

TOWN OF CONCORD

2021 Annual Town Meeting

Meeting Materials Booklet



Sunday, June 13, 2021 *
1:00 PM
CCHS – DOUG WHITE FIELD

**Rain date: Monday, June 14, 2021 at 5:00 PM (same location)*

Cover photograph by Erin Stevens of mural, “Art Scramble II: Our Local Farms,” located on Beharrell Street in Concord

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*Consent Calender

In Appreciation

The Town of Concord and its citizens gratefully acknowledge the time, talent, and dedication of all the many volunteers who serve the town in elected and appointed office, forming our strong backbone of citizen government. A special thanks is due to the following citizens who concluded their service in 2021:

Jane Hotchkiss

Heather Bout

Richard Jamison

Wade Rubinstein

Philip Swain

Select Board, two terms, one year as Chair

School Committee, two terms, two years as Chair

Finance Committee, two terms

Finance Committee, one term

Finance Committee, two terms



Concord's 2021 Honored Citizen,

Elise F. Woodward

Hailed for her grace, humility, and ability to listen, Elise F. Woodward has served the Concord community for 30 years on school, church, town, library, and Emerson Umbrella committees, and is appreciated for her steady character and commitment, for her integrity of purpose, and for her kind and reassuring demeanor.

Elise began her service at each level of the schools as her children grew up. She was a member of the Willard and middle school PTGs, and the middle school and high school advisory councils. Her commitment deepened as a member of the Schools Space Study Committee and the Thoreau and Willard Elementary Schools Building Committee (1993-1995). More recently, from 2013-2015, Elise served on the High School Building Committee.

Her service on town committees began in 1995 with her appointment for two terms on the Zoning Board of Appeals (1995 – 2001) where she served as chair for four of the six years. Elise was then appointed to the Finance Committee (2001 – 2007). In 2009 she won election to the Select Board, served as chair in 2011-2012, and was re-elected in 2012. For Elise, a highlight of her Board years was the town's purchase of McGrath Farm, preserving the farm and providing affordable housing for young farmers. She was a calm and thoughtful presence on the Select Board, much noticed and appreciated. Elise has continued to serve on town committees: the Energy Futures Task Force (2016), co-chair of the Comprehensive Long Range Plan Committee (2017-2018), and currently the Capital Planning Task Force.

In addition to town government service, Elise has served the Trinitarian Congregational Church community as a member of the Mission and Property Committees and currently is a member of the Library expansion building committee and Chair of its Sustainability Committee.

Elise also took on the significant role of Chair of the Building Committee for The Umbrella Center for the Arts multi-million dollar re-modeling and expansion project (2017 – 2020).

An accomplished architect and long-time partner at Shepley Bulfinch, Elise is a past president of the MA chapter of the American Institute of Architects (AIA), and a current member of both the National Ethics Council of AIA and the Massachusetts Designer Selection Board. In 2007 she won the Women in Design Award of Excellence from the Boston Society of Architects.

PROCLAMATION IN HONOR OF JANE C. HOTCHKISS
June 13, 2021

WHEREAS, Jane C. Hotchkiss was elected by the citizens of Concord to the Select Board from 2015 – 2021, having previously served the town on the West Concord Advisory Committee and Sustainable Energy Committee; and,

WHEREAS, she served as Select Board Chair during the 2017-18 fiscal year meeting the challenges brought before the board with a commitment to transparency, outreach and engagement of citizens in town government; and,

WHEREAS, she has served the Town with distinction being a champion for clean energy advancement and environmental sustainability while looking for and being fearless about seeking results; and,

WHEREAS, Whereas, her deep understanding of energy policy and environmental impact advanced Concord’s goals and commitment to a greener future; and,

WHEREAS, she has worked with any number of town committees as Select Board liaison during her years of board service including the White Pond Advisory Committee, Clean Energy Advisory Committee, Natural Resources Commission, Long Range Planning Committee, Transportation Advisory Committee and many others, energetically challenging them with questions and directions to consider; and,

WHEREAS, it was not uncommon to spot her in town, helmet-clad, biking to and from a Select Board meeting whether in daylight or darkness, living her passion while demonstrating her sustainability principles; and,

WHEREAS, she has worked to safeguard the health of the public during the COVID-19 pandemic by supporting and clearly communicating social distancing policies for Concord’s schools, businesses and public events; and,

WHEREAS, she, along with her current serving female Select Board colleagues have been recognized as civic leaders in the 2021 Concord Museum exhibit “Every Path Laid Open: Women of Concord and a Quest for Equality”; and, **SO THEREFORE, LET IT BE**

RESOLVED, on behalf of the Town, that we wish to duly recognize Jane C. Hotchkiss, for her spirited leadership on the Select Board and gratefully thank her for so ably serving the Concord community with deep commitment and drive, while challenging us all to aim higher.

Linda L. Escobedo, Chair, Select Board

Susan Bates, Clerk, Select Board

Matthew Johnson, Select Board Member

Terri Ackerman, Select Board Member

Tribute to Heather Bout Concord/Concord-Carlisle School Committees, 2015-2021

Heather joined the Concord/Concord-Carlisle School Committees six years ago, and we are grateful for her service. Her leadership is noteworthy for the depth of her passion and commitment to the children, teachers, staff and community, and her striving to support excellence in our schools.

As Heather steps away from this volunteer role and looks to her next horizon, she is rightfully proud that she has been a champion of collaboration. Leadership is fundamentally about relationships and change, made possible with active dialogue that builds trust and supports educational innovation. A two-term chair, she has promoted mutual respect, communication and shared accountability among the School Committee, administration, teachers, staff, parents, town government, and community groups,

Among her achievements, Heather can take pride in her efforts to recruit and appoint the Superintendent, Laurie Hunter, in 2017. Recognizing the importance of the Superintendent, Heather has emphasized that “her success has been our success.”

Heather leaves behind a school district that has a clear and compelling strategic plan, and a vision for how to implement it and how to include every constituent with a stake in the outcomes. She has helped the School Committees focus on cultural competencies, anti-racism initiatives, and the respect for human dignity that must be at the center of a learning culture. She has been a clear-eyed and articulate advocate for expanding social-emotional learning in our schools, increased inclusion, and more locally-based special education programming.

Her support for students and the programs that enrich them are very much in evidence today: including Spanish in the elementary schools, a later start time for high school students, the innovative Q5 program, the new STEAM lab, the new grade-level configuration at the middle school buildings, the 9th Grade Academy, new electric buses, completion of the new CCHS facility, and more. The Middle School Building Project is currently one of Heather’s major leadership commitments, where she has again been instrumental in generating collaboration across many interest groups.

She did not predict that her final year of service on the School Committee would be dominated by the COVID-19 global pandemic, but as with all previous challenges, Heather rose to the occasion. Fully aware that her leadership could make a difference, she was a strong and effective contributor toward the goal of safe environments and sound practices for teaching and learning. As a consequence, children in our schools were well supported and their educational experiences were largely uninterrupted and very successful.

Jim Henson once said, “Kids don’t remember what you try to teach them. They remember what you are.” Actually, both are true. We recognize Heather Bout for who she is, with gratitude for her commitment to our schools. We celebrate her forward-thinking leadership, her capacity to lean in and listen and learn, and her selfless volunteer service. Thank you and best wishes, Heather!

COVID-19 Protocol for Concord Annual Town Meeting 2021

*Note: Subject to Amendment; Check for updates at www.concordma.gov
Revised: May 21, 2021*

Although a significant portion of Concord's population is fully vaccinated against COVID-19 and public health restrictions are being lifted by Governor Baker and Concord's Board of Health as of May 29th, Concord Annual Town Meeting will maintain many of the special protocols adopted last year out of respect for those who remain vulnerable and those who remain anxious. We want every Concord voter who wishes to participate in Town Meeting to feel comfortable enough to do so. Town Meeting will take place outdoors, on the Doug White Field at Concord Carlisle Regional High School, on Sunday, June 13, 2021, at 1:00 pm (rain date: Monday, June 14, 2021 at 5:00 pm). 2021 Town Meeting Protocol is intended to provide as nearly as possible the participatory experience to which Concord voters are accustomed, while protecting public health. Please check the town website www.concordma.gov regularly for addenda to the Protocol and other information on 2021 Annual Town Meeting.

MEETING LOGISTICS

- 1. Venue.** Annual Town Meeting will be outdoors, where the risk of virus transmission is at its lowest, on the Doug White Fields located at the Concord-Carlisle Regional High School. The artificial turf surface of the Doug White Fields precludes tents secured by poles and stakes; seating will therefore be uncovered. There will be a small "pop-up" tented area(s) for respite from heat and medical emergencies. **NOTE THAT ONLY UNADULTERATED WATER IS PERMITTED TO BE CONSUMED ON THE DOUG WHITE FIELDS ARTIFICIAL TURF** – no flavored or colored drinks and no food of any kind.
- 2. Seating Arrangements.** Pairs of folding chairs will be pre-positioned on the field at a minimum of 6' apart; members of the same household and fully vaccinated persons may sit together. Aisles will be wide to allow a comfortable distance from others while moving about the field.
- 3. Requirements of Voters.** Voters are asked **not to attend** if they have a confirmed or suspected case of COVID-19, or have had a known exposure within the preceding two weeks to a person infected with COVID-19. Attendees will be required to wear facial coverings and to observe a reasonable physical distance from others when queuing and moving about the venue. Removal of facial coverings is permitted while seated and when speaking at a microphone. Voters should bring sunscreen, hats, umbrellas, sunglasses, insect repellent, and water. A limited quantity of these items will be available for those who have neglected to bring their own. **Voters should plan to arrive early this year as walking distances will be longer.**
- 4. Accessibility Accommodations.** Accessible parking will be available immediately adjacent to the Doug White Fields, in the uppermost parking lot. Accessible seating will be reserved in the section of the field closest to the accessible parking. The parking lot, paths, and field are accessible surfaces. Hearing assistance devices will be available. Due to the daylight venue and large seating distances, closed captioning will not be possible at 2021 Annual Town Meeting.

5. **Check-in Procedure.** Voter check-in will be located at the rear of the high school, between the high school and the Doug White Field (same location as 2020). The location and appropriate physical distance markers while queueing will be identifiable by clear signage, and staff will be available to guide voters. To improve check-in flow, checkers will be using an iPad system which will not require voters to organize themselves alphabetically by name or street address. Staff will provide voters with a voting slip at check-in. Meeting Materials will be available on tables at the field.
6. **Organization of Boards and Committees.** The Select Board and the Finance Committee will be seated together in designated areas, as will the School Committee and Planning Board while their articles are being addressed by the Meeting. The Moderator will make note for voters of the locations of these boards and committees.
7. **Restrooms.** The Doug White Fields are serviced by a public restroom building. Voters will be asked to queue outside the restrooms at an appropriate physical distance and to limit occupancy of the restroom to a posted maximum number of persons. Voters are reminded to wash their hands for at least twenty seconds with soap and water or hand sanitizer (both provided). Custodial staff will be on site to attend to the restrooms.
8. **Water.** All voters should bring their own water. Limited quantities of water in individual serving containers will be available. On the advice of the Board of Health, there will be no ability at the Meeting to refill water bottles.
9. **Medical Emergencies.** There will be a tent without sides available for temporary rest and medical emergencies. There will be medical emergency staff on site.
10. **Parking.** In addition to the accessible parking available at the Doug White Field lot, regular parking will be available in the CCHS lots and the Beede Center lot. Overflow parking will be available at the Alcott School parking lot, with (physically/socially distant) shuttle bus transportation to CCHS available.
11. **Childcare.** As at Annual Town Meeting 2020, there will be no childcare provided at Annual Town Meeting this year.
12. **Weather/Public Health or Safety Contingency Plans.** Rain, wind, heat, or a public health or safety threat could require postponement of the Meeting from June 13. The “rain date” for the Meeting is Monday, June 14, at 5:00 pm. The Moderator would make any postponement determination in consultation with the Select Board and town public health and safety officials. Notice of any postponement will be given to voters by posting on the town website, www.concordma.gov, Concord News & Notices announcements to subscribers, automated telephone call to Code Red subscribers, announcements on the town’s Facebook and Twitter, and posting at the Meeting venue.

ADJUSTMENTS TO MEETING PROCEDURE

1. **Meeting Materials.** Daylight, distance, and WiFi/power logistics will prevent us from having video presentation screens this year. Instead, information on each article to be taken up will be printed in the Meeting Materials distributed to voters at check-in, and voters will be asked to consult their materials. Meeting Materials will be posted on the town website www.concordma.gov in advance of the Meeting. There will be no “handouts” distributed at the Meeting other than the Meeting Materials provided at check-in. Any board/committee, organization or citizen wishing to present a “handout” on an article may make advance request for the Moderator’s approval to incorporate the handout in the Meeting Materials.
2. **No Presentations on Articles.** **In the interests of shortening the Meeting and reducing the risk to public health, there will be no presentations on articles at this year’s Annual Town Meeting.** As we reach each article, the Moderator will refer voters to the motion under the article and background materials included in the Meeting Materials, and open the floor for questions and comments. A one-page narrative on each article written by its sponsor will be included in the Meeting Materials. **In preparation to attend Annual Town Meeting, voters are urged to watch the recorded public hearings on the articles which are will be available on the town website, www.concordma.gov, under the Town Meeting tab.**
3. **Consent Calendar.** As is customary in Concord, there will be a Consent Calendar consisting of articles to be taken up as a group and voted upon by the Meeting without deliberation. The Consent Calendar is published in the FinCom Report and posted on the town’s website. The modifications to the usual practice with respect to the Consent Calendar adopted last year will again be adopted this year. First, the Consent Calendar will be more broadly inclusive than usual, incorporating not only “routine and non-controversial articles,” but also non-routine articles on which both the Select Board and the Finance Committee (if it is making a recommendation) recommend affirmative action and strong community support is expected. Second, any **ten** voters will be able to remove an article from the Consent Calendar for full debate, prior to the Meeting voting on the Consent Calendar. This temporary increase from the usual five-voter requirement is made to solicit a slightly stronger sentiment from the Meeting that the public interest in fully debating an article outweighs the public interest in keeping the Meeting shorter, and virus transmission risk lower, by voting on the article without full deliberation.
4. **Motions to Amend.** Any motions to amend will be required to be presented to the Moderator in writing in advance of being made. There will be further direction at the Meeting on how to present a motion to amend to the Moderator. The mover of an amendment will be allowed two minutes to speak to the amendment. Those considering a motion to amend an article are strongly urged to email the Moderator in advance of the Meeting at moderator@concordma.gov. If received in time by the printing deadline, motions to amend will be included in the Meeting Materials distributed at Town Meeting; if not, they will be read to the Meeting when made.
5. **Speaking from the Floor.** Microphones will be available for voters to speak from the floor. In light of the public health threat posed by the pandemic and the accordant advisability of limiting the length of the Meeting, speaking time from the floor will be limited to one minute

per person and strictly enforced. We will return to our customary two-minute time limit when the pandemic has been resolved. Speakers will be asked to wear masks while queuing to speak and returning to their seats, but may remove them while speaking.

- 6. Voting.** The Moderator will take votes on the motions by asking voters to raise the color paper voting slip provided at check-in. Tellers will be present to take a standing vote count in the event that the Moderator cannot visually call the vote. In the event that the Meeting votes to take a vote by secret ballot, the procedure for taking the vote will be announced by the Moderator.

Concord Annual Town Meeting 2021

The Board of the League of Women Voters of Concord-Carlisle makes the following recommendations on the Articles listed below. These recommendations are based on the general positions achieved by the League through its process of study and consensus and on the applicability of those positions to the Articles presented here.

