

**TOWN OF CONCORD
SELECT BOARD MEETING
MARCH 20, 2023 | 6:30 PM**

TOWN HOUSE, 22 MONUMENT SQUARE

Join Zoom Meeting

<https://us02web.zoom.us/j/85447479817?pwd=TCtFaktIRINtUERvaWx5VjduSHZTd09>

Meeting ID: 854 4747 9817

Passcode: 834463

Dial In Toll-Free: 833 548 0276

AGENDA

#	Time*	Agenda Item
1.	6:30 PM	Consent Agenda <ul style="list-style-type: none"> • Meeting Minutes: March 6, 2023 • Town Accountant Warrant: March 9, 2023, March 16, 2023 • Gift Acceptance of a variety of tools donated by Concord Lumber to the Concord Fire Department which are valued at \$1,762.24 • One Day Entertainment License for West Village Tavern at 13 Commonwealth Avenue from 5:00 PM to 7:00 PM on Friday, March 17, 2023 – Retroactive Granting of License • Amendment of the Concord 2025 Executive Committee Charge
2.		Chair's Report
3.	6:40 PM	Common Carrier and Livery/Taxi Cab License Renewal for Joseph's Transportation of 44 James Street, Medford, MA 02155
4.	6:45 PM	Public Hearing continued from March 6, 2023 for Grant of Location Requests from Comcast of Massachusetts
5.	6:50 PM	Affordable Housing Strategy and MBTA Housing Update with Marcia Rasmussen, Director of Planning and Land Management, Liz Rust, Director of the Regional Housing Services Office, and Keith Bergman, Chair of the Affordable Housing Trust
6.	7:20 PM	Board/Committee Volunteer Database Update
7.	7:30 PM	Town Manager Evaluation Form Initial Discussion
8.	7:45 PM	Discuss and Vote Recommendations on Annual Town Meeting Warrant Articles
9.	8:30 PM	Vote to Approve the Charge for the 2229 Main Street Advisory Task Force
10.	8:40 PM	Committee Nominations <u>Concord 2025 Executive Committee</u> (contingent upon approval of amended charge in Consent Agenda): Susan Spinale McCrory of 59 Lee Drive for a term to expire December 31, 2026
11.		Committee Appointments
12.	8:45 PM	Correspondence
13.	8:50 PM	Select Board Liaison Reports
14.	9:00 PM	Public Comment
15.	9:10 PM	Adjournment

**Times are approximate and subject to change*

Current Board and Committee Vacancies
Agricultural Committee – Associate Member
Bruce Freeman Rail Trail Advisory Committee
Cemetery Committee
Commission on Disability
Concord 2025 Executive Committee
Conservation Restriction Stewardship Committee
Council on Aging
Financial Audit Advisory Committee
Historic Districts Commission – Associate Member
Municipal Light Board
PEG Access Advisory Committee
Personnel Board
Planning Board
Pollinator Health Advisory Committee
Transportation Advisory Committee
Trustees of Donations
West Concord Advisory Committee
West Concord Junction Cultural District
Zoning Board of Appeals – Associate Member

**Town of Concord
Select Board
Minutes
March 6, 2023**

Pursuant to notice duly filed with the Town Clerk, the Concord Select Board convened in a meeting both via Zoom and in person at 22 Monument Square on March 6, 2023 at 6:30 PM.

Present were: Matthew Johnson, Chair; Terri Ackerman, Clerk; Henry Dane, Linda Escobedo and Mary Hartman

Call to Order

Select Board Chair Matthew Johnson called the meeting to order at 6:30 PM.

Consent Agenda

- Meeting Minutes:
 - February 13, 2023
- Executive Session Meeting Minutes for approval but not to be released:
 - February 13, 2023
- Town Accountant Warrant: March 2, 2023
- Gift Acceptance from the Alcott School Parent Teacher Group to the Concord Recreation Scholarship Fund in the amount of \$1,181.00
- Extension of Liquor License Hours:
 - Nosh by Concord Market at 97 Lowell Road on Friday, March 17, 2023 to remain open 2 hours longer, from 11:00 PM to 1:00 AM
 - West Village Tavern at 13 Commonwealth Avenue on Saturday, March 18, 2023 to open 2 hours earlier, from 9:00 AM to 11:00 AM
- One Day Liquor Licenses for All Alcoholic Beverages for Concord Country Club at 246 ORNAC:
 - July 21, 2023 from 12:00 PM to 7:00 PM for Ladies Invitational
 - July 28, 2023 from 12:00 PM to 9:00 PM for Member 3 Guest
 - August 4, 2023 from 12:00 PM to 11:00 PM for Dawson Invitational
 - August 5, 2023 from 12:00 PM to 9:00 PM for Dawson Invitational
 - August 18, 2023 from 12:00 PM to 9:00 PM for Member 3 Guest
 - September 7, 2023 from 9:00 AM to 11:00 PM for Men's Fall Member Guest
 - September 8, 2023 from 9:00 AM to 11:00 PM for Men's Fall Member Guest
 - September 9, 2023 from 9:00 AM to 11:00 PM for Men's Fall Member Guest
 - September 22, 2023 from 12:00 PM to 9:00 PM for Member 3 Guest
 - October 5, 2023 from 12:00 PM to 11:00 PM for Closing Harvest Dinner
 - October 26, 2023 from 4:00 PM to 11:00 PM for Wine Dinner
 - October 28, 2023 from 4:00 PM to 12:00 AM for Halloween Party
 - November 3, 2023 from 4:00 PM to 11:00 PM for Closing Cocktail Party
- Annual Weekday Entertainment License for West Village Tavern at 13 Commonwealth Avenue
- Disbandment of Climate Action Advisory Board and Comprehensive Sustainability and Energy Committee

Upon a motion duly made and seconded, it was UNANIMOUSLY

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voted: to approve the Consent Agenda, with the exception of the Annual Entertainment License for West Village Tavern.

Town Manager's Report

Town Manager Kerry Lafleur reported on a meeting with the Department of Housing and Community Development (DHCD) regarding the opening of the emergency family shelter at the Best Western. Ms. Lafleur also noted that the Recreation Department will be holding an Open House on the Recreation Facilities Strategic Plan at the Hunt Recreation Center on March 8, 2023 from 5:00 PM to 7:00 PM and that there will be four Annual Town Meeting Public Hearings in coming weeks for the Finance Committee, Select Board (continuance), and Planning Board. The full Weekly Operations Report for the week ending on March 3, 2023 can be viewed [here](#).

Mr. Dane asked if the building code review of the Best Western is something that the owner of the Best Western prepares or if the Building Commissioner will prepare the building code review.

Ms. Lafleur responded that typically, the owner would submit a building permit to initiate the code review, but DHCD will be doing this on their behalf, so the Building Commissioner is waiting for this process to begin, but he has flagged the issue before he will issue a Certificate of Occupancy.

Ms. Hartman noted that at the Warner's Pond Community Forum held on March 2, 2023, two of the options presented for moving forward at the pond are estimated to cost about \$2,500,000.00 and asked how much funding the Town has already spent on this project.

Ms. Ackerman responded that \$2,500,000.00 has already been appropriated for Warner's Pond, but that there are several state and federal potential grants that the Town could receive for the option to remove the dam.

Chair Johnson added that there is also a \$550,000.00 request that will be heard by the Community Preservation Committee this year for Warner's Pond.

Ms. Escobedo noted that there will be a second Warner's Pond Community Forum as well.

Chair's Report – Tax Relief Programs and Alternatives

Chair Johnson reported that the Select Board is going to meet with the Board of Assessors in early April to discuss the implementation of a residential tax exemption for Fiscal Year 2025. Chair Johnson then presented a slide, which contained information regarding tax relief programs and alternatives available to Concord residents. The slide is included in the Select Board meeting packet. Chair Johnson noted for residents to be aware that many programs offered by the Board of Assessors have a deadline of April 1.

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Public Hearing Continued from February 13, 2023 – Grant of Location Requests from
Comcast of Massachusetts with Greg Franks**

Chair Johnson resumed the public hearing.

Greg Franks of Comcast was not in attendance of the meeting.

Upon a motion duly made and seconded, it was UNANIMOUSLY
voted: to continue the public hearing to March 20, 2023 at 6:45 PM.

Opioid Settlement “Fund 2” Authorization

Town Manager Kerry Lafleur presented a memorandum on the authorization of the Town Manager to enter into a settlement agreement regarding the opioid crisis in the Commonwealth with Allergan, Teva, CVS, Walgreens, and Walmart.

Mr. Dane asked for information regarding how Concord has been impacted by the opioid crisis.

Ms. Hartman asked how the funds from the settlement agreements will be spent.

Chair Johnson noted that there are specific categories of uses for how the funds will be spent.

Ms. Hartman noted that she feels that there is an intersection between services provided by healthcare providers and services provided by the Town in these categories and does not want the Town to provide services that could be provided by healthcare providers. Ms. Hartman continued that she would like to see more details on how the Town intends to spend the funds from the settlement in the permitted categories.

Ms. Lafleur agreed to provide that information.

Upon a motion duly made and seconded, it was UNANIMOUSLY
voted: to authorize the Town Manager to enter into the Subdivision and Special District Settlement Participation Forms with each of Allergan, Teva, CVS, Walgreens, and Walmart, copies of which are included in the Select Board meeting packet.

Transportation Advisory Committee Update

Laura Davis, Chair of the Transportation Advisory Committee, appeared before the Select Board and provided an update on the committee’s goals of improving transportation, planning for the 250th Anniversary Celebration, and their guidance by Envision Concord. Ms. Davis continued that the committee and Transportation Planner, Erin Stevens, are working on a Comprehensive Transportation Study, to assess what the Town currently has to offer and prioritize improvements.

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Ms. Davis continued that it has been brought to the committee's attention that there are pedestrian safety concerns at the crosswalk at Sudbury Road and Stow Street near the Concord Free Public Library and that there will be a site visit in late March or early April to observe the safety concerns. Ms. Davis noted that the Bike Share program is set to launch on April 1st and there is funding available.

Lastly Ms. Davis stated that there has been a new state law adopted that defines "vulnerable road users" and designates a safe passing distance of 4-feet for them. This now enables the Select Board to petition the state to change the speed limit on any state-owned road in order to effectively implement this law. Ms. Davis stated that moving forward, the committee is going to work on parking minimums, maintenance of the roads in winter, and bicycle parking best practices.

Ms. Escobedo asked how the committee is identifying priorities.

Ms. Davis responded that the committee is working from the recommendations in Envision Concord and that the committee also made a road map last year that it is working from, but that other timely issues have been brought to the committee's attention simultaneously.

Ms. Hartman asked if the Trolley will be operating again this year for cross-town transportation.

Erin Stevens, Transportation Planner, responded that grant funding for the Trolley has not yet been received this year, so there are no plans for cross-town transportation at this time, but that the focus right now is for safe pedestrian and cyclist crossings across town from Route 2.

Ms. Davis added that the committee is hoping to receive funds from the FLAP Grant (???) or the Transportation Bond Bill to fund the Trolley.

Mr. Dane asked if the MBTA Commuter Rail is a viable option of transportation between downtown Concord and West Concord.

Ms. Davis responded that many people do this, but the commuter rail runs infrequently with once an hour during peak hours. Over the weekend it can be 2-3 hours between trains, and it costs \$2.75 per ride, which is not the most cost effective.

Chair Johnson asked a question regarding pedestrian crossing of Route 2 and the upcoming emergency family shelter to be located at the Best Western.

Ms. Stevens responded that this is a concern of theirs, but that the committee already began working with the consultants on the Comprehensive Transportation Study before they were made aware of the shelter opening.

Ms. Davis added that the committee will add an agenda item to a future meeting to discuss the safety of pedestrian crossings at the emergency shelter. Ms. Davis noted that the consultants

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working on the Comprehensive Transportation Study should be able to help the committee engage all stakeholders for improving transportation and safety of vulnerable road users.

Town Manager Kerry Lafleur noted that beginning in Fiscal Year 2026, there will be funding included on an annual basis for transportation improvement projects in the capital budget and that grant funding will continue to be an option.

Ms. Davis noted that the committee currently has two openings and urged residents that want to take a wholistic view of improvement of Concord transportation to volunteer.

2229 Main Street Advisory Committee Update

Ms. Ackerman opened the discussion regarding 2229 Main Street by reminding the Select Board that they had previously discussed the potential formation of a task force to recommend whether to acquire the property, and if so, how and when. Ms. Ackerman presented the proposed charge for the 2229 Main Street Advisory Task Force. She emphasized that the task force would be charged with getting the Select Board and the public more information on the liability, risk, and timing of the potential acquisition of the 2229 Main Street property so that the Select Board would then be able to make a decision on whether to acquire the property, and if so, how and when to do so.

Mr. Dane asked a question regarding the vote taken in 2015 in relation to the 2229 Main Street property.

Chair Johnson responded that this vote was very open-ended and that funding for the acquisition would be a different issue.

Mr. Dane noted that he believes the main issues to be liability and risk and that these issues need to be resolved before the Board considers the potential uses of the property. Mr. Dane added that there needs to be a high level of confidence that the risk is low and that the Town will not be in legal jeopardy.

Paul Boehm of 11 Ridgewood Road, member of the Recreation Commission and Community Preservation Committee, appeared before the Select Board and stated that the task force would advise the Select Board's decision through investigating the opportunity at the property, how to develop the property legally, and how to communicate to the public that it is safe.

Ms. Hartman stated that she would like the task force to really focus on the analysis of the risks of acquiring or not acquiring and developing the property.

Ms. Escobedo asked what are the steps and costs involved with the liens, and further what liabilities are associated with the liens. Ms. Escobedo continued that the Board needs to be schooled on these specifics and recommends that a member of the task force have communications expertise.

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Mr. Boehm responded that there are two types of risk—risk associated with financials and liability and risk associated with the perceived health risks to the public.

Pamela Rockwell of 1810 Main Street and member of the 2229 Main Street Advisory Committee appeared before the Select Board and noted that it may be hard to determine the uses of the property if the Town is unsure if they are going to acquire it.

Mr. Boehm added that it will be hard for the task force to consider the risks without considering the uses of the property, as the site is not equally contaminated. Mr. Boehm continued that there are risks with legal liability across the whole site, versus the public health issue is only at certain parts of the site.

Ms. Ackerman noted that Town Counsel has had some initial discussions with EPA to discuss how acquisition of the site would work. Mr. Johnson commented that he sees the Task Force working directly with Town Counsel on this matter.

Ms. Hartman noted that the task force charge should identify the skills that members should have rather than membership drawing from other Town boards or committees.

Ms. Ackerman confirmed that she will remove this requirement from the charge and add an exemption from APP #10, so that residents that potentially serve on another Town board or committee can still volunteer for the task force.

**Identification of Additional Information Needed Prior to Making
Annual Town Meeting Recommendations**

Chair Johnson opened the discussion regarding Annual Town Meeting articles that Select Board members would like more information on before voting recommendations.

Mr. Dane asked for clarification on Article 10 – DEI Director, such as more information about the job description, and who the position would report to in the organization.

Ms. Ackerman noted that Town Manager Kerry Lafleur had identified money in the budget to hire a DEI consultant.

Chair Johnson agreed that the \$75,000.00 identified is a step in the right direction while the Town works on creating a full-time position.

Ms. Hartman asked what about other studies regarding potential sites for solar energy in Town in relation to Article 22 – Municipal In-Town Solar Generation Task Force.

