

**TOWN OF CONCORD
SELECT BOARD MEETING
APRIL 24, 2023 | 6:30 PM**

**TOWN HOUSE, 22 MONUMENT SQUARE
Join Zoom Meeting**

<https://us02web.zoom.us/j/88965753300?pwd=TkVNVEhsc056M1hzQjd3bjBMa1gxQT09>

Meeting ID: 889 6575 3300
Passcode: 754071
Dial In Toll-Free: 833 928 4609

AGENDA

#	Time*	Agenda Item
1.	6:30 PM	Consent Agenda <ul style="list-style-type: none"> • One Day Liquor Licenses: <ul style="list-style-type: none"> ○ All Alcoholic Beverages for Concord Education Fund for Trivia Night at Nashoba School Discovery Barn at 200 Strawberry Hill Road on May 5, 2023 from 7:00 PM to 10:00 PM ○ Wine and Malt Beverages Only for Think Give, Incorporated for the 10th Anniversary Celebration at Nashoba School Discovery Barn at 200 Strawberry Hill Road on May 12, 2023 from 7:00 PM to 10:00 PM ○ Wines and Malt Beverages Only for 50th Anniversary Committee for the 50th Anniversary Celebration at Nashoba School Discovery Barn at 200 Strawberry Hill Road on May 19, 2023 from 6:00 PM to 10:00 PM • Town Accountant Warrant: April 13, 2023, April 20, 2023 • Gift Acceptances: <ul style="list-style-type: none"> ○ Original design painting donated by Margot Kimball valued at \$2,500.00 for the Council on Aging ○ \$1,500.00 donated by the Friends of the Concord Free Public Library for the Library Staff Gift Account • Tour Guide Licenses: <ul style="list-style-type: none"> ○ Jonathan Stevens ○ Noah Katz ○ Jamiee Leigh Joroff ○ Matthew Beres • Proclamations: <ul style="list-style-type: none"> ○ Public Safety Telecommunicators Week – April 10 – April 16, 2023 ○ Administrative Professionals Day – April 26, 2023 ○ Professional Municipal Clerks Week – May 1 – May 6, 2023 ○ Concord Public Works Week – May 15 – May 21, 2023
2.		Town Manager’s Report
3.		Chair’s Report
4.	6:45 PM	Application for a Change of Directors and Officers for Concord Rod & Gun
5.	6:55 PM	Designate an Approver of Town Accountant Warrants
6.	7:00 PM	Diversity, Equity, and Inclusion Commission Update
7.	7:45 PM	Public-Private Partnership Update

8.	8:00 PM	Review Select Board Statements and Take Positions on Town Meeting Warrant Articles
9.	8:20 PM	Determine Time of “No New Business” for Annual Town Meeting
10.	8:30 PM	Discuss Parking Meters
11.	8:50 PM	Determine Town Manager Evaluation Form
12.	9:00 PM	Determine May 15, 2023 Select Board Meeting Agenda
13.	9:10 PM	<p>Committee Nominations</p> <p><u>2229 Main Street Advisory Task Force:</u> Paul Boehm of 11 Ridgewood Road, Gary Kleiman of 57 Central Street, Pamela Hill of 15 Whittemore Street, David Ropeik of 21 Baker Avenue, Carrie Flood of 1289 Main Street, Karl Seidman of 93 Wright Avenue, Kurt Herman of 86 Whittemore Street, Frank “Rich” Feeley of 347 Lexington Road, and Court Booth of 144 Wright Road for terms to expire May 31, 2026 or at the completion of their work on the Task Force</p> <p><u>Concord Cultural Council:</u> Robert Gross of 401 Main Street for a term to expire May 31, 2026</p> <p><u>Diversity, Equity, and Inclusion Commission:</u> Nancy Brown of 96 Forest Ridge for a term to expire May 31, 2026</p> <p><u>Hugh Cargill Trust Committee:</u> Hester Schnipper of 631 Main Street for a term to expire May 31, 2026</p> <p><u>PEG Access Advisory Committee:</u> Megan Carroll of 277 Old Bedford Road to complete an unexpired term to expire on May 31, 2024</p>
14.		<p>Committee Appointments</p> <p><u>Agricultural Committee:</u> Liza Bemis of 5 Grant Street for a second term to expire May 31, 2026, Dan Schmid of 44 Baker Farm Road for a second term to expire May 31, 2026, Stephen Verrill of 415 Wheeler Road for a third term to expire May 31, 2026 and to be exempted from APP 10, Section VII(b)</p> <p><u>Board of Health:</u> James Whalen of 65 Dover Street for a second term to expire May 31, 2026</p> <p><u>Commission on Disability:</u> Jean Goldsberry of 1832 Main Street for a second term to expire May 31, 2026</p> <p><u>Concord Municipal Affordable Housing Trust:</u> Keith Bergman of 56 White Avenue for a term to expire April 30, 2025, Michael Lawson of 1695 Lowell Road for a term to expire April 30, 2025, Town Manager Kerry Lafleur for a term to expire April 30, 2025, Linda Escobedo, Select Board Member, for a term to expire May 31, 2024, and Frank “Rich” Feeley of 347 Lexington Road in accordance with the Concord Municipal Affordable Housing Trust Bylaw, Section 4 to correct that “one less than a majority of the initial Trustee appointments shall before a term of one (1) year”</p>