Article #	Title	Recommendation
Preliminary	Consent Calendar	Recommend Affirmative Action
7	Personnel Bylaw Amendment	Recommend No Action. As with last year’s Article #6, this proposal remains insufficient in terms of process and addressing the many concerns expressed around open government. We recommend a further study of this article by an independent citizen committee.
9	FY21 Town Budget Line Item Adjustments	Recommend Affirmative Action
10	Town Budget	Recommend Affirmative Action
13	Capital Improvement and Debt Plan	Recommend Affirmative Action
17	Appropriate Funds for Affordable Housing Development	Recommend Affirmative Action. Concord’s long-range plan and the League’s long-term commitment to affordable housing support our recommendation that the Town sustain a consistent fiscal, public commitment to affordable housing.
28	Concord Public Schools Budget	Recommend Affirmative Action. The League commends the Concord Public Schools for including a detailed accounting, in the budget book, of the CARES Act money and other grant monies they received to support the schools through the pandemic.
29	Concord Public Schools Capital Projects	Recommend Affirmative Action
30	Concord-Carlisle Regional High School Budget	Recommend Affirmative Action. The League commends the Concord-Carlisle Regional High School for including a detailed accounting, in the budget book, of the CARES Act money and other grant monies they received to support the schools through the pandemic.
31	Home Rule Legislation & Bylaw Amendment Regulation of Fossil Fuel Infrastructure	Recommend Affirmative Action
33	Demolition Review Bylaw Amendment	Recommend Affirmative Action
38	Zoning Bylaw Amendment—Two-Family or Additional Dwelling Unit	Recommend Affirmative Action
40	By Petition: Neonicotinoids Prohibition on New Leases of Town Land	Recommend Affirmative Action
41	By Petition: Fiber/Broadband Study Committee	Recommend Affirmative Action

PROVISIONAL SUNDAY MOTION TO ADJOURN TO RAIN DATE

Ms. Escobedo moves: Upon notification to the Moderator by the Fire Chief that lightning in the area may present physical danger to the participants at the June 13, 2021 session of Annual Town Meeting, we will adjourn forthwith, to resume the Meeting on the rain date of June 14, 2021 at 5:00 pm on the Doug White Fields at the Concord-Carlisle Regional High School.

OMNIBUS MOTION TO TAKE NO ACTION ON CERTAIN ARTICLES

Ms. Escobedo moves that no action be taken on Articles 1, 42, and 43.

**MOTION TO ADVANCE FOR CONSIDERATION AND TAKE ACTION ON
CERTAIN ARTICLES WITHOUT DEBATE
(2021 CONSENT CALENDAR)**

Ms. Hartman moves: that the 2021 Annual Town Meeting advance for consideration the Articles in the table below and take action on such Articles without debate on any of such Articles, provided, that upon the request of ten (10) voters at this Meeting, made before the vote is taken on this motion, an Article, or, in the Moderator's discretion, a portion thereof, shall be dropped from the Consent Calendar and shall be acted upon in the ordinary course of business at this Town Meeting.

Note to Moderator: 2/3 Vote Required

Article 2	<p>HEAR REPORTS Affirmative Action Recommended By: Select Board Motion: That the Town accept the 2020 Annual Report. Reason: Routine, non-controversial action.</p>
Article 3	<p>MEETING PROCEDURE Affirmative Action Recommended By: Finance Committee, Select Board Motion: That in order to assure compliance with the requirements of the Mass. Gen. Laws c. 59, § 21C, the Meeting adopt the following Rule of the Meeting:</p> <p style="text-align: center;">RULE OF THE MEETING</p> <p>1. <u>Articles for appropriations supported from current taxation and/ or available funds.</u> Any motion made under a warrant article or a motion to amend that would increase the appropriation amount over the amount recommended by the Finance Committee and designated by it as the "allocation at levy limit," or that would provide for an appropriation where the Finance Committee is recommending NO ACTION, must specify the following:</p> <ul style="list-style-type: none"> a. the original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and the source of funding- whether from available funds, taxation within the levy limit, or contingent upon approval of an override ballot vote following the conclusion of Town Meeting if such ballot is voted by the Board of Selectmen in accordance with state law; b. if the proposed increased appropriation is proposed to be funded from taxation within the levy limit, the original motion or motion to amend shall specify the source of funding as: <ul style="list-style-type: none"> o a reduction in the appropriation amount already voted under a previous article or within the article currently being considered; or o a maximum amount that may be appropriated within the levy limit under a subsequent article in the warrant. <p>2. <u>Articles for appropriations supported from borrowing.</u> The Finance Committee shall report to the Meeting summarizing its recommendations for new tax-supported borrowing authority to be offered at this Meeting and for which the debt service is proposed to be funded within the levy limit.</p> <p>Any motion made under a warrant article or a motion to amend that would increase the appropriation amount to be met by a borrowing authorization over the amount recommended by the Finance Committee or that would provide for an appropriation to be met by a borrowing authorization where the Finance Committee is recommending NO ACTION, must specify the following:</p> <ul style="list-style-type: none"> a. The original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and shall make the increase contingent upon approval of a debt exclusion or capital outlay exclusion ballot vote following the conclusion of Town Meeting if such ballot is voted by the Select Board in accordance with state law; or

	<p>b. The original motion or motion to amend shall include a corresponding and offsetting reduction in another borrowing authorization from among those listed by the Finance Committee, either by a reduction in the amount already voted under a previous article or by setting a maximum amount of debt that may be authorized within the levy limit under a subsequent article in the warrant.</p> <p>3. <u>Articles making appropriations to be kept open.</u> Any Article making appropriations shall be kept open until the final adjournment of the Meeting.</p> <p>Reason: Routine and non-controversial at hearing; the motion is identical to Meeting Procedure motions passed annually and unanimously for more than fifteen years.</p>
Article 4	<p>FINANCE COMMITTEE GUIDELINES PUBLICATION Affirmative Action Recommended By: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 4 as printed in the Warrant. Reason: Non-controversial at hearing; adjustment of Finance Committee policy on budget guidelines to align with current practice of establishing a separate guideline for each budget unit (Town, CPS, and CCRSD) and publication on the town website, and to link guidelines publication date to scheduled date for closing the Warrant.</p>
Article 5	<p>RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS Affirmative Action Recommended By: Finance Committee, Select Board, Personnel Board Motion: That the Town take affirmative action on Article 5 as printed in the Town Meeting Materials booklet. Reason: Routine annual ratification action; non-controversial at hearing.</p>
Article 6	<p>CLASSIFICATION & COMPENSATION PLAN FOR REGULAR-STATUS POSITIONS Affirmative Action Recommended By: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 6 as printed in the Warrant. Reason: Routine and non-controversial at hearing.</p>
Article 8	<p>USE OF FREE CASH Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town authorize and direct the Assessors to transfer \$1,000,000 from the Certified Free Cash Balance as of June 30, 2021 to reduce the tax levy for the fiscal year ending June 30, 2022. Reason: Routine transfer of surplus funds to reduce tax levy; non-controversial at hearing. Surplus results from revenue collection exceeding estimates and/or actual expenditures being less than appropriations.</p>
Article 11	<p>OPEB TRUST FUND APPROPRIATION Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town raise and appropriate \$1,220,195; and transfer \$44,512 from the Water Fund; \$10,949 from the Sewer Fund; \$166,596 from the Light Fund; \$23,752 from the Broadband fund; and \$1,847 from the Swim & Fitness Fund, for a total appropriation of \$1,467,851 to fund the Town's FY22 contribution to the Other Post-Employment Benefits Liability Trust Fund (OPEB Trust) established under Mass. Gen. Laws c. 32B, §20. Reason: Routine General Fund appropriation to meet the Town's OPEB obligations made in prior years as part of the Town's Budget article, now being appropriated for all funds (General, Enterprise, and Other) in a stand-alone article consistent with best practice as recommended by the Town's auditors and MA Department of Revenue; non-controversial at hearing.</p>
Article 12	<p>OPEB TRUST FUND EXPENSE Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town appropriate from the OPEB Fund established under Mass. Gen. Laws c. 32B, § 20 \$200,000 for OPEB Fund expenses. Reason: Non-controversial at hearing; administrative change in method of paying OPEB Fund expenses recommended by the Town's advisors to be by direct payment from the Fund instead of by deduction from earnings.</p>
Article 14	<p>AUTHORIZE EXPENDITURE OF REVOLVING FUNDS UNDER MASS. GEN. LAWS. C. 44, § 53E1/2 Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 14 as printed in the Warrant. Reason: Routine authorization of annual spending limits for Revolving Funds, expenditures made pursuant to the Town's Revolving Fund Bylaw with the approval of the Town Manager; non-controversial at hearing.</p>

Article 15	<p>ESTABLISHMENT OF PARKING METER FUND AND REPEAL OF PARKING METER REVOLVING FUND BYLAW Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 15 as printed in the Warrant. Reason: Non-controversial at hearing; acceptance of state statute to allow the Town to maintain current practice of segregating parking revenue from other General Fund revenues for funding parking enforcement expenses and transportation initiatives; repeal of existing bylaw made obsolete by adoption of statute.</p>
Article 16	<p>APPROPRIATION OF PARKING METER RECEIPTS Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town appropriate the sum of \$400,000 from Parking Meter Receipts to fund expenses related to parking enforcement or public transportation initiatives for the fiscal year ending June 30, 2022. Reason: Non-controversial at hearing; appropriation to allow expenditure of grant received by the Town.</p>
Article 18	<p>SENIOR MEANS-TESTED PROPERTY TAX EXEMPTION Affirmative Action Recommended by: Finance Committee, Select Board, Tax Fairness Committee Motion: That the Town take affirmative action on Article 18 as printed in the Warrant. Reason: Non-controversial at hearing; acceptance of the state legislature's action re-authorizing and making permanent a three-year old program, previously adopted by Town Meeting and approved by vote at the polls, to provide seniors of limited means partial relief from property tax.</p>
Article 19	<p>APPROPRIATION FOR SENIOR MEANS-TESTED PROPERTY TAX EXEMPTION Affirmative Action Recommended by: Finance Committee, Select Board, Tax Fairness Committee Motion: That the Town transfer the sum of \$150,000 from the Overlay Surplus to fund the Senior Means-Tested Property Tax Exemption program for the Fiscal Year ending June 30, 2022. Reason: Non-controversial at hearing; appropriation to provide continuity during Fiscal Year 2022 of the Senior Means-Tested Property Tax Exemption that has been in place for three years and expires June 30, 2021 in the event that the state legislature has not yet reauthorized the program.</p>
Article 20	<p>LIGHT PLANT EXPENDITURES & PAYMENT IN LIEU OF TAXES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town authorize the income from sales of electricity and from servicing and jobbing during the fiscal year ending June 30, 2022, together with the balance of operating cash in the Light Plant Fund, to be expended under the direction and control of the Town Manager, without further appropriation, for the expenses of the Light Plant for the fiscal year, as defined in Mass. Gen. Laws c. 164, § 57, and/or for other plant extensions, enlargements, additions, renewals, and reconstruction; and further to authorize a transfer of \$451,500 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2022. Reason: Routine annual action; non-controversial at hearing. Authorizes the Light Plant to expend its income for operations and provides for the transfer of \$451,500 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2022.</p>
Article 21	<p>SOLID WASTE DISPOSAL FUND EXPENDITURES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 21 as printed in the Warrant. Reason: Routine annual authorization; non-controversial at hearing. Authorizes the Town Manager to expend user fee revenue from the fiscal year ending June 30, 2022 and cash on hand in the Solid Waste Disposal Fund to operate the Town's curbside solid waste and recycling collection and disposal program.</p>
Article 22	<p>SEWER SYSTEM EXPENDITURES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 22 as printed in the Warrant. Reason: Routine annual enterprise fund authorization; non-controversial at hearing. Authorizes the Town Manager to expend user fee revenue for the fiscal year ending June 30, 2022 and cash on hand in the Sewer Fund for the operation, maintenance, and improvement of the Town's sewer system.</p>
Article 23	<p>SEWER IMPROVEMENT FUND EXPENDITURES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 23 as printed in the Warrant. Reason: Routine annual action; non-controversial at hearing. The Sewer Improvement Fund is a sub-fund of the Sewer Fund consisting of fees paid by certain properties connecting to the sewer system; the Article authorizes expenditure from the Fund for construction and expansion of sewer lines and treatment facility capacity.</p>

Article 24	WATER SYSTEM EXPENDITURES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 24 as printed in the Warrant. Reason: Routine annual action; non-controversial at hearing. Authorizes the Town Manager to expend user fee revenue for the fiscal year ending June 30, 2022 and cash on hand in the Water Fund for the operation, maintenance, and improvement of the Town's water system.					
Article 25	AUTHORIZE EXPENDITURE FROM PEG ACCESS AND CABLE-RELATED FUND Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town transfer from the PEG Access and Cable-Related Fund the amount of \$431,108 to be expended under the direction of the Town Manager for necessary and expedient cable-related purposes consistent with the Comcast licensing agreement during the fiscal year ending June 30, 2022. Reason: Routine transfer; non-controversial at hearing.					
Article 26	BEEDE SWIM & FITNESS CENTER ENTERPRISE FUND EXPENDITURES Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town take affirmative action on Article 26 as printed in the Town Meeting Materials booklet. Reason: Routine annual enterprise fund authorization; non-controversial at hearing.					
Article 27	MINUTEMAN REGIONAL TECHNICAL HIGH SCHOOL DISTRICT BUDGET Affirmative Action Recommended by: Finance Committee, Select Board Motion: That the Town raise and appropriate the sum of \$1,289,284 for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2022. Reason: Non-controversial at hearing; routine ratification of assessment of Concord's share of the annual budget for the Minuteman Regional Technical High School District, pursuant to formula set forth in governing regional agreement.					
Article 32	HISTORIC DISTRICTS MAP AMENDMENT – MAIN STREET HISTORIC DISTRICT Affirmative Action Recommended by: Select Board, Historic Districts Commission Motion: That the Town take affirmative action on Article 32 as printed in the Warrant. Reason: Non-controversial at hearing; expansion of the Main Street Historic District to include two additional properties at the request of the property owners.					
Article 34	COMMUNITY PRESERVATION COMMITTEE APPROPRIATION RECOMMENDATIONS Affirmative Action Recommended by: Community Preservation Committee, Finance Committee, Select Board Motion: That the Town appropriate the sum of \$1,769,891 from the Concord Community Preservation Fund, of which up to \$44,172 shall be appropriated from the Undesignated Fund Balance as of July 1, 2020 and up to \$1,725,719 shall be appropriated from the projected Fiscal Year 2022 Fund Revenues, in accordance with Mass. Gen. Laws c. 44B, to be expended under the direction of the Town Manager on projects A through O, as printed in Article 34 of the Warrant. Reason: History of community support and non-controversial at hearing. Appropriates Community Preservation Fund funds to projects recommended by the Community Preservation Committee following a series of public hearings on funding applications by the projects, allocating \$288,880 for Community Housing, \$576,511 for Historic Preservation, \$559,750 for Open Space, \$304,750 for Recreation, and \$40,000 for Administration.					
			Sources			
	Item	Project/Description	Category	Prior Year Undesignated Fund Balance	FY22 CPA Fund Revenues	Total Amount Recommended
	A	Town of Concord- Housing Production Plan Update	Community Housing		\$30,000	\$30,000
	B	Town of Concord -Regional Housing Services Program	Community Housing		\$25,000	\$25,000
	C	Concord Housing Development Corporation – Affordable Housing Buydown	Community Housing	\$33,880	\$200,000	\$233,880