Ms. Escobedo asked for clarification on where the Concord Municipal Light Plant stands on Article 22.

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Ms. Hartman noted that she will get the Municipal Light Board's position on Article 22 at their next meeting.

Ms. Escobedo asked if the citizen petitioner of Article 36 – Update Concord Noise Bylaw and Article 37 – Prohibition of Gas-Powered Leaf Blowers received feedback from the Town Moderator and/or Town Counsel regarding the wording of the articles and if the petitioner received significant feedback from the community regarding Article 37.

Chair Johnson responded that he will follow-up with the petitioner regarding community feedback on Article 37.

Ms. Ackerman stated that she would like greater clarification regarding how the \$600,000.00 requested in Article 25 – Appropriation for 250th Anniversary Celebration will be spent.

Chair Johnson stated that he would like greater clarification on Article 43 – Annual Appropriation of Parking Meter Receipts, such as better revenue projections.

Fiscal Year 2023 Legal Budget Discussion

Town Manager Kerry Lafleur presented a memorandum to the Select Board regarding the Fiscal Year 2023 legal budget. A full copy of the memorandum is included in the Select Board meeting packet.

Ms. Ackerman noted that while she is generally pleased with the Town's legal services, she thinks that it is good business practice to issue a request for proposal for legal services every 5-10 years.

Ms. Hartman suggested issuing a request for proposal for Labor Counsel but not Town Counsel.

Ms. Lafleur responded that she feels that Town staff are generally pleased with Labor Counsel. Ms. Lafleur noted that Labor Counsel mostly works with Human Resources and Department Heads throughout union negotiations.

There was a consensus to bid Labor Counsel this year, and perhaps bid Town Counsel next year.

Committee Nominations

There were no committee nominations.

Committee Appointments

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to appoint Catherine McGrath of 134 Belknap Street to complete an unexpired term to conclude at the completion of the project to the Civil War Monument Task Force; to appoint Karen Gibson of 1641 Main Street for a term to expire May 30, 2024, Jerry

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Frenkil of 132 Jennie Dugan Road for a term to expire April 30, 2025, Janet Miller of 1647 Main Street for a term to expire April 30, 2025, Michael McDonald of 208 Wright Road for a term to expire May 30, 2024, Cheryl Baggen of 3 Bolton Street for a term to expire April 30, 2025, Ben Slayden of 135 Hillside Avenue for a term to expire April 30, 2025, Gavin Colbert of 88 Old Marlboro Road for a term to expire April 30, 2025, Jake Swenson of 140 Nut Meadow Crossing for a term to expire May 30, 2024, Paul Kirshen of 38 Longfellow Road for a term to expire May 31, 2024, John Bolduc of 58 Stow Road, Unit 9, for a term to expire April 30, 2023, Brian Crouse of 49 Indian Pipe Lane for a term to expire May 31, 2024, Brad Hubbard-Nelson of 221 Nashawtuc Road for a term to expire April 30, 2025, Courtney Eaton of 141 Monsen Road for a term to expire May 31, 2024 to the Climate Action Committee; to appoint Roberto Almeida of 28 Commerford Road to complete an unexpired term to conclude on May 31, 2024.

Correspondence

Chair Johnson acknowledged the correspondence in the Select Board meeting packet.

Select Board Liaison Reports

Chair Johnson reported on:

- Concord-Carlisle Regional School Committee – Discussed the form of the Superintendent’s evaluation, which will be done this year and also discussed a new position being created, which will be the Dean of Students at the High School, to focus on the wellbeing of students and programming
- Public School Committee – Discussed the status of the Middle School building project and the budget for this year
- Middle School Building Committee – Working to prepare for the next phase of the project where the committee will be receiving and issuing bids leading up to Town Meeting

Ms. Ackerman reported on:

- Joint meeting between Concord School Committee and Finance Committee. Also Concord-Carlisle League of Women’s Voters Candidate Forum – Recurring theme throughout these meetings that the Town previously was able to use Free Cash to reduce the tax rate, allocate funds for affordable housing, etc., but that this may be coming to an end so the Town should consider other ways to generate revenue and continue to apply for grants.
- Attended the Municipal Light Board Public Forum – Middle School Solar/Storage Project. Very good presentation.
- Personnel Board – Continuing work on the Classification and Compensation Study, GovHR presented the preliminary results of the study to employees on Tuesday, February 21, 2023 and employees were given a two-week period to ask for reconsiderations regarding their positions

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- Hanscom Field Zoom Meeting – Highly attended meeting with two main themes either calling for the project to be halted altogether or noting that the project cannot be halted completely but we can negotiate and mitigate the plans of the project. Discussion on how Hanscom Area Town Select Board should resume meeting.

Mr. Dane reported on:

- Finance Committee Public Hearing for Article 25 – Appropriation for 250th Anniversary Celebration – Ran into an issue regarding maintaining the level of Free Cash at the 5-10% level, so spoke with the Town Manager about \$500,000.00 allocated in ARPA funds to the Middle School solar project which is not going to be spent this year, and apply that funding to the budget request for the 250th Anniversary Celebration
- Discussion with the Chair of the Historic Districts Commission regarding challenges with the statute for appointments and membership
- Public Ceremonies and Celebrations Committee – New Chair of the committee

Ms. Escobedo reported on:

- MEPA response to the Hanscom North Airfield Development has been released so there is now 30 days for the proponents to respond to this, so the Board should be ready to comment again in the future. Hanscom Area Town Select Board is going to work to revitalize itself while this development is on the table.

Ms. Hartman reported on:

- Had a conversation with Liz Rust, Director of the Regional Housing Services Office and Ms. Ackerman regarding the development at Junction Village. Next steps for this project would be to conduct public input and then a request for proposals.
- Finance Committee and School Committee Joint Meeting – Both committees did a good job describing their points regarding the budget discrepancy. Dr. Hunter explained why the School Department needs increased funding for the Special Education Program and the Finance Committee explained that they must be mindful of tax increases that will be a direct result of building the new Middle School. Should discuss more ways that the Town and School Committee can generate revenue.

Public Comment

Adjournment


Chair Johnson adjourned the meeting.

Meeting Packet: <https://concordma.gov/DocumentCenter/View/41191/Select-Board-Meeting-Packet-March-6-2023->

Meeting Recording:

<https://www.youtube.com/watch?v=MdrHOLoQwZw&list=PL1TTzrWEKOOkHKXNLQprEz0f0ofHYKj8-&index=1>

Town of Concord
Finance Department
Memorandum

TO: Kerry A Lafleur, Town Manager
FROM: Gail Dowd, Chief Financial Officer 
SUBJ: Gift to Fire Department
DATE: March 13, 2023

Please place on the Select Board's agenda the gift of a variety of tools (detailed list attached) to the Concord Fire Department.

The total value of this donation is \$1762.24.

Donated By: Concord Lumber
126 Lowell Road
Concord, MA 01742

Fire Department
23-220-220-0614-4850

Accepted: _____
Clerk

Date: _____



OLD NORTH BRIDGE

TOWN OF CONCORD
FIRE DEPARTMENT

209 WALDEN STREET
CONCORD, MASSACHUSETTS 01742
EMERGENCY DIAL 911
TEL: (978) 318-3488 · FAX: (978) 369-6697
www.concordma.gov/fire

THOMAS M. JUDGE
FIRE CHIEF
tjudge@concordma.gov
(978) 318-3450

WALTER LATTA
ASSISTANT FIRE CHIEF
wlatta@concordma.gov
(978) 318-3451

March 13, 2023

To: Kerry Lafleur, Town Manager
From: Thomas Judge, Fire Chief
Subject: Gift to FD from Concord Lumber

Kerry,

Concord Lumber has generously donated a variety of tools to the Fire Department. The total value of the donation is \$1,762.24. I am requesting that this gift be accepted by the Selectboard in accordance with *APP 19, Acceptance of Gifts*.

I am attaching a detailed list of the items to this request.

Respectfully,

Thomas Judge

DCF885C2 LI-ION IMPACT DRIVER KIT	1	EA	186.40	EA	186.40
Werner 2 ft. Black Aluminum Type IA 300 lb. capacity Step Ladder	1	EA	37.63	EA	37.63
DeWalt DCCS670B 60V FLEXVOLT 16" CHAINSAW BARE TOOL	2	EA	239.91	EA	479.82
EMERY #2299360 IMPACT SAE STANDARD SOCKE SET #CMMT15884 CRAFTSMAN	1	EA	50.55	EA	50.55
EMERY #2023452 DEEP SAE IMPACT SOCKET SET #49-66-7012 MILWAUKEE	1	EA	131.71	EA	131.71
Crescent X6 3/8" drive Metric and SAE Socket Set 25pc. 25pc.	1	EA	37.40	EA	37.40
EMERY #1838747 LITTLE GIANT 22FT. LADDER #15422-002	1	EA	309.50	EA	309.50
DCL079B DeWalt 20V MAX LED Work Light w/Tripod 39 in. H 3,000 lumens	3	EA	176.41	EA	529.23

\$1,762.24



Town of Concord
Finance Department
22 Monument Square
P.O. Box 535
Concord, Massachusetts 01742

March 13, 2023

Concord Lumber
126 Lowell Road
Concord, MA 01742

Re: Fire Department Gift

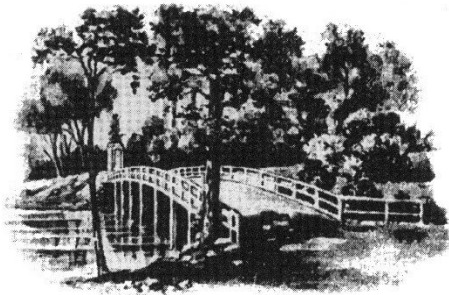
This will acknowledge your generous donation of a variety of tools to the Concord Fire Department. The total value of this donation is \$1762.24.

Sincerely,

Gail Dowd
Chief Financial Officer

cc: Town Manager

This gift is deductible for federal income tax purposes to the extent allowed by law. No goods or services were provided in return for this gift. The Town's Tax Exempt ID number is 04-6001121. Gifts made to the Town are deductible in accordance with IRC section 170(c)(1).



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Concord Select Board

From: Shannon McAndrew, Senior Administrative Assistant

Date: March 20, 2023

Re: One Day Entertainment License for West Village Tavern

Included in your packet is a One Day Entertainment License application for West Village Tavern of 13 Commonwealth Avenue for Friday, March 17, 2023. At the Board's last meeting, the original request was for an Annual Entertainment License and there were further questions that arose regarding the frequency and type of entertainment that would be provided. Upon speaking with General Manager, Bethany Lee, the business has decided to move forward with a One Day Entertainment License, rather than an annual, as they are only planning to have live music from 5:00 PM to 7:00 PM on Friday, March 17, 2023. Due to the confusion from last meeting, I am asking that the Board retroactively approve the license for West Village Tavern.

Should you have any further concerns or questions, please reach out to me.

**TOWN OF CONCORD
One Day Weekday
Entertainment License**

Fee: \$50.00

The undersigned hereby applies for a Weekday Entertainment License in accordance with the provisions of the State relating thereto:

Applicant Name: West Village Tavern
Telephone: 978.759.6071
Email Address: bethanylee@wellesley^{restaurant}group.com
Establishment Name: West Village Tavern
Establishment Address: 13 Commonwealth Ave
Description of Entertainment: 1 bag piper for St. Patty's
Date of Event: March 17, 2023
Hours of Entertainment: 5:00pm to 7:00pm
Days: ___ Monday ___ Tuesday ___ Wednesday
 ___ Thursday Friday ___ Saturday

In accordance with the rules and regulations made under authority of said Statute.

Signed: 
Print name: Bethany Lee Title: General Manager

..... Office use

Paid: Check

Check # _____

Date: _____

Concord 2025 Executive Committee

Purpose and Duties

The year 2025 will mark the 250th anniversary of the historic battles of Concord and Lexington. 2026 will mark the 250th anniversary of the signing of the Declaration of Independence. To mark these significant anniversaries, the Select Board will create the Concord 2025 Executive Committee. The purpose of the Committee is to evaluate and make recommendations as to how the Town should organize for this event and to serve as the Executive Committee to oversee other committees to be created to assist with this effort; and, to oversee activities to be held to commemorate the 250th Anniversary of the Battle of Concord and other historical events related to the founding of our Country.

The Executive Committee will also coordinate the Town's events with our sister communities of Lincoln, Bedford, Lexington, and Arlington (Battle Road 2025); Minuteman National Historical Park; Hanscom Air Force Base as well as with other local, state, regional and federal events.

As the 200th celebration in 1975 was a grand celebration including multiple events across several months/years planned by numerous subcommittees and entities well in advance of an accepted invitation from President Ford and other dignitaries, the committee's work will commence immediately and extend through December 2026 in anticipation of a possible breadth of events on the same scale. Given the scope of the committee's charge, it may be necessary for the committee to request an amended charge from the Select Board once the landscape of the numerous celebration-related Federal, State and local communities' plans is initially surveyed and the Concord 2025 Executive Committee outlines its own preliminary plans. The Select Board recognizes that immediate advance planning/outreach will be needed for specific components of the preliminary plan.

As part of its duties, the committee shall:

1. develop a comprehensive plan for celebrating and promoting the 250th anniversary of the Battle of Concord and other historical events leading to the founding of our Country which includes reference to new historical research and the contributions of native and black Concordians in that history;
2. identify funding needs and a plan for both Town and private funding (which would require a 501(c)3 entity);
3. develop a plan for a permanent memorial and recommend its placement;
4. appoint subcommittees, where necessary, to carry out specific tasks and in so doing may appoint members of the Executive Committee and/or other residents of the Town;
5. identify opportunities for individuals or organizations to participate in celebrations of the anniversary;
6. ensure that activities represent a commitment to diversity and inclusiveness, and

- create opportunity at all levels and activities for citizen participation;
7. hold public hearings from time to time in order to gain input from the residents of Concord, including at least three in the first eighteen months of the committee's formation;
 8. report its activities to the Select Board on a periodic basis, but no less often than on a quarterly basis; and,
 9. file a final summary report of committee activities and events with the Select Board on/ or before December 31, 2026, and subsequently with the Town Municipal Archives including associated celebration memorabilia.

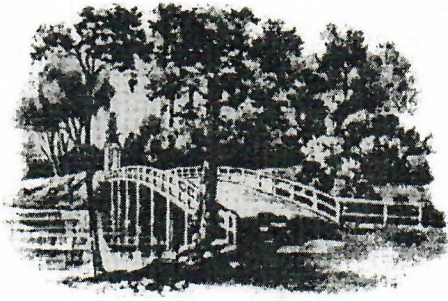
Membership

The Committee shall be a 9-member committee with appointments made by the Select Board for the period of July 2021-June 2022, expanding to 12 members in July 2022. **In March 2023, the committee shall expand to 15 members.** The initial representatives will be 9 individuals selected from any of the following groups, with all identified groups to be represented in March 2023-July 2022:

- Select Board or appointee (1)
- Town (1)
- Concord Public Schools/Concord-Carlisle Regional High School/Minuteman Technical High School (1)
- Business Community (1)
- Public Ceremonies and Celebrations Committee (PCCC) or Reenactment Community (1)
- Community members with a background in American history (1)
- Event planning and/or logistics expertise (1)
- Community leaders with fundraising experience (1)
- Civic or Community groups (1)
- Literature, Music, and the Arts Community (1)
- Concord Museum (1)
- Concord Library (1)
- At Large (3)**

Other Considerations

The Committee shall comply with the provisions of the Open Meeting Law (OML), the Public Records Law, the Conflict-of-Interest Law and all other laws and regulations of the Commonwealth, as well as all relevant Bylaws and Administrative Policies of the Town. Given the number of citizens that may be asked to participate in committee-related activities for their particular interest, expertise, and community connection, APP #10 Section 7c, d, e and g will not apply to this committee or its subcommittees.