		<p><u>Diversity, Equity, and Inclusion Commission:</u> Ji Orloff of 34 East Circle for a second term to expire May 31, 2026</p> <p><u>Historic Districts Commission:</u> Dennis Fiori of 309 Strawberry Hill Road as an Associate Member to represent the Select Board for a term to expire January 1, 2026 and to be exempted from APP 10, Section VII(b)</p> <p><u>Hugh Cargill Trust Committee:</u> Elisabeth Elden of 347 Old Bedford Road for a second term to expire May 31, 2026</p> <p><u>Natural Resources Commission:</u> Sara Grimwood of 520 Lexington Road for a second term to expire May 31, 2026</p> <p><u>Recreation Commission:</u> Pete Funkhouser of 266 Main Street for a second term to expire May 31, 2026</p> <p><u>West Concord Advisory Committee:</u> John Cooley of 80 Highland Street for a second term to expire May 31, 2026</p> <p><u>Zoning Board of Appeals:</u> Ravi Faiia of 169 Plainfield Road as a Full Member for a first term to expire May 31, 2026</p>
15.	9:15 PM	Correspondence
16.	9:20 PM	Select Board Liaison Reports
17.	9:30 PM	Public Comment
18.	9:40 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
Diversity, Equity, and Inclusion Commission
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



PAID

Shannon McAndrew

From: noreply@civicplus.com
Sent: Monday, April 10, 2023 8:43 AM
To: licensing board; Town Manager's Office; jromanul@concordma.gov
Subject: Online Form Submittal: One Day Special Liquor Licenses

One Day Special Liquor Licenses

Company or Organization	Concord Ed Fund
Applicant Name	Julia Elliott
Email Address	[REDACTED]
Applicant Address	[REDACTED]
City	Concord
State	MA
Zip Code	01742
Phone Number	[REDACTED]
Name of Event	Trivia night at the Nashoba Barn
Activity Is	Non-Profit
Event Type	Private Event in Rented Facility
Event Date & Start Time	5/5/2023 7:00 PM
End Time	10:00 PM
Premises to be Licensed	Nashoba Discovery Barn
City	Concord
State	MA
Zip Code	01742
License is for the Sale of:	All Alcoholic Beverages
Bartenders TIPS trained?	Yes
Under 21 Attendees?	No



1st one-day license for Organization? Yes

If NO, number of years licensed? Field not completed.

More than 100 in attendance? Yes

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgement that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Select Board, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

I acknowledge and accept the above statement of liability Julia Elliott

APPLICATION FEE \$75.00

Please forward to: Town Manager's Office PO Box 535 Concord, MA 01742 Applications cannot be processed until payment is received.

Acknowledgements I attest the information contained in this form is true and accurate., I acknowledge that I must pay an application fee of \$75 and will mail my payment., I acknowledge that no action will be taken, or scheduled, regarding my application until payment is received.

IMPORTANT NOTICE

Board & Committee Meeting Calendar

(Section Break)

TIPS TRAINING

The Select Board require that for any event which they issue a special permit, the alcohol provided must be served by a TIPS trained (or equivalent) bartender. TIPS training cards, or their equivalent, must accompany this application. Additionally, each certification must show a photo and name of the bartender(s) and must be current. If a photo is not on the TIPS training cards, a copy of a valid driver's license with a photo should be included. Proof of TIPS credentials must be provided before any application may be voted on by the Select Board.

I acknowledge and agree to the Town of Concord's TIPS Training Policy as outlined above. Copies of card(s) will be mailed separately to the Town Manager's Office

UNDER 21 POLICY

The Town of Concord Select Board assumes that there may be guests or attendees under 21 years of age at any event. therefore, this policy must be adhered to for all events. Applicants agree to check the ages of all guests at the door. If a persons under the age of 21 are present, his or her hand shall be stamped to indicate the he/she is underage for the bartender.

I certify that Concord's Under 21 Policy, as outlined above, will be followed.

A legal adult, over 21 years of age, shall check the ages of all guests to ensure compliance., All bartenders shall be made aware of the Under 21 Policy terms before the event's commencement.

Email not displaying correctly? [View it in your browser.](#)

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on April 28, 2022
provided by Health Communications, Inc.
is hereby granted to:

Hayden Hood

Certification to be sent to:



HEALTH COMMUNICATIONS, INC.



