

**TOWN OF CONCORD
SELECT BOARD
AGENDA
MAY 10, 2021
4:00 PM
VIDEO CONFERENCE**

Join Zoom Meeting

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#	Agenda Item
1.	Call to Order
2.	Consent Agenda <ul style="list-style-type: none"> <li data-bbox="142 884 1490 919">• Minutes to approve: April 5, 2021; April 12, 2021; April 12, 2021 Executive Session (not to be released)
3.	Town Manager's Report
4.	Chair's Remarks
5.	Concord Library Sustainability Committee Draft Report
6.	Update on 2019 Hard Drive Data Breach
7.	Discussion of ATM Warrant Articles Discussed at the May 6 Public Hearing
8.	Assign Select Board Warrant Article Narratives as needed
9.	Committee Nominations: Chief Financial Officer Kerry Lafleur to the Retirement Board for a term to begin on June 1, 2021, set to expire on April 30, 2024
10.	Committee Liaison Reports
11.	Miscellaneous Correspondence
12.	Public Comments
13.	Adjourn

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MINUTES
APRIL 5, 2021
4:00 PM
VIDEO CONFERENCE**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference on April 5, 2021 at 4:00pm.

Present were Linda Escobedo, Chair; Susan Bates, Clerk; Terri Ackerman, and Matthew Johnson. Also present was Stephen Crane, Town Manager. Select Board member Jane Hotchkiss joined the meeting at 4:05pm.

Call to Order

Roll call

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Not present
Mr. Johnson: Aye

Consent Agenda

- Minutes to approve: February 22, 2021; March 1, 2021; March 8, 2021; March 8, 2021 Executive Session (not to be released)
- Town Accountant Warrants – April 1, 2021

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the consent agenda.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Town Manager's Report

The Health Division staff coordinated another vaccine clinic at the Harvey Wheeler Community Center to deliver the second round vaccine to Concord residents over age 65. This effort involved COA staff conducting outreach to Concord residents and support from Fire Dept. EMTs. Thanks to this effort as well as individuals seeking alternative sources of vaccine, 4,067 residents over the age of 65 (out of 5,012 total) have been vaccinated.

The Concord Police Department again will be supporting Autism Awareness Month by raising awareness and outreach to community members with Autism Spectrum Disorder (ASD). The

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Concord Police Relief Association has purchased new Autism Awareness patches that will be worn on an officer's uniform shirts on Fridays throughout the month. Patches are available for purchase with proceeds from the sale of patches donated to MinuteMan ARC. This fundraiser is one of several programs the Department will be taking part in throughout April to help raise awareness about ASD. On Friday, April 2, the Department participated in "Light It Up Blue," a nationwide initiative to mark the start of National Autism Awareness Month and celebrate World Awareness Day. At 7:30PM, patrols who were not handling an active call pulled to the side of the road and activated their cruiser's blue lights to raise awareness of autism.

Two important positions in the IT Department were recently filled: Information Systems Technician and Broadband Network Engineer. These new employees will help manage a backlog of work that has been disrupted by the pandemic.

CPW has produced an informational tree guide for the Town of Concord. CPW staff regularly engages with residents who inquire about tree planting and maintenance. This professionally produced guidance document will be an educational tool the department can use to assist residents and educate the community on the Town's tree planting and maintenance programs. Funding for the development and printing of this document was provided by both a Municipal Vulnerability Preparedness (MVP) Grant from the Commonwealth of Massachusetts and the Public Shade Tree fund.

The new curbside trash and recycling subscription period began on April 1. To ensure pickup continues please make sure to submit your payment and purchase white barrel stickers and/or orange disposal tags as needed.

The Town was recently notified it has been awarded an FY2021 Travel & Tourism Recovery Grant in the amount of **\$28,028** for the project entitled "In partnership with the Town of Lexington, 'Two Historic Towns; One Memorable Trip.'" The program is a targeted market campaign for advertising and social media promotion of regional tourism. This partnership with Lexington is one part of a series of regional initiatives that the Town is working on collaboratively with other communities for economic recovery and vitality.

Chair's Remarks

Ms. Escobedo reported that the Middle School Building Committee sent out notice to their distribution list reminding them that the survey for middle school building project will close at 11:59pm on April 5, 2021.

Discussion of Middle School Project

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Ms. Escobedo introduced the discussion by noting the many months that the Middle School Building Committee has been working on this project, and how the committee has been working hard to get community input.

Middle School Building Committee co-chair's Dawn Guariello and Pat Nelson highlighted the feedback they have been receiving from residents at recent meetings and noted their appreciation for the opportunity to hear different perspectives. Superintendent Laurie Hunter and Schools' Finance Director Jared Stanton were also in attendance. Kristen Olsen of SMMA prepared a [PowerPoint presentation](#) for the update.

The total project cost range is currently \$80-\$100 million. The project will replace two middle schools, and is designed for an enrollment of 700 students. The goal of the project is to consolidate two middle school populations into one single 21st Century learning facility that will serve the community for generations. For additional details on the project, residents can view the PowerPoint presentation in the [meeting materials](#).

Ms. Ackerman questioned why the cost per square foot projected cost reduction caused by the COVID-19 Pandemic isn't reflected in a lower total project cost. Superintendent Hunter responded total project cost was unaffected due to an increase in the projected square footage of the project.

Ms. Hotchkiss asked where the basis for future enrollment numbers are coming from. Ms. Hunter responded that working with SMMA, the School Department came up with projections based on current enrollment and demographics in town, but noted that conditions are bound to change and they have tried to take that into account in their planning.

Ms. Bates recognized the importance and the need to build a new middle school, but voiced concern over the cost, noting that the middle school is not the last excluded debt project the Town will face that will raise property taxes.

Mr. Johnson noted Concord's tradition for finding co-funding sources in the form of public-private partnerships, grants, CPA funds, and user fees, and asked if there was any precedent for using debt-exclusion bonds for this type of project. Ms. Hunter cited a partnership regarding the high school fields and the Library's past public private partnership with the Library Corporation. Ms. Hunter stated that there has been initial conversations about outside funding, but there has not been the momentum to raise the funds required through this method.

Ms. Escobedo asked if there has been any initial insight from the survey that would guide the coming actions on the project. Ms. Hunter stated that she hadn't had a chance to review the survey yet, but they will have the opportunity to review the findings in depth once it closes that evening.

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Mr. Crane pointed out that the Town has to commit to a schematic design in order to proceed, and this design can't be conditional based on the potential funding sources of the project.

Karlen Reed of 83 Whits End offered that the new middle school will serve the town for approximately 50 years, so the Select Board should focus more on the needs of the community and less on the immediate costs, highlighting the calls in the community for the expanded gym and auditorium.

Pamela Dritt urged the Town to include the larger auditorium in the schematic design.

Mary Hartman of 16 Concord Greene stated that surveys are not a great way to set policy, and that the Middle School Building Committee should keep this in mind as they review the result of the community survey.

Henry Dane commented that the Town should start thinking about alternative ways to pay for the middle school building other than raising property taxes.

Ms. Escobedo thanked the Middle School Building Committee co-chairs, Superintendent Hunter and her staff, and SMAA for their participation in this update to the Select Board.

An Act Creating a Next Generation Roadmap for Massachusetts Climate Policy

Ms. Escobedo introduced this item by pointing out that the legislature recently passed an Act Creating a Next Generation Roadmap for Massachusetts Climate Policy, and on March 26, Governor Baker signed it into law. Sustainability Director Kate Hanley and CMLP Director Dave Wood attended to discuss this legislation. Ms. Hanley noted some of the key aspects of the legislation:

- Codifies the target of net zero greenhouse gas emissions by 2050, revising the 2008 Global Warming Solutions Act emissions targets to match what scientists say we need to do.
- Raises the target for emissions reductions by 2030 from 45% to 50%, and requires emissions limits set at five-year increments.
- Requires DOER to establish a new opt-in net zero stretch building code within 18 months.
- Makes DOER responsible for updating the existing stretch energy code, which has already been adopted by over 80% of Massachusetts communities.
- Requires that the cost of climate change on society (i.e. the social cost of carbon) be part of the Mass Save Three-Year Energy Efficiency Plan cost-benefit analysis.
- Establishes appliance efficiency standards for 17 residential and commercial products, saving consumer costs on energy and water bills while cutting emissions.

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- For the first time, defines Environmental Justice populations in state statute. The definition of “environmental burden” for key permit reviews includes climate change for the first time.
- Increases the required percentage of Massachusetts electricity that comes from renewable sources. The Renewable Portfolio Standard (RPS) will increase 3% annually from 2025 to 2029 to reach 40% by 2030.
- Requires an additional 2,400 megawatts of offshore wind, bringing the state’s total target to 5,600 MW.
- Improves access to solar through a low-income services solar program trust.
- Requires \$12 million in annual funding be given to the Massachusetts Clean Energy Center to help Environmental Justice populations, minority-owned and women-owned businesses, and employees from the fossil fuel industry advance in the clean energy industry.
- Improves gas pipeline safety, including increased fines for safety violations.
- Establishes a pilot program to deploy geothermal heat pump micro-districts, an innovative clean energy technology.
- Requires municipal light plants, which serve specific cities or towns, to purchase 50% of their power from non-carbon sources by 2030 and get to net zero emissions by 2050.

Concord Independent Battery Approval of Events

Peter Miyette of the Concord Independent Battery attended to explain that the trainings for Battery staff will be complete in time for the Patriot’s Day. The Select Board is required to approve the firing of the cannons for events on an annual basis.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to authorize the Select Board Chair to approve the firing of the cannons for Patriot’s Day, Veteran’s Day, and funerals as necessary, as defined by the contract with Concord Independent Battery, at a date and time to be determined.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Bates: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

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Pollinator Health Advisory Committee Charge Revision

The members of the Pollinator Health Advisory Committee requested more time to review their charge and suggest additional edits ahead of the Select Board finalizing a revision. The Select Board will review their charge at an upcoming meeting.

Committee Nominations

Tourism Director Beth Williams, Senior Planner Heather Gill, and Historical Commission Representative Nancy Nelson to the Battle Road Scenic Byway Committee for terms to expire on April 30, 2023. Mark Giddings of 474 Barretts Mill Road as the Hanscom Field Advisory Commission Representative for a term to expire on April 30, 2024

Committee Appointments

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to appoint Amy Robinson of 19 Loring Road to the West Concord Advisory Committee subcommittee of the Planning Board for a term to expire on April 30, 2024. Marie Foley, Concord Chamber of Commerce representative, to the Economic Vitality Committee to fill an unexpired term set to expire April 30, 2022

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Committee Liaison Reports

Ms. Bates reported that the Trails Committee met and reported that signs will be installed on trails stating that on April 1 through July 31, dogs must be leashed. Mass Audubon is planning maintenance to the Battle Road Farmhouse Connector Trail. Members also discussed whether or not to eliminate paper maps, but consensus was not reached. Concord CAN met and discussed carbon sinks and ecosystem restoration with suggestions on how residents can help restore native plants.