	D	Saalfeld/Town of Concord – Emerson. Field Flagpole	Historic Preservation		\$14,250	\$14,250
	E	Concord Home for the Aged – 110 Walden St. Preservation Phase 3	Historic Preservation		\$185,000	\$185,000
	F	Concord Masonic Corporation – 58 Monument Sq. Roof Replacement and Historic Structures Report	Historic Preservation	\$10,292	\$96,969	\$107,261
	G	Trustees of Parish Donations, First Parish Church – Repair, Stabilize and Renovate Wright Tavern	Historic Preservation		\$260,000	\$260,000
	H	Town of Concord NRC – Chamberlin Park Bridge Survey and Permitting	Open Space		\$35,000	\$35,000
	I	Town of Concord NRC – Emerson Conservation Restriction	Open Space		\$210,000	\$210,000
	J	Town of Concord – Wheeler Harrington House and Land	Historic Preservation		\$10,000	\$20,000
			Open Space		\$10,000	
	K	Town of Concord – White Pond Beach Improvements	Open Space		\$150,000	\$300,000
			Recreation		\$150,000	
	L	Town of Concord – Bruce Freeman Rail Trail	Open Space		\$12,500	\$25,000
			Recreation		\$12,500	
	M	Town of Concord NRC – Warner’s Pond Dredging	Open Space		\$125,000	\$250,000
			Recreation		\$125,000	
	N	Town of Concord NRC – Old Rifle Range Survey and Permitting	Open Space		\$17,250	\$34,500
			Recreation		\$17,250	
	O	Staff and Technical Support	Administration		\$40,000	\$40,000
		Total All Projects			\$44,172	\$1,725,719
Article 35	GENERAL BYLAW AMENDMENT – TREE PRESERVATION BYLAW Affirmative Action Recommended by: Select Board Motion: That the Town take affirmative action on Article 35 as printed in the Warrant with the deletion of the words “, and to avoid further infestation of the invasive species” at the end of Section 5.5(a). Reason: Non-controversial at hearing; amends tree preservation bylaw as recommended by consultant retained by the Town to address application to lengthy construction projects, protection measures for invasive trees that property owners wish to preserve, and compliance with American National Standards Institute (ANSI) standards for tree planting and transplanting.					
Article 36	ZONING BYLAW AMENDMENT- DEFINITIONS, ZONING MAP & FLOOD PLAIN CONSERVANCY DISTRICT Affirmative Action Recommended by: Select Board Motion: That the Town take affirmative action on Article 36 as printed in the Warrant.					

	Reason: Non-controversial at hearing; adoption of Model Floodplain Bylaw as required by the State for all communities in the National Flood Insurance Program.
Article 37	ZONING BYLAW AMENDMENT – TABLE IV MINIMUM PARKING Affirmative Action Recommended by: Select Board Motion: That the Town take affirmative action on Article 37 as printed in the Warrant. Reason: Non-controversial at hearing; amends the zoning bylaw to permit continuation of parking waiver that has been extended during the pandemic to restaurants adding seasonal outdoor seating for dining.
Article 39	ZONING BYLAW AMENDMENT – EARTH REMOVAL BYLAW Affirmative Action Recommended by: Select Board Motion: That the Town take affirmative action on Article 39 as printed in the Warrant. Reason: Non-controversial at hearing; amends the zoning bylaw to regulate filling of earth as well as removal of earth, since both have similar potential impacts.

ARTICLE 2: HEAR REPORTS
(Consent Calendar)

Motion: That the Town accept the 2020 Annual Report.

Affirmative Action Recommended By: Select Board

ARTICLE 3: MEETING PROCEDURE
(Consent Calendar)

Motion: That in order to assure compliance with the requirements of the Mass. Gen. Laws c. 59, § 21C, the Meeting adopt the following Rule of the Meeting:

RULE OF THE MEETING

1. Articles for appropriations supported from current taxation and/ or available funds. Any motion made under a warrant article or a motion to amend that would increase the appropriation amount over the amount recommended by the Finance Committee and designated by it as the “allocation at levy limit,” or that would provide for an appropriation where the Finance Committee is recommending NO ACTION, must specify the following:
 - a. the original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and the source of funding- whether from available funds, taxation within the levy limit, or contingent upon approval of an override ballot vote following the conclusion of Town Meeting if such ballot is voted by the Board of Selectmen in accordance with state law;
 - b. if the proposed increased appropriation is proposed to be funded from taxation within the levy limit, the original motion or motion to amend shall specify the source of funding as:
 - o a reduction in the appropriation amount already voted under a previous article or within the article currently being considered; or
 - o a maximum amount that may be appropriated within the levy limit under a subsequent article in the warrant.
2. Articles for appropriations supported from borrowing. The Finance Committee shall report to the Meeting summarizing its recommendations for new tax-supported borrowing authority to be offered at this Meeting and for which the debt service is proposed to be funded within the levy limit.

Any motion made under a warrant article or a motion to amend that would increase the appropriation amount to be met by a borrowing authorization over the amount recommended by the Finance Committee or that would provide for an appropriation to be met by a borrowing authorization where the Finance Committee is recommending NO ACTION, must specify the following:

- a. The original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and shall make the increase contingent upon approval of a debt exclusion or capital outlay exclusion ballot vote following the conclusion of Town Meeting if such ballot is voted by the Select Board in accordance with state law; or
- b. The original motion or motion to amend shall include a corresponding and offsetting reduction in another borrowing authorization from among those listed by the Finance Committee, either by a reduction in the amount already voted under a previous article or by setting a maximum amount of debt that may be authorized within the levy limit under a subsequent article in the warrant.

3. Articles making appropriations to be kept open. Any Article making appropriations shall be kept open until the final adjournment of the Meeting.

Narrative: This article is sponsored by the Finance Committee to ensure that all articles and amendments moved at town meeting identify a source of funding and comply with the requirements of Proposition 2 ½.

Recommendations: Affirmative Action Recommended By: Finance Committee, Select Board

ARTICLE 4: FINANCE COMMITTEE GUIDELINE PUBLICATION
(Consent Calendar)

Motion: That the Town take affirmative action on Article 4 as printed in the Warrant.

Recommendations: The Finance Committee recommends **Affirmative Action** on this article. This article is sponsored by the Finance Committee to revise the policy established by Town Meeting in 1976 and make the publication date of the guideline relative to the close of the warrant instead of a fixed date.

The Select Board recommends affirmative action on this article.

ARTICLE 5: RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS
(Consent Calendar)

Motion: That the Town take affirmative action on Article 5, as printed in the Town Meeting Materials booklet, to ratify the Personnel Board’s actions to amend the Classification and Compensation Plan as follows:

1. Move the title “Public Information & Communications Manager” from Grade MP-2 to Grade MP-4 effective December 1, 2020.
2. Add the title “Library Innovation & Communication Specialist” to Grade MP-1 effective December 1, 2020.
3. Add the title “Land Manager” to Grade MP-2 effective December 8, 2020.
4. Make all other changes to the Classification and Compensation Plan voted by the Personnel Board between March 26, 2021 and June 13, 2021.

Recommendations: The Finance Committee recommends **Affirmative Action** on this article. This article confirms certain changes made by the Town Manager during FY21. The Town Manager is sometimes required to make changes to the Classification and Compensation System during the course of the year to satisfy Town's staffing needs prior to Town meeting. This article confirms the changes made during FY21.

The Select Board and Personnel Board also recommend affirmative action on Article 5.

**ARTICLE 6: CLASSIFICATION & COMPENSATION PLANS FOR
REGULAR-STATUS POSITIONS**
(Consent Calendar)

Motion: That the Town take affirmative action on Article 6 as printed in the Warrant.

Recommendations: The Finance Committee recommends **Affirmative Action** on this article, for the reasons set forth in connection with Article 5, above.

The Select Board and Personnel Board also recommend affirmative action on this article.

ARTICLE 7: PERSONNEL BYLAW AMENDMENT

Motion: To be presented at Town Meeting.

Article 7 as printed in the Warrant: To determine whether the Town will vote to strike the text of the Personnel Bylaw in its entirety and replace it with the following, or take any other action relative thereto:

The Town of Concord Personnel Bylaw

1. The Town Manager shall be entrusted with the administration of the Town's personnel system.
2. The Town Manager shall adopt and may amend rules and regulations establishing a lawful, equitable, and efficient system of personnel administration for Town employees. The personnel system shall make use of modern concepts of personnel management and shall include, but not be limited to, the following elements: (i) personnel policies indicating the rights, obligations and benefits of employees; (ii) a classification plan; (iii) a compensation plan; (iv) a method for appointing employees based on merit principles; (v) a record keeping system; and (vi) other elements deemed necessary by the Town Manager. All Town agencies and positions shall be subject to the rules and regulations adopted under this section, except elected officers, employees of the school department, and as otherwise provided under chapter 150E of the General Laws. Furthermore, all compensation and benefit programs shall not exceed the limits established by appropriation.
3. The Personnel Board shall be composed of three members appointed by the Select Board for three (3) year terms.
4. The Personnel Board shall, at the request of the Town Manager, advise the Town Manager regarding the Manager's obligations under this Bylaw.

Narrative: This proposed comprehensive amendment to the Personnel Bylaw would give the Town Manager authority for establishment of the Town's personnel administration system, including the classification and compensation plan. Currently, the Personnel Board oversees and Town Meeting approves the system for non-union employees, and the Town Manager has authority for union and personal contracts. Given the constantly shifting landscape of employment law and trends, the Personnel Board recommends that the Town Manager be given full authority for the Town's personnel systems. The classification and compensation plan has been addressed via the Consent Calendar for many years now, and amendments to the Bylaw have consistently been approved by Town Meeting as proposed. The proposed reassignment of authority will support a personnel system that is: (1) efficient, (2) responsive to changing operational needs, employment laws and workforce trends, (3) effective for recruitment and retention of employees, and (4) consistent with a strong Town Manager form of government.

Citizen's Motion to Amend/Motion

Mr. Perry moves to strike the language of any motion made under Article 7 and replace it with the following:

The Select Board shall appoint and charge an independent citizen committee to study the Personnel Bylaw, the Charge of the Personnel Board, and related documents and make recommendations for appropriate changes thereto. It will be subject to the Open Meeting Law and shall hold one or more public hearings, including meetings with affected employees, to allow for notice and input prior to submitting bylaw revisions for consideration at a future Town Meeting. The Select Board will determine the number and qualifications of the study committee, its precise charge and a schedule when it shall report on its progress.

Original Personnel Board Proposal under Article 7:

- Removes the Personnel Board from any role in administering the Town's personnel system, transferring all responsibility for salary, benefits and personnel policies for non-unionized employees to the Town Manager.
- Does not require or encourage transparency, reporting or accountability from either the Town Manager or Human Resources Department.
- Removes Town Meeting's role in approving personnel policy.

Issues and Concerns under Article 7:

- The Personnel Board has failed in its duty to perform an adequately timely, thorough or public process to develop revisions to the Personnel Bylaw.
- The Personnel Board failed to notify employees of proposed changes to employment policies until two weeks after the public hearing.
- The Personnel Board has not advanced a rationale for the urgency of the proposed changes or the harms that would result from further study and a more deliberate process.

Note: These comments were prepared on May 26, based on what was included in the Warrant. Both the Personnel Board and Select Board scheduled meetings for later that week to consider possible further amendments, which was following the deadline for us to submit our comments in order to be printed in this booklet.

Proponent: Ned Perry, 362 Bedford Street, Concord, MA 01742
May 27, 2021

Article 8: Use of Free Cash
(Consent Calendar)

Motion: That the Town authorize and direct the Assessors to transfer \$1,000,000 from the Certified Free Cash Balance as of June 30, 2021 to reduce the tax levy for the fiscal year ending June 30, 2022.

Recommendations: The Finance Committee recommends **Affirmative Action** on this article. In preparing the Budget Guideline, the Finance Committee included an allocation of \$1 million to support the FY22 operating budgets and to reduce the tax levy. The Committee annually reviews the Free Cash policy and has reaffirmed the commitment to keep the unused Free Cash Balance in a range of 5% to 10% of the total ensuing budget, a level that enables the Town to cope with unexpected circumstances. The Town's actual Free Cash level has been above this range in recent years and is an important factor in the maintenance of the Town's Aaa credit rating.

The Select Board also recommends affirmative action on Article 8.

ARTICLE 9: FY21 TOWN BUDGET LINE ITEM ADJUSTMENTS

Motion: Ms. Escobedo moves that the Town transfer the sum of \$40,000 from Line 1, General Government and \$150,000 from Line 3, Finance, for a total of \$190,000, appropriated under Article 10 of the 2020 Annual Town Meeting, to Line 2, Legal Services.

Narrative: This article seeks Town Meeting approval to make Line Item adjustments in the FY21 Budget, approved under Article 10 of the 2020 Annual Town Meeting. The adjustments total \$190,000 and will only transfer between lines, keeping the bottom line total the same as was originally appropriated. Unlike other operating budgets- school and enterprise funds, the Town's budget is appropriated by Town Meeting in 16 distinct line items. Once appropriated, the Town Manager must then manage to the "bottom line" of each line item appropriation, rather than to the "bottom line" appropriation. Adjustments to the Town's budget are only allowed either by: further Town Meeting action; or under the year-end transfer authority provided in M.G.L. Chapter 44, Section 33B.

Budgets are prepared well in advance of the fiscal year and often circumstances change and priorities shift, resulting in inadequate funding within appropriated lines. In the current fiscal year, and due to the pandemic, we expect surplus in certain line items from position vacancies and reduced building operation expense. Further, we expect legal expenses to exceed the budgeted appropriation due to the ongoing Estabrook litigation and new development-related litigation, as well as complicated public records requests, specific procurements and complex personnel matters resulting from the pandemic.

If this transfer is not approved, the Town's only other remedy is to seek a year-end transfer under M.G.L. Chapter 44, Section 33B. Transfers under this section of M.G.L. are allowed between the period of May 1 to July 15, with the approval of the Select Board and Finance Committee. If for some reason both remedies fail, the result would be a budgetary deficit which is not allowed under M.G.L. which would then need to be raised the following year, within the levy limit. The FY21 appropriation for Legal Expenses was \$344,585. For FY21, through April 30, 2021, the Town has expended a total of \$467,588 of which \$224,415 has been for the Estabrook litigation.

Recommendations: the Finance Committee recommends affirmative action on Article 9:

Background

The town, unlike the schools, needs the authorization of either town meeting or both the Select Board and the Finance Committee to move funds between budget line items. Our CFO advises that it is best practice that these transfers be approved at town meeting. Going forward, therefore, this type of transfer will be brought to the citizens at town meeting for their approval.

Considerations

- This article transfers money from line items that are underspent during FY21 to line items that are overspent. This is a normal occurrence in any budget cycle: unspent money is transferred where it is needed.

- This article does not authorize any incremental spending above the approved FY21 Town Manager's budget.
- This article enables the town to pay for obligations already incurred.

Summary

FinCom believes this is a straightforward article consistent with sound financial practices and unanimously recommends Affirmative Action.

The Select Board also recommends affirmative action on Article 9.