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Concord Select Board

From: Shannon McAndrew, Senior Administrative Assistant

Date: March 20, 2023

Re: License Renewal for Joseph's Transportation – Common Carrier and Livery/Taxi Cab

Included in your packet is a license renewal application for Joseph's Transportation of 44 James Street, Medford, Massachusetts. Joseph's Transportation will be renewing their Common Carrier and Livery/Taxi Cab Licenses. Joseph's Transportation works with our Economic Vitality and Tourism Manager, Beth Williams, for the Liberty Ride and for the Concord Trolley this past year. The renewal of their license was delayed, as the owner was waiting to ensure that their contract was renewed for both or either the Liberty Ride and the Concord Trolley. The Liberty Ride is set to begin operating in April.

The application from Joseph's Transportation is complete, including the License Attestation required by the Massachusetts Department of Revenue, Workers Compensation Insurance Affidavit, and copies of their General Liability and Workers Compensation Insurance.

Should you have any further concerns or questions, please reach out to me.

Shannon McAndrew

From: Tom Mulcahy
Sent: Thursday, March 16, 2023 4:35 PM
To: Shannon McAndrew
Subject: RE: Common Carrier and Livery License Application

Good afternoon, Shannon!

Thanks for this. We have no concerns with it, and had no complaints or issues this past year. We checked in house on any problems or complaints, and received none.

Thank you!

Thomas M. Mulcahy
Interim Chief of Police
Concord Police Department
219 Walden Street
Concord, MA 01742
(978) 318-3401



TOWN OF CONCORD
Office of the Select Board
Town House
P.O. Box 535
Concord, MA 01742

GENERAL LICENSE RENEWAL FORM

This is a general license renewal form issued annually by the Concord Select Board. New applications must follow a separate process. This application must be accompanied by the following affidavits and certificates of insurance, unless otherwise exempt (*): General Liability, Workers Compensation, MA Department of Revenue Attestation.

FOR CLASS II LICENSE: This application also must be accompanied by a Surety Bond.

1. Type of License

- Class I Common Victualler Innholder/Lodging
 Class II Weekday Entertainment * Livery/Taxicab
 Common Carrier Tour Guide *

2. Applicant Information

- a. Name: JOSEPH'S TRANSPORTATION
b. Address: 44 JAMES ST
MEDFORD, MA 02155
c. Mobile Phone: (781) 396-2500 / Home Phone: () -
d. Email Address: INFO@JOSEPHSLIMOUSINE.COM

3. Owner Information

- a. Name: JOSEPH ALBANO
b. Address: 44 JAMES ST
MEDFORD, MA 02155
c. Mobile Phone: (781) 844-8900 / Home Phone: () -
d. Email Address: JALBANO@JOSEPHSLIMOUSINE.COM

4. Business Information

- a. Name: JOSEPH'S TRANSPORTATION
b. Address: 44 JAMES ST
MEDFORD, MA 02155
c. FEIN #: 04-3383510
d. Business Phone: (781) 396-2500



TOWN OF CONCORD
 Office of the Select Board
 Town House
 P.O. Box 535
 Concord, MA 01742

e. Email Address: INFO@JOSEPHSLIMOUSINE.COM

5. Date License is required by applicant: _____
6. Do you hold a similar type of license? Yes No
7. Have you previously applied for a license? Yes No
8. Have you ever had a license revoked? If yes, why? Yes No

9. Hours of Operation

<u>Days</u>	<u>Hours</u>	<u>Days</u>	<u>Hours</u>
Monday	<u>6AM - 9PM</u>	Friday	<u>6AM - 9PM</u>
Tuesday	<u>6AM - 9PM</u>	Saturday	<u>6AM - 9PM</u>
Wednesday	<u>6AM - 9PM</u>	Sunday	<u>N/A</u>
Thursday	<u>6AM - 9PM</u>		

10. Emergency Contact Information

This section is required. Information provided will be provided to the Concord Police Department to be used to contact a responsible party in the event of an emergency at the licensed premises. If this information changes during the term of license, please contact the Town Manager's Office to update this information.

Emergency Contact #1:

Name: JOE ALBANO Title: OWNER
 Mobile Phone: 781-844-8900 Alternate Phone: _____

Emergency Contact #2:

Name: JUSTIN ALBANO Title: OPERATIONS MANAGER
 Mobile Phone: 617-839-1417 Alternate Phone: _____



TOWN OF CONCORD
 Office of the Select Board
 Town House
 P.O. Box 535
 Concord, MA 01742

I authorize that the Concord Police Department to run a criminal record background check (CORI) for any prior offences and that this information may be transmitted to the Local Licensing Authority at their request:

Signature: John Allard Date: 1/23/23

I certify under penalties of perjury that I, to the best of my knowledge and belief, have filed all State Tax Returns and paid all State and Local Taxes required by law.

Signature: John Allard Date: 1/23/23

I certify that I have read through the conditions included with this license and agree to comply with any further stipulations that the Local Licensing Authority may approve. I also authorize the Local Licensing Authority to conduct any investigation or inquiry necessary to verify the information contained in this application.

Signature: John Allard Date: 1/23/23

-----Office Use Only-----

Application Received: 3/15/2023 by: Shannon McAndrew

Application Complete: Fee Received: \$200.00 Hearing Date: 3/20/2023

- General Liability Insurance Certificate
- Workers Compensation Insurance Certificate
- MA Department of Revenue Attestation

CLASS II LICENSE ONLY:

 Surety Bond

Tax Check: Approved Not Approved


Approved/Denied by the Select Board on by a vote of

TOWN OF CONCORD
SELECT BOARD
LICENSE ATTESTATION
REQUIRED BY THE
MASSACHUSETTS DEPARTMENT OF REVENUE

Name: JOSEPH'S TRANSPORTATION
d/b/a:

I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

Josephs Transportation
Signature of Individual or
Corporate Name (Mandatory)*


By Corporate Officer
Mandatory, (If applicable)

Print Name of above

JOSEPH ALBANO
Print Name of above

04-3383510
Federal Identification Number

1/23/23
Date

Social Security Number (voluntary)**

* This license will not be issued unless this certification clause is signed by the applicant.

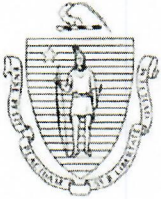
** Your Social Security Number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Licensees who fail to correct their non-filing or delinquency will be subject to license suspension or revocation. This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A. G.

.....
Please provide an e-mail address by which your establishment may be contacted in the event there is information that must be transmitted immediately. **Please print**

E-mail: AP@JOSEPHSLIMOUSINE.COM

← IF There is anything missing
please contact me.

Name: PATRICIA LEHMANN



The Commonwealth of Massachusetts
 Department of Industrial Accidents
 Office of Investigations
 Lafayette City Center
 2 Avenue de Lafayette, Boston, MA 02111-1750
 www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information

Please Print Legibly

Business/Organization Name: Joseph's Transportation

Address: 44 JAMES ST

City/State/Zip: MEDFORD, MA 02155 Phone #: 781-396-2500

Are you an employer? Check the appropriate box:

- 1. I am an employer with _____ employees (full and/ or part-time).*
- 2. I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
- 3. We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
- 4. We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

- 5. Retail
- 6. Restaurant/Bar/Eating Establishment
- 7. Office and/or Sales (incl. real estate, auto, etc.)
- 8. Non-profit
- 9. Entertainment
- 10. Manufacturing
- 11. Health Care
- 12. Other TRANSPORTATION

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.

**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: STAM - 02 - School Transportation Association of Massachusetts

Insurer's Address: 711 EAST MAIN ST, SUITE 201

City/State/Zip: CHICOPEE, MA 01020

Policy # or Self Ins. Lic. # STAM000099223 Expiration Date: 1-1-24

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under § 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to \$250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: Patricia A Lehman Date: 3/10/23

Phone #: 781-396-2500

Official use only. Do not write in this area, to be completed by city or town official.

City or Town: Concord Permit/License # _____

Issuing Authority (check one):

- 1. Board of Health
- 2. Building Department
- 3. City/Town Clerk
- 4. Licensing Board
- 5. Selectmen's Office
- 6. Other _____

Contact Person: Shannon McAndrew Phone #: 978-318-3003



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bonacorso Insurance Agency, Inc. 10 Cedar Street Unit # 32 Woburn MA 01801		CONTACT NAME: Michael Bonacorso PHONE (A/C, No, Ext): (781) 937-3200 FAX (A/C, No): (781) 937-3202 E-MAIL ADDRESS: michael@bonacorsoins.com	
INSURED Joseph's Transportation, Inc. 44 James Street Medford MA 02155		INSURER(S) AFFORDING COVERAGE INSURER A: Graphic Arts Mutual Insurance Co. NAIC # 25984 INSURER B: Commerce Insurance Company 34754 INSURER C: StarStone Specialty Ins Co. INSURER D: General Star Indemnity Company INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 22 / 23 Master REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP4974984	6/13/2022	6/13/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea. occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		X	BGDRBV	1/31/2023	1/31/2024	COMBINED SINGLE LIMIT (Ea. accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			C76387230ALI	1/31/2023	1/31/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Town of Concord
 22 Monument Square
 Concord, MA 01742

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Michael Bonacorso/MJB

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ACORD 25 (2014/01)
 INS025 (201401)

The ACORD name and logo are registered marks of ACORD

COMMENTS/REMARKS

5 X 5 Excess Liability
\$ 5,000,000 / \$ 5,000,000
General Star Indemnity Company
Policy#: IXG675966
Term: 01/31/2023 -01/31/2024

Shannon McAndrew

From: Franks, Greg <Gregory_Franks@comcast.com>
Sent: Thursday, March 16, 2023 9:29 AM
To: Shannon McAndrew
Subject: RE: Concord Board Meeting

Shannon,

Comcast withdraws the following requests for grants of location:

- Utility Pole #18 Plainfield Road to Utility Pole #60 ORNAC
- Utility Pole #1 Pond Street to Utility Pole #29 Laws Brook Road
- Utility Pole #63 Barretts Mill Road to Utility Pole #1 Pond Street

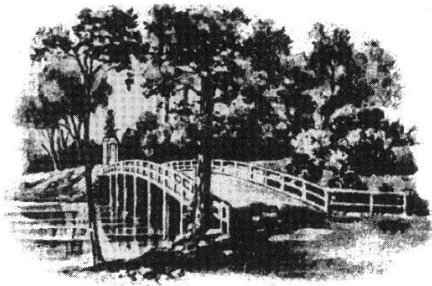
Thank you for your assistance in this matter.

Greg Franks
Senior Manager,
Government & Regulatory Affairs
Greater Boston Region

Mobile: 617.862.8437

Email: gregory_franks@comcast.com

[Internet Essentials from Comcast](#)



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Concord Select Board c/o chair Matt Johnson
From: Concord Municipal Affordable Housing Trust¹ c/o chair Keith Bergman
CC: Housing Roundtable c/o chairs; RHSO, Town staff
Date: March 17, 2023
SUBJ: Implementing Housing Production Plan Strategies: preparing for April 12th
Concord Housing Roundtable – CMAHT update for March 20th

The Concord Municipal Affordable Housing Trust is grateful to the Select Board and Planning Board for voting unanimously in December to adopt the updated [Housing Production Plan for FY 2023-2028](#), which the State's [DHCD approved in January](#). The HPP assigns various entities as “leads” and “supporters” of specific housing strategies (see revised draft matrix, attached). To coordinate implementation of the HPP, and to gauge progress on its many strategies, Trust members are looking forward to the Concord Housing Roundtable convening on Wednesday, April 12th at 7 pm with an expanded membership which includes the Select Board, Planning Board and Community Preservation Committee, along with the CHA, CHDC, CHF, CMAHT, RHSO, Town staff, per HPP Strategy #22 (which assigns the Trust as lead). Invitations are also being extended to the DEI Commission and the Public Works Commission. The Roundtable will be a hybrid meeting held at the Harvey Wheeler Community Center and on Zoom. As the Select Board meets on March 20th to prepare for the April 12th Roundtable, the Trust offers the following updates on its own recent activities, noting HPP strategies taken up thus far.

Home Rule Petitions to Fund the Trust – 1/19/23 STM [HPP Strategy #17: CMAHT lead] -

The Trust thanks [January 19, 2023 Special Town Meeting](#) voters for approving Articles 2 and 3 which authorized refiling home rule petitions for dedicated long-term funding sources for the Trust that would not rely on the property tax—i.e., a building permit surcharge [[H.2729](#)] and a real estate transfer fee [[H.2730](#)]. The Trust had drafted the amended form of the proposed special acts, and presented both articles at Town Meeting. Both bills were filed the next day by Representatives Simon Cataldo and Carmine Gentile, and Senator Mike Barrett; and were referred on February 16th to the Joint Committee on Revenue. Public hearings have not yet been scheduled. Thanks to the Select Board and our housing partners for supporting these articles.

- **LOHA State-wide Local Option Transfer Fee [HPP Strategy #21: CMAHT lead] –**
Another legislative matter is the Town's continuing participation in the [Local Option for Housing Affordability \(LOHA\) Coalition](#) which supports a statewide local option real estate transfer fee, refiled as [H.2747](#) and [S.1771](#). Reps. Cataldo and Gentile co-sponsor the House bill; Sen. Barrett, the Senate's. Both bills were referred to the Joint Committee on Revenue on February 16th and await hearing. The HPP assigns the Trust as Concord's lead, with members participating in LOHA's work, including Rich Feeley serving on LOHA's board of directors. LOHA's lobby day at the State House is tentatively scheduled for May 3rd.

¹ CMAHT members are Linda Escobedo, Kerry Lafleur, Mike Lawson, Frank “Rich” Feeley, and Keith Bergman.

CPA and Town Transfers to the Trust – 4/30/23 ATM [HPP Strategy #17: CMAHT lead] –

The Trust is grateful to the Community Preservation Committee and the Select Board for inserting Articles 28 and 29 onto the [April 30, 2023 Annual Town Meeting](#) warrant to transfer some \$2,044,255 to the Trust from prior town meeting appropriations for Christopher Heights. Passage of both would bring the Trust’s fund balance to \$3,086,728—all of which will be needed to help implement Concord’s housing production strategies in the HPP, including the projects shown below, about which we’ll hear more at the Roundtable. The Trust presented both articles at the Finance Committee’s March 1st public hearing, and is grateful for FinCom’s unanimous vote of support following that hearing.