Ms. Hotchkiss attended the White Pond Advisory Committee, where they have continued to provide feedback to the White Pond beach improvement plans, and met with Officer Ron Holsinger regarding Sachem's Cove parking and public access. The Historic Districts

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Commission discussed contracting signage within historic districts. There was also a discussion on the removal of an existing metal fire escape at the Concord Home for the Aged, which was unanimously supported. The commission also noted that the former Verizon building at 59 Walden Street has been purchased by a real estate company.

Ms. Ackerman attended the Middle School Building Committee forum, where they provided a community update on the status of the project. The Capital Planning Task Force continues to debate whether or not they will recommend a standing capital planning committee or not. The CPTF is scheduled to have their completed final report in June 2021. The Bruce Freeman Rail Trail noted that on the last weekend of April and first weekend of May, Route 2 westbound will be closed at the trail intersection for construction. Additional signage and pavement markings and Junction Park were discussed as well.

Mr. Johnson attended the Housing Authority, where they reported that one of the finalists dropped out of consideration for the Executive Director role. The Housing Authority authorized the chair to negotiate a contract with the remaining candidate, Martin Corona. The Recreation Commission voted to authorize the chair to write a letter of support for a larger gymnasium at the middle school that is being designed. The Public Access Advisory Committee reviewed the PEG budget, and will be sending the Select Board a letter recommending approval of this budget as part of the enterprise budget process. The Public Ceremonies and Celebrations Committee continues to prepare for Patriot's Day Celebrations. The NMI-Starmet Committee completed the final draft of their report, which they will present to the Select Board on April 12.

Ms. Escobedo attended a warrant review meeting amongst Town staff, where they reported that the final 2021 Annual Town Meeting Warrant will be prepared by April 13.

Miscellaneous Correspondence

Correspondence was included in the [meeting materials](#). Correspondence continues to come in regarding the middle school building project and requests for a larger gymnasium and auditorium in the schematic design.

Public Comments

There were no public comments.

Adjourn

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to adjourn.

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Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Bates: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Minuteman Media Network Coverage: <https://www.youtube.com/watch?v=kYUBMH4-gEc>

Meeting Materials: <https://concordma.gov/DocumentCenter/View/28747/April-5-SB-Packet>

DRAFT

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Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting via video conference on April 12, 2021 at 4:00pm.

Present were Linda Escobedo, Chair; Jane Hotchkiss, Terri Ackerman, and Matthew Johnson. Also present was Stephen Crane, Town Manager. Select Board member Susan Bates was absent.

Call to Order

Roll call vote

Ms. Escobedo: Present
Ms. Ackerman: Present
Ms. Hotchkiss: Present
Mr. Johnson: Present

Consent Agenda

- Gift Acceptance: Michael B. and Mary S. Fox Fund \$2500.00 Council on Aging Gift Account
- One Day Special Liquor Licenses for the Sale of All Alcoholic Beverages at Concord Country Club, located at 246 Old Road to 9 Acre Corner
 - o 4/30/2021 at 5:00pm-11:30pm
 - o 5/7/2021 at 5:00pm-11:30pm
 - o 5/14/2021 at 12:00pm-6:00pm
 - o 6/4/2021 at 1:00pm-5:00pm
 - o 6/5/2021 at 8:00am-3:00pm
 - o 6/18/2021 at 12:00pm-6:00pm
 - o 7/16/2021 at 7:00am-5:00pm
 - o 7/17/2021 at 7:00am-5:00pm
 - o 7/18/2021 at 8:00am-5:00pm
 - o 7/30/2021 at 12:00pm-6:00pm
 - o 8/6/2021 at 11:00am-9:00pm
 - o 8/7/2021 at 11:00am-9:00pm
 - o 8/13/2021 at 12:00pm-6:00pm
 - o 8/27/2021 at 12:00pm-6:00pm
 - o 9/9/2021 at 11:00am-10:00pm
 - o 9/12/2021 at 8:00am-4:00pm
 - o 10/15/2021 at 12:00pm-6:00pm
 - o 11/5/2021 at 5:00pm-11:30pm

Upon a motion duly made and seconded, it was UNANIMOUSLY
VOTED: to approve the consent agenda.

Roll call vote

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Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Hotchkiss: Aye
Mr. Johnson: Aye

Town Manager's Report

Per- and polyfluoroalkyl substances (PFAS) or “forever” chemicals represent a family of substances used since the 1950s in certain types of firefighting foam and to manufacture a variety of products including stain-resistant, water-resistant, and non-stick materials. PFAS in drinking water is an important issue nationwide. In October of 2020, MassDEP established new drinking water standards for six PFAS chemicals. Water Departments across the state have begun to test for these chemicals in accordance to a roll-out sample plan established by MassDEP. Early indications suggest the detection of these chemicals is wide-spread.

This past week Concord sampled all of its water sources with results anticipated to be furnished within the next several weeks. Several neighboring communities have already received results – some detecting concentrations that exceed MassDEP new standards. Wayland is the most recent community known to have been directly impacted by this new regulation are in the midst of developing an emergency response plan. CPW is monitoring the actions being taken there to guide the planning process for a possible exceedance in Concord.

If the test results do result in an exceedance in Concord, the Town will broadly communicate important information from MassDEP guidance regarding response measures. Examples include advising people in a sensitive subgroups (infants, pregnant or nursing women, and people diagnosed by their health care provider to have a compromised immune system) not to consume, drink or cook with municipal water. A prolonged exceedance can result an immediate and challenging public health situation for a community because there are limited resources available to respond. Moreover, an exceedance may require water bans and/or identification of alternative water sources. Full-scale treatment of impacted water supplies can involve months to years for appropriate design, permitting and construction of major infrastructure improvements.

The Engineering Division with Hayner Swanson, Inc. (HSI) assistance requested bids for the 2021 Roads Program on March 18, 2021, a pre-bid meeting was held and the bid opening is scheduled for April 15, 2021. If a reasonable bid is obtained, construction should begin in June 2021. The 2021 roadway reconstruction efforts includes the following streets: Prescott Road, Peter Spring Road, Arrowhead Road, Minuteman Drive, and Cranefield Road. This program will also be included in the Roads Program public meeting scheduled before the PWC.

Construction related to typical street openings in the Town's public right of way (ROW) opened on April 5th, earlier than the regular annual schedule of April 15. Engineering staff has begun to review and process several applications that have been submitted. Regular onsite construction inspections are being performed to ensure that the contractors are complying with the conditions

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of the ROW permit, which include the Town's construction standards and procedures.

CPW is happy to report that the Paint Shed is open for the season. Residents can drop off up to 10 gallons of good reusable latex, acrylic, oil, or alkyd paints at a time.

Recently, the Town learned that the BFRT Phase 2B contractor will be installing the wildlife culvert under Route 2 over two weekends in late April, which will entail rerouting the Rt. 2 westbound traffic up Route 2A/119 to Wetherbee Street in Acton. Additionally, the actual completion date for Phase 2B is July 2022, according to the contract,, although the contractor, MIG Corporation, intends to complete the installation of the bridge over Route 2 this summer.

Chair's Remarks

Ms. Escobedo commended committee members for their efforts listening to recent community feedback on the various projects that are happening in town, and thanked residents for participating in community discussions and making their input known. Ms. Escobedo stated that the Select Board is listening to the feedback from residents, and making recommendations pertinent to the projects that are before the town.

Ms. Escobedo pointed out that despite there not being a Patriot's Day Parade this year, residents and tourists are still encouraged to visit Concord businesses and explore commercial districts and take part in activities that still may take place at a smaller scale than normal..

Pollinator Health Advisory Committee Charge Revision

Mark Hanson of the Pollinator Health Advisory Committee and Jane Hotchkiss presented the suggested revisions for the committee that were included in the [meeting materials](#). The suggested changes extend the date of the committee charge and provide the committee with a more general scope.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to approve the revisions to the Pollinator Health Advisory Committee as included in the meeting materials dated April 12, 2021 and as amended in discussion.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

NMI-Starmet Reuse Planning Committee Final Report

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NMI-Starmet Reuse Planning Committee co-chair's Gary Kleiman and Paul Boehm attended to present the final report. The full report can be viewed in the [meeting materials](#).

The NMI land was the site of a former specialty metals research and production facility. Some areas of the property became contaminated under the ownership of several private defense contractors from 1958 to 2011. The U.S. EPA placed the NMI site on the Superfund program's National Priorities List in 2001 and, with the Town's input, has worked to remediate and restore the site to residential standards. The cleanup is expected to be complete in five to seven years. This report summarizes the NSRC's work over the past 22 months to identify and clarify critical reuse issues for Concord and to formulate a master plan concept to guide future reuse. As part of the planning process, the NSRC received assistance from the EPA and its contractor, Skeo, to conduct a public workshop that collected community input on reuse. The committee also met with, and briefed, several Town committees to share initial ideas and concepts and to receive additional feedback.

The report considers several issues relevant to reuse, including:

- Risk communication around environmentally contaminated sites
- Evaluation of future possible liability and related considerations
- Appropriateness and need for housing at the site
- Recreation needs of the Town
- Potential options for taking ownership of the site
- Finance considerations
- Context of other Town development efforts
- Relevant examples of other Superfund site redevelopment

The report also presents three illustrative reuse options within the larger context of the Master Plan:

- Option 1: Municipal, Community, Recreational Focus
- Option 2: Private/Commercial/Office Use Focus
- Option 3: Mixed Use Focus - Housing, Retail, and Commercial Uses

All options conserve at least half the site, including its unique ecological features, for public use and enjoyment.

The report concludes with recommendations and next steps for the Select Board to consider based on the NSRC's findings. The NSRC strongly recommends that the Town of Concord begin planning to take ownership of the parcel at 2229 Main Street and to start active planning for the "Master Plan" concept for reuse of the site.

Other recommended short-term actions include: (i) engaging Town Counsel to strategize how to minimize future liabilities and to understand the impact of any existing liens on the property, and (ii) to develop a next-phase planning mechanism for the site's reuse beyond the NSRC's initial

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charge. Finally, in the near term, the Select Board should (iii) initiate a human health risk communication effort, which is important for public acceptance of redevelopment and future use of the site.