This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.

USA

Maine

Secretary of State
Shenna Bellows

DRIVER'S LICENSE

NOT INTENDED
FOR FEDERAL
PURPOSES



4d DL NO. [REDACTED]

4b EXPIRES 08/18/2028

3 DOB [REDACTED]

1 HOOD

2 HAYDEN HUMISTON

8 [REDACTED]

4c [REDACTED]
10 [REDACTED]



9 CLASS C

9a END NONE

12 REST NONE

5 DD 0000000000000000093854583

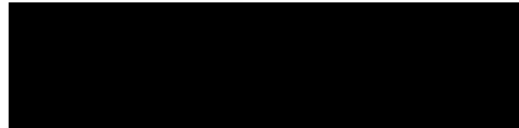
Hayden H Hood

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on April 24, 2022
provided by Health Communications, Inc.
is hereby granted to:

Sofia Neri

Certification to be sent to:



HEALTH COMMUNICATIONS, INC.



This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.

MASSACHUSETTS

DRIVER'S LICENSE

NOT FOR FEDERAL ID



4a ISS
06/14/2021

4b EXP
06/21/2026

SN95

9 CLASS D
12 REST NONE

1 NERI

2 SOFIA MARIE

8

Sofia Neri



This is your official TIPS certification card. Carry it with you as proof of your TIPS certification.

Congratulations

This card certifies that you have successfully completed the TIPS (Training for Intervention Procedures) program, demonstrating your participation and dedication to responsible service, and consumption of alcohol.

By using the techniques you have learned, you will help to provide a safer environment for your patrons, your colleagues and reduce the tragedies resulting from underage drinking, and drunk driving.

If you have any information you wish to share that can enhance the TIPS program, or if we can help you in any way, please contact us at 800-438-3338.



Sincerely,

A handwritten signature in black ink, which appears to read "Adam Chafetz".

Adam F. Chafetz
HCI President

ID#: 5356001 Name: Leo LaFarge

Exam Date: 7/9/2020

Expiration Date: 7/9/2023



eTIPS On Premise 3.0

CERTIFIED

Issued: 7/9/2020

Expires: 7/9/2023

ID#: 5356001

Leo LaFarge
Lafarge Bartending Services
Leo Lafarge



For service visit us online at www.gettips.com



MASSACHUSETTS

DRIVER'S LICENSE



USA
USA

Colleen Spichie
REGISTRAR



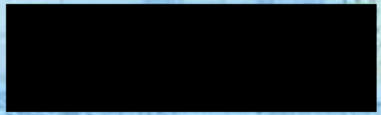
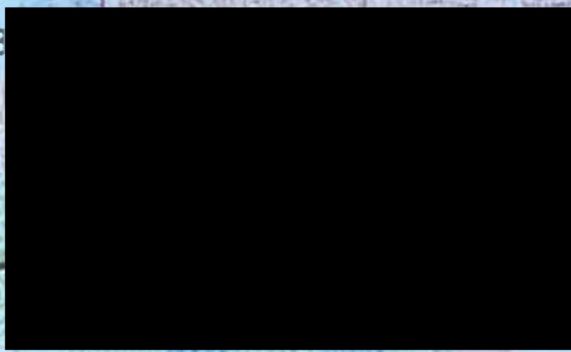
4a ISS
06/15/2022

4b EXP
06/25/2027

9 CLASS 12 REST
D B

1 **LAFARGE**
2 **LEO JAMES**

Leo Lafarge





PAID

TOWN OF CONCORD
APPLICATION FOR ONE DAY SPECIAL LICENSE
FOR THE SALE OF WINES & MALT BEVERAGES/ALL ALCOHOLIC BEVERAGES

Fee: \$75.00/per day - One Day All Alcoholic and/or Wines & Malt Beverages Only Amount Paid \$ 75.00

The undersigned hereby applies for a One Day Special License in accordance with the provisions of the Statutes relating hereto:

NAME: (please print) Melissa KARCZEWSKI
COMPANY or organization: Think Give, INC.
ADDRESS: P.O. Box 92, CONCORD, MA 01742
TELEPHONE: (773) 470-6463
DATE(S) APPLIED FOR: Friday, May 12, 2023
EVENT: Think Give Grows: 10th Anniversary Celebration
HOURS OF OPERATION: 7-10 pm.
PREMISES TO BE LICENSED: Nashoba Brooks School: Supreme Discovery Room
ADDRESS OF PREMISE LICENSED: 200 Strawberry Hill Rd. Concord MA 01742

License is for the Sale of: All Alcoholic Beverages []
Wines & Malt Beverages Only [X]
Wines Only []
Malt Beverages Only []

The Licensed Activity or Enterprise is: For Profit [X]
Non-Profit []

Are the bartenders TIPS or equivalently trained? Yes [X] No []

Will there be people in attendance that are under the age of 21? Yes [] No [X]

Is this the first one day special license secured by this organization? Yes [X] No []

If no, number of consecutive years licensed? _____

Will there be more than 100 people in attendance? Yes [X] No []

If yes, the applicant agrees to contact the Police Department to determine whether traffic control coverage is necessary. The traffic control coverage is provided at the expense of the applicant.