- **Assabet River Bluff – 5 units [HPP Strategy #1]** – The Trust has met with Community Housing Development Corporation chair Lee Smith and understands that the Concord Housing Authority is interested in acquiring the existing 2-family house for low income rental housing. To accomplish this, a Planned Residential Development application would first be filed with the Planning Board to split the parcel into two, so that the vacant portion could be developed separately for three new ownership units at a later date.
- **Junction Village – 12 acres [HPP Strategy #2]** – The Trust has also met with CHDC and RHSO about next steps for the 12-acre Junction Village property, including holding a community meeting on Wednesday, April 26th at 7 pm. and issuing a Request for Proposals by early May. CHDC is reportedly looking at between 20 to 50 rental or ownership affordable units, with the goal of family housing, but also willing to consider age-restricted.
- **Other Land for Housing, including 91B Main St. [HPP Strategy #3: CMAHT lead]** - This strategy for the Trust to pursue other land for housing “in coordination with the Select Board, CPC, and Town Meeting” specifically includes “91B Main Street (owned by the State – adjacent to a Habitat for Humanity property).” The Trust has been briefed by Marcia Rasmussen about this property which has access to sewer and might be able to be acquired for less than market value from MassDOT for affordable housing, if the Federal Highway Administration concurs. The Trust supports gaining control of this property, particularly at low or no cost, and urges the Board to reach out to state and federal officials about it.
- **Concord Housing Authority – consider expanding units [HPP Strategy #13]** – The Trust has met with the Concord Housing Authority which is seeking \$50,000 for pre-development non-construction costs for a new affordable one-bedroom handicapped-accessible home on its property at 1031 Main Street which is accessed from Staffordshire Lane. The project is currently on hold pending resolution of access issues over neighbor objections.

Updating CMAHT policy guidelines and application process. Lastly, with the approval of the updated Housing Production Plan, the Trust is currently drafting proposed updates to the set of interim policy guidelines approved by the Select Board in March 2022, to reflect the updated HPP. An updated document might be ready for presentation to the Select Board by late April or sometime in May. The Trust is also updating its application forms and procedures using the Community Preservation Committee’s procedures manual as a model

Please let us know what questions you have about any of this. Thanks very much.

Enclosure

HOUSING PRODUCTION PLAN IMPLEMENTATION LEADS AND SUPPORTS

Per assignments shown in HPP Action Plan Matrix¹ on HPP pp. 58-65

Housing Strategies	Select Bord	Planning Board	CMAHT	CHDC	CHA	CHF	CPC	Public Works Com	DEI Commission	RHSO	Town Staff
1. Assabet River Bluff SHI units			<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
2. Junction Village affordable SHI units	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>				
3. Pursue other land to create SHI units	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/>				<input checked="" type="checkbox"/>
4. SHI units in private developments	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>
5. Reduce minimum lot size, frontage		<input checked="" type="checkbox"/>									<input type="checkbox"/>
6. Green building design requirements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									<input type="checkbox"/>
7. Redevelopment near transportation		<input checked="" type="checkbox"/>									<input type="checkbox"/>
8. Consider MBTA Communities zoning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									<input type="checkbox"/>
9. Enhance DEI in planning, zoning	<input checked="" type="checkbox"/>		<input type="checkbox"/>						<input type="checkbox"/>		<input type="checkbox"/>
10. Duplexes by right		<input checked="" type="checkbox"/>									<input type="checkbox"/>
11. Town-wide inclusionary zoning		<input checked="" type="checkbox"/>	<input type="checkbox"/>								<input type="checkbox"/>
12. Affordable in by-right subdivisions	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>								<input type="checkbox"/>
13. Concord Housing Authority units					<input checked="" type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>
14. Social services- low-income, seniors				<input checked="" type="checkbox"/>			<input type="checkbox"/>				<input checked="" type="checkbox"/>
15. Funding support for CHDC	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>			<input type="checkbox"/>				<input type="checkbox"/>
16. Examine CPA borrowing for housing			<input type="checkbox"/>	<input type="checkbox"/>			<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
17. Funding support for CMAHT	<input type="checkbox"/>		<input checked="" type="checkbox"/>				<input type="checkbox"/>				
18. Host, support RHSO	<input checked="" type="checkbox"/>						<input type="checkbox"/>				<input type="checkbox"/>
19. Explore sewer, other infrastructure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						<input type="checkbox"/>			<input type="checkbox"/>
20. MetroWest HOME Consortium	<input checked="" type="checkbox"/>										<input type="checkbox"/>
21. LOHA Coalition transfer fee	<input type="checkbox"/>		<input checked="" type="checkbox"/>								
22. Concord Housing Roundtable	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
23. Outreach: low income/seniors/BIPOC	<input checked="" type="checkbox"/>		<input type="checkbox"/>						<input type="checkbox"/>		
24. Public relations campaign	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

For further description of all HPP Housing Strategies, see [Housing Production Plan](#) pp. 28-57.

¹ The HPP Action Plan matrix begins on HPP p. 58: “The matrix below provides a more specific assignment of the responsible entity, supporting entity, and timeframe to implement each housing strategy . . .”

TOWN OF CONCORD

HOUSING PRODUCTION PLAN

FY2023-2028

ADOPTED 12/19/22

PREPARED FOR:

Town of Concord

22 Monument Square

Concord, MA 01742

PREPARED BY:

JM Goldson LL

Regional Housing Services Office

Town of Concord Department of Planning and Land Management

and historic traditions, including preservation of open space. Concord is zoned primarily for single-family residences.

EXECUTIVE SUMMARY OF KEY FINDINGS

HOUSING GOALS

1. Achieve and maintain the state’s goal under Chapter 40B that at least 10 percent of Concord’s year-round housing units are countable on its Subsidized Housing Inventory while additionally meeting other stated housing goals.
2. Support healthy aging in the community by expanding the range of affordable and intergenerational housing options.
3. Increase the variety of rental and ownership housing options, especially for families, particularly near transit stations and village centers, to promote smart growth.
4. Encourage new development that promotes protection of natural resources and climate change adaptation and resilience.
5. Assist in stabilizing housing and provide services for Concord's most vulnerable residents – especially those living in inadequate housing conditions, or at risk of homelessness.
6. Encourage the preservation of existing smaller homes and the construction of new smaller homes.
7. Foster diversity, equity, and inclusion in the community through outreach and education about the need for affordable housing, the creation of affordable family units, the creation of group homes for people with disabilities, and affirmative outreach to other target populations.
8. Strengthen working partnerships with organizations focused on addressing housing needs in Concord and the region.
9. Continue to preserve the long-term affordability of existing affordable units.

HOUSING STRATEGIES

1. The Concord Housing Development Corporation (CHDC) creates SHI (Subsidized Housing Inventory) units at Assabet River Bluff, supported by the C (Community Preservation Committee), CMAHT (Concord Municipal Affordable Housing Trust, and CHF (Concord Housing Foundation).
2. The CHDC pursues the creation of affordable subsidized housing units at the 12-acre site in West Concord (Junction Village), supported by town entities (SB, CPC, CMAHT, CHF, community and neighborhood groups).
3. CMAHT pursues other land for the creation of affordable housing, such as at 2229 Main Street, 740 Elm Street, and the Peabody Middle School (1232 Old Marlboro Road), supported and in coordination with the CHDC, Select Board, and CPC.

4. The CMAHT negotiates increased affordable units in privately developed projects in future development proposals and creates SHI units using buy-downs to existing moderate units.
5. Consider amending zoning to reduce the minimum lot size or frontage requirements for all forms of housing, where environmental conditions allow.
6. Research examples of "green" building design requirements and zoning regulations to require and incentivize "green" building design that results in optimally sited, smaller energy, and water-efficient homes powered by renewable energy.
7. Continue to promote redevelopment in areas where goods and services are available, and where sidewalks, bike lanes, and public transportation exists, such as the Thoreau Depot Business District, Concord Center Business District, and the West Concord Depot area.
8. Consider zoning consistent with the MBTA communities law, with inclusionary zoning requirements added (areas within ½ mile of the train stations in West Concord and Concord).
9. Identify strategies to enhance diversity, equity, and inclusion in the town's housing planning, policies, and zoning bylaws, such as promoting 3- and more-bedroom homes for families or group homes for people with disabilities.
10. Strengthen zoning bylaw to allow duplexes by right in all zones (with possible exception of the Residence AA district due to the lack of sewer access), with a restriction on overall massing and scale.
11. Consider the creation of a town-wide inclusionary zoning bylaw.
12. Consider a home rule petition to allow the town to require affordable housing in by-right subdivisions (MGL Ch.41, Section 81M) or pay an option fee.
13. Continue feasibility and analysis to evaluate barriers and opportunities to create new units on Concord Housing Authority properties, and designate capital funding toward construction.
14. Strengthen the coordination, funding, and integration of available social service programs for low-income residents and seniors, including resources to live independently and funding repairs to modest value homes for health and safety, health services, etc.
15. Provide funding support to the Concord Housing Development Corporation to create and preserve existing affordable units.
16. Examine using the borrowing powers of the Community Preservation Act to fund and support a larger affordable housing project.
17. The Select Board supports the Concord Municipal Affordable Housing Trust (CMAHT) by continuing to seek funding at town meeting; through free cash, Community Preservation Act and ARPA funding; and by continuing to seek state authorization for the real estate transfer fee and a building permit surcharge to fund the trust, including professional resources needed to carry out an expanded mission.
18. Continue to host and support membership in the Regional Housing Services Office.

19. Explore opportunities for strategic sewer, pedestrian/bicycle connections, and other necessary infrastructure expansion to allow denser development in smart-growth locations around village centers and affordable housing developments.
20. Continue to participate in the WestMetro HOME Consortium.
21. Continue participating in the Local Option for Housing Affordability coalition to petition the legislature for home rule or other strategies to provide long-term funding for the CMAHT (such as the real estate transfer fee and the building permit surcharge).
22. Continue integrated housing collaboration with the Select Board, CHDC, CMAHT, CHA, CHF, Planning Board, and Community Preservation Committee through the Concord Housing Roundtable and other forums, clarifying and tracking the status and responsibilities for Housing Production Plan implementation (
23. Continue affirmative outreach to target populations [low-income, seniors, BIPOC (black, indigenous, and people of color), Concord employees] to increase awareness of existing affordable housing programs and assistance at local and state levels.
24. Foster outreach and education about local and regional affordable housing needs through a positive public relations campaign.

DEMOGRAPHIC PROFILE

- Concord has had more substantial population growth in the past two decades than in prior recent decades. Following a population boom between 1960 and 1970, population growth was modest for a few decades, but has grown 9% between 2000 and 2020.
- The percentage of residents identifying as White in Concord dropped from 91.6% in 2000 to 82.9% in 2020. The number of residents who identify as “other” or mixed race has seen the most growth – from 549 residents in 2000 to 1,501 residents in 2020 (173% increase). There was a decrease in the percentage of those identifying as Black or African-American residents between 2010 and 2020 – from 3.8% of Concord’s population in 2010, to 3% in 2020, half of whom are in the two Concord prisons.
- Younger households comprise a smaller and smaller percentage of Concord’s population. Older households (55+) were a little less than half (46%) of Concord’s population in 2000, but were 57% of households in 2010, and 61% of households in 2020.
- Household size is increasing, as well as the number of non-family households.
- Although 70% of Concord’s households have incomes over 100,000, 25% (1,619) of households have incomes less than \$75K. The great majority of lower income households are 65+.

HOUSING CONDITIONS

- 27.6% of Concord’s housing stock is multi-family – this is more housing diversity than all but two comparison communities.



Regional Housing Services Office

Serving Acton, Bedford, Concord, Lexington, Lincoln, Maynard, Sudbury, Wayland, and Weston

Office Address: 37 Knox Trail, Acton, MA 01720
Phone: (978) 287-1092

Website: WWW.RHSOhousing.org
Email: INFO@RHSOhousing.org

March 17, 2023

To: Select Board
From: Liz Rust, on behalf of the CHDC
RE: Access to the Junction Village site

The question of access to the Junction Village site has been raised again, now that the property is back in the proposal and design stage.

The Department of Corrections was recently consulted to see if they would revisit the access to the site, by allowing full access through the Elm Place private way.

This was discussed in great detail in 2013, and the CHDC and the Department of Corrections had worked out an emergency access easement, so that emergency access vehicles can enter the site through the Elm Place DOC private way. The DOC had security concerns then about allowing any other access, and continues to have those same security concerns.

Additionally, the DOC had previously agreed to allow a temporary construction access through the private way by the Commonwealth Ave prison wall. The DOC has agreed to be flexible on the construction access when we are ready for that discussion – once a developer has been selected.

I have attached a copy of the easement, the easement plan, and the referenced email. These are also posted to the town website.

ka



Bk: 61102 Pg: 488 Doc: EASE
Page: 1 of 2 01/31/2013 01:11 PM

GRANT OF EMERGENCY ACCESS EASEMENT

THE COMMONWEALTH OF MASSACHUSETTS, acting by and through the Commissioner of its DIVISION OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE, on behalf of the Department of Correction having an address at One Ashburton Place, Boston, Massachusetts 02108 (the "Grantor"), acting under the authority of Chapter 117 of the Acts of 2010, for nominal consideration, the receipt and sufficiency of which the Grantor hereby acknowledges, does hereby grant to the CHDC - JV LLC, a Massachusetts limited liability company, with a mailing address of P.O. Box 195, Concord, Massachusetts 01742 (the "Grantee"), without covenants.

The perpetual right and easement to pass and repass by foot and vehicle, of every type and kind, over and upon that certain area of land shown as "Easement Area" ("Easement Area") on an easement plan entitled "Easement Plan in Concord, MA, prepared for the Commonwealth of Massachusetts, Division of Capital Asset Management and Maintenance, on behalf of the Department of Correction", dated November 9, 2012 and prepared by Place Associates, Inc., 510 King Street, Suite 9, Littleton, Massachusetts (the "Easement Plan"), to be recorded herewith, for the purposes of a gated emergency access to any land abutting said Easement Area and the right to use the Easement Area for emergency access only, but which shall include the right of the Grantee to improve, maintain and repair said Easement Area as necessary to permit the use of the Easement Area as contemplated herein.

*2
PL 1207 2013*

Without limiting the foregoing, the easements described herein include the right to enter upon said Easement Area for the purpose of effectuating this grant.

All installation, connections, maintenance, use, repair, replacement and removal hereby authorized shall be done in such a manner as not to interfere unreasonably with the surface or aerial uses of said Easement Area. Whenever any surface is disturbed by authority of this instrument, it shall be restored with reasonable promptness to substantially its condition prior to such disturbance.

For the Commonwealth's title see taking recorded with the Middlesex (South) Registry of Deeds in Book 26EX, Page 479 and confirmation deed recorded in Book 1292, Page 227.

*DLPN
Po Box 7223
Acton Ma 01720*

IN WITNESS WHEREOF, the Commonwealth of Massachusetts has executed this Release Deed as a sealed instrument as of the 28th day January, 2013.

COMMONWEALTH OF MASSACHUSETTS
acting by and through the Commissioner of its
Division of Capital Asset Management and
Maintenance

By: Carole J. Cornelison
Carole J. Cornelison, Commissioner

The undersigned certifies under penalties of perjury that I have fully complied with Chapter 117 of the Acts of 2010 in connection with the property described herein.

By: Carole J. Cornelison
Carole J. Cornelison, Commissioner,
Division of Capital Asset Management and
Maintenance

THE COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss.

On this 28th day of January, 2013 before me, the undersigned notary public, personally appeared Carole J. Cornelison, proved to me through satisfactory evidence of identification, which were personally known to me, to be the person whose name is signed on the preceding document, and acknowledged to me that she signed it voluntarily, in her capacity as Commissioner of the Division of Capital Asset Management and Maintenance, for its stated purpose.