Longer term, the Select Board should (i) consider several principles of reuse based on the NSRC's review of issues in this report. The Town should also (ii) consider engaging with third parties to gauge demand for various redevelopment investments and partnerships and (iii) begin a process of coordinating NMI/Starmet Site redevelopment planning with other efforts at other sites and facilities in the Town. In parallel, the Town should, with input from the Finance Committee, conduct a fiscal impact study to better understand the costs and revenues of the different reuse options.

The Select Board will take this report into consideration and discuss follow up actions at a future meeting.

Parking Plan Presentation

Police Chief Joseph O'Connor and Department of Planning and Land Management Director Marcia Rasmussen attended to present the Town's parking management plan. The complete plan can be found in the [meeting materials](#). Ms. Rasmussen presented a PowerPoint presentation that focused on the following themes:

- The Town's parking principals are to provide convenient parking for customers in the business district, establish clear Town and private employee parking areas, accommodate commuter parking, and protect residential neighborhoods from spillover.
- Parking meters began in Concord in the 1950s in Concord Center. Parking meters were added on Commonwealth Avenue in West Concord in 1993.
- The issue of parking has been studied by the Town in recent years. The 2005 Comprehensive Long Range Plan recommended a Comprehensive Town Parking Program. The 2010 West Concord Master Plan and Design Guidelines recommended new approaches to parking, circulation, and parking requirements. There was a Parking Management Study in 2012, which led to implementation in 2016.
- West Concord parking meters: In 1992, Commonwealth Ave. parking spaces were 'controlled' by signage limiting parking to 1 hour. At the same time, the West Concord commuter parking lot was being improved and the MBTA was implementing paid parking for their portion of the lot. Business owners were concerned that commuters would use the on-street parking rather than park in the commuter lot and requested that meters to be installed.
- Concord Center and Thoreau Depot areas plus West Concord: Both areas have more off-street than on-street spaces. Concord Center has higher percentage of generally accessible, publicly available spaces than West Concord. All areas have the same meter type, similar pricing and similar times of operation. 76% of the Concord Center off-street spaces are restricted to certain user groups while 91% of West Concord spaces are restricted.

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	CC & TD	WC	Total
On-street	1,191	678	1,869
Off-street	2,708	2,094	4,802
Total	3,899	2,772	6,671

- Parking Inventory in Concord Center & Thoreau Depot areas: Of the on-street parking spaces in CC & TD ~ 218 (out of 1,191) have meters, or 18.3%. Of the off-street parking spaces in CC & TD ~ 56 (out of 2,708) are paid parking through a permit program, or 2%.
- Parking Inventory in West Concord area: Of the on-street parking spaces in WC ~ 78 (out of 678) have meters, or 11.5%. Of the off-street parking spaces in WC ~ 184 (out of 2,094) are paid parking through a permit program, or 8.7%.
- The Town had employed a Parking Meter Officer (Wages, OT and Benefits) at approximately \$115,000: This position was discontinued in FY20. Street Line Marking costs approximately \$70,000. Traffic Control Maintenance costs approximately \$5,000 to \$10,000. Parking Meter Repair costs approximately \$120,000.

The Select Board discussed ways to improve the usability and convenience of parking in businesses districts while still encouraging turnover of spaces. The non-enforcement of parking meters is scheduled to expire on April 20, 2021. Any proposed changes to the parking meter enforcement or system would come before the Select Board at a future meeting.

Committee Nominations

There were no committee nominations.

Committee Appointments:

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to appoint Tourism Director Beth Williams, Senior Planner Heather Gill, and Historical Commission Representative Nancy Nelson of 1695 Lowell Road to the Battle Road Scenic Byway Committee for terms to expire on April 30, 2023. Mark Giddings of 474 Barretts Mill Road as the Hanscom Field Advisory Commission Representative for a term to expire on April 30, 2024.

Roll call vote

Ms. Escobedo: Aye
Ms. Ackerman: Aye
Ms. Hotchkiss: Aye

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Mr. Johnson: Aye

Committee Liaison Reports

Mr. Johnson attended the Middle School Building Committee meeting where they have reviewed community feedback and options for schematic design of the gymnasium and auditorium. The Zoning Board of Appeals reviewed applications from the Umbrella Arts Center. The 1442 Main Street hearing has been continued until June. The ZBA reviewed previously unapproved work that took place at Concord Country Club, and mitigation options available. The Housing Authority voted to approve a contract for their new Executive Director Martin Corona.

Ms. Ackerman attended the West Concord Junction Cultural District Committee where they discussed an event on the weekend of May 19-22nd. The Transportation Advisory Committee discussed signs that contradict the 25 mile per hour speed limit around town. The Concord-Carlisle Human Rights Council held a Holocaust Remembrance Event on April 11.

Ms. Hotchkiss attended the Natural Resources Commission, where they discussed the notice of intent from Westchester Company for the Lot 2A at Keuka Road. The Middlesex School continues to discuss their plan for converting playing fields to artificial turf, which will be revisited at the April 25 NRC meeting. The Town's White Pond vehicular and boat access plan, as well as the stormwater runoff plan, was reviewed by the NRC. There was also a notice of intent for invasive species removal at 299 Estabrook Road.

Ms. Escobedo reported that the Economic Vitality Committee is beginning their work on an action plan that defines the barriers to businesses opening in Concord.

Miscellaneous Correspondence

Public Comments

Dean Banfield of 73 Walden Terrace commented that there was no discussion in the parking agenda item about how spaces were added in the business districts for bus parking. In addition, Mr. Banfield added that during the pandemic, there has been a strain on parking spaces at conservation sites.

Susannah Kaye of 366 Estabrook Road commented that parking access at Town owned conversation land should be revisited and that the Town should carry burden for improving the parking access at these conservation spaces.

Adjourn to Executive Session, not to return to open session, to discuss strategy with respect to ongoing litigation regarding Symes Development & Permitting LLC v. Town of Concord et al., as an open meeting may have a detrimental effect on the litigating position of the

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SELECT BOARD
MINUTES
APRIL 12, 2021

Town as declared by the Chair.

Upon a motion duly made and seconded, it was UNANIMOUSLY

VOTED: to Adjourn to Executive Session, not to return to open session, to discuss strategy with respect to ongoing litigation regarding Symes Development & Permitting LLC v. Town of Concord et al., as an open meeting may have a detrimental effect on the litigating position of the Town as declared by the Chair.

Roll call vote

Ms. Escobedo: Aye

Ms. Ackerman: Aye

Ms. Hotchkiss: Aye

Mr. Johnson: Aye

Minuteman Media Network Coverage: <https://www.youtube.com/watch?v=2kiWOCbA4j4>

Meeting Materials: <https://concordma.gov/DocumentCenter/View/28845/April-12-SB-Packet>



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

TEL: 978-318-3000
FAX: 978-318-3002

Stephen Crane, Town Manager

MEMORANDUM

To: Chair Escobedo and Members of the Board

From: Stephen Crane, Town Manager

Date: May 10, 2021

Re: Town Manager Report

Vaccine Update

Governor Baker recently announced that four mass vaccinations sites would be closing by the end of June and that vaccination efforts would be focused at the regional level in partnership with local boards of health. The regional vaccination clinic that was submitted by a nine-town collaborative, including Concord, is still pending before the Massachusetts Department of Public Health (DPH). It is unclear if that application will be approved but Health Director Susan Rask has contacted DPH to reiterate our commitment to the regional clinic.

CPD

The Concord Police Department participated in a bicycle rodeo for children on Saturday, May 1, at Cousins Field, and featured a variety of activities and courses that children, parents and officers took part in together. Children won prizes, including backpacks and reflective stripes. Officer Anthony Salvucci, Detective Tia Manchuso and Inspector Ronald Holsinger were on hand to help participants of all ages learn new skills — including the rules of the road — in order to help children safely ride their bikes to school. The event was held ahead of National Walk, Bike and Roll to School Day on Wednesday, May 5, which was celebrated with support from Concord Police, the Concord Public schools, Safe Routes to School and the Transportation Advisory Bicycle Subcommittee, as well as numerous community members, to make the event a success.



BFRT

Attached is an update that DPLM Director Marcia Rasmussen recently provided to the Bruce Freeman Rail Trail Advisory Committee.

PFAS Update – Preliminary Results Available: In accordance with MassDEP's requirement for all Public Water Systems (PWS) serving between 10,000 and 50,000 customers to begin quarterly

sampling for PFAS in the month of April 2021, Division staff completed initial sampling activities on April 12th at all raw and finished groundwater supply sources. Testing was performed under MassDEP's free PFAS Lab Analyses Program for PWS, with the cost for field samples, associated confirmatory samples, and QA/QC data review covered under the program.

Initial results were received in late April, and confirmatory sampling to ensure the validity of initial results was completed in early May. While not final, these initial results demonstrate that all groundwater supplies have levels of PFAS6 below MassDEP's Maximum Contaminant Level (MCL) of 20 parts per trillion (ppt), indicating immediate or emergency treatment for these compounds is not needed at this time. One groundwater supply (Hugh Cargill Wellfield) had an initial result of >10 ppt, and will likely require monthly monitoring going forward. All other groundwater supplies will remain on quarterly monitoring. Notably, there was no detection of PFAS6 at Robinson Well. Messaging is actively being prepared to communicate these results to our customers, including the development of a webpage dedicated to this topic.

Nagog Pond is currently offline, initial PFAS sampling has not yet occurred for this supply. PFAS sampling will be conducted within the first month of operation. While there is cause for cautious optimism that Concord may not be thrust into the ever-expanding group of public water systems that are facing emergency public notification and treatment requirements, the levels detected merit attention and introduce potential treatment considerations that had previously not been identified.

DPLM

The benches at Heywood Meadow will be replaced this week after receiving a facelift from resident Michael Sprague, who sanded the benches and applied marine grade spar varnish to each bench.



The Division of Natural Resources also invites all residents to participate in pulling the wildly invasive Garlic Mustard that is currently flowering around Town. The Division of Natural Resources staff will train volunteers on garlic mustard identification and will supply yard waste bags for garlic mustard.