ARTICLE 10: TOWN BUDGET

Motion: Ms. Escobedo moves that:

- the Town raise and appropriate the sum of \$44,537,571,
- transfer \$229,038 from the Cemetery Fund,
- transfer \$257,606 from the Sewer Fund,
- transfer \$710,034 from the Water Fund,
- transfer \$582,347 from the Light Fund,
- transfer \$137,908 from the Solid Waste Fund,
- transfer \$28,875 from the Telecom Fund,
- transfer \$88,150 from the Emergency Services Stabilization Fund,
- transfer \$1,978 from PEG Access Fund,
- transfer \$1,338,816 from the Pension Reserve Fund, and
- transfer \$867,564 from Article 10 of the 2020 Annual Town Meeting (FY21 Budget),

for a total appropriation under Article 10 of \$48,779,887, as printed in the Warrant, as Fiscal 2022 Budget, Items 1 – 16, for the necessary and expedient purposes of the Town for the Fiscal Year ending June 30, 2022, and that the same be expended only for such purposes under the direction of the Town Manager; and further, that the Town Manager is authorized to turn in or sell at public auction surplus equipment, the amount allowed or received therefore to be applied against the purchase of new equipment; and

- that the Town appropriate and transfer the sum of \$1,000 from the Dog Inoculation Fees Reserve Account for the cost of the Board of Health’s Rabies Clinic;
- transfer \$3,500 from Transportation Network Fees for public transportation related projects; and
- appropriate \$115,331 from the Title 5 Septic Loan Betterment Reserve Account to meet the loan payments to the Massachusetts Clean Water Trust as detailed in the chart due and payable during the fiscal year ending June 30, 2022;

Amount	Loan Number	Original Loan	Date of Issue	Final Maturity	Town Authorization
\$ 33,275.00	T5-05-1243-D	\$ 665,490	10/24/19	FY40	Art. 42 (2009)
\$ 29,839.00	T5-05-1243-A	\$ 296,830	06/13/12	FY23	Art. 50 (2004)
\$ 32,471.00	T5-05-1243-B	\$ 324,715	05/22/13	FY23	Art. 42 (2009)
\$ 19,745.70	T5-05-1243-C	\$ 197,457	01/07/15	FY25	Art. 42 (2009)

and, that the appropriation for Salary Reserve under Line Item 10 shall be transferred by the Town Manager to the various salary line items in accordance with salary levels established effective July 1, 2021 and thereafter pursuant to the salary schedules adopted under Article 6, the implementation of the merit pay plan in accordance with Section 10.2 (2) of the Personnel Bylaws, and collective bargaining agreements. Any such transfer shall be reported periodically by the Town Manager to the Select Board and the Finance Committee, and a final report shall be issued when all such transfers have been completed for the fiscal year.

Note to Moderator: 2/3 Vote Required

Narrative: The budget recommendation meets the FY22 Finance Committee Guideline, which provides for a +3.32% increase over the FY21 Budget. The estimated property tax increase needed to support this budget, and all spending proposed at the 2021 Annual Town Meeting is approximately 2.50%. One of the funding sources to support this budget is carry-forward of a portion of the anticipated unspent FY21 appropriation which is available due to position vacancies, prolonged building closures and remote work, all a result of the Covid-19 pandemic. Use of this carry-forward **will** impact the following year's Free Cash certification, but it keeps the property tax increase at a reasonably affordable +2.5% **and** maintains service levels as we await the rebound of our local receipts.

The increased spending in FY22 can be attributed to 5 categories of budget drivers, including:

- Category 1: expenses directly attributable to the Covid-19 pandemic;
- Category 2: expenses directly attributable to cyber security initiatives;
- Category 3: expenses related to planned pre-pandemic service level increases;
- Category 4: expenses related to new requests; and
- Category 5: contractual, fixed and other personnel-related expenses.

The FY22 Budget Recommendation includes \$191,598 in additional spending to address the continued and direct impacts of the pandemic which will change operations for the foreseeable future, such as supplemental filtration systems and additional cleaning protocols. As a result of the recent cyber security audit, the Town is in the process of upgrading equipment to improve security. Prior to the pandemic, the Town had made commitments to increase service levels at the Library, due to the expansion project, and in Natural Resources to provide rangers to oversee Town-owned land. Funding for these initiatives has been included in the budget recommendation. Additionally, funding has been included for new initiatives such as PFAS testing, economic vitality efforts and seed money for climate resiliency projects. Finally, the recommendation includes additional funding to increase the Legal Services budget to \$425,000.

The balance of the proposed increase is in the Joint Accounts which are those accounts shared between the Town and School Department, such as Insurance, Debt Service and Retirement Expenditures. These items, total \$20,286,993, or approximately 41.6% of the budget request. The single largest expense in this category is debt service. In total, the Town's FY22 debt service expense is projected to be \$11,036,714, or about the same as it was in FY21, though there is a slight decrease in Excluded debt and a slight increase in debt service within the levy. One final notable change is the amount of the Retirement Assessment which has been assigned to the General Fund budget. The Town is nearing the end of its funding schedule and as a result has been able to **increase** the amount being transferred from the Pension Reserve Account, resulting in a reduction in the amount of new money needed to fund the assessment. The Town's funding plan fully amortizes the pension's unfunded liability as of FY29.

Recommendation: The Finance Committee recommends Affirmative Action on Article 10. The Finance Committee supports the Town Manager's FY22 Budget request. The budget is within the guideline published by the Finance Committee and provides for a modest expansion of services, funds to fulfill collective bargaining agreement, funds for debt service on borrowing

approved at prior town meetings, fixed costs for group insurance, retirement benefits and other miscellaneous expenditures.

The Select Board recommends affirmative action on Article 10.

ARTICLE 11: OPEB TRUST FUND APPROPRIATION
(Consent Calendar)

Motion: That the Town raise and appropriate \$1,220,195; and transfer \$44,512 from the Water Fund; \$10,949 from the Sewer Fund; \$166,596 from the Light Fund; \$23,752 from the Broadband fund; and \$1,847 from the Swim & Fitness Fund, for a total appropriation of \$1,467,851 to fund the Town's FY22 contribution to the Other Post-Employment Benefits Liability Trust Fund (OPEB Trust) established under Mass. Gen. Laws c. 32B, §20.

Recommendations: the Finance Committee recommends Affirmative Action on this article. The Town auditor and the MA Department of Revenue have recommended that the town change its past practice of appropriating the annual General Fund contribution to the OPEB trust and including that contribution in the Town's Budget Article, and instead make the appropriation for all funds (General, Enterprise and Other) in a single stand-alone article. This article complies with that recommendation.

The Select Board recommends affirmative action on Article 11.

ARTICLE 12: OPEB TRUST FUND EXPENSE
(Consent Calendar)

Motion: That the Town appropriate from the OPEB Fund established under Mass. Gen. Laws c. 32B, § 20 \$200,000 for OPEB Fund expenses.

Recommendations: the Finance Committee recommends Affirmative Action on Article 12. The Town auditor and the MA Department of Revenue have recommended that the town change its past practice of deducting OPEB Trust Fund expenses from investment earnings and instead appropriate the expenses and pay them directly. This article complies with that recommendation.

The Select Board recommends affirmative action on Article 12.

ARTICLE 13: CAPITAL IMPROVEMENT AND DEBT PLAN

Motion: Ms. Escobedo moves that the Town raise and appropriate the sum of \$800,000, transfer the sums of \$182,000 from Article 31 of the 2014 Annual Town Meeting, \$39,744 from Article 27 of the 2012 Annual Town Meeting, and \$52,135 from Article 34 of the 2014 Annual Town Meeting, all representing unexpended bond proceeds remaining in these authorizations, and to authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7 or § 8, or any other enabling authority, the sum of \$5,100,000 for a total appropriation of \$6,173,879 to fund the FY22 Capital Improvement and Debt Plan, as shown in the table below, said funds to be expended under the direction of the Town Manager, and further that any premium received by the Town upon the sale of any bonds or notes approved by the vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Mass. Gen. Laws c. 44, § 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

FY22 Capital Improvement and Debt Plan

Item No.	Item Description	Department	Division	Cash	Debt	Transfer	Total
1C	Technology Upgrades	Gen. Govt	Information Technology	\$ 300,000	\$ -	\$ -	\$ 300,000
1F	ADA Compliance	Gen. Govt	Facilities	\$ 50,000	\$ -	\$ -	\$ 50,000
1H	Town Electric Vehicle Infrastructure	Gen. Govt	Resource Sustainability	\$ 100,000	\$ -	\$ -	\$ 100,000
4A	Vehicle Replacement	DLPM	Planning	\$ 25,000	\$ -	\$ -	\$ 25,000
6A	Vehicles & Equipment	Public Safety	Police	\$ 140,000	\$ -	\$ -	\$ 140,000
6D	Vehicles & Equipment	Public Safety	Fire	\$ 80,000	\$ -	\$ -	\$ 80,000
7B	System Improvements	CPW	Engineering	\$ 55,000	\$ -	\$ -	\$ 55,000
7C	Highway Improvements	CPW	Highway Maintenance	\$ 7,500	\$ -	\$ -	\$ 7,500
7E	Park Improvements	CPW	Park & Trees	\$ 42,500	\$ -	\$ -	\$ 42,500
1	Municipal Building Improvements	Gen. Govt	Facilities	\$ -	\$ 195,000	\$ -	\$ 195,000
3	Municipal Building Improvements, HWCC	Gen. Govt	Facilities	\$ -	\$ -	\$ 182,000	\$ 182,000
4	Park Improvements, Emerson Pool	Gen. Govt	Parks & Playgrounds	\$ -	\$ -	\$ 91,879	\$ 91,879
6	Park Improvements, White Pond	Gen. Govt	Parks & Playgrounds	\$ -	\$ 500,000	\$ -	\$ 500,000
9	Ralph Waldo Emerson Historic Home/ Museum	DPLM	Planning	\$ -	\$ 325,000	\$ -	\$ 325,000
10	Park Improvements, Warner's Pond	DPLM	Conservation	\$ -	\$ 1,250,000	\$ -	\$ 1,250,000
11	Ladder #1 Refurbishment (2012)	Public Safety	Fire	\$ -	\$ 250,000	\$ -	\$ 250,000
12	Self Contained Breathing Apparatus	Public Safety	Fire	\$ -	\$ 350,000	\$ -	\$ 350,000
13	Road and Parking Lot Reconstruction, inc. drainage & sidewalks	CPW	Engineering	\$ -	\$ 1,750,000	\$ -	\$ 1,750,000
14/15	Heavy Equipment	CPW	Highway	\$ -	\$ 480,000	\$ -	\$ 480,000
totals:				\$ 800,000	\$ 5,100,000	\$ 273,879	\$ 6,173,879

Note to Moderator: 2/3 Vote Required

Narrative: This article authorized the FY22 Capital Improvement and Debt Plan, all of which will be funded within the existing levy limit. The FY22 Capital Improvement and Debt Plan includes cash capital and capital funded through the issuance of bond.

Recommendations: the Finance Committee recommends Affirmative Action on this article. The Finance Committee believes the authorization of funds for the FY22 requested in the Capital Improvement and Debt Plan, which will be funded within the existing levy limit, is in the best interests of supporting the proper functioning of Town government. The projects identified in the article support specific needs that are vital to the proper functioning of Town government across

services within the general government, planning, public safety and public works and are in keeping with Section 4.7 of the comprehensive long-term strategic plan. The Finance Committee believes the requested appropriation of \$800,000 in cash capital and \$6 million in new debt falls within acceptable parameters.

The Select Board recommends affirmative action on Article 13.

**ARTICLE 14: AUTHORIZE EXPENDITURE OF REVOLVING FUNDS
UNDER MASS. GEN. LAWS c. 44, 53E1/2
(Consent Calendar)**

Motion: That the Town take affirmative action on Article 14 as printed in the Warrant.

Recommendations: the Finance Committee recommends Affirmative Action on Article 14. This is a routine authorization of annual spending limits from Revolving Funds, expenditures made pursuant to the Town's Revolving Fund By-Law with the approval of the Town Manager.

The Select Board recommends affirmative action on Article 14.

**ARTICLE 15: ESTABLISHMENT OF PARKING METER FUND AND
REPEAL OF THE PARKING METER REVOLVING FUND BYLAW**
(Consent Calendar)

Motion: That the Town take affirmative action on Article 15 as printed in the Warrant.

Recommendations: the Finance Committee recommends **Affirmative Action** on this Article 15. By accepting the second sentence of Mass. Gen. Laws c. 40, §22C, the Town will be able to continue to segregate parking revenues from other General Fund revenues for the purpose of funding expenses related to parking enforcement and/or public transportation initiatives. Acceptance of the statute renders the Town's Parking Meter Revolving Fund Bylaw obsolete.

The Select Board recommends affirmative action on Article 15.

ARTICLE 16: ANNUAL APPROPRIATION OF PARKING METER RECEIPTS
(Consent Calendar)

Motion: That the Town appropriate the sum of \$400,000 from Parking Meter Receipts to fund expenses related to parking enforcement or public transportation initiatives for the fiscal year ending June 30, 2022.

Recommendations: the Finance Committee recommends Affirmative Action on this Article 16. This Article authorizes the Town Manager to use the parking meter receipts for the purposes outlined in Article 15.

The Select Board recommends Affirmative Action on Article 16.

ARTICLE 17: APPROPRIATE FUNDS FOR AFFORDABLE HOUSING DEVELOPMENT

Motion: Ms. Escobedo moves that the Town vote to transfer from the Certified Free Cash Balance as of June 30, 2021 the sum of \$500,000, for the purpose of developing or supporting affordable housing within the Town, to be expended under the direction of the Town Manager on such terms and conditions as the Select Board may determine, including transferring the funds to the Municipal Affordable Housing Trust Fund.

Frequently Asked Questions about Article 17

Why is the appropriation being requested from Free Cash?

The Affordable Housing Funding Committee recommended in its 2018 report to the Select Board that the Town appropriate free cash to support affordable housing when the Town's free cash balance is higher than 5% of the annual operating budget. The Select Board anticipates requesting an annual appropriation from free cash until such time as other housing revenues are generated. Concord has home rule petitions before the Legislature now that could help generate this revenue in the future.

Does the Free Cash Certified Balance allow for this request?

As of the date of the printed warrant, Certified Free Cash is \$6,398,206, representing 5.54% of the Operating Budget. Due to the timing of grant proceeds, the 7/1/20 Certified Free Cash balance is understated by \$1,461,265. Had they been received on time, the Town's Free Cash balance would have been \$7,859,471, or 6.8%. Grant proceeds have been received and will be included in the next free cash certification. Should this request for appropriation be approved, the effective free cash would be \$7,353,471, or 6.3%, which is in conformance with the Town's Use of Free Cash policy.

Will this appropriation of free cash affect the Town's bond rating?

The Town recently again received a Aaa bond rating from Moody's Investor Services citing its fiscally conservative policies, stable tax base, and voter support when needed to approve debt exclusions and general overrides to the Proposition 2 ½ tax levy limit.

What is a good working balance of affordable housing funds to have on hand to act immediately on unforeseen opportunities to either develop new or add units to the SHI, or preserve expiring deed restrictions on existing affordable housing homes?

A minimum reserve of between \$1 million-\$2 million dollars provides the working capital to seize opportunities including the purchase and resale of homes already restricted as affordable housing units to preserve that affordability. Currently, the balance of the last two year's town appropriations for affordable housing is \$270K in uncommitted funds, well under the working capital needed.

Recommendations: The Select Board recommends affirmative action on this article.