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgment that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Board of Selectmen, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: [Handwritten Signature] Date: 4/13/23

**TOWN OF CONCORD
Board of Selectmen**

One Day Special Licenses

TIPS TRAINING (OR EQUIVALENT)

Applicant Name:	Melissa Karzewski working O/B THINIL GIVE, INC.
Location of Event:	Nashua Brook School: Sunroom Discovery BARN
Date of Event:	Friday, May 12, 2023

The Board of Selectmen require that any event for which they issue a One Day Special License the alcohol must be served by a TIPS trained or equivalent bartender.

TIPS training cards or the equivalent must accompany this application. These must show the photo and name of the bartender and must be current. If a photo is not on the TIPS training card, then a copy of a valid driver's license with a photo should be included as well. Proof of TIPS credential must be provided before this application is voted on by the Board of Selectmen.

**TOWN OF CONCORD
Board of Selectmen**

One Day Special Licenses

Under 21 Policy

The Town of Concord Board of Selectmen assumes that there may be guests or attendees under 21 at any event. Therefore this policy must be adhered to for all events.

Applicant Name:	Melissa Kurawski O/B/O Think Grow INC.
Location of Event:	Nashoba Brocks School - Sweeney Discovery Barn
Date of Event:	Friday, May 12, 2023

Applicants agree to check the ages of all guests at the door. If a person is under the age of twenty-one, his/her hand will be stamped to indicate that the person is underage to the bartender.

I certify that Concord's Under 21 policy requirement for the event stated in this application will be followed.

Signature of Applicant:	 4/13/23
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AA



RETURN TO THE PORTAL

PRINT CERTIFICATE

USA

Maine

Secretary of State
Shenna Bellows

DRIVER'S LICENSE

**NOT INTENDED
FOR FEDERAL
PURPOSES**



4d DL NO. [REDACTED]

4b EXPIRES **08/18/2028**

3 DOB [REDACTED]

1 **HOOD**

2 **HAYDEN HUMISTON**

8 [REDACTED]

4a [REDACTED]

16 [REDACTED]

9 [REDACTED]

12 [REDACTED]

5 **DD 0000000000000000093854583**



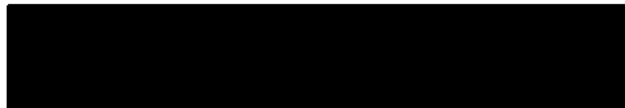
Hayden H Hood

Certificate of Completion

This Certificate of Completion of
eTIPS On Premise 3.1
For coursework completed on April 24, 2022
provided by Health Communications, Inc.
is hereby granted to:

Sofia Neri

Certification to be sent to:



HEALTH COMMUNICATIONS INC.

This document is not proof of TIPS certification. It signifies only that you have completed the course. Valid certification documents will be forwarded to you.



MASSACHUSETTS

DRIVER'S LICENSE

NOT FOR FEDERAL ID



4a ISS 06/14/2021 4d [REDACTED]
4b EXP 06/21/2026 3
SN95 CLASS 12 REST NONE
D

1 NERI
2 SOFIA MARIE

8 [REDACTED]

Sofia Neri

MASS

This is your TIPS certification card. Carry it with you as proof of your TIPS certification.

Congratulations.

This card certifies that you have successfully completed TIPS (Training for Intervention Procedures) and your participation and dedication to responsible service, and consumption of alcohol.

By using the techniques you have learned, you can help provide a safer environment for your patrons, colleagues and reduce the tragedies resulting from underage drinking, and drunk driving.

If you have any information that can help to enhance the TIPS program, or if you can help in any way, please contact us at 800-845-4373.



