard Eifler, Chair
Todd Benjamin
Edward Larner
Fatima Mezdad
Hester Schnipper

The primary mission of the Concord Housing Authority(CHA) is to develop and administer an adequate supply of rental housing for the elderly, disabled, and families of low and moderate income in Concord. Our goal is to provide decent, safe and sanitary housing opportunities to improve the quality of life for these individuals and families as well as promote economic self-sufficiency and long term stability. The goals of the CHA are consistent with the Town's historical commitment to foster a heterogeneous and integrated community.

The Concord Housing Authority(CHA) was established in 1961 under M.G.L. Section 121.B as a local municipal agency for providing low income housing and is subject to state, federal and local regulations. The CHA is governed by a Board of Commissioners, four of whom are locally elected and one of whom is a state Appointee. All programs are dependent on state, federal, and vital local sources of funding and support.

The CHA operates 228 subsidized units in both Public Housing and Section 8 programs and currently serves more than 375 people. Our State/Federal Family and elderly units are scattered throughout the Town in over 20 locations. Tenant turnover rates for CHA units remain low and waiting

lists for available units remains high, translating into lengthy times for the next unit availability.

Capital improvements this spring included paving and asphalt repairs at Everett Gardens Expansion as well as the final phase of the Everett Gardens roofing project. Three new energy efficient boilers have been installed in Federal family units and several new kitchen and bath updates in both elderly and family units.

Anticipated projects to begin in the spring of 2019 are ADA compliant shower surrounds to replace old bathtub units as well as continued updates and modernization improvements at turnover.

As part of CHA strategic board focus the CHA continues to work with the Town of Concord and other town housing groups to investigate funding options in order to create additional and much needed affordable opportunities in Concord.

CONCORD HOUSING FOUNDATION

Charles Phillips, President
Nancy McJennett, Treasurer
Barbara Powell, Clerk
Steve Carr
Holly Darzen
Frank Feeley
Terry Rothermel
Win Wilbur

Since 2001, the Concord Housing Foundation (CHF), a private, non-profit, volunteer organization, has fought to keep Concord more affordable. We have raised over \$700,000 for seven affordable housing developments so far.

The CHF was very involved in the effort to allow affordable housing on the Gerow land along Warner's Pond that the Town purchased this year. After initial planning for the property a lot was identified that would be appropriate for an affordable house.

Following up on the CHF-initiated article at the 2017 Town Meeting, an Affordable Housing Funding Committee was created. This committee has recommended a strategy to the Select Board to establish continuous funding for preserving and

expanding its affordable housing stock. The CHF has been involved in this process and will continue to assist the Select Board in preparing and promoting articles at the 2019 Annual Town Meeting on this subject.

The Foundation's newsletter, The Concord Housing News, is usually published in the spring and fall. The newsletter reports on topics related to affordable housing, including the current activities of the Concord Housing Authority, the Concord Housing Development Corporation, the CHF, and housing issues at Town Meeting.

CONCORD HOUSING DEVELOPMENT CORPORATION

Douglas Bacon
James Burns
Jerry Evans
Barbara Morse
Nicole Palmer
Lee Smith
Yannis Tsitsas

The Concord Housing Development Corporation (CHDC) is a non-profit corporation established by a special act of the Massachusetts Legislature in August 2006, as a successor entity to the Concord Housing Trust, and the Concord Affordable Housing Committee before that.

All Board members are appointed by the Select Board, and are volunteers and Concord residents. The CHDC works under the charge developed by the Concord Select Board to investigate and implement alternatives for the provision of affordable housing for persons of low, moderate and middle income and others whose needs may be identified from time to time in the Town. The corporation works closely with all Town boards, Committees and Departments to support the Town's goal of housing diversity.

In the last 12 years, the CHDC has made great strides towards its mission. The CHDC has constructed and sold eight income-restricted units in the Lalli Woods mixed income housing development, contributed funds to a lower level of affordability for several new housing units, allowing them to be counted on the town's subsidized housing inventory (SHI), and

preserved the affordable housing restrictions on several units at Emerson Annex by purchasing, renovating and reselling the units.