Concord's 2019 ATM passed four separate warrant articles as part of a long-term strategy to build and provide an ongoing revenue stream for affordable housing. These articles required the

State Legislature to approve two home rule petitions, which are still pending. In the interim, it is essential for the town to continue to make annual appropriations for affordable housing to ensure adequate funds are available to act on opportunities as they arise between Town Meetings to add affordable homes to our Town's State Subsidized Housing Inventory (SHI) to stay above the 40B threshold number for Concord, which will change when the new census data is released.

Simultaneously, the Select Board has also supported zoning bylaw amendments to increase the number of non-subsidized affordable homes. Already applications have been approved for a number of accessory dwelling units since the 2020 ATM. All of these efforts have been taken to address the needed range of affordable housing options the town has identified as a priority in its long-range plan whether it be for seniors "aging in place", younger residents staying in Concord, etc.

According to the Regional Housing Services Office (RHSO), Town Meeting's appropriation of \$1,000,000 for affordable housing over the last two years will have resulted in the successful creation of 4 new SHI units and preservation of 1 existing housing unit:

- Feasibility of CHA Gerow Development – 1 SHI Unit
- 930 Main Street – 2 SHI Units
- Emerson Annex preservation – 1 Unit
- Elm Brook Lane – 1 SHI unit

The timing of all of these opportunities was not predictable but allowed the Town and Select Board to act quickly as needed with a level of working capital to execute transactions even when applicable resale funds of existing deed-restricted units might be returned to the fund eventually. Use of Town appropriated funds have also been leveraged to bring in additional non-town sources of funding for these projects. Approximately \$230K from the past two year's appropriation is currently uncommitted for any further affordable housing action to be taken at this time.

The Select Board is aware that Concord's free cash balance is tight this year, but the need for affordable housing in Concord is greater than ever. The July 1, 2020 certified Free Cash Balance is in conformance with the policy for this year's appropriation request. Having adequate accessible funds to act on these opportunities is a critical component of Concord's affordable housing production strategy, and aligns the Town's actions in the *Envision Concord: Bridge to 2030* comprehensive long-range plan.

The Select Board strongly urges your support for this article.

The Finance Committee recommends No Action on Article 17. The 2019 Annual Town meeting authorized the Select Board to seek new revenue sources for affordable housing through a building permit surcharge and a transfer tax on home sales. This requires approval from the state legislature, which has not yet acted on the Town's request. To date, \$1 million has been appropriated from Free Cash as an alternative source of funding, and \$300,000 has been spent. The Finance Committee is concerned about the request made in this article for an additional \$500,000 from Free Cash because: (i) it is a further reduction in the amount of Free Cash in a year

when Free Cash reserves are low by historical standards and \$1 million is being allocated to offset the FY22 property tax levy and reduce tax bills; (ii) there is still \$700,000 remaining of the past appropriations; (iii) there is other funding available for these purposes from the Community Preservation Committee (CPC); and (iv) the Town's plans with respect to conducting buydowns for these purposes should be updated to provide more clarity around desired outcomes, costs, timeframes, and sustainable revenue estimates and sources. The recommendation of No Action is intended to ensure that the program is reflective of the current environment and is matched with a realistic financial plan that ensures its success.

ARTICLE 18: SENIOR MEANS TESTED PROPERTY TAX EXEMPTION
(Consent Calendar)

Motion: That the Town take affirmative action on Article 18 as printed in the Warrant.

Narrative: Affirmative action on Article 18 is one step toward continuing a property tax policy that has been successfully implemented in the Town of Concord for the last three years.

The Senior Means-Tested Property Tax Exemption was authorized by Chapter 374 of the Acts of 2016. Persons age 65 or older who have been residents of the town for at least ten years, whose property is valued at or below the town's median single-family house value (\$925,200 in FY 2021), whose income would qualify for the state's Circuit Breaker income-tax credit (\$61,000 for an individual and \$92,000 for joint owners for tax year 2020), and whose other assets are below a threshold set by the Board of Assessors are eligible for this exemption. The exemption can reduce the applicant's property tax by as much as 50 per cent or until the net tax burden is 10 per cent of the applicant's income. The total amount of exemptions is capped at ½ of one percent of the total residential property tax.

In Fiscal Year 2021, 34 applications were approved for exemptions totaling \$123,432. The actual total continued to be well under the ½ percent cap, enabling the full amount of the exemption to be given to all eligible applicants.

The act authorizing this exemption expires three years after its initial implementation. In order to continue administration of this exemption, the 2020 Annual Town Meeting passed nearly unanimously a warrant article submitted by the Tax Fairness Committee which requested the State Legislature to pass a Special Act making the Senior Means-Tested Property Tax Exemption permanent. With the advice of the Town Assessor, in order to reduce the expense of administering the exemption while maintaining the intent of the income limit, the new Home Rule Petition was based on gross income rather than the Circuit Breaker worksheet. The new petition also modified the calculation of the exemption to ensure that applicants who are eligible for another exemption in addition to the Senior Means-Tested Tax Exemption receive the full benefit of both exemptions.

It is expected that under the proposed legislation, eligibility for the exemption will be substantially the same and the net tax burden on eligible individuals will be the same or less than it would have been under the existing program.

In order to continue the Senior Means-Tested Property Tax Exemption, the authorizing legislation must be passed by the Great and General Court, it must be approved by this Town Meeting, and it must be approved by a majority of voters at a regular or special town election.

The Tax Fairness Committee, which sponsored Article 18, prepared this summary on May 21, 2021.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This Article removes the requirement for annual approval of this exemption and makes the administration easier for the Assessor's Office. None of the qualifying factors change, the amounts

are modest and well below the threshold established by Town Meeting, and contribute to the worthy goal of making Property Tax increases more affordable for qualifying Seniors.

The Select Board and the Tax Fairness Committee recommend affirmative action on Article 18.

ARTICLE 19: APPROPRIATION FOR SENIORS MEANS TESTED TAX EXEMPTION
(Consent Calendar)

Motion: That the Town transfer the sum of \$150,000 from the Overlay Surplus to fund the Senior Means-Tested Property Tax Exemption program for the Fiscal Year ending June 30, 2022.

SELECT BOARD RECOMMENDS AFFIRMATIVE ACTION ON ARTICLE 19: Appropriation for Senior Means-Tested Tax Exemption

The Town's current Senior Means-Tested Property Tax Exemption expires this June 30, 2021, and has been available to assist qualified seniors with a portion of their tax bill for the past three years. Approximately 45-50 seniors have benefitted from this assistance during this time period.

At last year's Town Meeting, a home rule petition to extend this exemption was successfully passed and was immediately filed with the State Legislature for the required ratification as a special legislative act. Due to the many other issues before last year's session of the Legislature during the Covid-19 pandemic, this home rule petition had to be resubmitted to this year's current legislative session. Once affirmatively acted upon, this will come back to the Town for an additional vote to confirm its continued implementation in Concord.

In the meantime, in order to continue the Senior Means-tested Tax Exemption in FY'22 in the event legislative authority has not been received by the time the Town is required to set its FY'22 Tax Rate, an affirmative vote on Article 19's appropriation of \$150,000 is required. The availability of these funds from the Board of Assessors Overlay Fund has been approved by the Board of Assessors.

The Select Board strongly recommends a yes vote on Article 19.

Recommendation: the Finance Committee recommends Affirmative Action on this article should it be required, in the event that the Legislature does not grant authority in time for the Town to set the tax rate. This Article provides for the Senior Means-Tested Tax Exemption to continue with an alternative funding source.

The Select Board and the Tax Fairness Committee recommend Affirmative Action on Article 19.

ARTICLE 20: LIGHT PLANT EXPENDITURES & PAYMENT IN LIEU OF TAXES
(Consent Calendar)

Motion: That the Town authorize the income from sales of electricity and from servicing and jobbing during the fiscal year ending June 30, 2022, together with the balance of operating cash in the Light Plant Fund, to be expended under the direction and control of the Town Manager, without further appropriation, for the expenses of the Light Plant for the fiscal year, as defined in Mass. Gen. Laws c. 164, § 57, and/or for other plant extensions, enlargements, additions, renewals, and reconstruction; and further to authorize a transfer of \$451,500 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2022.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This is a routine, non-controversial annual action authorizing the Light Plant to expend its income from operations for the expenses of the Light Plant, and further provides for the transfer of \$451,500 (or some other sum) from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2022. For further information, please see the Enterprise Fund Budget Book, at <https://concordma.gov/documentcenter/view/29426/fy22-enterprise-budget-book>

The Select Board recommends affirmative action on Article 20.

ARTICLE 21: SOLID WASTE DISPOSAL FUND EXPENDITURES
(Consent Calendar)

Motion: That the Town take affirmative action on Article 21 as printed in the Warrant.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This is a routine, non-controversial annual action authorizing the Town Manager to expend user fee revenue from the fiscal year ending June 30, 2022 and cash on hand in the Solid Waste Disposal Fund to operate the Town's curbside solid waste and recycling collection and disposal program. For further information, please see the Enterprise Fund Budget Book, at <https://concordma.gov/documentcenter/view/29426/fy22-enterprise-budget-book>.

The Select Board recommends affirmative action on Article 21.

ARTICLE 22: SEWER SYSTEM EXPENDITURES
(Consent Calendar)

Motion: That the Town take affirmative action on Article 22 as printed in the Warrant.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This is a routine, non-controversial annual action authorizing the Town Manager to expend user fee revenue for the fiscal year ending June 30, 2022 and cash on hand in the Sewer Fund for the operation, maintenance, and improvement of the Town's sewer system. For further information, please see the Enterprise Fund Budget Book, at <https://concordma.gov/documentcenter/view/29426/fy22-enterprise-budget-book>.

The Select Board recommends Affirmative Action on Article 22.

ARTICLE 23: SEWER IMPROVEMENT FUND EXPENDITURES
(Consent Calendar)

Motion: That the Town take affirmative action on Article 23 as printed in the Warrant.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This is a routine, non-controversial annual action. The Sewer Improvement Fund is a sub-fund of the Sewer Fund consisting of improvement fees paid by certain properties for connecting to the sewer system; the Article authorizes expenditure from the Fund for construction and expansion of sewer lines and treatment facility capacity. For further information, please see the Enterprise Fund Budget Book, at <https://concordma.gov/documentcenter/view/29426/fy22-enterprise-budget-book>.

The Select Board recommends affirmative action on Article 23.

ARTICLE 24: WATER SYSTEM EXPENDITURES
(Consent Calendar)

Motion: That the Town take affirmative action on Article 24 as printed in the Warrant.

Recommendations: the Finance Committee recommends Affirmative Action on this article. This is a routine, non-controversial annual action authorizing the Town Manager to expend user fee revenue, special service fees, and jobbing services by the Water and Sewer Division of Concord Public Works for the fiscal year ending June 30, 2022 and cash on hand in the Water Fund for the operation, maintenance, and improvement of the Town's water system. For further information, please see the Enterprise Fund Budget Book, at the link above.

The Select Board recommends affirmative action on Article 24.

**ARTICLE 25: AUTHORIZE EXPENDITURE FROM PEG ACCESS
& CABLE RELATED FUND**
(Consent Calendar)

Motion: That the Town transfer from the PEG Access and Cable-Related Fund the amount of \$431,108 to be expended under the direction of the Town Manager for necessary and expedient cable-related purposes consistent with the Comcast licensing agreement during the fiscal year ending June 30, 2022.

Recommendations: The Finance Committee recommends Affirmative Action on this article. The Town currently receives 4.8% of all revenue generated by Comcast from the company's Concord customers. This article proposes that the revenue from Comcast received during calendar year 2022 be appropriated, to be used only for cable-related purposes in accordance with the Town's license agreement. The total amount requested is \$431,108 of which \$102,800 shall be reserved for capital improvements needed to enhance PEG access services. PEG Access services are Public, Educational and Governmental local cable television channels. The fund balance as of July 1, 2020 is \$1,403,037. The fund balance on June 30, 2021 (FY 2021) is projected to be \$1,492,034 and \$1,472,779 on June 30, 2022 (FY 22).

The Select Board recommends affirmative action on Article 25.

**ARTICLE 26: BEEDE SWIM & FITNESS CENTER
ENTERPRISE FUND EXPENDITURES
(Consent Calendar)**

Motion: That the Town take affirmative action on Article 26 as printed in the Town Meeting Materials booklet.

Recommendations: the Finance Committee recommends Affirmative Action on this article. Beede Swim & Fitness Center's operations, funded by membership and activity fees, were severely impacted by Covid-19. For FY22, revenue is projected at \$1.58M, up from the current year, but still down substantially compared to FY19. While operating expenses have been reduced where possible, much of the cost of maintaining and safely operating the facility is fixed. As a result, there is an estimated operating loss for the current fiscal year (\$682k) and a projected operating loss for FY22 (\$547k). The operating deficits are being covered by the Beede's Swim & Fitness Fund, which is projected to end the current fiscal year with a net cash balance of \$2.5M and to have \$2.4M at the end of FY22.

The Select Board recommends affirmative action on Article 26.

**ARTICLE 27: MINUTEMAN REGIONAL TECHNICAL HIGH SCHOOL
DISTRICT BUDGET**
(Consent Calendar)

Motion: That the Town raise and appropriate the sum of \$1,289,284 for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2022.

Recommendations: the Finance Committee recommends Affirmative Action on this article. As a member of the Minuteman Regional Technical High School District, Concord agrees to pay an assessed share of the regional district's operating budget. The amount of the assessment paid by each town participating in the regional district is determined by a formula established in the regional agreement and relies in part on a rolling 4-year average of enrollment for member communities. This article authorizes the payment of Concord's FY22 assessment.

The Select Board recommends affirmative action on Article 27.

ARTICLE 28: CONCORD PUBLIC SCHOOLS BUDGET

Motion: Mr. Booth moves that the that the Town raise and appropriate the sum of \$41,708,424 for the necessary and expedient purposes of the public schools of the Town for the fiscal year ending June 30, 2022 and that the same be expended only for such purposes and under the direction of the Concord School Committee.

Narrative: the Concord Public Schools is requesting \$41,708,424 in FY21. This is \$931,231 or 2.28% higher than FY21's School Committee approved budget.

Recommendations: the Finance Committee recommends Affirmative Action on this article. The budget presented is in accordance with the Finance Committee Budget Guidelines and demonstrates thoughtful adjustments to evolving circumstances due to the challenges presented by the pandemic. The budget is based on the assumption that full-time, in-school learning will take place, and the decision will be carefully monitored if or when public health concerns arise.

The Select Board recommends affirmative action on Article 28.

ARTICLE 29: CONCORD PUBLIC SCHOOLS CAPITAL BUDGET

Motion: Mr. Booth moves that the Town appropriate the sum of \$900,000 to be expended under the direction of the Concord School Committee for remodeling, construction, reconstructing or making extraordinary repairs, including original equipment and related work at various Concord Public School buildings; and further, to meet this appropriation, authorize the Town Treasurer with the approval of the Select Board to borrow \$900,000 and to issue bond or notes under the provisions of Mass. Gen. Laws c. 44, § 7, or any other enabling authority; and further that, in accordance with Mass. Gen. Laws c. 44, § 20, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed under this Article 29 shall be reduced by the amount of any such premium so applied.

Note to Moderator: 2/3 Vote Required

Narrative: the Concord Public Schools is requesting \$900,000 in FY22 as part of its five-year capital plan. Capital needs to be addressed in FY22 include Energy Recovery Unit replacements at Thoreau and Willard, carpet and tile replacements at the elementary schools, Integrated Playground at Alcott, roof top units and paving at Ripley, and a contingency amount for unexpected capital costs associated with the aging Middle Schools.