Fire Department


The Department responded to eighty-one calls for service and conducted several fire prevention inspections including a property with two 1,000 gallon underground propane tanks. School fire drills were also conducted at Alcott, Thoreau, Ripley, and Willard. This burn season through Permiteyes, we have issued over 362 burn permits, we still have 22 Agriculture burn permits active, and we have received 280 request and transactions for permits and 26Fs



TOWN OF CONCORD
Department of Planning and Land Management
141 Keyes Road - Concord, MA - 01742
Phone: 978-318-3290

MEMORANDUM

To: Bruce Freeman Rail Trail Advisory Committee
From: Marcia Rasmussen, Director DPLM
Re: **Update of Phases 2A, 2B, 2C, the last ½ mile of 2C, and 2D**
Date: May 5, 2021

- 1. Phase 2A Update:** This phase of the trail has been completed and is open for all to enjoy!
- 2. Phase 2B Update:** Regular construction meetings resumed in April; the Route 2 Westbound detour was in place for the weekend of April 24-25 and May 1-2 to allow installation of the wildlife corridor under Route 2. The next construction update meeting is May 6th so I will provide any additional updates at the meeting. Photo (right) shows the bridge deck over Nashoba Brook. The interpretive panel information was submitted to the sign maker, Fossil. Concord town staff have been reviewing and approving the samples submitted by Fossil to the Contractor.
- 3. Phase 2C Updates:** Co-chair Nat Welch is coordinating with MassDOT staff at the Central Transportation Planning Staff to discuss trail counts scheduled later this month. The Transportation Advisory Committee will be meeting next Wednesday to continue consideration of additional signage and pavement markings around Junction Park to get cyclists and others on wheels to walk their wheels through Junction Park.
- 4. The last ½ mile of Phase 2C:** After the April 22nd BFRT Advisory Committee meeting, I requested further revisions to the 75% design plans for this phase of the project regarding the wrought iron fence and a timber rail fence on the easterly side (White Pond side) of the trail. These plans have been posted to the BFRTAC webpage and are ready to be sent to the Sudbury design consultant. The revised 75% design plans are now expected to be submitted by Sudbury to MassDOT in mid-May 2021.
- 5. Phase 2D Sudbury:** From Sudbury Planner Beth Suedmeyer – The 75% submission for 2D will be submitted to MassDOT next week. The Town has reviewed the draft 75% plan set and provided comments to F&O. They are incorporating revisions, which are mostly related to quantities/locations of amenities and landscape plans based on recent input from abutters. The landscape plan will continue to be revised prior to 100% based on ongoing communications with abutters, but we are confident we have adequately captured the

requests of abutters for budgetary purposes. The budget looks good and is being updated for additional amenities and landscape features. The slight delay in the submission of the 75% package to MassDOT is not anticipated to change the schedule of delivery of the environmental permit applications or the 100% plans.

6. **Community Connections Grant follow up:** Final contract documents from MassDOT have been downloaded and submitted to the Town Manager for his signature. I will be ordering bicycle racks and shelters soon for the West Concord commuter parking lot. I will coordinate with Concord Public Works to determine whether Town staff can install the equipment or if an outside contractor is needed.

CFPL Corporation Sustainability Planning

May 10, 2021

Select Board | Review of final draft



Meet the Sustainability Committee



- **Elise Woodward**, Chair of the committee
- **Jeff Adams**, Library trustee and liaison to the Corporation's Building Committee
- **Lindsay Howard**, liaison to Library Committee
- **Michael Bellefeuille**, architect at Johnson and Roberts for Library extension project
- **Maggie Bowers**, student at CCHS
- **Reni Cunningham**, library staff at CFPL
- **Marcy Bouley Eckel**, Library Corp staff
- **Kate Hanley**, Town of Concord's Director of Sustainability
- **Rick Johnson**, Concord resident
- **Alice Kaufman**, Concord resident and member of Concord Municipal Light Board



GreenerU's mission is to help educational and community institutions lead the world in mitigating climate change and accelerating sustainability.



Goals for this presentation

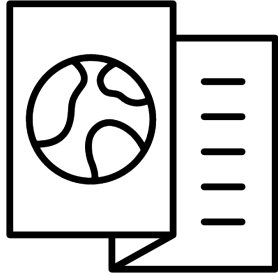
Presentation goals:

- Provide a recap CFPL Corporation sustainability planning process and outcomes
- Answer any questions and feedback from the Select Board on the final draft of the CFPL Sustainability Plan

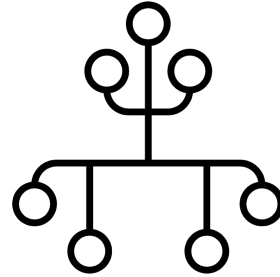
Request to the Select Board: The CFPL Corporations seeks endorsement for the CFPL Corporation's launch of the Sustainability Plan



Sustainability planning goals



Create a clear, implementable 5-year sustainability plan with a 10 year vision



Align the plan with Town's Sustainable Concord plan and long-term planning at CFPL



Engage the community and increase community awareness



Planning timeline

Phase I & II: Groundwork
August 2020 - October 2020

Phase III: Developing the Plan
September 2020 – Spring 2021



Baselining



Idea
Sessions



Determine
focus areas



Listening
Sessions



Plan
development



Summit



Community
Review
#1



Drafting
the plan



Community
Review
#2



Final
edits



The outcomes of the planning process



Sustainability plan vision (10-year)

By 2030, the Library will serve as both a living example of sustainable operations and net zero buildings and as a community hub to educate, inspire, and support the Concord community in creating a more sustainable future.



5 year goals - Outreach and Education

Goal 1	Living Lab	The Library provides hands-on sustainability and climate action learning opportunities for patrons.
Goal 2	Educational Resources	The Library is a community hub for sustainability information and climate action resources.
Goal 3	Programming	The Library offers all patrons climate change and sustainability programming with diverse platforms for engagement.
Goal 4	Leadership	The Library demonstrates sustainability and climate action leadership with consistent improvement.



5 year goals - Built Environment & Operations

Goal 1	Buildings	The Library has an implementation plan for its buildings to be carbon neutral in 2030.
Goal 2	Grounds	The Library's landscape and grounds demonstrate resilience for the community.
Goal 3	Materials	The Library's materials and resource system uses zero waste principles.
Goal 4	Mobility	The Library supports sustainable transportation options.



Goal 1 - Outreach and Education

Living Laboratory: The Library provides hands-on sustainability and climate action learning opportunities for patrons.

Building as a resources

Share information about sustainable building aspects and practices in the community, using the living laboratory principles as a framework.

Sustainability Dashboard

Create an interactive dashboard with available sustainability performance data and updates from the Town of Concord.

Children Learning

Offer investigative opportunities for children in the Library and its gardens and grounds to learn about sustainability and scientific discovery.





Terms:

- **Living lab:** Facilities and spaces that provide an array of dynamic sustainability learning opportunities for users across educational and technical programs. Living Lab principles include Openness, Influence, Realism, Value and Sustainability
- **Interactive dashboard:** Would likely take the form of an online website



Goal 2 - Outreach and Education



Educational Resources: The Library is a community hub for sustainability information and climate action resources.

Sharing information	Curate and share diverse and accessible information about climate change and sustainability action.	
Connect Town and Library work	Share sustainability data about CFPL with the community and collaborate with the Town to share available Town data on sustainability efforts, initiatives, and progress.	
Library of Things & Seed Lending	Promote the Library of Things and Seed Lending Library as sustainable resources for community members.	



Goal 3 - Outreach and Education

Programing: The Library offers all patrons climate change and sustainability programming with diverse platforms for engagement.

Youth Events	Host events for youth and adults on climate change, sustainability, and resilience.	
Local Partnerships	Partner with sustainability groups on climate change awareness programming and be an event space for Town partners.	
Dedicated Space	Develop a dedicated space and resources for community members to contribute information and tools on sustainable living, local climate action, and climate justice.	



Draft - Goal 4 - Outreach and Education

Leadership: The Library demonstrates sustainability and climate action leadership with consistent improvement.

Annual assessment

Create an annual assessment to share the Library's sustainable progress with the community.

Share with town partners

Share best practices and learned lessons with town partners, supporting the Town's GHG reduction goals in the Sustainable Concord Plan.

Support sustainable libraries

Contribute to the American Library Association sustainability practices by modeling “environmentally sound, economically feasible and socially equitable” operations and programming.


Terms:

- **The American Library Association** *is supporting the library community by showing its commitment to assisting in the development of sustainable libraries with the addition of sustainability [as a core value of librarianship.](#)*



Goal 1 - Built Environment & Operations

Buildings: The Library has an implementation plan for its buildings to be carbon neutral in 2030.

Planning for net-zero	Develop a net-zero plan for existing buildings.	
Sustainable building principles	Develop sustainable building principles for upgrades of all buildings.	
Sustainable operations guide	Collaborate with the Town to create a sustainable operations and maintenance guide.	

Terms:




- **Climate neutral:** Emitting as little as possible, and compensating for any remaining emissions. In the case of the Library buildings, this may include production of or purchase of renewable or carbon-free energy. Climate neutrality means having no net greenhouse gas emissions from Scope 1 and Scope 2 sources. (Sources: [WRI COP 21 Terms](#), [UC Davis CLEAR Center](#))
- **Net zero:** This is an evolving term that can refer to net zero greenhouse gas emissions, or net zero energy consumption, usually from a building or an institution as a whole. The World Green Building Council defines a net zero carbon building to focus on carbon emissions, and requires a building to be energy-efficient, produce renewable energy on site, and then purchase renewable energy offsite. (Source: [World Green Building Council](#))
- **Sustainable building principles:** Include optimize site potential; minimize energy consumption; use environmentally preferable products; and optimize operational and maintenance practices. The Building Project has incorporated many of these into the Expansion Project ([Submission to the Planning Board](#)).



This strategy supports an ongoing initiative at the Main Library and/or Fowler branch.

Goal 2 - Built Environment & Operations

Grounds: The Library's landscape and grounds demonstrate resilience for the community.

Inventory practices	Inventory current resilient landscaping practices of the Library .	
Infrastructure and water conservation	Implement sustainable landscape design infrastructure and practices that support water conservation.	
Biodiversity	Increase native biodiversity on Library grounds.	



Goal 3 - Built Environment & Operations

Materials: The Library's materials and resource system uses zero waste principles.

Opportunities for zero waste

Develop a zero waste plan for operations.

Evaluate waste stream

Assess the current waste stream to better understand opportunities for waste reduction.

Partnership with CPW

Partner with Concord Public Works to demonstrate sustainable materials management.

Terms:

- **Zero waste:** The conservation of all resources by means of responsible production, consumption, reuse, and recovery of products, packaging, and materials without burning and with no discharges to land, water, or air that threaten the environment or human health. (Source: [Zero Waste International Alliance](#))
- **Zero waste principles:** Extended Producer Responsibility and Product Redesign, Reduce Waste, Toxicity, Consumption, and Packaging, Repair, Reuse and Donate, Recycle, Compost, Down Cycle and Beneficial Reuse, Waste-Based Energy as disposal, Landfill Waste as disposal (Source: [The US Conference of Mayors](#))



Goal 4 - Built Environment & Operations

Mobility: The Library supports sustainable transportation options.