The CHDC has also continued its Small Grants Program in 2018, which helps low to moderate-income residents of Concord make repairs to their homes to improve health and safety. The Small Grant Program has two grant cycles with maximum grant amounts of \$5,000. The grants are awarded based on availability of funds and the health and safety justifications of the requests. The CHDC has awarded 37 grants for \$128,000, 44% to senior residents. Further information regarding the CHDC Small Grant Program is available on the Town website or from the Town Planning Office.

The CHDC continued on its Junction Village development initiative in 2018. The CHDC owns a 12-acre property on Winthrop Street, known as Junction Village, which was given to the CHDC by the Commonwealth specifically for affordable housing and open space purposes. The current plans include a residential development proposal for 83 units of permanently restricted affordable assisted living, developed and managed by the Grantham Group, and an open space passive recreation area protected by a conservation restriction. Both complex efforts are in process: the residential portion is applying for state financing, and the open space engineering is planned to start in spring 2019.

The CHDC is an important part of Concord's housing "family", collaborating with the Concord Housing Authority and the Concord Housing Foundation to promote affordable housing in Concord and increase housing diversity. Concord remains an expensive town in which to live, and the need for affordable housing remains constant. We will continue to seek out and support responsible additions to the Town's affordable housing inventory to help maintain and increase our housing diversity.

The CHDC is well positioned to advance Concord's housing agenda, and looks forward to new initiatives and activities.

The Board typically meets on the second Tuesday of each month, with meeting agendas and minutes are

posted on the Town's website. Interested residents are welcome to attend a meeting and get a sense of how the Board operates.

METROPOLITAN AREA PLANNING COUNCIL: MINUTEMAN ADVISORY GROUP ON INTERLOCAL COORDINATION (MAGIC)

The Minuteman Advisory Group on Interlocal Coordination (MAGIC) includes the towns of Acton, Bedford, Bolton, Boxborough, Carlisle, Concord, Hudson, Lexington, Lincoln, Littleton, Maynard, Stow, and Sudbury. MAGIC was established as a growth management committee in 1984 and has become a respected voice in regional decision-making; focusing on transportation, the environment, energy, open space, affordable housing, economic and community development, and legislative issues.

MAGIC held six regular business meetings in 2018. Highlight meeting topics included the following:

- MPO Transportation Planning & Projects discussion
- AARP Age Friendly Applications
- Community Engagement Tools, best practices in use in MAGIC
- MetroCommon 2050, the update to the regional plan
- MAGIC FY 2018 Work Plan discussion
- MAGIC Special Assessment Funds to priority projects allocation
- MicroTransit Project discussions

Special Events

2018 MAGIC Legislative Breakfast Over 50 local officials, municipal staff, and other members of the MAGIC gathered at the Maynard Golf Course on Tuesday, April 10 to hear from and ask questions of their state and Congressional representatives over a continental breakfast. Congresswoman Niki Tsongas, State Sen. Jamie Eldridge, and State Reps. Jennifer Benson and Kate Hogan attended to engage in a dialogue, explain their legislative priorities, and talk about local concerns. State Rep. Carmine Gentile also stopped by for a portion of the breakfast to connect

with constituents. Congresswoman Tsongas kicked off the discussion after being presented with MAPC's Congressional Leadership Award for proudly representing the 3rd Congressional District of Massachusetts, exemplifying bipartisanship in the halls of the U.S. Congress, and her fierce advocacy on priorities benefitting Massachusetts and the nation. Congresswoman Tsongas reflected on her career, her legislative successes, and the political situation in Congress before fielding questions from participants. More on the breakfast and photos is available on the MAPC blog.