Recommendations: the Finance Committee recommends **Affirmative Action** on this article. The CPS capital budget requests borrowing of \$900,000, within the levy limit, to be expended under the direction of the School Committee, for various capital projects including Energy Recovery Unites (ERUs), replacements, repairs and necessary maintenance.

The Select Board recommends affirmative action on Article 29.

ARTICLE 30: CONCORD-CARLISLE REGIONAL HIGH SCHOOL

Motion: Ms. Bout moves that the Town raise and appropriate a sum of \$24,608,739 as the Town's apportioned share of the Concord-Carlisle Regional School District budget for the fiscal year ending June 30, 2022, and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee.

Narrative: the Concord Carlisle Regional Schools is requesting \$35,759,374 which is \$800,452 or 2.29% higher than FY21's budget. The total assessment for Concord is \$24,608,739; this includes \$21,367,553 for the operating budget and \$3,241,186 for debt.

Recommendations: the Finance Committee recommends Affirmative Action on this article. As is the case with the Concord Public Schools budget, the budget presented is in accordance with the Finance Committee Budget Guidelines and demonstrates thoughtful adjustments to evolving circumstances due to the challenges presented by the pandemic. The budget is based on the assumption that full-time, in-school learning will take place, and the decision will be carefully monitored if or when public health concerns arise.

The Select Board recommends affirmative action on Article 30.

ARTICLE 31: HOME RULE LEGISLATION AND BYLAW AMENDMENT REGULATION OF FOSSIL FUEL INFRASTRUCTURE

Motion: Ms. Escobedo moves that the Town take affirmative action on Article 31 as printed in the Warrant.

Narrative: The purpose of this article is to protect the health, safety, and welfare of Town residents from the effects of air pollution, including greenhouse gas emissions that are contributing to climate change. It is also the next step in Concord's strategy to meet its climate goals set at 2017 Town Meeting and implement its Climate Action and Resilience Plan.

Because over 60% of Concord's GHG emissions come from buildings, Article 31 offers an essential tool to help meet Concord's [greenhouse gas reduction goals](#). Electricity is the only "fuel" that we can make renewable. Given CMLP's commitment to provide 100% carbon-free electricity, electrifying buildings is the best way to significantly reduce emissions from buildings.

This article seeks Town Meeting approval to both establish a new Town Bylaw that would require that all new construction be fossil fuel free and further request Home Rule Legislation for the authority to implement the bylaw. This bylaw will apply to any new construction that will require heating and/or cooling and that is associated with a valid building permit application. This includes construction on a vacant lot, to replace a demolished building, or of a new accessory building constructed on an existing residential or commercial property. The bylaw includes several exemptions, including affordable housing, restaurant and commercial kitchen equipment, portable propane appliances, and backup emergency generators. It also sets up an appeals process to hear and resolve complaints should an applicant's building permit be denied.

The technology exists today to efficiently heat and cool homes with electric-powered heat pumps. Heat pumps are highly efficient heating and cooling systems able to heat a home or business in the winter and provide air conditioning in the summer. Heat pumps are a cost-effective technology and work well in cold climates. Coupled with tightly sealed buildings (more wall insulation, better windows, tighter air sealing, etc.), electric home heating systems promise increased efficiency and a reduced carbon footprint. Alternatives to combusting fossil fuels in the home also include induction cook stoves, electric stoves, and heat pump hot water heating systems.

New construction requirements are a sensible first step in the building electrification transition that will help prevent us from making the problem worse, and it is cost effective to build all electric new construction in most cases. A recent analysis by the Rocky Mountain Institute, RMI, a national science-based NGO, showed that a new all-electric home in Concord has lower upfront costs and lower annual utility expenses compared to a new fossil fuel home.

We cannot afford to expand the number of homes and buildings using fossil fuel for the next 30-40 years. Taking this action now will ensure we do not continue to add systems and infrastructure that will be more difficult and expensive for residents to replace later.

Frequently Asked Questions about Article 31

Why electrify buildings?

Buildings are the largest source of GHG emissions in Concord, contributing over 60% of community-wide emissions. To reduce emissions from our buildings, in addition to building and renovating buildings to be very energy efficient, we need to electrify everything and clean up the grid. Electricity is the only fuel that we can make renewable. All-electric buildings are also the most efficient buildings because heat pumps are the most efficient heating and cooling technology.

Is electricity actually cleaner than gas? Doesn't our electricity come from fossil fuels?

Electricity is the only fuel we can make fossil fuel free and Concord's electricity is already over 50% carbon-free. The electrical grid in Massachusetts is greening by State mandate. Concord's electricity is provided by Concord Municipal Light Plant (CMLP). CMLP has a goal of providing 100% carbon-free electricity by 2030 and is already more than halfway there. Gas is a fossil fuel that cannot be cleaned up. It contributes to climate change and its combustion releases pollutants such as particulate matter and nitrogen oxides that are harmful to human health.

Can the Concord Municipal Light Plant, CMLP, handle the additional electrical load?

Yes, CMLP has capacity to meet the additional electrical load today and in the coming years. This article will result in a gradual increase in electrical demand as about 25 new homes are built in Concord every year. CMLP's strategic plan includes beneficial electrification of transportation and heating and cooling homes, both of which will result in increased electrical demand. CMLP is continuously evaluating electrical load and planning for a future that includes beneficial electrification.

What does this mean for existing buildings?

This article only applies to new construction. However, many Concord residents and businesses are transitioning existing buildings to heat pumps for heating and cooling. There are many rebates and incentives available from CMLP including heating/cooling coaching available through the Concord Clean Comfort program.

How unique is this Article? Who else is doing this?

Legislation, or bylaws requiring new construction to be fossil fuel free are happening in other cities and towns across the country. Closer to home, Brookline, Arlington, and Lexington have passed similar articles at their 2021 Town Meetings. In fact, Concord was prepared to move a very similar article at the 2020 Town Meeting, but the Attorney General decided that a general bylaw like this was preempted by state law, so Concord's article was not moved. Since then, Concord has learned that a two-for-one approach of a Home Rule Petition and a Bylaw is a feasible approach to beneficial electrification of new construction.

What is a Home Rule Petition? How is this different from a bylaw?

Article 31 includes a Home Rule Petition and a Bylaw. A Home Rule Petition, voted on at Town Meeting, requests authority from the Massachusetts Legislature for special authority to implement the bylaw. The bylaw requiring that new construction be fossil fuel free will only be implemented if both Article 31 is approved by Town Meeting and if the home rule petition authority is granted by the Legislature.

RECOMMENDATIONS:

The Select Board recommends Affirmative Action on Article 31.

The Select Board voted unanimously to support Article 31. This article requires that new construction in town be fossil fuel free – that means constructed with no onsite combustion of fossil fuels for heat, hot water, and cooking.

Concord has a long history to taking progressive actions to address sustainability, climate change and resource protection. Town Meeting has previously voted to support sustainability principles, to establish goals for greenhouse gas reduction in line with the Massachusetts Global Warming Solutions Act and the Paris Climate Agreement and establish a Tree Preservation Bylaw.

Kate Hanley, the town’s sustainability director was hired specifically to oversee the application and coordinated expansion of Concord’s progressive principles. She worked to develop our Climate Action and Resilience Plan, a project that relied on public engagement for input, and serves as a roadmap for how Concord can achieve its goals. The plan clearly states that since 60% of our local emissions comes from buildings, the next step would be to electrify new home construction and begin to build a cleaner future, as Concord’s control over its own municipal light plant, CMLP, allows. Our community owned light plant and its citizen board are working to secure efficiency services that bring 100% zero-carbon energy to power our community. Additionally, expanding our commitment to the goal of bringing clean energy to our homes becomes an ever more important strategy for us to meet our climate goals.

In what has been called a “landmark report”, the International Energy Agency just last month called on countries to move faster and more aggressively to cut planet-warming pollution to stave off the impacts of a changing climate.

Article 31 does just that. By starting to invest in renewable energy supplies and using technologies already in the marketplace when we build new homes, we can transition away from fossil fuel use and all breathe a little better.

Concord’s elected legislators, Sen. Mike Barrett and Rep. Tami Gouveia, have been leaders in the Legislature to propose and pass legislation to meet the challenge of climate change.

In its deliberations, the Select Board considered the known science around climate change, the potential strategies for meeting our town goals, and looked to other communities for models. In fact, Arlington, Brookline and Lexington have all passed similar legislation at their Town

Meetings this spring and another 10 communities (including Acton, Newton, and Ipswich) also have it on their warrant.

The Select Board urges a vote of Affirmative Action on Article 31 as this year's action step in our existing multi-year plan to help us meet our climate goals.

The Planning Board Recommends Affirmative Action on Article 31. The Planning Board believes Article 31 would provide the Town the ability to move forward with sustainability actions in a measurable way and the Planning Board recommends affirmative action on Article 31.

The Concord Municipal Light Board, Climate Action Advisory Board, and Comprehensive Sustainability and Energy Committee recommend Affirmative Action on Article 31.

**ARTICLE 32: HISTORIC DISTRICTS MAP AMENDMENT –
 MAIN STREET HISTORIC DISTRICTS*
 (Consent Calendar)**

Motion: That the Town take affirmative action on Article 32 as printed in the Warrant.

Moderator: 2/3 Vote Required

Article 32. To determine whether the Town will vote to extend the Main Street Historic District southward to add two properties comprised of 19,578 square feet, more or less, and the buildings located upon at 21 Thoreau St. (known as Assessor Parcel #0783) and 29-31 Thoreau Street (known as Assessor Parcel #0782), and to amend the map on file in the office of the Town Clerk entitled “Historic Districts, Town of Concord” accordingly, effective July 1, 2021, or to take any other action thereto.



The current property owners of 21 Thoreau Street and 29-31 Thoreau Street have requested that their properties be added to the Main Street Historic District.



The house at 21 Thoreau Street was originally built around 1862 on the property of 252 Main Street. The house was moved in 1891 or 1892 to its current location.

The house was built by Julius Smith, a house painter and Main Street store owner. In 1865 the house was purchased by Frederic Hudson. Hudson was a journalist, editor of the New York Herald, and was one of the founders of the Associated Press.



The house at 29-31 Thoreau Street was built around 1843 as a double cottage. The property was owned for years by the Gleason family.

Both 21 Thoreau and 29-31 Thoreau are contributing structures to the historic streetscape of Thoreau Street and the Main Street Historic District.

Narrative: At their meeting held on April 8, 2021, the Concord Historical Commission reviewed Article 32 – Historic Districts Map Amendment – Main Street Historic District. Article 32 proposes to add two properties – 21 Thoreau Street and 29-31 Thoreau Street to the Main Street Historic District.

The Historical Commission voted unanimously to support Article 32. The addition of these two properties will be a welcome addition to the Main Street Historic District. The Commission applauds the homeowners for proactively preserving these historic structures, and the HDC for working with the homeowners to accomplish this.

Recommendations: the Planning Board recommends affirmative action on Article 32. The Planning Board strongly supports the foresight of these property owners in ensuring the preservation of these two historic structures by requesting the properties and the structures be included in the Main Street Historic District. The Planning Board recommends affirmative action on Article 32.

The Select Board, Planning Board, and the Historic Districts Commission recommend affirmative action on Article 32.

ARTICLE 33: DEMOLITION REVIEW BYLAW AMENDMENT

Motion: Ms. Saalfield moves that the Town take affirmative action on Article 33 as printed in the Warrant.

Narrative:

Q: What is the Demolition Review Bylaw?

A: The Demolition Review Bylaw establishes a uniform process for preserving and protecting significant structures within the town that reflect distinctive features of the architectural, cultural, political or social history of Concord. It encourages owners to seek alternatives that preserve, rehabilitate, relocate or restore structures rather than demolish them.

Q: What changes to the existing bylaw are being proposed under Article 33?

A: The Commission is proposing to revise the definition of “historically significant building or structure”; change the date on which a property becomes subject to the bylaw to 50 years or older; and change the timeframe in which a demolition delay begins following a determination by the commission.

Q: How does the Commission determine if a structure is historically significant?

A: Structures must meet rigorous criteria for “historical significance” modeled after criteria established by the United States Department of the Interior’s National Park Service. The property is evaluated by the Commission to determine if it is significant for its age, role in local, state or national history, association with a noted resident, architectural style, or location of an important event. The Commission also considers if the structure is a contributing element of a historic streetscape; the integrity of the exterior architectural details; whether alterations made over time are in harmony with the original design, style or period of construction; if the structure is located in its original location or if it has been moved; and if the original character of the surrounding landscape has been maintained.

Q: Do other towns in MA share similar criteria for defining “historically significant?”

A: Yes, in fact many towns including Acton, Brookline, Cambridge, Lexington, Newton, Provincetown, Wellesley, and many more share similar criteria.

Q: Why change the bylaw to 50 years or older?

A: As a model for state and local preservation programs around the country, the National Register of Historic Place’s 50-year evaluative criteria is used in more than 1,000 state and local preservation ordinances in the United States. The 50-year criteria ensures that significant architectural styles, like contemporary and mid-century modern architecture, are given the same chance of preservation as older, more commonplace historic architectural styles. The 50-year guideline is also used to determine eligibility for building codes, tax credits, rehab projects and grant funding.

Q: Why change the start date of the one-year delay period?

A. The current bylaw’s delay period begins on the date an application is submitted. The Commission is proposing to change this to the date in which a determination of “preferably

preserved” is made because the time period between the submission date and the determination date ultimately ends up shortening the delay period to less than a year and takes away valuable time that could be used to find alternatives for demolishing the structure.

Q: How many properties will be subject to the amended bylaw?

A: 3,408 properties (1,348 properties subject to the current bylaw). Since 2016, there have been 45 properties for which demolition review was required. Of these, 12 were deemed to be “preferably preserved.” Four of these structures were ultimately saved.

Prepared by the Concord Historical Commission May 20, 2021

Recommendations: The Select Board recommends Affirmative Action on Article 33.

There are three areas of change recommended in the Demolition Delay Bylaw Amendment:

- 1) Any building that is 50 or more years old will now be included in the bylaw;
- 2) The definition of “Historically Significant” is revised to reflect national standards;
- 3) The one year delay will commence when the Historical Commission reviews the request.

Over the course of the past year this amendment has been discussed often and the public has had several opportunities to weigh in on the suggested changes. The Select Board supports this amendment to the Bylaw first established in 2016. The data gathered in the past five years has allowed the Commission to assess the efficacy of the bylaw and to make changes to improve clarity.

The Historical Commission recommends affirmative action on Article 33.

ARTICLE 34: COMMUNITY PRESERVATION COMMITTEE
APPROPRIATION RECOMMENDATIONS
(Consent Calendar)

Motion: That the Town appropriate the sum of \$1,769,891 from the Concord Community Preservation Fund, of which up to \$44,172 shall be appropriated from the Undesignated Fund Balance as of July 1, 2020 and up to \$1,725,719 shall be appropriated from the projected Fiscal Year 2022 Fund Revenues, in accordance with Mass. Gen. Laws c. 44B, to be expended under the direction of the Town Manager on projects A through O, as printed in Article 34 of the Warrant.

Narrative:

The total amount originally requested in the 2020 CPA Funding Applications was \$2,276,011.

The total amount recommended for appropriation in FY22 is \$1,769,891.

The following fifteen applications are recommended by the CPC for funding in Article 34.