Commuting	Understand transportation options for staff and commuting GHG emissions to and from the Library .	
Inter-building transportation	Explore low-emissions transportation options for inter-building Library collaboration.	
Low-emissions travel partnerships	Create and promote partnerships with other Town institutions for low-emission travel, including safe biking and pedestrian options.	



Please provide your feedback:

- What do you like about this plan?
- What is missing?
- Are there clarifications to be incorporated?

Endorsement request:

Because the success of this plan will require the partnership between the Town, Library, and Corporation, we request endorsement by the Select Board.



CFPL Draft Written Plan

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Letter from Leadership (Corporation)

In a tradition of innovation and excellence, this Sustainability Plan is a testament to the collaborative spirit across Concord for collective climate action. The Town of Concord has a long history of environmental stewardship and lifelong learning. As the center of the community, the Library has an essential and unique role: connecting to historical resources, education and new ideas, and information. This plan positions the Library as a resource on sustainability for the community, demonstrating stewardship of knowledge and resources, and linking it with other community partners. It is the result of a collaborative process with community members across the community supporting the Library and investing in the long term future of the Town of Concord. Through community members' knowledge and the Concord Free Public Library Corporation's and Town's commitment to sustainability, this plan will empower the Library to inspire lifelong learning, actively promote personal enrichment to the community it serves, and model the Town of Concord's sustainability and climate action commitments

We are grateful for the work that has enabled this plan to come together: Town of Concord's climate action and resilience plan sustainability plan, the expansion project of the Main Library, the Library's long range planning, and the commitment to sustainability and climate action among members of the community. This plan builds on sustainability efforts already underway at the Library, aligns the Library with the Town's sustainability and climate goals, and positions the Concord Free Public Library as a leader for other libraries and community cultural institutions as collaborators for sustainability. This plan is a testament to the Town of Concord's collaborative approach and commitment to a sustainable future for Concord and beyond.

In community and collaboration,

[insert names and signatures of Corporation Trustees]

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Executive Summary

The Concord Free Public Library Corporation envisions the Library as a model of sustainability and climate action. This plan outlines the necessary steps for assessing, planning, and implementing a series of collaborative actions across operations and programming between 2021 and 2026 and establishes the aspirational goal of carbon neutrality by 2030. The plan builds on the commitment of the Library to meet the needs of today and future generations through stewardship and information sharing.

The ten-year vision describes an aspirational state for the Library, aligning with the Town of Concord's emissions reduction goals for 2050. This plan supports a ten year roadmap to climate neutrality and sustainability for the CFPL Corporation and its partners.

This document, "Concord Free Public Library Sustainability Plan," outlines the implementation between 2021-2025 and is the first five year phase of action which will prepare the Library to achieve its sustainability vision. The second five year phase will be developed to focus on further implementation based on the outcomes of this plan. The plan's eight goals, each with three strategies, address the built environment, operations, outreach and education components of the Main Library and Fowler Branch.

For a Library in a historic district, this plan enhances the stewardship responsibility of the CFPL Corporation to preserve the historical building and site of the Main Library within Concord's rich historic and cultural heritage. The Library's path to carbon neutrality will consider strategies that align with the CFPL Corporation's stewardship of these resources and are appropriate to its context.

As a destination for the Concord community, the Concord Free Public Library has a vision to both model actions and provide resources for Concord's continuing journey towards an ever more resilient and sustainable town.

Visual: Visual summary of Town goals & the Sustainability Plan goals and strategies *[to be developed by designer]*

Visual spread: Summary of the Goals and Strategies - [Executive Summary of Goals and Strategies](#)

Key Terms

Acronyms	
CFPL	Concord Free Public Library
EUI	Energy use intensity: a measurement in kBtu/square foot/year of energy used in a building
GHG	Greenhouse gas emissions are heat-trapping gases that lead to global warming and climate change
HVAC	Heating, ventilation and air conditioning ¹

Definitions	
Beneficial electrification	Using electricity rather than fossil fuels to power end uses, such as heating and appliances. This strategy is especially useful for meeting carbon reduction targets when combined with carbon-free electricity sourcing. ¹
Climate neutral	Emitting as little as possible, and compensating for any remaining emissions. In the case of the Library buildings, this may include production of or purchase of renewable or carbon-free energy. Climate neutrality means having no net greenhouse gas emissions from Scope 1 and Scope 2 sources. ^{1,2}
Embodied carbon	Emissions from extracting, transporting and manufacturing materials ¹
Living lab	Facilities and spaces that provide an array of dynamic learning opportunities for users across educational and technical programs focused on sustainability. This definition is modified from AASHE’s Sustainability Education and Economic Development Center ³ Its principles include Openness, Influence, Realism, Value and Sustainability
Net-zero	This is an evolving term that can refer to net zero greenhouse gas emissions, or net zero energy consumption, usually from a building or an institution as a whole. Net zero carbon building: The World Green Building Council defines net zero to focus on carbon emissions, and requires a building to be energy-efficient, produce renewable energy on site, and then purchase renewable energy offsite. <u>This is the</u>

¹ COP21 Terms, <https://www.wri.org/blog/2015/12/cop21-glossary-terms-guiding-long-term-emissions-reduction-goal>, accessed on April 1, 2021

² UC Davis CLEAR Center, <https://clear.ucdavis.edu/explainers/carbon-neutral-versus-climate-neutral>, accessed on April 1, 2021

³ ACC-162 Campus Living Lab, <https://theseedcenter.org/wp-content/uploads/2018/01/Campus-as-a-Living-Lab.pdf>, accessed April 1, 2021

	<u>definition that CFPL Corporation is adopting for the CFPL.</u> ⁴
Resilient	A resilient Concord is one that is prepared to minimize the impacts of climate change ²
Scope 1 emissions	Scope 1 GHG emissions are direct emissions from sources that are owned or controlled by an entity. Scope 1 includes on-site fossil fuel combustion and fleet fuel consumption. ⁵
Scope 2 emissions	Scope 2 GHG emissions are indirect emissions from sources that are owned or controlled by an entity. Scope 2 includes emissions that result from the generation of electricity, heat or steam purchased by the entity from a utility provider. ⁶
Scope 3 emissions:	Scope 3 GHG emissions are from sources not owned or directly controlled by an entity but related to the entity’s activities. Scope 3 emissions include employee travel and commuting. This scope also includes emissions associated with contracted solid waste disposal and wastewater treatment, or may also result from transportation and distribution (T&D) losses associated with purchased electricity ⁷ . Scope 3 emissions can be viewed as someone else’s scope 1 and 2 emissions, and include emissions from the up and downstream emissions from services and products that the entity purchases, such as emissions from the production and disposal of the food, paper products, etc. that the entity purchases. ⁸
Sustainable	A sustainable Concord is a community that reduces its contribution to climate change by eliminating greenhouse gas emissions and preserves a high quality of life for future generations. ⁹
Waste streams	The complete flow of waste from its domestic or industrial source through to recovery, recycling or final disposal. ^{10,11}
Zero waste	The conservation of all resources by means of responsible production, consumption, reuse, and recovery of products, packaging, and materials without burning and with no discharges to land, water, or air that threaten the environment or human health. ¹²

⁴ WorldGBC Net Zero Carbon Buildings Commitment Detailed Guidance, [https://www.worldgbc.org/sites/default/files/3.%20NZCB%20Commitment%20Detailed%20Guidance Final V1 Ja n%202019.pdf](https://www.worldgbc.org/sites/default/files/3.%20NZCB%20Commitment%20Detailed%20Guidance%20Final%20V1%202019.pdf), accessed, March 25, 2021

⁵ EPA, <https://www.epa.gov/greeningepa/greenhouse-gases-epa>, accessed April 1, 2021

⁶ EPA, <https://www.epa.gov/greeningepa/greenhouse-gases-epa>, accessed on April 1, 2021

⁷ EPA, <https://www.epa.gov/greeningepa/greenhouse-gases-epa>, accessed on April 1, 2021

⁸ Greenhouse Gas Protocol, <https://quantis-suite.com/Scope-3-Evaluator/>, accessed on April 1, 2021

⁹ Sustainable Concord Plan, found on page 8, <https://concordma.gov/DocumentCenter/View/25318/Sustainable-Concord-Climate-Action-and-Resilience-Plan-2020?bidId=>, accessed April 1, 2021

¹⁰ European Parliament, <https://www.europarl.europa.eu/EPRS/EPRS-Briefing-564398-Understanding-waste-streams-FINAL.pdf>, accessed April 16, 2021

¹¹ EPA, <https://www.epa.gov/transforming-waste-tool/terms-and-definitions-used-tool>, accessed on April 16, 2021

¹² [How Communities Have Defined Zero Waste](#), accessed on April 1, 2021

Introduction

[callout box] CFPL mission

“Our mission is to inspire lifelong learning and to actively promote personal enrichment by connecting community members to information, ideas, culture, unique historical resources, and each other in a tradition of innovation and excellence.”

This plan is intended as a 5-year road map for the Library to position itself as a resource and community hub for the Town of Concord to support a sustainable future. It builds on the extensive sustainability work accomplished by the Town of Concord, the Library staff, and the Concord Free Public Library Corporation to date, including the Town’s Sustainability Plan, sustainability programs at the Library, and the construction of the new expansion of the Library .

The plans align with the Library's mission to serve the Concord community. It intends to model climate action and be a community-hub providing the information resources and space to support the Town of Concord to meet its sustainability goals. This plan will showcase how CFPL, as a community institution, models sustainability practices to create a sustainable future for all.

Concord has and will experience the impacts of climate change¹³. Concord is already experiencing climate change in the form of increased flooding, droughts, heat, and intense storms, and change in biodiversity and can expect more. Not only will these changes influence infrastructure and the town’s built environment, but they will also impact public health and agricultural productivity.

This sustainability plan is closely aligned with the Town’s “Sustainable Concord” Plan.¹⁴ The goal is to ensure that the Library as a Town institution meets the Town’s goals of reducing community-wide greenhouse gas (GHG) emissions by 80% in 2050 from a 2008 baseline in alignment with the UN Paris Agreement on Climate Action¹⁵ and the Massachusetts Global Warming Solutions Act.¹⁶ Concord Free Public Library , as a private-public partnership between the Town of Concord and the CFPL Corporation, now has a roadmap for leading the way for bold sustainability ambitions for the future in a town with a strong track record for action in the Commonwealth of Massachusetts.