Regional Projects

MAGIC communities make a voluntary annual contribution to a Special Assessment Fund, to increase the region's capacity to pursue projects of regional interest. FY2018 and FY2019 MAGIC Special Assessment allocations to regional projects are as follow:

Fiscal Year 2018:

- MAGIC Regional Age Friendly Planning: \$17,395.67
- MAGIC Climate Resilience Project: \$5,000.00

Fiscal Year 2019:

- MAGIC Stormwater Partnership: \$10,000.00
- MAGIC MicroTransit Project: \$10,000.00

MBTA ADVISORY COMMITTEE

Wayne H. Miller

As the Concord representative on the MBTA Advisory Committee, I attended Committee meetings during 2018 and fielded questions and service issues from Town citizens. Among the issues that Town citizens had in 2018 were disability access at the Concord Center station, schedules that unfairly penalize Concord and Lincoln compared to farther out towns, especially during the evening commute, and too long trains that keep the crossing gates closed on Sudbury Road for an unreasonable length of time during off-peak hours. I brought all of these concerns to the attention of the Committee's Executive Director, who passed them along to the MBTA. Unfortunately, none of them were addressed by the MBTA during 2018

RIVER STEWARDSHIP COUNCIL OF THE SUDBURY, ASSABET, AND CONCORD WILD AND SCENIC RIVER

Anne Slugg
Elissa Brown



Congresswomen Niki Tsongas led representatives from the 8 SuaAsCo member towns in celebrating the 50th anniversary of the Wild and Scenic Rivers Act and the 20th anniversary year of the SuACo Wild and Scenic River.

This was an incredible year for work along the Sudbury, Assabet and Concord (SuAsCo), for two reasons: The River Stewardship Council (RSC) celebrated the 50th anniversary of the Wild and Scenic Rivers Act through a range of programming and together we drafted an update to the now-20-year old Conservation Plan. This is the management plan that united the eight wild and scenic towns together with US Fish and Wildlife Service, the Commonwealth of MA, and the National Park Service.

The River Stewardship Council kicked off the 50th anniversary celebration by participating in local parades. We then premiered the "Partnership Rivers Film", in which the SuAsCo River is featured as one of three special rivers, at the OARS film festival in March and the Lowell Environmental Film Festival in June. In June, the 50th anniversary was the theme of our annual June Riverfest celebration, during which the Council and over 20 partners hosted events up and down the River in many different communities and engaged over 1,000 people! And in October, we hosted a special ceremony for partners, municipal leaders and volunteers at the Old North Bridge in Concord, MA.

This year the Council also produced an update to the

River Conservation Plan. This is now in a public comment period. Drafted in 1995, the original document brought communities and local, State, and Federal organizations together around the best strategies to protect the River resources in this region. At that time, water quality was one of the most pressing issues. As part of the Plan Update, Mason and Associates, a New England consulting firm, was hired to do a thorough review of regulatory structures at the State and local level, and this resource is available to communities. Now, with more invasive species, growing development, extreme weather patterns causing increased drought and storm intensity, and climate change, as newer threats, the Council is counting on the updated Conservation Plan to guide its work going forward.

This year the Council funded a number of meaningful projects through our Wild and Scenic budget. Funds supported land protection efforts by Sudbury Valley. The RSC also once again supported monitoring water quality through partner-organization OARS' long-term water quality monitoring program. This citizen science program, engaging local volunteers in water quality sampling, is not only vital to all of us, but is now a resource that the State is tapping into as they improve their data program. The MA Audubon River Schools Program is funded to support elementary and middle-school students getting out on the River. The RSC also supported control of invasive species on the rivers by supporting the small grant program of the SuAsCo Cooperative Invasive Species Management Association (CISMA). Other projects included contributing the production of a Concord River Map through OARS.

This year the River Stewardship Council and the Town of Concord also received a National Park Foundation grant to improve two new boat access areas in the Town of Concord, for all to enjoy. Those are in production now; stay tuned for more details!

WEST CONCORD JUNCTION CULTURAL ARTS COMMITTEE (WCJCDC).