Marsha Grant

Notary Public
My Commission Expires

7/26/13



Middlesex Registry of Deeds,
Southern District
Cambridge, Massachusetts
Plan No. 72 of 2013
Rec'd 1.31 2013
at 12 H 26 M P

Attest
Alfred M. Berry
Register

FOR REGISTRY USE ONLY

ZONING INFORMATION

INDUSTRIAL PARK 4 ACRES
MINIMUM AREA:
MINIMUM LOT FRONTAGE: 50' OR 200'
MINIMUM FRONT YARD: 20' OR 100'
CORNER CLEARANCE: 10'
MAXIMUM HEIGHT: 40'
MAXIMUM LOT COVERAGE: 50%

LEGEND

MAP, BLOCK - ASSESSORS INFORMATION
□ - STONE OR CONCRETE BOUND
○ - IRON PIPE
● - DRILL HOLE
— - PROPERTY LINE
- - - - BUTTER PROPERTY LINE (±)
- - - - EASEMENT LINE
~ - RIVERBANK

GENERAL NOTES

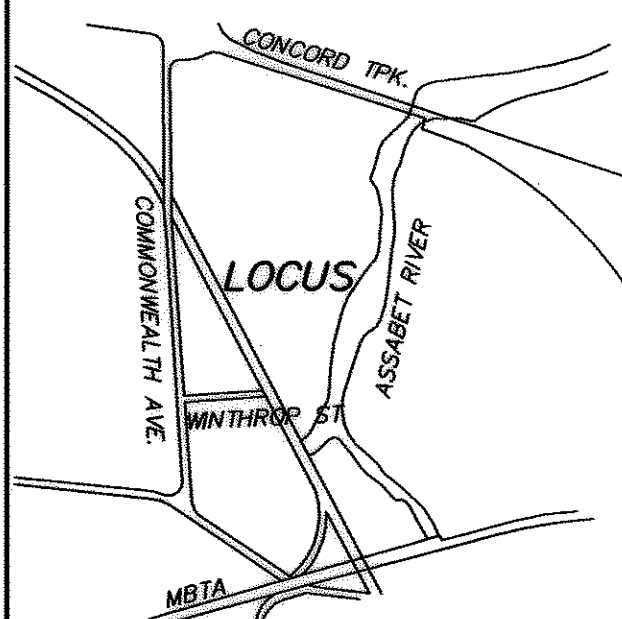
- 1.) THIS PLAN SHOWS AN EMERGENCY ACCESS EASEMENT.
- 2.) FIELD SURVEY WAS COMPLETED BY TOTAL STATION/EDM.

LOCUS REFERENCE

ASSESSOR'S MAP REFERENCE:
MAP 8D, BLOCK 2013
OWNER:
COMMONWEALTH OF MASSACHUSETTS,
EXECUTIVE ORDER 22EX, PAGE 479

LOCATION MAP

NOT TO SCALE



CERTIFICATIONS:

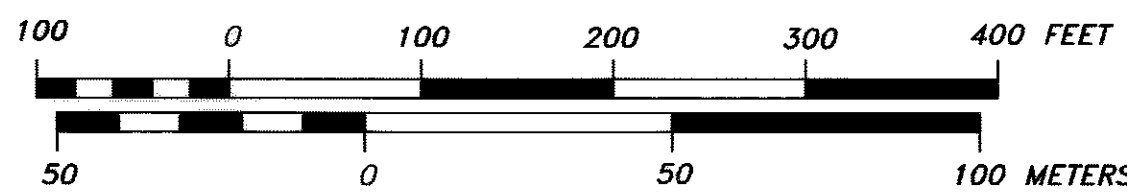
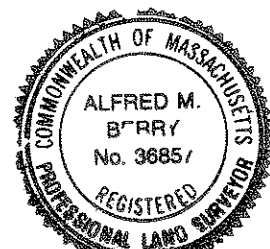
I CERTIFY THAT THE PREPARATION OF THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

FURTHERMORE, I HEREBY CERTIFY THAT THIS PLAN SHOWS THE PROPERTY LINES THAT ARE THE LINES OF EXISTING OWNERSHIPS, AND THE LINES OF STREETS OR WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED, AND THAT NO NEW LINES FOR DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN.

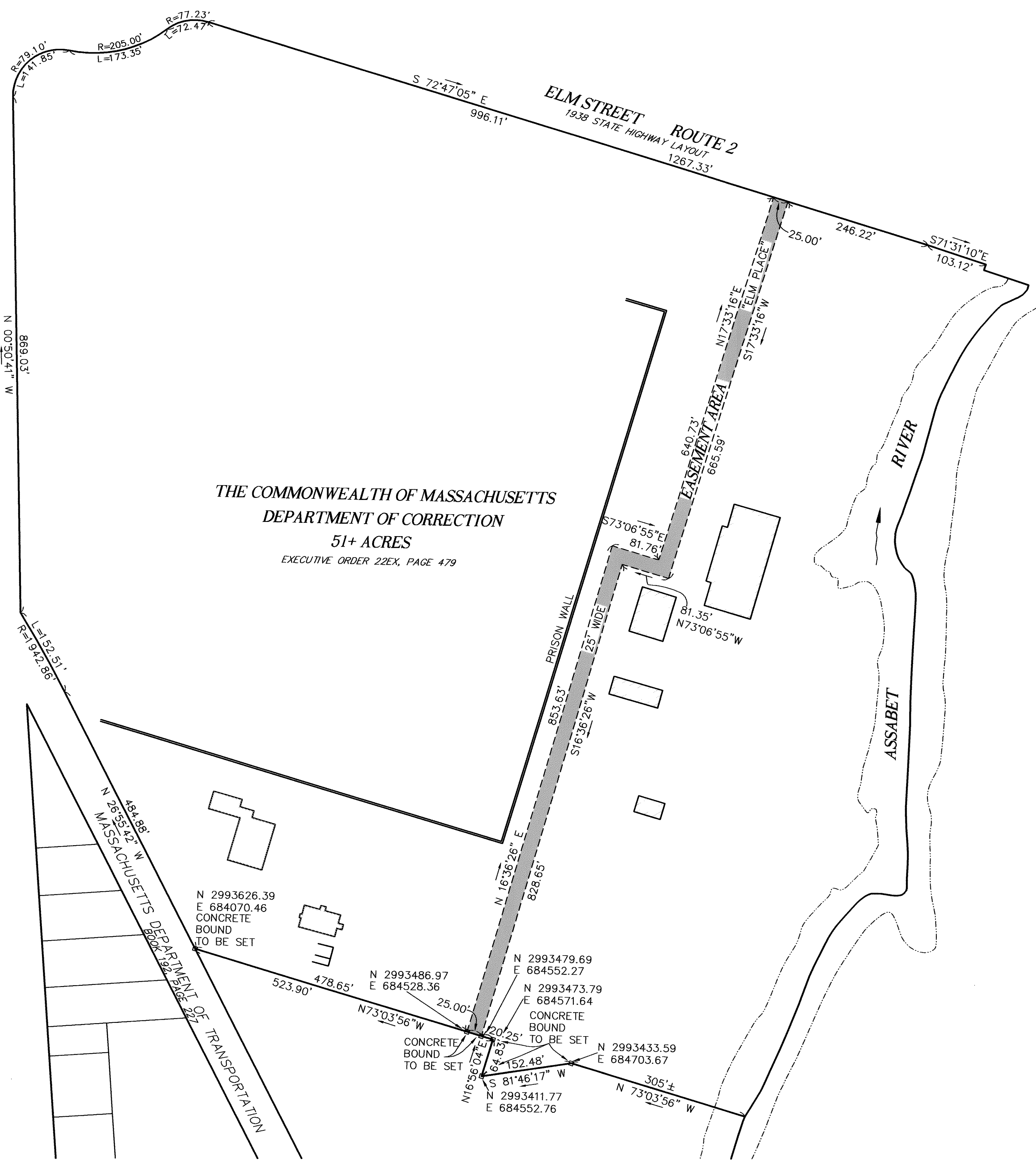
FURTHERMORE, I HEREBY FURTHER CERTIFY THAT THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE PROCEDURAL AND TECHNICAL STANDARDS FOR THE PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF MASSACHUSETTS.

Alfred M. Berry
ALFRED M. BERRY, P.L.S. #36857

DATE: 12/7/2012



MASS. STATE PLANE COORDINATE SYSTEM
COMMONWEALTH AVENUE
1878 COUNTY HIGHWAY LAYOUT



THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF CORRECTION
51+ ACRES
EXECUTIVE ORDER 22EX, PAGE 479

SHEET NO.	1
OF	1
EASEMENT PLAN IN CONCORD, MA PREPARED FOR THE COMMONWEALTH OF MASSACHUSETTS DIVISION OF CAPITAL ASSET MANAGEMENT AND MAINTENANCE ON BEHALF OF THE DEPARTMENT OF CORRECTION	

SURVEYOR:	AMB	ENGINEER:	N/A
DRAFTING:	AMB	DESIGN:	N/A
FIELD WORK:	JEG, BC	HORIZ SCALE:	1"=50'
PROJECT NO.	11-6002	VERT SCALE:	N/A
DRAWING NAME:	6002CHDC	DATE:	NOVEMBER 9, 2012

REVISIONS

APPROVAL
NOT
REQUIRED

Places Associates, Inc.
Planning, Landscape Architecture,
Civil Engineering, Surveying
510 KING STREET, SUITE 9
LITTLETON, MA 01460
978.486.0334 Fax
978.486.0447
EMAIL: places@verizon.net

12:26 PM

1.31.13

PL: 72

Elizabeth Rust

From: Elizabeth Rust <liz@rhsousing.org> on behalf of Elizabeth Rust
Sent: Thursday, March 16, 2023 4:29 PM
To: Elizabeth Rust
Subject: FW: Junction Village, Winthrop Street property

-----Original Message-----

From: Quick, Jeffrey (DOC) <jeffrey.quick@state.ma.us>
Sent: Thursday, March 9, 2023 8:42 AM
To: Liz <liz@therusts.net>
Cc: Liz RHSO <liz@rhsousing.org>; Higgins, Robert (DOC) <robert.higgins@state.ma.us>
Subject: RE: Junction Village, Winthrop Street property

Liz,

DCAMM had created the Emergency Access Easement (see attached) and it is recorded with the Middlesex (South) Registry of Deeds in Book 26EX, Page 479 and confirmation deed recorded in Book 1292, Page 227. Based upon this no further action is required by the Town or DOC for Emergency Access from this roadway.

Thanks,
Jeff

Jeffrey J. Quick, A.I.A.
Director
Division of Resource Management
MA Department of Correction
50 Maple Street
Milford, MA 01757
508.422.3661 (p)
508.422.3666 (f)

On Mar 6, 2023, at 2:00 PM, Higgins, Robert (DOC) <robert.higgins@state.ma.us> wrote:

I agree with Director Quick 100%

-----Original Message-----

From: Quick, Jeffrey J. (DOC) <Jeffrey.Quick@doc.state.ma.us>
Sent: Monday, March 6, 2023 1:41 PM
To: Liz <liz@therusts.net>
Cc: Higgins, Robert (DOC) <Robert.Higgins@doc.state.ma.us>
Subject: RE: Junction Village, Winthrop Street property

Liz,

I've included Deputy Commissioner Higgins in my response. The Elm street access which is MCI Concord's vehicle trap access as well as for deliveries for the Storehouse, Power plant and Water Pollution Control facility is a restricted access road for security reasons. We can as we had done previously allow for emergency access (fire and ambulance).

Thank you,
Jeff

Jeffrey J. Quick, A.I.A.
Director
Division of Resource Management
MA Department of Correction
50 Maple Street
Milford, MA 01757
508.422.3661 (p)
508.422.3666 (f)



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL
ONE ASHBURTON PLACE
BOSTON, MASSACHUSETTS 02108

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

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

Advisory Concerning Enforcement of the MBTA Communities Zoning Law

The Office of the Attorney General is issuing this Advisory to assist cities, towns, and residents in understanding the requirements imposed by the MBTA Communities Zoning Law (G.L. c. 40A, § 3A) (the “Law”). The Law was enacted to address the Commonwealth’s acute need for housing by facilitating the development of transit-oriented, multifamily housing. By any measure, Massachusetts is in a housing crisis that is inflicting unacceptable economic, social, and environmental harms across our state – particularly on working families and people of color. The Law directly responds to this crisis by implementing zoning reforms that require MBTA Communities to permit reasonable levels of multifamily housing development near transit stations.¹

Massachusetts cities and towns have broad authority to enact local zoning ordinances and by-laws to promote the public welfare, so long as they are not inconsistent with constitutional or statutory requirements.² The MBTA Communities Zoning Law provides one such statutory requirement: that MBTA Communities must allow at least one zoning district of reasonable size in which multifamily housing is permitted “as of right.”³ The district must generally be located within half a mile of a transit station and allow for development at a minimum gross density of fifteen units per acre.⁴ MBTA Communities cannot impose age-based occupancy limitations or other restrictions that interfere with the construction of units suitable for families with children within the zoning district.⁵ For example, the zoning district cannot have limits on the size of units or caps on the number of bedrooms or occupants. The required zoning district must also allow for the construction of multifamily units without special permits, variances, waivers or other discretionary approvals.⁶ These measures can prevent, delay, or significantly increase the costs of construction. As directed by the Legislature, the Department of Housing and Community Development has promulgated guidelines regarding compliance.⁷ These guidelines provide

¹ An MBTA Community is a town or city which hosts MBTA service; which abuts a town or city that hosts service; or which has been added to the Transit Authority pursuant to a special law. *See* G.L. c. 40A, § 3A(a)(1); G.L. c. 40A, § 1. Currently, there are 177 MBTA Communities in Massachusetts. A list of these MBTA Communities, and other information related to the Law, can be found [here](#).

² *See generally* Mass. Const. Amend. Art. 89 (amending Mass. Const. Amend. Art. 2); G.L. c. 40A, § 1 et seq. (the “Zoning Act”).

³ G.L. c. 40A, § 3A(a)(1) (requiring that MBTA Communities “shall have” a compliant zoning district).

⁴ *Id.*

⁵ *Id.*

⁶ G.L. c. 40A, § 1A.

⁷ G.L. c. 40A, § 3A(c) (“The [D]epartment . . . shall promulgate guidelines”); Department of Housing and Community Development, *Compliance Guidelines for Multi-family Zoning Districts Under Section 3A of the Zoning Act* (revised October 21, 2022).

additional information and benchmarks to be utilized in determining whether MBTA Communities are complying with the Law.

All MBTA Communities must comply with the Law. Communities that do not currently have a compliant multi-family zoning district must take steps outlined in the DHCD guidelines to demonstrate interim compliance. Communities that fail to comply with the Law may be subject to civil enforcement action.⁸ Non-compliant MBTA Communities are also subject to the administrative consequence of being rendered ineligible to receive certain forms of state funding.⁹ Importantly, MBTA Communities cannot avoid their obligations under the Law by foregoing this funding. The Law requires that MBTA Communities “shall have” a compliant zoning district and does not provide any mechanism by which a town or city may opt out of this requirement.¹⁰

MBTA Communities that fail to comply with the Law’s requirements also risk liability under federal and state fair housing laws. The Massachusetts Antidiscrimination Law¹¹ and federal Fair Housing Act¹² prohibit towns and cities from using their zoning power for a discriminatory purpose or with discriminatory effect.¹³ An MBTA Community may violate these laws if, for example, its zoning restrictions have the effect of unfairly limiting housing opportunities for families with children, individuals who receive housing subsidies, people of color, people with disabilities, or other protected groups.

⁸ *See, e.g.*, G.L. c. 12, § 10 (the Attorney General shall take notice of “all violations of law” and bring “such...civil proceedings before the appropriate state and federal courts...as [s]he may deem to be for the public interest”); G.L. c. 231A, § 2 et seq. (authorizing declaratory judgment actions to “secure determinations of right, duty, status, or other legal relations under...statute[s]”).