Sincerely,
Adam F. Chafetz
HCI President

ID#: 5356001 Name: Leo LaFarge
Exam Date: 7/9/2020 Expiration Date: 7/9/2023



eTIPS On Premise 3.0

CERTIFIED

Issued: 7/9/2020 Expires: 7/9/2023
ID#: 5356001

Leo LaFarge
Lafarge Bartending Services
Leo Lafarge



For service visit us online at www.gettips.com



MASSACHUSETTS

DRIVER'S LICENSE



Colleen Spillane REGISTRAR



4a ISS
06/15/2022

4b EXP
06/25/2027

9 CLASS 12 REST
D B

4d NUMBER

3

1 **LAFARGE**

2 **LEO JAMES**

8

Leo Lafarge

PAID

**TOWN OF CONCORD
APPLICATION FOR ONE DAY SPECIAL LICENSE
FOR THE SALE OF WINES & MALT BEVERAGES/ALL ALCOHOLIC BEVERAGES**

Fee: \$75.00/per day - One Day All Alcoholic and/or Wines & Malt Beverages Only Amount Paid \$ 75.00

The undersigned hereby applies for a One Day Special License in accordance with the provisions of the Statutes relating hereto:

NAME: (please print) Sandra Schelzi
COMPANY or organization: 50th Anniversary Committee
ADDRESS: 9 Edmonds Road, Concord, MA 01742
TELEPHONE: [REDACTED]
DATE(S) APPLIED FOR: May 19, 2023
EVENT: 50th Anniversary
HOURS OF OPERATION: 6-10
PREMISES TO BE LICENSED: Nashoba Brook School - Barn
ADDRESS OF PREMISE LICENSED: 200 Strawberry Hill Rd, Concord, MA

License is for the Sale of: All Alcoholic Beverages
Wines & Malt Beverages Only
Wines Only
Malt Beverages Only

The Licensed Activity or Enterprise is: For Profit
Non-Profit

Are the bartenders TIPS or equivalently trained? Yes No

Will there be people in attendance that are under the age of 21? Yes No

Is this the first one day special license secured by this organization? Yes No

If no, number of consecutive years licensed? _____

Will there be more than 100 people in attendance? Yes No

If yes, the applicant agrees to contact the Police Department to determine whether traffic control coverage is necessary. The traffic control coverage is provided at the expense of the applicant.

By exercising the privileges of this license in serving persons with alcoholic beverages, the licensee is potentially exposed to significant liability for injuries and damages to the persons served or to others who are injured or damaged by the persons served. Your acceptance and exercise of this license will be deemed to be acknowledgment that you are aware of this potential liability. You are encouraged to discuss the risks associated with exercising your privileges of the license and the precautions appropriate to avoid injuries, damage and liability to others with your legal advisor. The Town of Concord, and the Board of Selectmen, acting as the Local Licensing Authority, shall not be liable to the licensee or others if injury or damage shall result from the exercise of the license.

Signature of Applicant: Sandra Schelzi Date: _____

[REDACTED]

**TOWN OF CONCORD
Board of Selectmen**

One Day Special Licenses

TIPS TRAINING (OR EQUIVALENT)

Applicant Name:	
Location of Event:	nashoba Brooks School - Barn
Date of Event:	May 19, 2023

The Board of Selectmen require that any event for which they issue a One Day Special License the alcohol must be served by a TIPS trained or equivalent bartender.

TIPS training cards or the equivalent must accompany this application. These must show the photo and name of the bartender and must be current. If a photo is not on the TIPS training card, then a copy of a valid driver's license with a photo should be included as well. Proof of TIPS credential must be provided before this application is voted on by the Board of Selectmen.

**TOWN OF CONCORD
Board of Selectmen**

One Day Special Licenses

Under 21 Policy

The Town of Concord Board of Selectmen assumes that there may be guests or attendees under 21 at any event. Therefore this policy must be adhered to for all events.

Applicant Name:	Sandra Schelzi
Location of Event:	Nashoba Brooks School - Barn
Date of Event:	May 19, 2023

Applicants agree to check the ages of all guests at the door. If a person is under the age of twenty-one, his/her hand will be stamped to indicate that the person is underage to the bartender.

I certify that Concord's Under 21 policy requirement for the event stated in this application will be followed.

Signature of Applicant:	
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eTIPS On Premise 3.1