¹³ Town of Concord Sustainable Concord Plan, pages 16-17, <https://concordma.gov/DocumentCenter/View/25318/Sustainable-Concord-Climate-Action-and-Resilience-Plan-2020?bidId=>

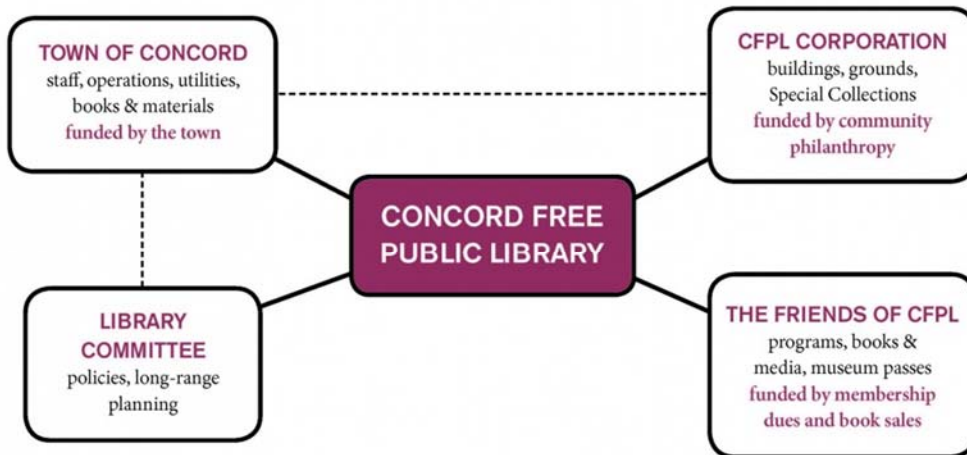
¹⁴ Town of Concord Sustainable Concord Plan, <https://concordma.gov/DocumentCenter/View/25318/Sustainable-Concord-Climate-Action-and-Resilience-Plan-2020?bidId=>, accessed March 25, 2021

¹⁵ The Paris Agreement, <https://unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement>, accessed on April 1, 2021

¹⁶Global Warming Solutions Act, <https://www.mass.gov/service-details/global-warming-solutions-act-background>, accessed April 1, 2021

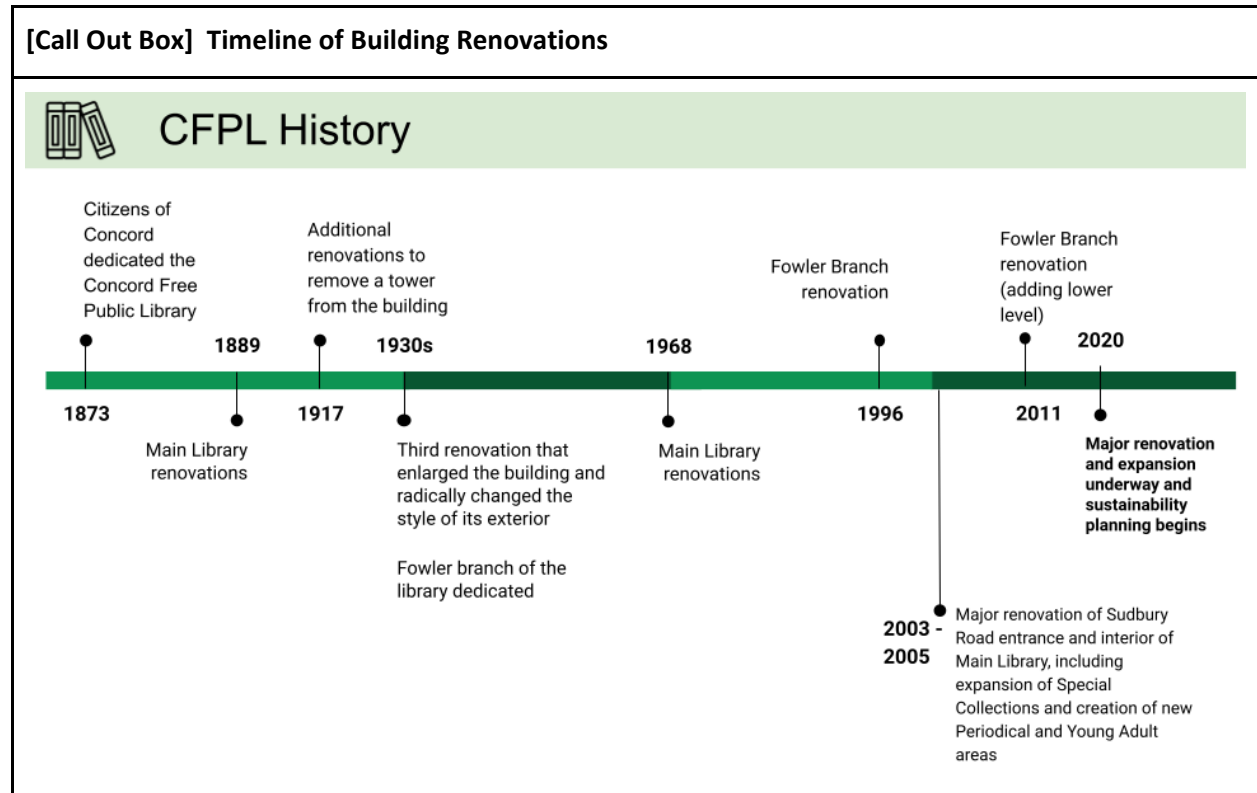
CFPL organizational structure

CFPL has been a productive public-private partnership since 1873. The Town of Concord allocates municipal funding for the operations of the Library , including staff, utilities, and books and materials. The non-profit Concord Free Public Library Corporation owns and oversees the buildings, grounds, and Special Collections. The CFPL Corporation is dependent on private philanthropic support from the community through its annual fund to raise and manage the endowment that provides the essential upgrades to the Library buildings, grounds, and Special Collections.



Current State of CFPL Sustainability

The Concord Free Public Library Corporation is committed to leading in sustainability and climate action in the Town of Concord. As the stewards of a central community-hub, the CFPL Corporation has provided fiscal and capital projects and upgrades to the Library buildings and special collections.



Outreach and Education:

As an educational hub for the community, the Library provides access to sustainability-focused reference and reading materials and items for the Concord community. The Library consistently hosts events for community members to learn about the natural environment, climate and sustainability. Library staff members offer a variety of weekly programming for youth, teens, and adults including book discussions, club meetings, story times, and workshops.

Currently, CFPL offers books and publications, personalized reading and watch recommendations from Library staff, items that support sustainable action for loans, and specific sustainability events. Some highlights of sustainability outreach and education opportunities at the Library include:

1. The Concord Seed Lending Library where patrons are able to borrow and contribute seeds.
2. In 2019, the Library partnered with the Concord Municipal Light Plant to display an electric car at the Library Book Sale and also tested sustainable grasses in its Reading Garden.
3. In 2020, the Library partnered with the Town’s Sustainability Division to host the second annual Climate Preparedness Week.

The Friends of the Library play a key role in sponsoring Library programming. The Friends offer opportunities ranging from the annual Book Sales; Poetry, Film and Music series; Family Concerts on the Lawn; and the Concord Festival of Authors.

[Call Out Box]
Programming: Concord Seed Lending Library
The Concord Seed Lending Library provides open pollinated vegetable and ornamental seeds and education about saving seeds and organic gardening. The purpose of this service is to collect and share bio-diverse, locally-adapted plant seeds, cultivated by and for area residents.

[Call Out Box]
Events: Climate Preparedness Week
 <p>SEPT 25 @12PM SEPT 30 @7PM ZOOM</p> <p>COMMUNITY IDEA SESSION FOR LIBRARY SUSTAINABILITY</p> <p>Join for one of 2 community sessions about the Library Corporation's sustainability planning to share your ideas for a sustainable library.</p> <p>   SEPTEMBER 23-30, 2020 CLIMATE PREPAREDNESS WEEK concordma.gov/climateprep</p>
2020 marked the second year that Concord Free Public Library and the Sustainability Division collaborated to participate in Climate Preparedness Week, a nationwide initiative organized by CREW (Communities Responding to Extreme Weather). The week of events is meant to engage Concord residents to take action in support of the Town's greenhouse gas emission reduction goal of 80% by 2050.

GHG emissions:

[Call Out Box] Types of emissions

COMMON SOURCES OF GREENHOUSE GAS EMISSIONS

SCOPE 1



Generated directly on site, typically through the combustion of fossil fuels, including emissions from central heating plant, fleet vehicles, etc.

SCOPE 2



Generated off-site, but are directly attributable to the library's activities, such as emissions from purchased electricity

SCOPE 3



Other indirect emissions such as those from the production and transport of materials consumed on site, travel not associated with fleet vehicles

Only scope 1 and 2 emissions are currently tracked by the CFPL Corporation through the town's data (emission from electricity, heating, and cooling of the buildings and the emissions from the car that the Library uses). The Library can become GHG neutral in its scope 1 and 2 emissions by eliminating natural gas for heating and utilizing renewable energy for electricity.

The Library does not currently track its scope 3 emissions, such as staff commuting, visitor travels, emissions from production and disposal of the materials that the Library purchases, uses, and disposes of such as the emissions from making books.

[Call Out Box]

From July 1, 2019 to June 30, 2020, the Library emitted 194 metric tons of carbon dioxide equivalent (MTCO_{2e}) from the Library operations.

CFPL emitted 1.5% of the town's municipal emissions in 2016. Concord's municipal operations emitted 12000 tons of MTCO_{2e} in 2016.

Building Energy Use

CFPL purchases electricity and natural gas to provide electricity, heating, and cooling in its buildings. CFPL's energy use intensity (EUI) is lower than peer averages, but the CFPL Corporation can improve its energy efficiency.¹⁷ The Library has already implemented a number of steps to reduce energy usage,

¹⁷ CFPL Sustainability Baseline: Building and Energy Use, GreenerU, completed in 2020, <https://sites.google.com/greeneru.com/editcfplsustainabilityplanning/baseline-overview/building-energy-use?authuser=0>, accessed April 16, 2021

including the replacement of lighting with more energy-efficient options through the Massachusetts Green Communities grant funding in collaboration with the Concord Municipal Light Plant. The renovation and expansion project of the Main Library will have a lower energy use intensity than the original Main Library and Fowler Branch.

[Call Out Box]

The main library expansion and renovation project is in line with emission reduction targets established by the American Institute of Architects 2030 Commitment. The expansion and renovation project hit the target in 2020 of 80% reduction of fossil fuel use compared to its 2008 baseline, which also directly mirrors the Town of Concord’s sustainability plan goals.¹⁸

There are opportunities for CFPL to continue to improve the energy use in its buildings via heating and cooling, building controls, lighting/lighting controls, and building envelope improvements that are consistent with the buildings historical characters, the library’s programs needs, and the community’s input into the operations and character of the buildings. As technology evolves and innovative solutions are introduced, the Library will have the opportunity to assess and take advantage of new energy reduction strategies.