⁹ G.L. c. 40A, § 3A(b).

¹⁰ G.L. c. 40A, § 3A(a)(1).

¹¹ G.L. c. 151B § 1 et seq.

¹² 42 U.S.C. § 3601 et seq.

¹³ *See, e.g.*, G.L. c. 151B, § 4(4A) (prohibiting activities that interfere with the exercise or enjoyment of fair housing rights); 804 C.M.R. § 2.01(2)(f)-(h) (Antidiscrimination Law applies to “persons who...interfere with another person in the exercise or enjoyment of any right under M.G.L. c. 151, § 4...persons who directly or indirectly prevent or attempt to prevent the construction, purchase, sale or rental of any dwelling or land covered by M.G.L. c. 151B, § 4...[and] persons who aid or abet in doing any illegal acts...”); 804 C.M.R. § 2.01(5)(f) (“Examples of unlawful housing practices include...to pass an ordinance that unlawfully denies a dwelling, commercial space or land to a person or group of persons because of their protected status.”).

Action Plan for MBTA Communities

Description Area Please read the Section 3A Guidelines before attempting to complete this form. Please note: Action Plan Forms must be submitted by a municipal official with authority to act on behalf of the municipality on matters of zoning, such as the municipal CEO or planning director.

Section 1: Identification

Description Area The Section 3A Guidelines establish zoning metrics that apply uniquely to each MBTA community based on its local transit stations, existing housing stock, population, and developable land. This section of the Action Plan helps to identify the transit stations that determined each community's category. Appendix 1 of the Section 3A Guidelines lists each community's category and minimum multi-family unit capacity requirement.

1.1 MBTA Community Name	Concord
1.2. Community Category	Commuter rail community
1.3. Multifamily Unit Capacity Requirement	1094
1.4. Does this municipality have any MBTA rapid transit stations within its boundaries?	No
1.5. Does this municipality have any MBTA commuter rail stations within its boundaries?	Yes
1.5a. Please list MBTA commuter rail stations that are located within the municipal boundaries	Concord Center, West Concord
1.6. Does this municipality have any other MBTA transit stations that are located outside of its municipal boundaries that may have "developable station area" within them?	No
1.7. Please provide the name of the person filling out this form	Elizabeth Hughes
1.7a. Title	Town Planner
1.7b. Email Address	ehughes@concordma.gov

1.7c. Phone Number	(978) 318-3290
1.8 Please provide the name of the municipal CEO	Kerry Lafleur
1.8b Mailing address of municipal CEO	22 Monument Square Concord, MA 01742
1.8c Email address of municipal CEO	klafleur@concordma.gov
1.9. Please briefly describe other members of the core team developing the multi-family zoning district.	Planning and Regional Housing Services Office staff will work with the Select Board, Planning Board, Concord Municipal Affordable Housing Trust, Concord Housing Development Corporation, Concord Housing Foundation and Concord Housing Authority. The Town is seeking assistance from MHP on initial public engagement to educate the community on Section 3A and the DHCD Guidelines, drafting zoning and have public engagement during the development of the new zoning, and development of the required compliance model.

Section 2: Housing Overview

2.1. Does this municipality have any established housing related goals or strategies from municipal planning documents, such as a Housing Production Plan, Master Plan, or Economic Development Plan?	Yes
2.1a. Please briefly describe any relevant strategies, goals, or objectives, and the work that has been done to date.	<p>2018 Envision Concord-Bridge to 2030 Comprehensive Long Range Plan: https://www.concordma.gov/DocumentCenter/View/15250/Final-Envision-Concord-Plan-7-30-18-Full-Version-79MB</p> <p>2022 Housing Production Plan: https://www.concordma.gov/DocumentCenter/View/40227/Concord-Housing-Production-Plan-2022</p> <p>In 2020 and 2021, Town Meeting adopted by-right ADU bylaw (Zoning Bylaw Section 4.2.2.2) and two-family by special permit in Residence C Zoning District (ZBL Section 4.2.2.1): https://www.concordma.gov/DocumentCenter/View/1383</p>
2.2. Is this municipality currently working on any other planning for housing?	Yes

2.2a. Please briefly describe the housing work underway.

At the 2023 Annual Town Meeting is a warrant article (Article 35) to amend ZBL Section 4.2.3 Combined Business/Residence to better define the requirement for affordable housing to provided units at 80% AMI and units between 100% and 120% AMI. Additionally, the amendment will reduce the required percentage of affordable housing for smaller projects to hopefully generate more smaller projects in the village centers:
<https://www.concordma.gov/DocumentCenter/View/40669/2023-Annual-Town-Meeting-Warrant> The Town is working with the Concord Housing Development Corporation on the creation of a 5 unit affordable housing project (Assabet River Bluff) and the Concord Housing Authority is working with Habitat of Humanity on the construction of a new affordable single family dwelling.

Section 3: Preliminary Zoning Strategies

3.1. To the best of your knowledge, which of the following zoning strategies is this community most likely to use for compliance? (Select all that apply)

- b. An existing zoning district or districts that must be amended to comply with the Section 3A Guidelines
- c. A new 40R or other overlay zoning district

3.1b. Please select the changes that may be necessary for the existing district to comply. Optional: Attach any supporting documents that describe this district.

- Use schedule
- Dimensional regulations
- Parking requirements

Explanation:

The Thoreau Depot Business District is the business village district that surrounds the Concord Center Commuter Rail Station. There are 28 parcels in the district, comprising 15 acres (excluding public roadways and the MBTA right-of-way). The second potential district is located around the West Concord Commuter Rail Station, and is comprised of the Industrial Park A District and the West Concord Industrial District, which are adjacent to the train station and across the Assabet River and the Nashoba Brook. There are 25 parcels, comprising approximately 200 acres (excluding roadways and the MBTA right-of-way)

Was only able to attached one file showing the TDB District. A map of the second district will be attached under Question 3.1c

File

<https://www.formstack.com/admin/download/file/14085795581>

3.1c. Please briefly describe the potential district and location. Optional: Attach any supporting documents that show planning work the community has already done for this district(s).

The Thoreau Depot Business District is the business village district that surrounds the Concord Center Commuter Rail Station. There are 28 parcels in the district, comprising 15 acres (excluding public roadways and the MBTA right-of-way). The second potential district is located around the West Concord Commuter Rail Station, and is comprised of the Industrial Park A District and the West Concord Industrial District, which are adjacent to the train station and across the Assabet River and the Nashoba Brook. There are 25 parcels, comprising approximately 200 acres (excluding roadways and the MBTA right-of-way)

File <https://www.formstack.com/admin/download/file/14085795583>

3.2. What non-housing characteristics are important for this community to consider in its 3A zoning district?

Maintaining vibrant, walkable commercial districts around both train stations is important to the community as is ensuring that any development is sustainably constructed, respectful of the natural environment, provides diverse housing opportunities and options, and is accessible to all. Another critical consideration is the impact on the Town's aging infrastructure and capacity limitations related to the wastewater treatment plant, which cannot be adequately addressed without state and federal action.

Section 4: Action Plan Timeline

Description Area

This section creates a framework to input preliminary plans for a zoning adoption process. On the table below, please use Column 1 (from the left) to describe a task, Column 2 to input a start date, and Column 3 to input a finish date. Every community must provide a timeline for the below-listed tasks. Additional space is provided for any other tasks that a community wishes to list. DHCD will review proposed timelines for feasibility before approving an Action Plan. Public outreach
Developing zoning
Applying DHCD's compliance model to test for density and unit capacity
Holding planning board hearings
Holding legislative sessions and adopt compliant zoning
Submit District Compliance application to DHCD

Description Area Task

Description Area Start

Description Area Finish

Short Answer MHP Assistance Grant Request for public engagement, compliance model and drafting new zoning

Feb 01, 2023

Jun 01, 2023

Short Answer Compliance Model

Feb 01, 2023

Jun 01, 2023

Short Answer

Develop Draft Zoning

Jun 01, 2023

Jan 01, 2024

Short Answer

Public Engagement on Draft Zoning

Jun 01, 2023

Jan 01, 2024

Short Answer

Planning Board ATM Public Hearing

Mar 15, 2024

Mar 16, 2024

Short Answer

2024 Annual Town Meeting

Apr 28, 2024

Apr 29, 2024

Short Answer

Submit New Zoning to AG

May 15, 2024

Jul 01, 2024

Short Answer

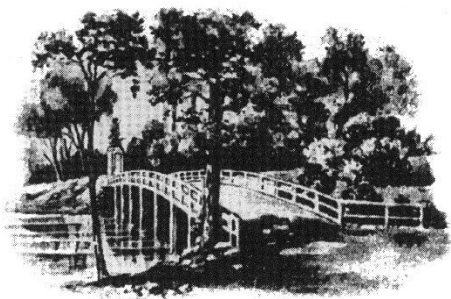
Submit Compliant Zoning to DHCD for approval

Nov 01, 2024

Dec 01, 2024

If there is any other feedback you would like to share about the compliance process, please use this space to provide it.

The initial public engagement with MHP assistance would be an opportunity for citizens to learn and understand Section 3A requirements, the DHCD Guidelines and provide the consultant feedback on developing a compliant Zoning Bylaw.



OLD NORTH BRIDGE

TOWN OF CONCORD

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

To: Concord Select Board

From: Shannon McAndrew, Senior Administrative Assistant

Date: March 20, 2023

Re: Board/Committee Volunteer Database Update

In response to your request to provide an update on the Board/Committee Volunteer Database, I am providing the following memorandum.

Background:

Throughout the pandemic, there were many lapses in record maintenance for Board and Committee appointments. In March 2022, the Town contracted with LL Data Designs to create a new Board/Committee Volunteer Database through Microsoft Access. LL Data Designs used the data from the old database to input into the new database, which meant that there has been extensive data scrubbing since to correct the mentioned lapses. Since the last update was provided to the Select Board in June 2022, there has been significant progress with corrective and retroactive appointments and the maintenance of rosters for Boards and Committees in the database and on the Town website.

Improved Processes:

- Volunteer Process
 - o In-Person: A volunteer can fill out a volunteer card in-person at the Town Clerk's Office on the 1st floor of the Town House
 - o Online: A volunteer can fill out a volunteer card online at www.concordma.gov
 - Online forms are sent to the inboxes of myself and Laurie Austin in the Town Clerk's Office
 - Volunteer receives a basic thank you for submitting a volunteer card
- Database Process

- Volunteer card is added into the database ASAP, typically within the same day, by Laurie Austin. Volunteer card is stamped with the received date, so that the database can be better maintained
- Standard practices have been developed for using the database, which has also helped with data scrubbing
- Nomination Process
 - Laurie Austin forwards all volunteer cards received to the Board/Committee Chair, the Select Board Liaison, the Staff Liaison (if applicable), and copies myself on the email
 - The Board/Committee and the Select Board Liaison work together to nominate a candidate either to the Select Board or to the Town Manager for appointment
 - If there are no seats available on the Board/Committee, the Chair of the Committee or Laurie Austin notifies the volunteer that there are no seats available at this time, but that their volunteer card will be kept on file should the situation change
- Appointment Process
 - I add all Select Board appointments to the next Select Board agenda, following receiving confirmation from the Select Board Liaison to be nominated
 - The nominees are then added to the next Select Board agenda for appointment
 - I include as much detail as possible on the Select Board agenda regarding the appointment, such as the term expiration, first or second term, full member or associate member, etc., for a clear record
 - Laurie sends the appointment letters for all Select Board appointments, also including as much detail as possible
 - I send the appointment letters for all Town Manager appointments and send a copy to the Town Clerk's Office so they have the letter on file when the volunteer is sworn in, also including as much detail as possible

**Annual Town Meeting Warrant Articles
April 30, 2023**

Article Number	Article Name	Sponsor	Recommendation
1	Choose Town Officers	Select Board	
2	Hear Reports	Select Board	
3	Meeting Procedure	Finance Committee	
4	Ratify Personnel Board Classification Actions	Personnel Board	
5	New Classification & Compensation Plan for Regular-Status Positions	Personnel Board	
6	Amended Classification & Compensation Plan for Regular-Status Positions	Personnel Board	
7	Use of Free Cash	Finance Committee	
8	FY23 Budget Line Item Adjustments	Finance Director	
9	FY24 Town Budget	Town Manager	
10	Citizen Petition: DEI Director	Tanya B. Gailus	
11	Capital Improvement & Debt Plan	Town Manager	
12	OPEB Trust Fund Appropriation	Finance Director	
13	OPEB Trust Fund Expense	Finance Director	
14	Appropriation of Opioid Settlement Funds Received from the State Settlement Fund	Finance Director	
15	Minuteman Regional Technical High School District Budget	Minuteman Regional School Committee	
16	Concord-Carlisle Regional High School Budget	CCRHS School Committee	
17	Concord Public Schools Budget	CPS School Committee	
18	Concord Public Schools Capital Budget	CPS School Committee	
19	Concord Public Schools Capital Projects – Fields & Landscaping	CPS School Committee	
20	Appropriation to Middle School Stabilization Fund	Finance Committee	
21	Light Plan Solar Expansion – Middle School	Town Manager or Light Board	
22	Citizen Petition: Municipal In-Town Solar Generation Task Force	Dean Banfield	
23	Adopt Specialized Stretch Energy Code	Climate Action Advisory Board	

24	Light Plant Expenditures & Payment in Lieu of Taxes	Town Manager	
25	Appropriation for 250 th Anniversary Celebration	Select Board	
26	Community Preservation Committee Appropriation Recommendations	Community Preservation Committee	
27	Community Preservation Act – Rescind and Reappropriate Funds	Community Preservation Committee	
28	Community Preservation Committee Appropriation Recommendations – Concord Municipal Affordable Housing Trust	Community Preservation Committee	
29	Transfer of Housing Funds	Select Board	
30	162 Plainfield Road Easement	Town Manager	
31	Beede Swim & Fitness Center Enterprise Fund Expenditures	Town Manager	
32	Demolition Review General Bylaw	Historical Commission	
33	Zoning Bylaw Amendment – Restaurant – Prohibited Uses – Parking	Planning Board	
34	Zoning Bylaw Amendment – Mobile Food Establishments	Planning Board	
35	Zoning Bylaw Amendment – Combined Business/Residence	Planning Board	
36	Citizen Petition: Update Concord Noise Bylaw	Sven Weber	
37	Citizen Petition: Prohibition of Gas-Powered Leaf Blowers	Sven Weber	
38	Solid Waste Disposal Fund Expenditures	Town Manager	
39	Sewer System Expenditures	Town Manager	
40	Sewer Improvement Fund Expenditures	Town Manager	
41	Water System Expenditures	Town Manager	
42	Authorize Expenditure from PEG Access & Cable-Related Fund	Town Manager	
43	Annual Appropriation of Parking Meter Receipts	Town Manager	
44	Authorize Expenditure of Revolving Funds Under Mass. Gen. Laws c. 44 § 53E½	Town Manager	
45	Unpaid Bills	Finance Director	
46	Debt Rescission	Finance Director	



OLD NORTH BRIDGE

TOWN OF CONCORD

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

HENRY J. DANE
CHAIRMAN
CONCORD 2025 EXECUTIVE
COMMITTEE

March 14, 2023

To the Finance Committee:

Re: Concord 2025 Executive Committee Budget Request

Mr. Loughlin and I appeared before the Finance Committee on March 1 with a budget request of \$600,000 for FY 2024 not only to pay for that year's activities, but also to accumulate funds toward the substantial expenses that are anticipated for April 19, 2025, the 250th anniversary of the beginning of the Revolution in Concord. The only objection we heard at the time was the concern that the expenditure would reduce Free Cash below the five-percent minimum considered necessary to maintain the Town's credit rating.