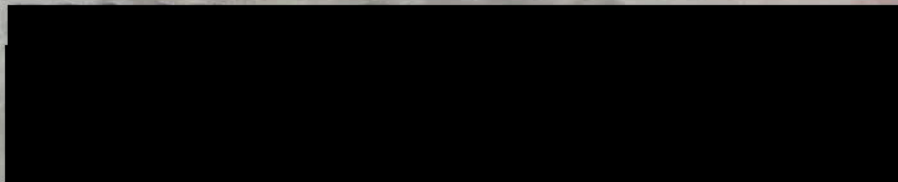
CERTIFIED

Issued: 3/21/2022

Expires: 3/21/2025

ID#: 5675504

**Julie Trainor
Ilforno**



For service visit us online at www.gettips.com

MASSACHUSETTS

DRIVER'S LICENSE NOT FOR FEDERAL ID



4a ISS
05/11/2021

4b EXP
05/13/2026

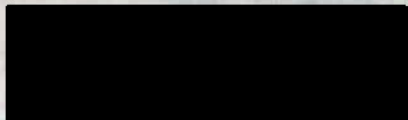
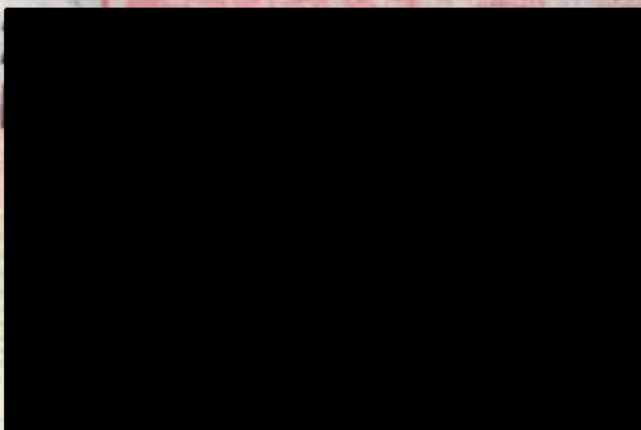
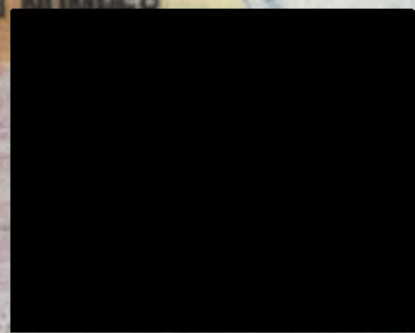
9 CLASS 12 REST
D B

1 **TRAINOR**

2 JULIE A

8

Julie James



Town of Concord
Finance Department
memorandum

TO: Kerry Lafleur, Town Manager
FROM: Gail Dowd, Chief Financial Officer
SUBJ: Council on Aging Gift
DATE: April 10, 2023



Please place on the Select Board's agenda the gift of an original design painting, featuring the Harvey Wheeler Community Center, to the Council on Aging.

The estimated worth of this donation is \$2500.00.

Donated By: Margot Kimball
Art for All
152 Commonwealth Ave.
Concord, MA 01742

Account:
0023-520-541-0623-4850-0
Council on Aging Gift Account

Accepted: _____
Clerk

Date: _____



REQUIRED
ALL TIMES
BY OFFICE

PLEASE DO NOT
REMOVE OR
ALTER



MERRY
CHRISTMAS

HALF PRICE ON
SANTAS
MERRY
CHRISTMAS

1/2 Pri



Aiyana Currie
President

Matt Boger
Vice-President

Faith and Stephan Bader
Co-Treasurers

Erin Piro
Clerk

Nancy Lyons

Richard Fahlander

Anne Irza-Leggat

Janet Kaminstein

Betsy Levinson

E. Glenn Mitchell

Town of Concord

March 24, 2023

22 Monument Square


Concord, MA 01742

Re: Donation from the Friends of the Concord Free Public Library, Inc. to the
"Library Staff Gift Account"

Please accept our enclosed check # 3754 in the amount of \$1,500 as a donation to the Town for the expedient payment of expense reimbursements to Library staff (Town employees) who have themselves paid for items and materials used in library programs sponsored, in part, by the Friends. These funds may also be used for expenses incurred by Library staff, related to professional development activities and conference attendance, for which there might otherwise not be sufficient unrestricted funding available.

The Friends of the Library continue to directly fund many different programs, events, and materials in connection with the programming and activities at our Libraries. Several years ago, we were advised that we should not pay or reimburse town employees directly; accordingly, this mechanism was established. This is the fifth installment of similar donations, which have in the past been credited to the "Library Staff Gift Account."

Should there be any questions about this gift, please call me at 617.217.1923



Stephan Bader

Treasurer

P.O. Box 644
Concord, MA 01742
friends@concordlibrary.org
www.cfplfriends.org

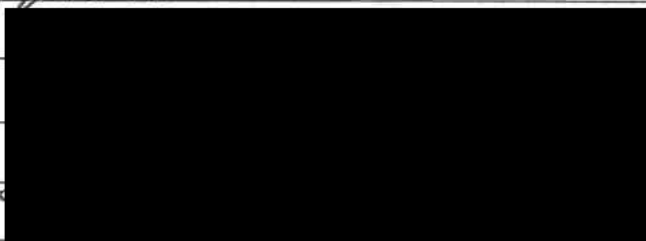
TOWN OF CONCORD
Application for Tourist Guide License

To offer Guide Service within Concord

New License: \$35.00

Mail application and fee to: Town of Concord
Select Board
Attn: Tour Guide License
PO Box 535
Concord, MA 01742

The undersigned hereby applies for a Tourist Guide License in accordance with the provisions of the Statute thereto:

Print Name: Jonathan Stevens
Signature: Jonathan Stevens
Address: 
Email Address: _____
Telephone Number: _____