Harry Bartlett
Lisa Evans
Carlene Hempel, Chair
Margot Kimball
Jen Montbach
Ann Sussman
Kate Yoder

The West Concord Junction Cultural District Committee (WCJCDC), appointed by the Select Board with seven regular members, serves as a planning group to support a thriving creative/artist community through events as well as initiatives in the Village district. The WCJCDC also seeks to illuminate the notion that art is an important economic engine that can strengthen all Village businesses and serve as a magnet for visitors who want to shop and play here. The WCJCDC was officially formed in June, and has already made a significant impact on the Village's artistic community. Its work in the second half of 2018 included:



Tim Alexander, member of West Concord Advisory Committee discusses zoning in West Concord during Discover West Concord Day

- Participation in the first annual summer concert series held over three Thursday evenings in July at the Harvey Wheeler Community Center lot. In support of the Town's Recreation Department and the West Concord Advisory Committee, the WCJCDC helped to market the event, which will hopefully repeat in 2019.
- Participation in Discover West Concord Day, held as an annual event in October to support and encourage

more visitors to local businesses. For the event, the WCJCDC organized an Open Studios in collaboration with the artists of ArtScape and 152 Commonwealth Ave. Our group also organized a tent area with displays from various groups including Fowler Library, Marx Fencing Academy, Lincoln Physicians and the West Concord Advisory Committee. Finally, three outdoor music performances were organized to occur through the 10 a.m. to 3 p.m. event – one at Junction Park, one in the Teacakes/Twin Seafood plaza, and one outside Reasons to be Cheerful.

- Application for and receipt of a \$5,000 grant from the Massachusetts Cultural Council to study Village artist and creative space to determine how the WCJCDC can help to sustain and preserve the artist community by both continuing to promote the arts and protecting artists/creatives from rising rents and diminishing available space.

The WCJCDC finished the year with plans to work on a number of projects in 2019, including participating in a state-wide, week-long arts showcase called ArtWeek (April 26 - May 5); a welcome party in June for Concord Youth Theater, which is relocating to the Village, and in September, a “Porch Fest” that will bring several live musicians to residents’ porches over one night or a weekend. We also plan to develop a web presence and increase our profile in the town’s announcements in 2019.



Discover West Concord Day 2018

POLLINATOR HEALTH ADVISORY COMMITTEE

Sarah Grimwood, Chair
Christian Kruegar, Clerk
Brain Cramer
Mark Hanson
Joseph Levine
Stanley Lucks
Sig Roos

The purpose of Pollinator Health Advisory Committee (PHAC), which was formed in 2018, is to understand the regulatory framework for pesticide registration and use, to examine the issues and concerns surrounding the use of neonicotinoids, and to advise the Select Board on planning for a communications strategy. This would include educating citizens, lawn care companies and farmers about the risks of these compounds to pollinators and advising on alternative best practices.

In March the PHAC discussed their directive with Jay Feldman, Executive Director of the National Environmental and Public Health Group “Beyond Pesticides” (beyondpesticides.org), who has a 38-year history of working with communities nationwide on toxics and organic policies, and agricultural and land management practices that maintain ecological balance, biodiversity, and avoid reliance on toxic chemicals. Dr Feldman advised that any recommendations to be made by the Committee will need to be limited to public property as MA did not pre-empt restrictions set by the Environmental Protection Agency (EPA); i.e. the use of pesticides on private property cannot be restricted in MA.

The PHAC is particularly concerned about the use of neonicotinoids (neonics), which are systemic pesticides. They are absorbed by plants via the vascular system and can end up in the soil and waterways. Neonics are reported to affect bees’ behavior, i.e. foraging, navigation skills etc., so they don’t make it back to their hive, in addition to reducing their ability to resist diseases. In 2013 the EU passed a 3-year moratorium banning the use of neonics. This became permanent in 2016 and Canada will be proposing a ban for some uses. In order to better understand the extent of neonic use in Concord, PHAC members visited the Massachusetts Department of Agricultural Resources (MDAR), which requires

annual reporting by commercial organizations using pesticides. Unfortunately the Massachusetts Pesticide Use Reports were found to be in disarray and are apparently not followed up on; this negligence was subsequently reported. Notably, data is not collected on the application of neonic coated seed, a major source of neonic exposure for pollinators visiting planted crops.

On Ag Day the PHAC hosted a table to provide handouts on Pollinators and Neonicotinoids, which were produced by the Friends of the Earth. Work is ongoing to understand and educate others on the negative effects that neonics and other pesticides can have on pollinators, and how Concord residents can contribute to improving pollinator health.