In response, I consulted the Town Manager who suggested that we use \$500,000 of ARPA funds that were no longer needed for the originally intended purpose, and add that money to \$200,000 of funds already committed by the Commonwealth. This proposal was brought back to the Finance Committee by Mr. Loughlin.

Having addressed the original Free Cash issue, Ms. Briggs suggested on March 11 that we provide the Finance Committee with "the costs for the entire budget for the event." Please find enclosed a series of spreadsheets providing the requested information.

In reviewing and evaluating the enclosed estimates, I request that you keep the following observations in mind:

1. These anniversaries recognize that the events that took place in Concord 250 years ago are one of the most significant features of our civic identity. Grand and ambitious celebrations have taken place every 50 years since 1825. In 1875, Daniel Chester French's statue of The Minute Man was unveiled in the presence of President Ulysses S. Grant and Ralph Waldo Emerson; and 100 years ago, the invited guests included the President of the United States, together with members of his Cabinet and of the U.S. Supreme Court including Oliver Wendell Holmes, Lewis Brandeis and William H. Taft. Robert Frost was a featured speaker at the Literary Exercises at the Concord Armory. The 200th celebration in 1975 was attended by President Gerald Ford, with ceremonies at the North Bridge attended by thousands of visitors and was marked by a Gala Ball under a tent pitched on Emerson Field attended by 4,600 guests.
2. In planning the events, our Committee has taken seriously the task of planning and executing a "comprehensive plan" of similar proportions to celebrate the 250th anniversary of the Battle of Concord and the historical events leading to the founding of our Country
3. Because many of the anticipated events have not been planned in detail, and much work remains to be done with many participants yet to be identified, we can do no more at this point than estimate anticipated costs. In some cases it is just too early to do detailed planning two years in advance. However, all the

funding we receive from the Town must be appropriated in April 2023 and April 2024. In planning for the 1975 celebration, funds were appropriated and accumulated in annual installment over a period of several years. We did not start the process early enough to have this opportunity.

4. What is presented here is an "Expense Budget" which does not take into account funding in yet unknown amounts that may be received from the Commonwealth, sponsorships and fees charged to participants. There is legislation pending that may provide Concord and Lincoln with up to \$500,000 each toward public safety costs (one of our largest budget items), but we have no assurance that it will be adopted by the legislature and signed by the Governor. We are meeting with our state legislators and representatives of Lexington and Lincoln on March 24, and have no way of knowing what and whether any significant funds may be available from the state. Therefore, our ability to plan a successful event depends very much on the commitment of the Town to finance an event that will be worthy of the occasion and reflect credit on our town and its historical heritage.

We look forward to your recommendation of favorable action on our budget requests for both fiscal years. Since, as a member of the Select Board, I feel it important to support the Finance Committee, your favorable action on our requests is of great importance.

Very truly yours,



Henry J. Dane
Chair and Select Board Member
Concord 2025 Executive Committee

SUMMARY BUDGET SHEET - CONCORD 2025 EXECUTIVE COMMITTEE				
PROJECTED EXPENDITURES				
SUBCOMMITTEE	FY 2024	FY 2025	FY 2026	TOTAL
COMMUNICATIONS & PUBLICITY	\$140,000	\$165,000	\$20,000	\$325,000
EVENTS	\$30,000	\$220,000	\$5,000	\$255,000
ARTS LITERATURE & MUSIC	\$149,500	\$100,500	\$2,000	\$252,000
HOSPITALITY & INVITATIONS	\$25,000	\$160,000	\$5,000	\$190,000
COMMUNITY OUTREACH	\$45,000	\$100,000	\$10,000	\$155,000
PUBLIC SAFETY	\$5,000	\$168,145	\$5,000	\$178,145
PERMANENT MEMORIAL	\$15,000	\$75,000	\$430,000	\$520,000
HISTORY & EDUCATION	\$120,000	\$60,000		\$180,000
SUBCOMMITTEE ANNUAL TOTAL	\$529,500	\$1,048,645	\$477,000	\$2,055,145
ADMIN. & OVERHEAD (2%)	\$10,590	\$20,973	\$9,540	\$41,103
TOTAL	\$540,090	\$1,069,618	\$486,540	\$2,096,248

CONCORD 2025 SUBCOMMITTEE BUDGET					
NAME OF SUBCOMMITTEE:	COMMUNICATIONS AND PUBLICITY				
PROJECTED EXPENDITURES					
		FY 2024	FY 2025	FY 2026	TOTAL
EXPENSE OR ACTIVITY	DESCRIPTION				
MARKETING MANAGER	MARKETING PLAN MEDIA KITS	\$30,000	\$30,000	\$10,000	\$70,000
PAID PUBLICATIONS	NATIONAL, LOCAL, DISCOVER CONCORD, ETC.	\$100,000	\$130,000	\$10,000	\$240,000
OTHER	PODCASTS, SOCIAL MEDIA WEBSITE	\$10,000	\$5,000		\$15,000
TOTALS		\$140,000	\$165,000	\$20,000	\$325,000

CONCORD 2025 SUBCOMMITTEE BUDGET					
NAME OF SUBCOMMITTEE:	EVENTS				
PROJECTED EXPENDITURES					
		FY 2024	FY 2025	FY 2026	TOTAL
EXPENSE OR ACTIVITY	DESCRIPTION				
DEPOSITS FOR PARADE UNITS		\$20,000	\$140,000		\$160,000
PRINTING PARADE ORDERS		\$5,000	\$5,000		\$10,000
COMMUNITY BALL, FIREWORKS		\$5,000	\$50,000		\$55,000
ATHLETIC EVENTS	STAFFING & TROPHIES		\$25,000		\$25,000
FINAL BILLS				\$5,000	\$5,000
TOTALS		\$30,000	\$220,000	\$5,000	\$255,000

CONCORD 2025 SUBCOMMITTEE BUDGET					
NAME OF SUBCOMMITTEE:	ARTS LITERATURE AND MUSIC				
PROJECTED EXPENDITURES					
		FY 2024	FY 2025	FY 2026	TOTAL
EXPENSE OR ACTIVITY	DESCRIPTION				
CONCORD FREE PUBLIC LIB.	SPEAKER HONORARIA		\$15,000		\$15,000
ART FOR ALL	MURAL WITH SCHOOLS	\$3,000			\$3,000
CONCORD ART	EXHIBITION WITH STUDENTS	\$3,000			\$3,000
CONCORD CONSERVATORY	MUSIC PIECE HIGHLIGHTING REVOLUTION	\$2,500	\$2,500		\$5,000
ORCHARD HOUSE	STORIES OF THE ERA AND A FILM	\$11,000			\$11,000
EMERSON UMBRELLA	PODCASTS AND SCULPTURES	\$125,000			\$125,000
CONCORD MUSEUM	SPEAKERS ON ROLE OF INDIGENOUS PEOPLES		\$3,000	\$2,000	\$5,000
CONCORD WOMENS' CHORUS	DEVELOP A MUSICAL PIECE	\$5,000			\$5,000
51 WALDEN	MUSICAL EVENT		\$20,000		\$20,000
CONCORD CHORUS	CONCERT		\$60,000		\$60,000
TOTALS		\$149,500	\$100,500	\$2,000	\$252,000

From: Sen. Mike Barrett <mike.barrett@masenate.gov>

Sent: Friday, March 17, 2023 1:06 PM

To: Henry Dane <hdane@concordma.gov>

Subject: Rescuing the American Revolution's big birthday

You don't often get email from mike.barrett@masenate.gov. [Learn why this is important](#)



Dear Friend,

The American Revolution has a huge birthday coming up -- its 250th, in 2025. Pennsylvania, South Carolina, and others of the original 13 colonies began their own preparations years ago, but in Massachusetts state support did not materialize. Now, thanks to a Healey-Driscoll initiative, a proper effort is underway.

In a "supplemental budget" filed today for the current budget year, the Governor proposes \$2 million in funding to jumpstart state-level preparations. We're getting serious about using our highest-profile moment in decades to present Massachusetts to the nation and the world in its best light -- its past, for sure, but also its present and future.

The War for Independence went on for years and spread throughout the colonies, but 1775 was Massachusetts' time. We front-ended the Revolution. Lexington, Concord, Lincoln, Arlington, and Bunker Hill and the Siege of Boston happened in 1775. For the country and the world, we have a simple message: It started here.

I first broached the subject to the Lt. Governor in December and to the Governor in February, and over the space of several weeks they conceived and launched this rescue. I really appreciate their willingness to listen. Right away, they understood what's at stake. This thing was stymied but now, thanks to them, it's moving. We're behind in the game but our first team, our starters, are taking the court.

Because I represent so many historic places, my district has a lot riding on 2025. But so do Boston, Cambridge, and Arlington -- three other communities in the line of march on April 19th -- plus Braintree, Salem, Marblehead, Gloucester, Framingham, Worcester, Somerville, and a host of other places important now and important then.

Beginning 24 months from now, we can expect scads of visitors, VIPs included. President Ulysses S. Grant came for the 100th, in 1875. President Gerald Ford came for the 200th, in 1975. All of which means trade for local businesses, not to mention justified pride, which will be good, and crowds and traffic and security costs, which will be problematic.

The House and the Senate will work plenty of changes to this supplemental budget, which contains a number of important other items. But here's hoping everyone receiving this message will speak out and help carry this \$2 million for "Rev 250" across the finish line.

In appreciation to all of you --

Mike Barrett

State Senator Mike Barrett | MA State House #109D, Boston, MA 02133

[Unsubscribe hdane@concordma.gov](mailto:hdane@concordma.gov)

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Sent by mike.barrett@masenate.gov powered by



From: keith@kbergman.com <keith@kbergman.com>

Sent: Thursday, March 16, 2023 12:14 PM

To: peg.briggs@gmail.com <peg.briggs@gmail.com>

Cc: Matthew Johnson <mjohnson@concordma.gov>; 'Nathan Bosdet' <bosdet.concord@gmail.com>; 'Diane Proctor' <dpdproctor@gmail.com>; leesmith125@gmail.com <leesmith125@gmail.com>; 'Stephanie Chrobak' <schrobak9@gmail.com>; 'Feeley III, Frank G' <ffeeley@bu.edu>; Elizabeth Rust <liz@rhsousing.org>; Marcia Rasmussen <mrasmussen@concordma.gov>; Linda Escobedo <lescobedo@concordma.gov>; 'Lawson, Michael E' <mlawson@bu.edu>; Kerry Lafleur <klafleur@concordma.gov>; Ray Andrews <rayandrews@comcast.net>

Subject: 4/30/23 ATM Articles 28 & 29 - Affordable units to be created w/CMAHT fund balance

To: Finance Committee c/o chair

From: Concord Municipal Affordable Housing Trust c/o chair

CC: Housing Roundtable c/o chairs - SB, PB, CPC, CHDC, CHA, CHF; RHSO, Town staff

Date: March 16, 2023

Subj: 4/30/23 ATM Articles 28 & 29 - Affordable units to be created w/CMAHT fund balance

The Concord Municipal Affordable Housing Trust is grateful to the Finance Committee for its unanimous vote on March 1, 2023 in support of Articles 28 and 29 of the April 30, 2023 Annual Town Meeting which together would transfer a total of \$2,044,255 to the Trust from prior town meeting appropriations for the Christopher Heights at Junction Village project.

The Finance Committee has asked the Trust how many affordable units could be created with the \$3 million fund balance resulting from passage of Articles 28 and 29, so we've prepared the attached written response. It was a thoughtful question, which we wanted to discuss as a board.

Thanks very much.

Keith Bergman, Chair

[Concord Municipal Affordable Housing Trust | Concord, MA \(concordma.gov\)](http://concordma.gov)

Keith Bergman
56 White Avenue

TOWN OF CONCORD, MASSACHUSETTS

To: Finance Committee c/o chair
From: Concord Municipal Affordable Housing Trust c/o chair
CC: Housing Roundtable c/o chairs - SB, PB, CPC, CHDC, CHA, CHF; RHSO, Town staff
Date: March 16, 2023
Subj: 4/30/23 ATM Articles 28 & 29 - Affordable units to be created w/CMAHT fund balance

The Concord Municipal Affordable Housing Trust is grateful to the Finance Committee for its unanimous vote on March 1, 2023 in support of Articles 28 and 29 of the April 30, 2023 Annual Town Meeting which together would transfer a total of \$2,044,255 to the Trust from prior town meeting appropriations for the Christopher Heights at Junction Village project.

Passage of both articles would bring from \$1,042,000 to \$3,086,000 the Trust’s fund balance available for affordable and community housing projects to carry out the production strategies in the Town’s recently updated [Housing Production Plan](#). That plan predicts Concord will fall below its 10% goal under the State’s Chapter 40B by between 15 and 65 units¹ once the new 2020 U.S. Census figures kick in this May;² but having that approved Plan in place affords the Town the opportunity to achieve “safe harbor” from 40B for one year by producing 36 to 38 units. So there is work to be done.

The Finance Committee has asked the Trust how many affordable units could be created with the \$3 million fund balance resulting from passage of Articles 28 and 29. So, after discussion at our meetings on March 8 and 14, Trust members-- with the guidance and assistance of Regional Housing Services Office Director Liz Rust-- offer the response that somewhere between 5 to 50 affordable units could be produced with such a balance. The lower end—5 units—would likely be for a project where the Town bears the cost of land acquisition as well as development for a small project with few economies of scale from low density, and where there is no outside, state, or federal funding to lower the Town’s per unit cost. The higher end—50 units—might be for a project of greater density, where land is acquired for low or no cost, and where there is significant state, federal, or other outside grant funding.

Background: In developing this range, the Trust reviewed the attached table prepared by the RHSO Director which shows the total cost, cost per unit and amount of Town subsidy per unit for various affordable housing projects completed in recent years in the RHSO service area, which includes Concord. No two projects are similar in all respects, and the cost of each is influenced by factors identified by the Trust, including the following:

- **Land Acquisition.** If a project uses land already owned by the Town, or provided free from a State or Federal agency, the cost of the project will be much lower because it need not absorb the land cost.

¹ See HPP p. 21: “Concord’s 10% goal would be met with 730-780 countable units on the SHI. Concord has 715 total SHI units currently, leaving a potential deficit of 15 to 65 units.”

² A community's 10% goal under 40B is calculated by dividing the number of units on its Subsidized Housing Inventory by the total number of year-round housing units, per the most recent decennial U.S. Census.