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

For Office use only

Paid: Check Cash
Date: 4/12/2023

Check # 

License expires on ~~May 31, 2024~~
December 31, 2023

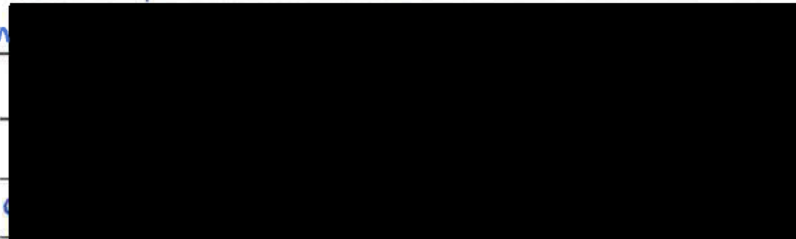
TOWN OF CONCORD
Application for Tourist Guide License

To offer Guide Service within Concord

New License: \$35.00

Mail application and fee to: Town of Concord
Select Board
Attn: Tour Guide License
PO Box 535
Concord, MA 01742


The undersigned hereby applies for a Tourist Guide License in accordance with the provisions of the Statute thereto:

Print Name: Noah Katz
Signature: Noah Katz
Address: 
Email Address: _____
Telephone Number: _____

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

For Office use only

Paid: Check Cash
Date: ~~4/12/2023~~ 4/12/2023

Check # 

License expires on ~~May 31, 2024.~~
December 31, 2023

TOWN OF CONCORD
Application For Tourist Guide License

To offer Guide Service within Concord

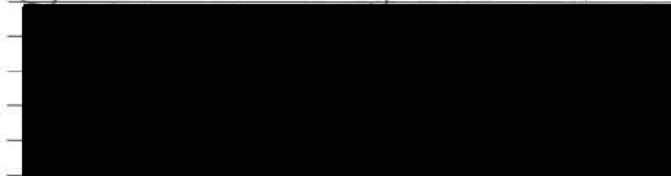
New License/Renewal: \$35.00

The undersigned hereby applies for a TOURIST GUIDE LICENSE in accordance with the provisions of the Statute thereto:

Name:
Address:

Taimee Leigh Joroff

Company:
Telephone Number:
Email address:



Signature:

A handwritten signature in cursive script, appearing to read 'T. Joroff', is written over a horizontal line.

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

Office Use Only

Paid: Check Cash
Date: 4/13/2023

Check #

License expires on December 31, 2023

TOWN OF CONCORD
Application for Tourist Guide License

To offer Guide Service within Concord

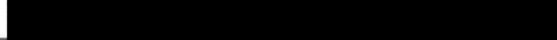
New License: \$35.00

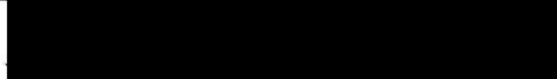
Mail application and fee to: Town of Concord
Select Board
Attn: Tour Guide License
PO Box 535
Concord, MA 01742

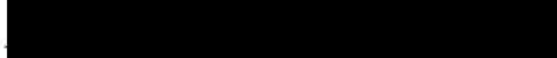
The undersigned hereby applies for a Tourist Guide License in accordance with the provisions of the Statute thereto:

Print Name: Matthew Beres

Signature: 

Address: 

Email Address: 

Telephone Number: 

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

For Office use only
Paid: Check Cash Town of Concord Staff Check # N/A - staff member
Date: 04-19-2023

~~License expires on May 31, 2024.~~
License expires on December 31, 2023.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**PUBLIC SAFETY TELECOMMUNICATORS WEEK
APRIL 10 - APRIL 16, 2023**

- WHEREAS** the second full week in April, has been declared "National Public Safety Telecommunicators Week" by the Senate and House of Representatives of the United States of America,
- WHEREAS** emergencies can occur at any time that require police, fire, or emergency medical services,
- WHEREAS** when an emergency occurs the prompt response of law enforcement, fire services, and ambulance services is critical to the protection of life and preservation of property,
- WHEREAS** the safety of our deputies, police officers, firefighters, and emergency medical personnel is dependent upon the quality and accuracy of information obtained and relayed from citizens who access the 9-1-1 emergency system,
- WHEREAS** Public Safety Telecommunicators are the single vital link for our first responding personnel by monitoring their activities by radio, providing them information, and ensuring their safety,
- WHEREAS** Public Safety Telecommunicators of the Town of Concord have contributed to the apprehension of criminals, suppression of fires and treatment of patients, and
- WHEREAS** our Public Safety Telecommunicators daily serve the public in countless ways without due recognition by the beneficiaries of their services.
- NOW THEREFORE,** We do proclaim the week of April 10 – April 16, 2023 as Public Safety Telecommunicators Week.