[Call Out Box]

The Concord Free Public Library’s buildings have cultural and historical value in the region that influence the type of building upgrades that are made to the library buildings. The Main Library building holds a prominent place in Concord’s civic architecture and is located in a historic district. The CFPL Corporation’s Trustees have a responsibility to preserve and protect the historical character of the site, and any exterior changes to the property must be considered carefully with community input.

Renewable energy production on-site

Solar and geothermal feasibility studies have been conducted to assess opportunities to produce renewable energy on site. In 2017, a Solar Feasibility Assessment of the Main Library was conducted by Solar Design Associates. It projected that 8% of the library’s current electricity needs could be covered by on-site solar,¹⁹ however this did not take into account the historic restrictions of no visibility of solar panels from street view. An alternative option was considered, which would place solar panels on the flat roof of the library, such that they would not be visible from the street. This scenario yielded only 4% of the library’s annual electricity consumption, and was not recommended. In 2020 the Main Library was

¹⁸ The American Institute of Architects, 2030 Commitment, <https://www.aia.org/resources/202041-the-2030-commitment>, accessed April 22, 2021

¹⁹ Concord Free Public Library Solar Feasibility Assessment , Solar Design Associates, completed in 2017, <https://sites.google.com/greeneru.com/editcfplsustainabilityplanning/solar-feasibility-study?authuser=0>, accessed April 16, 2021

assessed as part of a town-wide assessment for solar and energy storage.²⁰ In this study, a 17 kW system was recommended that would supply 8% of the annual electricity use of the library. This study did not recommend installing solar on the lower flat roofs due to the potential tree shading.

In 2020, the CFPL Corporation brought on GreenerU to conduct an additional solar study. The two previous solar studies were reviewed and a solar feasibility of the Fowler Branch and the Main Library expansion was completed. The 2020 solar study²¹ found that solar would not be feasible at Fowler due to shading of trees and size of the roof. The Main Library and its expansion could have solar panels, but tree shading and historical restrictions would limit the solar installation to cover approximately 2-4% of the library's current electricity needs.

It was concluded that the Library's energy needs are best provided with renewable energy from the Town's electrical grid. Consequently, no immediate plans are in place to install solar at either library location due to the shading, historical building restrictions, and small impact compared to costs of installation. However, solar panels to provide partial generation of energy on site may become an effective strategy in the future, and the CFPL Corporation will continue to collaborate with partners to identify the best ways to reduce GHG emissions and increase renewable energy sources for the library.

In July 2020, GreenerU was retained by the CFPL Corporation to perform a high-level feasibility evaluation of the use of a geothermal exchange HVAC system for the Concord Free Public Library's planned expansion project. The assessment determined that while a ground-source system would be feasible from a technical standpoint, there would be minimal financial or sustainability-related benefit when compared to full electrification of heating and cooling. This is in large part due to the fact that the current design for the new construction is highly efficient and all-electric, diminishing the incremental benefits of the significant capital investment required for a ground source system to provide heating and cooling. As implementation of the Sustainability Plan proceeds, the CFPL Corporation will continue to assess the viability of different on-site renewable energy generation and ways to support the Town's sustainability and climate action plan.

Grounds

The Library has worked closely with Kim Ahern Landscape Architects to create a reading garden on the Sudbury Road side and a restored front garden at the Main Library. When Fowler was expanded in 1996, the landscape architects designed the landscape around the windowed staircase in front and a circular reading garden at the corner of Main Street and Church Street .

²⁰ Concord Solar and Storage Feasibility Memo, Cadmus, completed in 2020, [Concord Solar and Storage Feasibility Memo_Final.pdf](#)

²¹ CFPL Sustainability Baseline: Building and Energy Use, GreenerU, completed in 2020, <https://sites.google.com/greeneru.com/editcfplsustainabilityplanning/baseline-overview/building-energy-use?authuser=0>, accessed April 16, 2021

The Main Library Expansion project, to be completed in 2021, has designed the building in harmony with the surrounding landscape. The Commons and Children’s Library spaces will open to the garden. All new plants in the garden will be native, “considered naturalized,” and/or have proven records of thriving with minimal care and watering after establishment. To address water conservation, there will be no permanent underground irrigation system. Many of the plants will provide a rich habitat for birds and butterflies, promoting biodiversity.

Transportation

The CFPL staff uses one of the town’s vans to transport books and materials between the two sites, Fowler and Main. The van uses gasoline, and consumes approximately 100-120 gallons a year.

The primary form of transportation for both staff and patrons is single-use vehicles, and the Library has limited parking available at both locations. Both Library locations are within walking distances from public transit ~~erh\$igxng\$ilmpj\$levkrk\$exsrw~~. There are bike racks at both sites, and biking to both the Fowler Branch and Main Library is possible on Town roads.

Material Management

The Library contracts with the Town’s disposal services for discarded materials, trash and recycling for cardboard, paper, bottles, cans, and some types of plastic. The Town picks up once a week, and all recycled materials are collected together. The discarded materials are transported by the Town of Concord to be processed within Massachusetts: the solid waste is transported to a landfill in Fitchburg, paper to a processing plant in Springfield, and the co-mingled recycling is sorted in Avon. The Library also participates in the Town’s semiannual “zero-waste” day, which is part of the bi-annual drop-off event.²²

²² [DropOff SwapOff Days](#), accessed on March 25, 2021

About the Plan

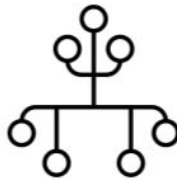
The Concord Free Public Library Corporation is supporting the Town of Concord's climate action commitment by creating the Library's first sustainability plan. As the stewards of the Concord Free Public Library, the CFPL Corporation led a community-centered process with input from across the community. Starting in August 2020, the CFPL Corporation set out to create an actionable, five-year plan that includes activities in both the Main Library and the Fowler Branch. This final plan is an inspirational and actionable plan that will inform and engage the Library community in its response to climate change and engagement in understanding and preserving the natural world. The plan will be implemented over the next five years by working groups created by the CFPL Corporation.

[Call Out Box] Planning Goals

Planning Goals



Create a clear, implementable 5-year sustainability plan



Align the plan with Town's Sustainable Concord plan and long-term planning at CFPL



Engage the community and increase community awareness



The Sustainability Committee was created by the CFPL Corporation and charged with the development of a community-driven planning process. Representing various groups in the Town of Concord, Sustainability Committee members met for a series of plan development meetings between October 2020 and February 2021.

The primary role of the Committee was to facilitate a community engagement process to gather community input, comments, and questions. The Sustainability Committee hosted community meetings to confirm the vision and establish the goals and strategies of the plan.

[Call Out Box] Sustainability Committee

With support from the Waltham based firm GreenerU, the Sustainability Committee led the plan development process. Members of the Committee include:

- Elise Woodward, Chair, Concord resident
- Jeff Adams, Library trustee and liaison to the CFPL Corporation’s Building Committee
- Lindsay Howard, liaison to Library Committee
- Michael Bellefeuille, architect at Johnson Roberts for Library expansion project
- Maggie Bowers, student at CCHS
- Reni Cunningham, Library staff at CFPL
- Marcy Bouley Eckel, CFPL Corporation’s Director of Development
- Kate Hanley, Town of Concord’s Director of Sustainability
- Rick Johnson, Concord resident
- Alice Kaufman, Concord resident and member of Concord Municipal Light Board

The development of this plan would not have been possible without the support of the CFPL Corporation’s Board of Trustees, the Town of Concord, and the Library staff.

This plan has the following components: a vision, goals that align with the Town of Concord's Climate Action & Resilience Plan, strategies, and implementation-focused action plans. All components of the plan were informed by community member input and confirmed by the Sustainability Committee. This ambitious 10-year vision establishes the Library as a leader for sustainability in Concord. This vision aligns the plan with the Town’s goals.

The goals of the plan fall into two primary focus areas: 1) Outreach and Education and 2) Built Environment and Operations. The goals of the sustainability plan align with the Town’s climate commitments and with the sustainability and resilience goals of the Town of Concord's “Sustainable Concord” plan.

Community Engagement

The planning process was entirely remote due to the COVID-19 pandemic, and community engagement opportunities over Zoom and through remote platforms were essential to the Sustainability Plan’s development. The Sustainability Committee hosted a number of opportunities to encourage community participation and garnered wide support:

Facilitation Trainings

GreenerU hosted a series of facilitation trainings that introduced essential tools and concepts for effective and inclusive meetings both in person and remotely. The Sustainability Committee, Library Committee, and Library staff attended.

Sustainability Planning Website & Community Input Survey

The Sustainability Planning Website²³ was created to document a comprehensive baseline of sustainability at the Main Library and Fowler Branch. The website was periodically updated throughout the planning process to offer background information and updates to Library stakeholders to more fully participate in the plan development process. Through the website, a Community Input Survey offered community members another opportunity to comment on the focus areas of the plan and to help shape the vision for sustainability of the Library .

Climate Preparedness Week Events

The Town of Concord has committed to an 80% reduction in greenhouse gas emissions by 2050. To support this commitment, the Concord Free Public Library and the Town’s Sustainability Division collaborated to host Climate Preparedness Week, a nationwide initiative organized by CREW (Communities Responding to Extreme Weather). Concord recognized September 23-30, 2020 as the town’s second annual Climate Preparedness week. During the week, the Sustainability Committee hosted two online idea sessions for the community to learn about the sustainability baseline and share ideas on the vision and focus areas of the plan.

Listening Sessions

Some of the most informative, exciting conversations and ideas arose from listening sessions. Key stakeholder groups were invited to learn about the planning process, contribute ideas and questions, and learn about future opportunities for engagement. Over 15 listening sessions were hosted throughout the planning process.

<p>[Visual] Community Engagement</p>
<p>The Sustainability Committee hosted feedback and listening sessions with the following groups:</p> <ul style="list-style-type: none">● Library staff● Library Committee● Friends of the Library● CFPL Corporation Board of Trustees● CFPL Corporation Building Committee● Town Manager● Mother's Out Front● Concord Climate Action Network● League of Women Voters● Light Board, Concord Municipal Light Plant● Climate Action Advisory Board (CAAB)

²³ [CFPL Corporation Sustainability Planning Website](#)

- Comprehensive Sustainability and Energy Committee (CSEC)
- Concord Safe Technology
- Concord Public Schools

Community Events

A Community Review was hosted in February 2021 over Zoom for interested community members to learn about the planning process and the work to date and to provide feedback and suggestions to the goals and strategies of the Sustainability Plan. Over 50 community members attended the meeting. A second Community Event was hosted in May 2021, just before the finalization of the Sustainability Plan. Community members were invited to review and provide feedback on the drafted Plan.