A. **Housing Production Plan Update, Town of Concord**

Category: Community Housing

The Town of Concord requests funding for Concord's update of the 2015 Housing Production Plan. The Town is required to update this plan every five years; this request was delayed by one year to allow completion of the 2020 census, which will recalculate the Town's required number of subsidized housing units as listed on the State's Subsidized Housing Inventory. The Town is required to have at least 10% of its housing stock available as affordable housing; Concord is currently at 10.52%.

Requested Funding: \$30,000

Amount from Other Funding Sources: \$0

Recommended Funding: \$30,000

Total Project Budget: \$30,000

B. **Regional Housing Services Program, Town of Concord**

Category: Community Housing

The Town of Concord requests funding for the Town's participation in the Regional Housing Services Office, an inter-municipal organization which provides professional housing staff for the administration of the affordable housing programs in Concord and seven neighboring communities.

Requested Funding: \$25,000

Amount from Other Funding Sources: \$25,000

Recommended Funding: \$25,000

Total Project Budget: \$50,000

G. **Repair, Stabilize & Renovate Wright Tavern, Trustees of Parish Donations, First Parish Church**

Category: Historic Preservation

The Trustees of Parish Donations request funding for consultation services from preservation and engineering professionals; structural repairs in the basement; reinforcement of attic rafters and floor joists; support ridge beams in annex; repairs to chimney, removal of spalling brick, and repointing of foundation.

Requested Funding: \$500,000

Amount from Other Funding Sources: \$247,662

Recommended Funding: \$260,000

Total Project Budget: \$747,662

H. **Chamberlin Park Bridge Survey and Permitting, Town of Concord NRC**

Category: Open Space

The Town of Concord Natural Resources Division requests funding to conduct a survey around the bridge and walkway, and obtain approval from the Natural Resources Commission to replace the structure, which is over 40 years old and nearing the end of its functional lifespan.

Requested Funding: \$35,000

Other Funding Sources: \$2,000

Recommended Funding: \$35,000

Total Project Cost: \$37,000

I. **Emerson Conservation Restriction, Town of Concord NRC**

Category: Open Space

The Town of Concord Natural Resources Division requests funding to purchase a conservation restriction on a 0.68 acre area of woods between the Emerson House and the Heywood Meadow. This portion of the R.W. Emerson House parcel is proposed to be restricted by the Town for conservation and passive recreation purposes. The restriction will be held by the Natural Resources Commission, with public access provided over the Emerson-Thoreau Amble, and the lot will remain in fee ownership of the Ralph Waldo Emerson Memorial Association.

Requested Funding: \$210,000

Other Funding Sources: \$355,600

Recommended Funding: \$210,000

Total Project Cost: \$565,600

J. **Wheeler Harrington House and Land, Town of Concord**

Category: Open Space and Historic Preservation

The Town of Concord requests funding to hire a consultant/professional facilitator to assist with public outreach in determining the future use and plans as they relate to the Wheeler Harrington House and Harrington Park.

Requested Funding: \$20,000
Recommended Funding: \$20,000

Other Funding Sources: \$0
Total Project Cost: \$20,000

K. **White Pond Beach Improvements, Town of Concord**
Category: Open Space and Recreation

The Town of Concord requests funding for modifications to the property including a new accessible pedestrian pathway from the parking lot to the beach; new steps; accessible parking; wood decking and a wheelchair mat to improve waterfront and restroom access; infiltration basins; drainage improvements and other stormwater improvements to the site.

Requested Funding: \$300,000
Recommended Funding: \$300,000
Past CPA Funding: \$250,000 (FY19)

Other Funding Sources: \$1,094,498
Total Project Cost: \$1.6 Million

L. **Bruce Freeman Rail Trail, Town of Concord**
Category: Open Space and Recreation

The Town of Concord requests funding to provide additional landscaping, fencing, paving, and other amenities to enrich and enhance the visitor experience along the Bruce Freeman Rail Trail.

Requested Funding: \$25,000
Recommended Funding: \$25,000

Other Funding Sources: \$0
Total Project Cost: \$25,000

M. **Warner's Pond Dredging Project, Town of Concord – Division of Natural Resources**
Category: Open Space and Recreation

The Town of Concord Division of Natural Resources requests funding towards the Warner's Pond Dredging Project, which seeks to improve the ecological health and recreational opportunities at Warner's Pond through a limited dredging operation.

Requested Funding: \$250,000
Recommended Funding: \$250,000
Past CPA Funding: 2019 - \$75,000 (permitting) 2020 - \$500,000 (dredging)

Other Funding Sources: \$1,750,000 Capital Funds
Total Project Budget: \$2.5 Million

N. **Old Rifle Range Survey and Permitting, Town of Concord NRC**
Category: Open Space and Recreation

The Town of Concord Natural Resources Division requests funding for survey, design and permitting services to improve a 0.25 mile section of the main trail through the Old Rifle Range that is seasonally impassable due to its very narrow width at the edge of a steep hill.

Requested Funding: \$34,500
Recommended Funding: \$34,500

Other Funding Sources: \$22,000
Total Project Cost: \$56,500

O. **Staff and Technical Support, Town of Concord**
Category: Administration

The Town of Concord requests funds to support the CPA in Concord by providing staff support from the Dept. of Planning and Land Management; legal, technical, and consulting assistance for the Town's CPA funded projects; supplies and associated administrative requirements including legal ads, copying, etc.; funding to purchase CPA signage; and other administrative expenses.

Requested Funding: \$40,000
Recommended Funding: \$40,000

Other Funding Sources: \$0
Total Project Cost: \$40,000

Prepared by the Community Preservation Committee on May 20, 2021

Recommendations: The Select Board recommends Affirmative Action on Article 34.

This article represents significant due diligence work and committee review of the applications received from both Town projects and non-profit organizations requesting this year’s cycle of Community Preservation Funds.

This year the Community Preservation Committee (CPC) received and recommended funding for 15 applications to be approved at Town Meeting, for a total amount of \$1,769,891 to be appropriated from the Concord Community Preservation Fund. Funding recommendations are made for the categories of community housing, historic preservation, open space, recreation and administration. Each application was thoroughly reviewed and appropriations were decided through committee deliberations after site visits and interviews with application sponsors. Applications were available online for public viewing, and there was opportunity for public comment throughout the year at the committee’s regularly scheduled public meetings and public hearing presentation.

Applications received this year included a submission from the Trustees of Parish Donations, First Parish Church, a local faith group. They requested funds for historic preservation, which is one of the qualifying categories for the CPC funding recommendations as defined by its bylaws and the State’s Community Preservation Act (CPA). During Town Counsel’s review of all of this year’s applications, he noted that “In previous years, we have provided opinions regarding the eligibility of projects submitted by religious organizations based on recent cases calling into question the grant of CPA funds to churches under the Massachusetts Anti-Aid Amendment,” and observed that “The repairs would allow the building to be used for educational programs and public visitation in the coming years, including the 250th anniversary of the meeting of the Continental Congress at First Parish in 2024.” He concluded, “Because the repair of the Wright Tavern would serve solely a public purpose, this project likely falls within the constitutional protection for government grants on an equal basis to churches as to other non-denominational organizations...”

Considering the positive contribution of CPA-funded projects – past and present – on Concord’s open space, recreational, affordable housing and historic preservation goals, as well as the thorough due diligence in reviewing all of the CPC recommended projects, the Select Board recommends affirmative action on Article 34: Community Preservation Committee Appropriation Recommendations.

The Finance Committee recommends Affirmative Action on Article 34. This article authorizes the appropriation of funds from the Community Preservation Fund for the specific projects listed in the article and allowed under the Community Preservation Act. These projects will expend a total of \$288,880 for Community Housing, \$576,511 for Historic Preservation, \$599,750 for Open Space, \$304,750 for Recreation and \$40,000 for Administration. All projects were reviewed and approved by the 9-member Town Community Preservation Committee (CPC) and are funded through the use of funds generated by the Massachusetts Community Preservation Act (CPA), which allows towns within Massachusetts to create a fund to be used for specified community purposes by collecting a surcharge on property tax bills that are supplemented by a state match.

ARTICLE 35: GENERAL BYLAW AMENDMENT – TREE PRESERVATION BYLAW
(Consent Calendar)

Motion: That the Town take affirmative action on Article 35 as printed in the Warrant with the deletion of the words “, and to avoid further infestation of the invasive species” at the end of Section 5.5(a).

Narrative: In 2019, the Town hired an outside consultant to act as the Town’s Reviewing Agent for the Tree Preservation Bylaw. The consultant has recommended three changes to the Bylaw to address construction projects that take longer than a year, protection of invasive trees if a property owner wants to keep them, and compliance with American National Standards Institute for planting and transplanting.

The words to be deleted are a typographical error and should not have been included in the Warrant Article.

Recommendations: Affirmative Action Recommended by: Select Board, Planning Board

**ARTICLE 36: ZONING BYLAW AMENDMENT –
DEFINITIONS, ZONING MAP & FLOOD PLAIN CONSERVANCY DISTRICT**
(Consent Calendar)

Motion: That the Town take affirmative action on Article 36 as printed in the Warrant.

Moderator: 2/3 Vote Required

Narrative: this Bylaw amendment is needed because the State updated the Model Floodplain Bylaw updated in 2020 and all communities in the National Flood Insurance Program (NFIP) are required to adopt the Bylaw updates. If it is not adopted, Concord property owners will no longer be able to get flood insurance.

Additionally, since the late 1970s, the Town of Concord has had a policy that compensatory flood storage shall be provided at a 1.5:1 ratio, instead of the 1:1 ratio in the State Model Bylaw. This was to ensure that any filling of the 100-year floodplain was adequately provided for in case the surveying, engineering and grading required to create the compensatory flood storage was not accurate and flooding occurred upstream and/or on adjacent properties.

There are some projects where providing 1.5:1 ratio of compensatory flood storage is not possible. In those cases, the Zoning Board of Appeals can reduce the compensatory flood storage to 1:1 ratio if the Board receives a positive recommendation from Natural Resources Commission, and finds the project allows for an overall improvement to the site, such as reducing the volume of structure in the floodplain, improving stormwater management, or improving the natural environment.

There are some significant benefits for the adoption of these amendments. Most importantly, adoption of the Model Floodplain Bylaw allows the Town to remain in the National Flood Insurance Program and property owners can still purchase flood insurance. And while surveying, engineering and construction grading techniques have become more precise, by continuing the requirement for 1.5 to 1 compensatory flood storage allows for a margin of error that may alleviate property damage if grading is not done accurately. Lastly, the requirement for 1.5:1 ratio is a proactive policy that helps address some of the effects of climate change and should be formally incorporated into the Bylaw.

Recommendations: Affirmative Action Recommended by: Select Board, Planning Board

ARTICLE 37: ZONING BYLAW AMENDMENT – TABLE IV MINIMUM PARKING
(Consent Calendar)

Motion: That the Town take affirmative action on Article 37 as printed in the Warrant.

Moderator: 2/3 Vote Required

Narrative: During 2020, with indoor capacity for restaurants limited due to the pandemic, some restaurants were able to convert areas of parking lots, wide walkways and patio areas to outdoor seating. Dining outdoors was a welcome alternative for patrons, and it helped support economic vitality in the Town’s village centers.

As part of the declared State of Emergency, the Select Board and Town Manager allowed these additional seating areas, waiving the parking requirements, so restaurants were not required to seek such waiver from the Zoning Board of Appeals. Last summer the Select Board issued special permits to ten restaurants. People were very happy to enjoy eating out again, but in particular feedback was very positive about the opportunity to dine outside.

Without the State of Emergency, a restaurant that wants to add outdoor seating could do if they could demonstrate they had additional parking spaces at one space per 3 outdoor seats. However, currently, many restaurants are operating with a Special Permit for relief from parking because site constraints do not allow enough onsite parking to meet the current Bylaw requirement of one space per three seats rated capacity, plus one space per employee on the largest shift.

This proposed amendment is intended to allow restaurants the opportunity to continue to offer seasonal outdoor dining without the need for a special permit by eliminating the required one space for three seats for only restaurant seasonal outdoor seating.

As we have seen and many have experienced firsthand, the ability for our local restaurants to offer outdoor seating promotes economic vitality and creates more vibrant village centers.

While parking remains a concern for many business and property owners, allowing outdoor seating for restaurant owners without additional parking requirements gives added flexibility in managing existing staff and meeting the needs of their patrons without expanding operations. Now if operations changed and additional staff is required, additional parking would also be required.

To address concerns about parking or the perceived general lack of parking in Town, it is important to note that this Zoning Bylaw Amendment will not change the parking requirement for indoor seating of one space per three seats rated capacity, plus one space per employee on the largest shift. Additionally, the location of seasonal outdoor seating still needs to meet ADA and Fire Code requirements, such as distance between tables and aisle widths; Board of Health and Food Code requirements for the handling and delivery of food safely, and; public safety requirements, such as tables not being allowed to be placed on sidewalks in a manner that diverts pedestrians into the street.

The Planning Board believes that restaurants that are able to offer outdoor seating will continue to do so within reason, since they are unlikely to dramatically increase the number of overall diners because everything else in the operations is sized for the current seating capacity. With the passage of this amendment, the Board hopes to see Concord residents and

restaurant owners enjoying this outdoor dining experience well beyond when the State of Emergency is lifted.

Recommendations: Affirmative Action Recommended by: Select Board, Planning Board

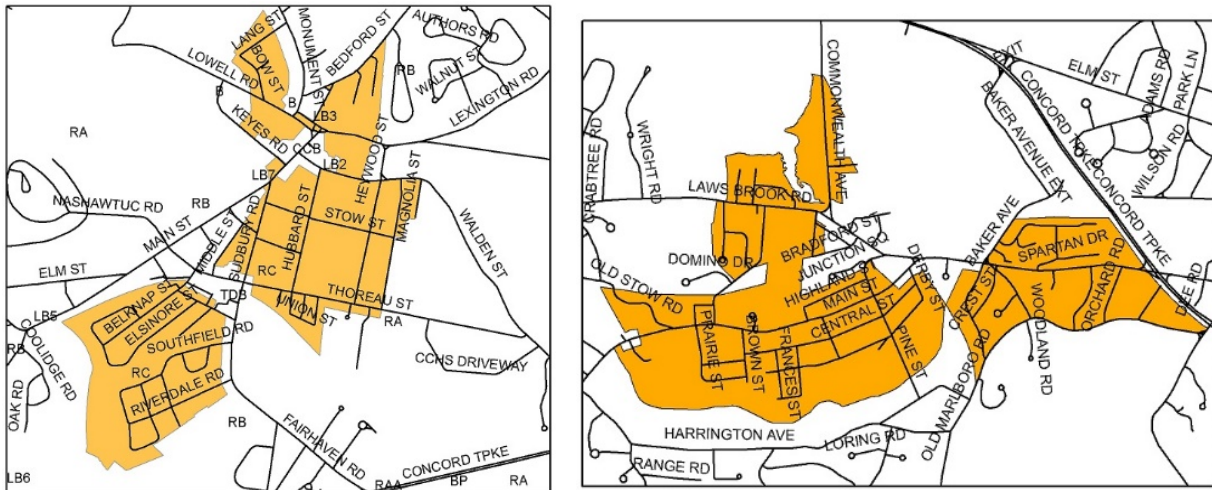
ARTICLE 38: ZONING BYLAW AMENDMENT – TWO-FAMILY OR ADDITIONAL DWELLING UNIT

Motion: Mr. Bosdet moves that the Town take affirmative action on Article 38 as printed in the Warrant.