- **Availability of Sewer Connections.** If the property cannot be connected to the sewer, the cost will be increased by the need to build a septic system. For large projects, such as the assisted living facility originally proposed by the Grantham Group at Junction Village, the developer may even need to absorb the costs of building and running a mini-treatment plant.
- **Size of Units.** Units with two or more bedrooms designed to accommodate families are larger. Since construction costs are heavily influenced by the square footage of the units built, these larger units will be more expensive.
- **Density of Units.** On a per unit basis, a project with many units will be less expensive than a smaller project. Fixed costs of development, including site preparation, infrastructure and construction can be distributed over a larger number of units.
- **Year Built.** In the three years to January 2023, the construction cost index for single family homes rose 31.4%. In the six years from January 2017 to January 2023, the same index rose by 51%. All other things being equal, the more recently a project has been completed, the higher the unit cost of construction.
- **Other Funding Sources.** The per unit cost of a municipal subsidy will be heavily influenced by the other sources of funding available to a developer. A project which is able to attract tax credits or state and Federal housing construction grants will have a lower per unit cost for the municipality.
- **Target Income Group.** Some of the construction cost may be covered in monthly rent or the sale of the units. If units are designed for 120% of area median income, a substantial part of the construction cost for a smaller unit may be recovered in rents or a unit sales. On the other hand, monthly rentals targeted to those at lowest incomes can recover little more than operating costs, so the per unit subsidies will be higher.
- **“Prevailing Wage” Requirements.** Under Massachusetts law, a public agency such as the Concord Housing Authority that constructs a development must pay “prevailing” wages. These are generally higher than the wages paid for most residential construction in our area, so the total construction cost for a non-profit or for-profit developer will be lower than that for a government agency. This is why the house at the corner of Gerow Park is being built by Habitat for Humanity.
- **Tax Treatment.** Developers take into account the likely property tax rate in their financial models. If new units are to be taxed at the same level (in relation to construction costs) as units of similar size built for the private market, subsidies must be higher. They will be lower if the effective tax rate takes into account the lower revenue streams from housing projects that are affordable. Concord saw this in the Grantham application for favored tax treatment.
- **Ownership vs. Rental** Larger rental projects can better take advantage of State and Federal subsidy programs, but there will likely be no recovery of local subsidies when the project is completed. Depending on the target income level, qualifying households purchasing a home will be able to make some contribution to the purchase through down payments or mortgage proceeds. This means that total costs for these units (often subsidized by the Town alone) will be partially offset by recoveries from the purchase, and these funds can be returned to the municipality.

Attachment

Affordable Housing Project Subsidies

Town	Project	cost year	SHI units	Total Dev Cost	Town Subsidy	Other Subsidy	per unit cost	per unit Town subsidy	Tenure	#units \$3m would create
Framingham	Carlson Crossing	2023	61	\$42,688,368	\$2,500,000	\$40,188,368	\$699,809	\$40,984	Rental	73.2
Wayland	12 Hammond Road	2023	1	\$454,000	\$454,000	\$0	\$454,000	\$454,000	Rental	6.6
Acton	McManus Manor	2023	31	\$24,000,000	\$2,000,000	\$22,000,000	\$774,194	\$64,516	Rental	46.5
Newton	West Newton Armory	2022	43	\$28,200,000	\$4,262,000	\$23,938,000	\$655,814	\$99,116	Rental	30.3
Concord	Christopher Heights*	2022	83	\$28,000,000	\$3,700,000	\$24,300,000	\$337,349	\$44,578	Rental	67.3
Lexington	Farmview	2020	6	\$2,700,000	\$2,700,000	\$0	\$450,000	\$450,000	Rental	6.7
Sudbury	Coolidge II	2019	56	\$19,000,000	\$900,000	\$18,100,000	\$339,286	\$16,071	Rental	186.7
Bedford	Bedford Village	2017	96	\$30,800,000	\$3,000,000	\$27,800,000	\$320,833	\$31,250	Rental	96.0
Concord	Emerson Annex Unit 4	2017	1	\$274,000	\$274,000	\$0	\$274,000	\$274,000	Ownership	10.9
Acton	Whittsley Village	2017	12	\$3,000,000	\$700,000	\$2,300,000	\$250,000	\$58,333	Rental	51.4
Concord	Peter Bulkeley – Phase 2	2016	4	\$886,000	\$886,000	\$0	\$221,500	\$221,500	Rental	13.5
Concord	1888 Main Street	2015	1	\$90,000	\$90,000	\$0	\$90,000	\$90,000	Ownership	33.3
Sudbury	Sudbury H.A. Duplexes	2011	11	\$3,240,000	\$750,000	\$2,490,000	\$294,545	\$68,182	Rental	44.0
Weston	Warren Ave	2010	7	\$3,604,000	\$3,604,000	\$0	\$514,857	\$514,857	Rental	5.8
Concord	405 Old Bedford Road	2008	4	\$410,000	\$410,000	\$0	\$102,500	\$102,500	Rental	29.3
Concord	Walden Street	2008	5	\$385,000	\$385,000	\$0	\$77,000	\$77,000	Ownership	39.0
Concord	127 Old Bedford Road	2007	3	\$222,000	\$222,000	\$0	\$74,000	\$74,000	Ownership	40.5
	<i>*project did not proceed</i>									

2229 Main Street Advisory Task Force

Committee Charge

A. Background

The property at 2229 Main Street is a 46-acre site once operated by the defense contractor Starmet, formerly Nuclear Metals, Inc. (NMI). The company made depleted uranium products for the U.S. Department of Defense, as well as other specialty metal products. Manufacturing operations resulted in soil and water contamination on the property. The site was placed on the U.S. EPA's national priorities list in 2001 and is now a Superfund site.

In 2015, Concord Town Meeting voted to authorize the Select Board to acquire the property at a future time when cleanup "to a residential standard" has been accomplished. Since then, significant progress has been made toward clean-up of the site, including partial removal of contaminated soil from the site, isolation of the holding basin, deconstruction of the buildings and removal of the radioactive drums contained on the site. The EPA has set up a website on this superfund site and has been providing project updates on the progress made by their site contractor, de Maximus.

The 2229 Main Street Oversight Committee has been monitoring these cleanup efforts and advising the Select Board and other town officials. It is anticipated that this committee will continue to work with the cleanup contractors and the EPA, and that if the Town acquires the property, the committee will oversee and monitor institutional controls.

The Nuclear Metals/Starmet Property Re-use Planning Committee was formed to assist the town with identifying possible ways to reuse the property at 2229 Main Street for maximum public benefit. Their final report from 2021 can be found at (URL)

B. Purpose

The purpose of the 2229 Main Street Advisory Task Force is to recommend to the Select Board whether the Town should acquire the property at 2229 Main Street. Would this be a sensible business decision, and if so, how, when, and under what conditions should the Town acquire it?

As stated above, the 2015 Town Meeting authorized this acquisition for a future time, if and when the Select Board votes to do so. In making this decision, the Task Force and the Select Board will need to consider potential uses for the site as well as potential risk, liability, timing, costs, institutional controls, liens and other legal matters. The job of the Task Force is to thoroughly research these matters, seek public input, and then make recommendations to the Select Board.

C. Membership

The members of the 2229 Main Street Advisory Task Force shall be appointed by the Select Board. The term of office shall be three years, or until the final report is complete, whichever occurs first.

The Task Force shall be comprised of seven members representing residents with diverse knowledge, experience, and a broad view of the community. We are especially seeking residents with expertise in a relevant field such as:

Environmental law

Public health

Communications

Risk management

Toxicology

Brownfields site remediation

Hydrology

Insurance

Civil Engineering

Members of other relevant Concord Town Committees are welcome to serve on this committee. For this reason, the Select Board agrees that members of this Task Force are exempt from section VII c of APP 10 regarding Dual Committee appointments.

D. Duties and Responsibilities

1. THE KEY RESPONSIBILITY OF THIS TASK FORCE is to Recommend whether or not the Town should acquire the property and the reasons for such recommendation. If the recommendation is to acquire the property, the Task Force shall outline a detailed plan, timetable, and estimated costs for doing so, including:

- a. Legal method of acquisition and proposed parcel acquisition cost
- b. Interface with contractors performing cleanup
- c. Likely uses and potential development plan
- d. Maintenance and monitoring plan, including recommendations for specific

"Institutional Controls", and a plan for the Town to regularly audit the site to determine if institutional controls are being properly maintained.

(NOTE: The 2229 Main Street Oversight Committee will then implement and manage this plan with specific "Institutional Controls" and regularly evaluate their success. This includes reviewing the Record of Decision and other site documents, working with the remediation contractors, and regularly reviewing Town audits and EPA data to confirm that the institutional controls are working as planned.)

- e. Resolution of liens and other legal matters
- f. Risk communication
- g. Insurance
- h.
- i. Cost to bring site up to compliance with applicable state and federal laws/regulations
- j. Funding plan including insurance costs, compliance costs, consultants, attorneys, etc.

2. Meet with the 2229 Main Street Oversight Committee to receive an overview of the essential material regarding environmental contamination and clean-up on the site. This likely includes documents related to site assessments, risk assessments, and cleanup plans; legal and status issues regarding the investigation and cleanup; and the semi-annual groundwater monitoring reports.

(NOTE: Many of the technical reports incorporate voluminous data, which the 2229 Main Street Oversight Committee has been reviewing for over 20 years. It is not realistic for a new task force to completely assimilate these data in a shortened time frame. However, the task force should receive an overview of the essential material from the 2229 Main Street Oversight Committee and from the consultant.)

The Task Force should stay informed about environmental matters and activities affecting the Starmet parcel at 2229 Main Street including legislation, planning, studies, activities performed at the site pursuant to its "Superfund" designation, expansion or change of site usage. It should coordinate with the 2229 Main Street Oversight Committee, de maximis, and EPA on REUSE/cleanup matters as they may impact reuse and vice versa. The Task Force should also advise the Select Board on any and all other matters related to the property.

3. Work with Town Counsel to understand and communicate the legal issues that need to be addressed to take ownership of the site, including liability issues. Work with Town Counsel to develop specific recommendations for acquisition that a) eliminate/minimize any residual legal liability after cleanup and b) identify and minimize financial impact to the Town.

4. Hold a public hearing early in the Task Force's term to solicit preliminary public comments and suggestions regarding the kinds of public and private uses that should be considered in the re-use planning process.

5. Work with Town staff and professional consultants to assess ideas for possible reuse activity, including housing, commercial uses, and municipal uses. Solicit ideas and regularly collaborate with the Board of Health, Planning Board, Town Manager, Select Board, CSEC/CAAB, Recreation Commission, Natural Resources Committee, Finance Committee, and any other relevant Town Boards/Committees, as appropriate. Develop and recommend specific alternative reuse plans with costs and timetables.

6. Develop a risk education and communication effort focused on the public, including: organizing site visits, hosting public forums about risk, cohosting EPA meetings about progress at the site, and written reports. Develop and recommend a protocol for media contacts regarding issues at 2229 Main Street.

7. Explore funding opportunities, including federal grants and private funding. Work with Town staff to vet consultant for TAG Grant and to apply for additional grants.

8. Prepare a draft report for submission to the Select Board on or before October 31, 2024. Then hold a public hearing to solicit comment from the public, town boards and committees, and others concerning the draft recommendations of the Task Force. Finalize the report after including such public comments as the Task Force deems appropriate and submit the report to the Select Board for the board's consideration.

E. Other Considerations

The 2229 Main Street Advisory Task Force shall elect its own chair and clerk and other such officers, as it deems appropriate.

The Task Force is responsible for conducting its activities in a manner which is in compliance with all relevant State and local laws and regulations, including but not limited to, the Open Meeting Law, Public Records Law and Conflict of Interest Law.

The Task Force shall consult with the Town Manager concerning the allocation of town staff or financial resources toward this effort.

ATTACHMENT: TAG Grant

Correspondence Index

Date

1. 3/13/2023

Author

Mothers Out Front

Subject

Affordable Housing at Junction Village



MASSACHUSETTS

Concord Community Chapter

Monday, March 13, 2023

Concord Housing Development Corporation
141 Keyes Road
Concord, MA 01742

CC: The Concord Select Board
22 Monument Square
Concord, MA 01742

To the Concord Housing Development Corporation,

We are members of the Concord Chapter of Mothers Out Front, an organization working to ensure a swift and just transition away from fossil fuels. We are writing to express our strong support for building affordable housing at the Junction Village site in West Concord.

The fact that new development proposals have been submitted for the site is an exciting step forward for our community, and we would like to express our wholehearted support for maximizing the use of this site for transit-oriented development, and our particular support for development that includes housing for families.

The Junction Village site is an ideal location for transit-oriented development due to its close proximity to the commuter rail station, the Bruce Freeman Rail Trail, the West Concord village shopping district, job opportunities, and more. Transit-oriented development is a sustainable and socially responsible approach to providing much-needed affordable housing to the community. This site's easy access to public

transportation and walkable amenities ensures that many daily trips at this new development can be completed without a car.

According to [Concord's Community Greenhouse Gas Emissions 2019 Progress Report](#), transportation emissions, primarily from residential vehicles, account for over 30% of community-wide emissions. Moreover, between 2008 and 2019, the total number of vehicles registered in Concord, and consequently the total vehicle miles traveled by car, increased. When new housing is built in walkable neighborhoods, we are able to reduce reliance on personal vehicles and boost ridership on transit, helping to move our community towards more sustainable forms of transportation.

Creating a truly inclusive community at the Junction Village site requires prioritizing affordable housing for a diverse group of residents that includes families, workers, and seniors. We hope you will consider proposals that will create a mix of units that will create a vibrant community with a range of experiences and perspectives.

As you move forward on this important project, we urge you to work with the developer to ensure that the housing units built at Junction Village are energy-efficient and use modern all-electric heating and cooling systems like air-source or ground-source heat pumps. An all-electric, energy-efficient design will save residents money on their utility bills and eliminate the need for costly retrofits as our community and our state transitions away from fossil fuels.

We also encourage you to work with the Concord Municipal Light Plant (CMLP) to install rooftop solar panels at the site through a power-purchase agreement. This low-risk approach could be a strategy for providing clean energy to residents without adding to the cost of the development. By incorporating sustainable design features, Concord can continue to work toward its goal of reducing community-wide greenhouse gas emissions while also providing much-needed units of affordable housing.

Thank you for considering our letter of support for the Junction Village affordable housing project. As members of the Concord Chapter of Mothers Out Front, we want to be active partners in supporting this project and the development of more transit-oriented affordable housing in town. We hope that you reach out to us if our members can offer assistance or support. Once again, thank you for your commitment

to making Concord a more welcoming and equitable community, and we look forward to seeing this project come to fruition.

Sincerely,

Laura Davis, *Garfield Road*

Linda Nieman, *Mallard Drive*

Lucy Goldstein, *Woodland Road*

Kathryn Hopkins, *Strawberry Hill Road*

Yumi Suarez, *Oxbow Road*

Hewon Hwang, *Minot Road*

Elizabeth T Knake, *Nathan Pratt Drive*

Kate Kelly, *The Valley Rd*

Meg Wickwire, *Belknap Street*

Bill Rogers, *Belknap Street*

Penn Rogers, *Belknap Street*

Rachel Ziulkowski, *The Valley Road*

Elizabeth "Betsy" Olsson-Mackowski, *Wedgewood Common*

Tiffany Apczynski, *Garfield Road*

Naomi McKenzie Greene, *Holden Wood Road*

Brad Dye, *Main Street*

Katherine Spencer, *The Valley Rd*

Sylvia Lotspeich Greene, *Holden Wood Rd*

Alice Kaufman, *Lowell Road*

Kenneth M Reeves, *Border Road*

Michael McAteer, *Lowell Road*

Naomi L Parker, *Main St*

Linda Sweeney, *Authors Road*

Ellie Ward, *Garfield Road*

Naomi Rosenfeld, *Garfield Rd*

Maria Adoracion Macias Martinez, *Garfield Rd*

Dan Drazen, *Belknap Street*

Lynda Ferrari, *Damon Street*

Michael Rosenfeld, *Garfield Rd*