Vision

The plan’s vision was developed by the Sustainability Committee informed by community ideas and feedback. The ten year vision describes an aspiration for the Library , aligning with the Town of Concord’s emissions reduction goals for 2030 and supporting global sustainability of the UN Sustainable Development Goals (SDGs).

[Call Out Box] Vision

By 2030, the Library will serve as both a living example of sustainable operations and net zero buildings and as a community hub to educate, inspire, and support the Concord community in creating a more sustainable future.

Criteria

Prior to creating the goals and strategies of the plan, the Sustainability Committee established a set of criteria to serve as standards for the goals of the plan.

Criteria of the plan	
Inclusive	Ensures equitable access for all people with opportunities to participate in year round activities.
Mission	Aligned with the mission of the Library, and supporting the mission of the Library.
Town Plan	Aligned with the Sustainable Concord Plan and supporting the Town Plan to preserve historical and town character.
Education	Increase the community’s knowledge on the natural environment, climate and sustainability.
Feasible	Affordable and implementable in the next 5 years.
Impact	Reduce greenhouse gas (GHG) emissions at the Library, and improve the community’s resilience to climate change.
Clear roles	Clear leadership roles that provide opportunities for the Concord community to take climate and sustainability action.

Focus Areas of the Plan

Based on feedback from the Sustainability Committee and the community ideation sessions in September 2020 the following areas were identified as the primary sections of the plan:

Education and Outreach

Includes Library programming, educational resources, events, and communication about climate action and sustainability by the Library and the Concord community.

Built Environment and Operations

Includes Library building improvements, renovations and daily operations.





Goals and Strategies

The five year goals of the plan describe how the Concord Free Public Library Corporation will work towards its vision for sustainability and climate action. Each goal has three strategies to be implemented by the CFPL Corporation and its key partners.

Outreach and Education

The Library is a cornerstone of community education. By providing books, digital resources, items from the Library of Things, programming, and other initiatives, CFPL is a vital resource to develop a community of lifelong learners. The goals of this focus area build on many ongoing programs at the Library to develop robust sustainability-focused resources and opportunities.

[Visual] Key partners in implementation			
<ul style="list-style-type: none"> ● CFPL Corporation ● Library Staff ● Library Committee ● Friends of the Library ● Town of Concord Sustainability Department ● Local groups and students 			
[Visual] Alignment with the Sustainable Concord Plan			
<p>The Town of Concord’s climate action and resilience plan includes 22 priority actions and 3 leadership priorities. The CFPL Corporation's Sustainability Plan has been designed to align with the targets outlined in the Sustainable Concord plan and to advance priority actions.</p>			
#	Overview	Description	Alignment with Sustainable Concord Plan

<p>1</p>	<p>Living Laboratory</p>	<p>The Library provides hands-on sustainability and climate action learning opportunities for patrons.</p>	 <p>Social Resilience Prepare businesses, residents, and agriculture for the impacts of climate change through education and climate preparedness planning.</p>
<p>2</p>	<p>Educational Resources</p>	<p>The Library is a community hub for sustainability information and climate action resources.</p>	 <p>Social Resilience Prepare businesses, residents, and agriculture for the impacts of climate change through education and climate preparedness planning.</p>
<p>3</p>	<p>Programming</p>	<p>The Library offers all patrons climate change and sustainability programming with diverse platforms for engagement.</p>	 <p>Education Work with educators, parents, students, the School Department, and the State to bring climate education curricula into schools and student activities.</p>
<p>4</p>	<p>Leadership</p>	<p>The Library demonstrates sustainability and climate action leadership with consistent improvement.</p>	 <p>Governance Integrate sustainability goals, metrics, and evaluation criteria into Town planning, including staff and department evaluations and budgeting.</p>

#	Overview	Description
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1	Living Laboratory	The Library provides hands-on sustainability and climate action learning opportunities for patrons.
1.1	Building as a resource	Share information about sustainable building aspects and practices in the community, using the living laboratory principles as a framework.
1.2	Sustainability dashboard	Create an interactive dashboard with available sustainability performance data and updates from the Town of Concord.
1.3	Children learning	Offer investigative opportunities for children in the Library and its gardens and grounds to learn about sustainability and scientific discovery.
2	Educational resources	The Library is a community hub for sustainability information and climate action resources.
2.1	Share sustainability and climate change information	Curate and share diverse and accessible information about climate change and sustainability action.
2.2	Share sustainability data about Concord, including the CFPL	Share sustainability data about CFPL with the community and collaborate with the Town to share available Town data on sustainability efforts, initiatives, and progress.
2.3	Library of Things & Seed Lending Library	Promote the Library of Things and Seed Lending Library as sustainable resources for community members.
3	Programming	The Library offers all patrons climate change and sustainability programming with diverse platforms for engagement.
3.1	Events	Host events for youth and adults on climate change, sustainability, and resilience.
3.2	Local partnerships	Partner with sustainability groups on climate change awareness programming and be an event space for Town partners.

<p>3.3</p>	<p>Dedicated space</p>	<p>Develop a dedicated space and resources for community members to contribute information and tools on sustainable living, local climate action, and climate justice.</p>
<p>4</p>	<p>Leadership</p>	<p>The Library demonstrates sustainability and climate action leadership with consistent improvement.</p>
<p>4.1</p>	<p>Annual assessment</p>	<p>Create an annual assessment to share the Library's sustainable progress with the community.</p>
<p>4.2</p>	<p>Share with town partners</p>	<p>Share best practices and learned lessons with town partners, supporting the Town's GHG reduction goals in the Sustainable Concord Plan.</p>
<p>4.3</p>	<p>Support sustainable libraries</p>	<p>Contribute to the American Library Association sustainability practices by modeling “environmentally sound, economically feasible and socially equitable” operations and programing.</p>

Built Environment and Operations

Developing a plan to complete deep energy retrofits including electrification and renewable energy to existing municipal and school buildings is a priority action in Concord’s climate action and resilience plan that will reduce community-wide emissions and ensure the Town is leading by example..

The Library can lead by reducing emissions from its buildings. A net zero emissions Library is an energy-efficient building that uses no fossil fuels on-site, takes advantage of Concord’s future carbon-free electricity supply, and optimizes its building systems to ensure efficiency and streamlined operations. The CFPL Corporation will develop a plan for the Library buildings to achieve net zero emissions by 2030 which will periodically measure success with metrics such as GHG reductions, progress toward zero waste, increased recycling, and reduced water use.

The Library's grounds provide a place for patrons to relax, rejuvenate and enjoy one of Concord’s most central settings. Continued sustainable management of the landscape will promote pollinator and plant biodiversity and a home for native plants. The Library's grounds are maintained without the use of pesticides and limited use of organic fertilizers. Through the creation and maintenance of sustainable grounds, the Library contributes to the living laboratory opportunities outlined in the Outreach and Education goals of this plan.





The materials management and mobility goals highlight key areas for the Library to assess and explore additional opportunities to address Scope 3 GHG emissions categories related to solid waste, transportation, and commuting.

[Visual] Key partners in implementation

- CFPL Corporation
- Library Staff
- Town of Concord Sustainability Department
- Concord Public Works
- Department of Planning and Land Management
- Concord Municipal Light Plant
- Transportation Advisory Committee
- Local groups and students

[Visual] Alignment with the Sustainable Concord Plan

The Town of Concord’s climate action and resilience plan includes 22 priority actions and 3 leadership priorities. The CFPL Corporation’s Sustainability Plan has been designed to align with the targets outlined in the Sustainable Concord plan and help to advance priority actions.

#	Overview	Description	Sustainable Concord Plan
1	GHG reduction	The Library has an implementation plan for its buildings to be carbon neutral in 2030.	 Built Environment
2	Natural resources	The Library's landscape and grounds demonstrate resilience for the community.	 Natural Resources
3	Materials management	The Library's materials and resource system uses zero waste principles.	 Built Environment
4	Mobility	The Library supports sustainable transportation options.	 Mobility

#	Overview	Description
1	GHG reduction	The Library has an implementation plan for its buildings to be carbon neutral in 2030.
1.1	Planning for net-zero	Develop a net-zero plan for existing buildings.
1.2	Sustainable building principles	Develop sustainable building principles for upgrades of all buildings.
1.3	Sustainable operations guide	Collaborate with the Town to create a sustainable operations and maintenance guide.
2	Natural resources	The Library's landscape and grounds demonstrate resilience for the community.
2.1	Inventory practices	Inventory current resilient landscaping practices of the Library .
2.2	Sustainable landscape design	Implement sustainable landscape design infrastructure and practices that support water conservation.
2.3	Biodiversity	Increase native biodiversity on Library grounds.
3	Materials management	The Library's materials and resource system uses zero waste principles.
3.1	Opportunities for zero waste	Develop a zero waste plan for operations.
3.2	Evaluate waste stream	Assess the current waste stream to better understand opportunities for waste reduction.
3.3	Partnership with CPW	Partner with Concord Public Works to demonstrate sustainable materials management.
4	Mobility	The Library supports sustainable transportation options.
4.1	Commuting	Understand transportation options for staff and commuting GHG emissions to and from the Library .
4.2	Inter-building transportation	Explore low-emissions transportation options for inter-building Library collaboration.

4.3

Low-emissions travel partnerships

Create and promote partnerships with other Town institutions for low-emission travel, including safe biking and pedestrian options.

Implementation & Tracking Progress

The CFPL Sustainability Plan was developed to provide a comprehensive roadmap to sustainability with the community and Library users in mind. Many of the goals and strategies outline opportunities for the Library to explore and assess how best to address its environmental impact.

Partnerships will be key to the successful implementation of this plan. Through the planning process, many local groups and partners offered ideas and support. From start to finish, this plan will rely on community support and engagement to collectively reach the Town's climate neutrality goals. The Concord Free Public Library Corporation, Library Director and staff, and Town's Sustainability Department endorse the ambitious goals of the Sustainability Plan and will all play active roles in its implementation.

To oversee the implementation of the Sustainability Plan over the next five years, the Corporation will establish working groups with the intention of developing actionable steps between 2021 and 2022. The working group members will help to build and maintain long lasting partnerships, ensuring shared ownership and responsibility for these efforts. In close collaboration with the Town, annual assessments will be shared to document the Sustainability Plan's implementation progress.

Appendix

Suggestions of what can be included in this section:

Material that was received through public input such as the resources from CST and other public comments should be listed and identified as resources for the Implementation Working Groups.

- » If needed, a place to put additional data
- » Comparison data spreadsheet
- » List of sources

BACK COVER

1-page

Suggestions of what can be included in this section:

- » Sustainability facts about printing and paper
- » Links to website
- » Additional acknowledgments

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