Moderator: 2/3 Vote Required

Narrative: At the 2020 Annual Town Meeting, the Town passed an amendment to the Additional Dwelling Unit (ADU) bylaw to change the requirements for the construction of an additional dwelling unit to allow by-right ADUs less than 750 s.f. and ADUs between 750 s.f. and 1,000 s.f. by special permit. To date, the ZBA has issued 6 Special Permits and 4 Building permits have been granted for ADUs. Article 38 is complimentary to the ADU bylaw by allowing by special permit in the Residence C Zoning District the construction of new two-family dwellings or conversion of existing single-family dwellings. The Planning Board believes that together these two bylaw amendments allows for the creation of greater housing diversity of smaller homes with less expensive price points.

Residence C Locations; Concord Center, Thoreau Depot and West Concord Village



There are very specific differences between this Two-family Bylaw amendment and the ADU amendment passed last year. For a two-family dwelling, absentee ownership would be allowed, as is the case with single family homes. The dwellings in a two-family can be put into a condominium form of ownership and sold separately. The units must be attached, and as part of the special permit process, these projects will be reviewed to make sure that the way in which they are attached to each other is both in keeping with the spirit of the bylaw, and the characteristics of the community. All existing size and setback requirements would be maintained. What that means is that even though it's a two-family house, it cannot be any larger in total, and cannot be positioned on the lot differently, than a single family house on that same lot. Parking requirements are also the same as with a single-family dwelling, but again, as part of the special permit process that could be reduced, particularly as the emphasis is on development of these housing options around transportation hubs within the Town.

Why limit to Residence C Zoning District? The Planning Board considered several criteria to determine where this Bylaw might make sense:

- A .5-.75 mile walk from cultural and transportation hubs; Adding density near village centers has less impact
- Nearly all current two-families in town were built in what is now Residence C;
- Residence C dimensional requirements keep scale reasonable;
- Removes the need to create a new overlay district that could cause confusion in the future

The existing Residence C district captured most of the area under the criterias, which makes for administrative simplification. Additionally, the Two-family Bylaw not only aligns with Concord's past, but also with its goals for the future, as it supports the **Envision Concord-Bridge to 2030 Comprehensive Long Range Plan Land Use + Zoning Section:**

Goal #2: "Explore zoning alternatives (e.g., based on land characteristics rather than strictly geographic location) that enable higher density, mixed use, more walkable and economically diverse neighborhoods within/near village centers..."

Action 3b: "Consider whether to allow 2-family housing by right in residential districts near village centers"

The Planning Board is proposing that a special permit be required for a two-family dwelling for a number of reasons:

- The Residence C Zoning District is more dense so there is a potential that a project could impact an abutter;
- A special permit application to the Zoning Board of Appeals is a discretionary permit and requires notification to abutters, and;
- As part of the review of an application by the ZBA, the Board has to make findings regarding traffic safety, parking, neighborhood character and the natural environment.

This process is a way to help evaluate a proposed two-family dwelling and whether it may have a significant impact or not.

Recommendations: The Select Board recommends Affirmative Action on Article 38.

This article was created for last year's Town Meeting but not included on the warrant due to the prioritization of urgent articles affecting FY21. In the past two years, there have been many opportunities for public input which has been largely positive.

The article directly addresses the need for more diverse housing using "Smart growth" principles and providing less expensive housing options as expressed in the long-range plan – *Envision Concord: A Bridge to 2030*. The building of new two-family homes or the conversion of a single family to a two-family home will be allowed by special permit in the Residence C Zoning District. This will allow more opportunities for people to "age in place" or provide housing for extended families.

The Planning Board recommends affirmative action on Article 38.

**ARTICLE 39: ZONING BYLAW AMENDMENT –
EARTH REMOVAL BYLAW
(Consent Calendar)**

Motion: That the Town take affirmative action on Article 39 as printed in the Warrant.

Moderator: 2/3 Vote Required

Narrative: The current Bylaw regulates earth removal over 1,000 cubic yards (c.y.), but not earth filling, which can have the same impacts as earth removal. This amendment incorporate earth filling over 1,000 c.y.

Under the current bylaw, the criteria used by the Zoning Board of Appeals is vague and does not provide clear guidance to an applicant or the Board on the elements for evaluating a proposed project. The revised criteria is clearer in the elements that make a good project and are aligned with Town goals.

The amendment has a new requirement for an alternative analysis and site plan describing alternatives to:

- Minimize the amount of earth removed or filled;
- Minimize the area of land disrupted; or
- Reduce the length of time or number of vehicle trips.

Applicants will also need to describe the advantages and disadvantages of the preferred alternative and provide a cost comparison and list of environmental benefits of each alternative.

The amendment also adds a purpose statement that ties together the whole bylaw and new definitions to provide clarity on the meaning of certain words in the criteria used by the Zoning Board of Appeals in the granting of a Special Permit.

Recommendations: Affirmative Action Recommended by: Select Board, Planning Board

**ARTICLE 40: CITIZEN PETITION NEONICOTINOIDS
PROHIBITION ON NEW LEASES OF TOWN LAND**

Motion: Mr. Hanson moves that the Town take affirmative action on Article 40 as printed in the Warrant.

Narrative: What are Neonicotinoid insecticides? They are water-soluble, persistent insecticides resembling nicotine a plant absorbs to kill pests attacking its roots, stems, leaves, flowers and fruit as well as its sap, nectar and pollen collected by pollinators. If you see one of the following names listed the insecticide includes a neonicotinoid: *Acetamiprid, clothianidin, imidacloprid, nitenpyram, nithiazine, thiacloprid and thiamethoxam*. They are applied as coated seeds, sprays and directly on soil. They coat over 90% of corn seed. A bird dies if it eats a treated seed. Turf application rates per acre are 2-3 times higher than seed treatments. A gallon of Bonide Annual Tree and Shrub insect control contains as much *imidacloprid* as an acre's application of treated seed. All these applications produce pollen and nectar unsustainable as pollinator food.

What is the environmental fate of neonicotinoids? Only 5% of the treatment stays in the plant. The rest dissolves into the ground water drifting into adjacent soils, streams and lakes. Neonicotinoids have half-lives of 200 to 1000 days so annual use can accumulate.

Pollinators are at risk! Pollinators are necessary to a healthy ecosystem. Agriculture and native plants rely on pollinators. Yet they are at risk due to climate change, habitat loss, pesticides and diseases. Peer reviewed studies show that neonicotinoids in pollen at levels as low as 1 part per billion (1-ppb) reduce the longevity of bumble bees. A study at the USDA in Maryland shows that at some level below 5-ppb in pollen fed to honey bee larva significantly increase their susceptibility to nosema disease. The 2016 Harvard survey of Massachusetts hives reported Middlesex County pollen averaged 1.2-ppb.

Pollinator Diversity needs to be restored! For a healthy eco-systems we need pollinator diversity to support diverse plant species. A 1975 a survey of bumblebee species in Massachusetts reported six common species. Today 5 of those species have declined severely and *Bombus Impatiens* is 96% of what we see. The other species are rare and some are endangered.

What can we do to help bees? Use safe alternatives for controlling pests without neonicotinoids. Provide pesticide-free plants and habitat for pollinators. If you need help consult **Concord's Pollinator Health Advisory Committee**. I recommend checking the websites of the **Native Pollinator Task Force**, which is working to improve native pollinator habitat in the watershed of the Concord, Sudbury and Assabet rivers. I also recommend the **Lincoln Land Conservation Trust** website pollinator section. All are good.

Prepared by Mark Hanson, 340 Holden Wood Road, May 28, 2021

Recommendations: The Select Board recommends Affirmative Action on Article 40.

Article 40 asks the town to ensure that any new town leases or license agreements (not including renewals) entered into by the Town for agricultural or retail use on Town-owned land will prohibit the use of neonicotinoids including neonicotinoid-coated seed, or take any other action thereto.

While the Select Board was not unanimous in its final recommendation on this article, all Select Board members support educational efforts to heighten the public's awareness of protecting pollinator health and the importance of the role pollinators play in plant pollination and food production. Additionally, educating the public about the use of neonicotinoids and other harmful chemicals in lawn care should be a priority.

The Massachusetts Pesticide Board has recently voted to require that neonicotinoids be applied by licensed applicators and that homeowners and others are aware of its use by the professional licensed applicator. This Board is charged with regulating the use of pesticides such as covered by this citizen petition.

It should be further noted and the Select Board applauds the many voluntary public and private efforts to plant pollinator-friendly plants and gardens, including some at our town's schools. We applaud the citizen petitioner's efforts to inform us all on responsible use of harmful pesticides that negatively impact the health of pollinators.

The Agriculture Committee recommends No Action on Article 40.

In view of a recent ruling by the Massachusetts Pesticide Board, in which neonicotinoid pesticides were recategorized as 'restricted use', and other conditions were placed on their usage throughout the state, the Concord Agriculture Committee has decided to come out against moving Article 40 forward to the Town Meeting. Article 40 contemplates a municipal-level interdiction of neonicotinoid usage on town parcels that are newly licensed to agricultural operators. It explicitly doesn't include license renewals for farmers who have been using town parcels previously. The Agriculture Committee had originally determined to remain neutral on the Article—members were generally dubious of the propriety of trying to regulate pesticides on a local level and of the potential effectiveness of the particular article in achieving the goal of reducing local neonicotinoid usage and, thereby, providing some protection to pollinator populations, but some members felt that the Article could have some symbolic relevance and impact. We feel that the action of the State Pesticide Board has superseded and obviated any purely local or symbolic gesture—the Board's action has effectively removed neonicotinoid pesticide from garden centers and hardware stores, putting them out of reach of anyone except licensed applicators, and even landscapers with pesticide credentials will need to get explicit permission from land owners before using them. The Agriculture Committee believes that state rather than local action is more appropriate to the regulation of pesticides, and promises to be far more effective than any local action could be, given substantial practical and legal limitations on any local initiative.

Prepared by the Concord Agriculture Committee, April 28, 2021

**ARTICLE 41: CITIZEN PETITION:
FIBER/BROADBAND STUDY COMMITTEE**

Motion: Ms. Hire moves that the Town take affirmative action on Article 41 as printed in the Town Meeting Materials, with changes in the language of the article as printed in the Warrant highlighted:

“To determine whether The Town will vote to urge the Town Manager to increase the availability of municipal fiber optic telecommunications service. To assist in this task, the ~~Town Manager~~ Select Board shall appoint a Fiber Broadband Completion Committee with the following charge: Study and recommend appropriate solutions, including possible funding, for,

- (a) expediting the installation of fiber-optic telecommunications utility service on the remaining 5% of Town ~~property~~ streets that lacks such service;
- (b) exploring barriers to Concord Light Broadband subscription growth; and
- (c) investigating opportunities for expanding fiber-to-the-home and to fiber-to-the-business.

The Committee shall write a Report with findings and recommendations to the Town Manager and the Select Board by a date no later than one month prior to the deadline for Draft Warrant Articles for 2022 Annual Town Meeting.

The Committee shall be comprised of no fewer than 5 and no more than 7 members, including: one member of the Concord Municipal Light Board, chosen by the Light Board; one member qualified to represent the business consumers of fiber-based utility services; one member qualified to represent the real estate community; and at least two additional at-large members chosen by the ~~Town Manager~~ Select Board. The Committee shall elect its own chair and clerk. The Committee shall seek creative, forward-thinking solutions that acknowledge the existing roles and responsibilities of the Town Manager and staff of the Concord Municipal Light Plant in providing broadband services via the Town’s fiber optic network.

~~–Or take any other action relative thereto.”~~

Narrative: The Fiber Optic network is an extraordinarily valuable asset to the Town. It is capable of supporting economic vitality, sustainability and resilience goals.

The Fiber Optic network began in 2014 with small steps, at the urging of then-Town Manager Chris Whelan. Goals were purposefully conservative, such as needing to be competitive and earn a return. The slow approach ensured that taxpayers and rate payers would not be harmed. Today, fiber provides fast, reliable broadband internet to over 1,700 subscribers, supports emergency communications in Concord and Carlisle, is operationally self-sustaining, and even helped CMLP avoid an operating loss in 2020.

It is time to shift the dialogue to the options and capabilities that such a system can provide. A Fiber Broadband Completion Committee (FBCC) can re-visit strategy on behalf of the community. A recent GIS data analysis found the 7% of residential *parcels* without Fiber Broadband access, either by under-ground or overhead cable, represent 22% of individual *addresses*. Residents in afford-able housing, condominiums, or apartments have limited power to effect connectivity.

addresses. Residents in afford-able housing, condominiums, or apartments have limited power to effect connectivity.

Why do we need a study committee? Investment priorities should be set by the investors, namely, the citizen owners of the system.

- **Expertise** from the community can augment CMLP’s limited resources for planning, which have been hampered by staffing and COVID.
- Like a child who is growing up, the fiber system’s stage of financial and technical maturity calls for a **new strategic plan** for the next phase and beyond.
- **Speed:** The FBCC can more quickly evaluate and recommend:
 - Ways to pursue grants or other programs for low income, such as through the Federal Communication Commission
 - Investments to increase availability for multi-dwelling units
 - Targets for funding expensive, underground capital improvements
 - Intra-departmental financial policies and discretionary expenditures, such as PILOF (payments in lieu of franchise) transfers to the PEG (Public Educational Government) Access Fund

Why do we need to do it now? The FBCC would recommend next steps before next year’s Town Meeting.

- **Time-sensitive opportunities:** COVID-19 recovery funds, and proposed broadband infrastructure investments. If we start preparing, we will be in a better position to take advantage should those opportunities arise.
- **Need:** With more residents working and studying from home, we should aim for 100% fiber access and ensure no residents or businesses are left behind.
- **Competition:** Commercial telecommunication interests are actively marketing other, less sustainable and less desirable options: densely sited 5G antennas, “over the air devices” on homes and buildings, and subscription and installation fees paid to out-of-town businesses.

Recommendations: The Select Board Recommends No Action on Article 41

The Select Board appreciates the significant value of Concord’s Broadband infrastructure and agrees that all residents and businesses should have the opportunity to connect to our fiber optic network. However, this is a costly endeavor and the Town Manager has requested one year to work with staff to develop a plan to address issues, possible solutions, and financing for completion of its implementation.

The PEG Access Advisory Committee recommends affirmative action on 2021 Article 41.

The PEG Access Advisory Committee reviewed Article 41, which proposes to create a Fiber/Broadband Study Committee, at our May 6, 2021 meeting. After an extensive discussion with the Article’s sponsor, Gail Hire, about the purpose and merits of the Article, the PAAC voted to support this Article and recommends affirmative action at Town Meeting.

The purpose of this Article is to create a task force that will study why the Town of Concord has not yet made its fiber-based broadband available to 100% of the Town. The committee will report its findings and offer recommendations before the 2022 Town Meeting. As we heard during the May 11 Enterprise Public Hearing, the broadband/Telecom Fund is now financially solid. Now is the time to push for 100% completion.

Broadband is an essential service, as we have seen during this COVID experience, yet not all of our citizens are able to get this service because of various barriers. Part of the charge of the PEG Access Advisory Committee is to “promote quality telecommunication services that reflect the interests and concerns of Concord residents.” It is in this capacity that our PEG committee recommends a “yes” vote on Article 41 because Concord residents and businesses need access to fiber-based broadband.

The new committee will explore the barriers to broadband adoption in a targeted, focused effort. This will provide the Light Board, the Select Board, and the Town Manager with information needed to form rational policy decisions on laying fiber to homes and businesses in Concord.

We therefore recommend affirmative action on Article 41 and the creation of a fiber/broadband study committee.

*Prepared by Karlen Reed, PEG Access Advisory Committee Chair
May 17, 2021*