CONCORD SELECT BOARD

Proclaimed this 24th day of April, 2023.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**ADMINISTRATIVE PROFESSIONALS' DAY
WEDNESDAY, APRIL 26, 2023**

- WHEREAS** Administrative professionals play an essential role in coordinating the office operations of government, businesses, educational institutions, and other organizations; and
- WHEREAS** Administrative professionals are vital contributors in today's team-oriented work environment and are key front-line public relations ambassadors for their organizations; and
- WHEREAS** The work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities, and most importantly, have the willingness to learn and accept new challenges, and
- WHEREAS** Administrative Professionals Day is observed annually in workplaces around the world to recognize the important contributions of administrative support staff and is sponsored by the International Association of Administrative Professionals, and
- WHEREAS** The Town y is extremely proud of our talented and highly skilled Administrative Professional staff and officially recognize and appreciate their hard work, support and continued professional growth
- NOW THEREFORE,** We, the Select Board of the Town of Concord, do hereby proclaim Wednesday, April 26, 2023 as Administrative Professionals' Day.



CONCORD SELECT BOARD

Proclaimed this 24th day of April, 2023.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**PROFESSIONAL MUNICIPAL CLERKS WEEK
MAY 1 - MAY 7, 2023**

- WHEREAS** The Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world,
- WHEREAS** The Professional Municipal Clerk is the oldest among public servants,
- WHEREAS** The Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels,
- WHEREAS** Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all,
- WHEREAS** The Professional Municipal Clerk serves as the information center on functions of local government and community,
- WHEREAS** Professional Municipal Clerks continually strive to improve the administration of the affairs of the Town through participation in education programs, seminars, workshops and town meetings, and
- WHEREAS** It is most appropriate that we recognize the accomplishments of the Town's Professional Municipal Clerk.
- NOW THEREFORE,** We do recognize the week of May 1 through May 7, 2023, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Kaari Tari, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.



CONCORD SELECT BOARD

Proclaimed this 24th day of April, 2023.

COMMONWEALTH OF MASSACHUSETTS
TOWN OF CONCORD
SELECT BOARD

PROCLAMATION

**PUBLIC WORKS WEEK
MAY 15 - MAY 21, 2023**

- WHEREAS** Public Works services are an integral part of our citizens' everyday lives and quality of life; and
- WHEREAS** The support of and understanding of an informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewer, engineering, streets, highways, solid waste & recycling, parks, athletic fields, fleet maintenance and cemeteries
- WHEREAS** The health, safety and comfort of Concord greatly depend on these services and facilities; and
- WHEREAS** The planning, design, construction and care of these facilities are dependent upon the effort, skill and commitment of the Concord Public Works Team; and
- WHEREAS** The efficiency of the qualified and dedicated Concord Public Works Team members is materially influenced by the citizen's understanding of the importance of the work they perform; and
- NOW THEREFORE,** We, as the Select Board of the Town of Concord, Massachusetts, do hereby proclaim the week of May 15 through May 21, 2023 as Concord Public Works Week and call upon all Concordians to acquaint themselves with the issues involved in providing our public works services and to recognize the contributions which Concord Public Works makes every day to our health, safety, comfort, and quality of life.



CONCORD SELECT BOARD

Proclaimed this 24th day of April, 2023.

Select Board 2022-2023 Goals Scorecard

	Not Done	Deferred	In Process	Complete	Total
A. Governance	1		2	10	13
G. Region		2	1	7	10
C. DEIB	1		3	4	8
B. Financial		1		6	7
D. Resources		1	1	4	6
E. Infrastructure		1	2	2	5
F. Vitality			1	2	3
<i>Total</i>	2	5	10	35	52
	4%	10%	19%	67%	85%*
			5	35	47

Select Board 2022-2023 Goals

“Top 10” Priority Goal Status

Completed

- Identify and hire a permanent Town Manager, and determine the form of the Town Manager evaluation.
- Identify departmental goals and review progress with the Town Manager at the beginning of the fiscal year.
- Evaluate whether to implement residential exemption to reduce the real estate tax burden of less affluent homeowners.
- Determine next steps relative to Estabrook Trail access based on the land court’s anticipated ruling.
- Review 250th Anniversary Executive Committee’s proposed theme, scope, budget, and organizational structure of events celebrating the 250th anniversary of the American Revolution. Set interim goals and milestones, and receive their initial report and subsequent quarterly reports. Assist in recruiting and operationalizing 250th anniversary subcommittees.
- Review the town’s wireless communications policies and provide a definitive plan for addressing the priority safety and access concerns of town center cellphone coverage.
- Encourage the establishment/success of local businesses by taking concrete actions: decide whether to hire an Economic Development Director, reorganize departments to reduce bottlenecks, and/or streamline regulatory requirements.

In Progress

- Evaluate recommendations of the Personnel Bylaw Study Task Force and propose the future charge of Personnel Board.
- Work with the DEI Commission to research and implement DEI best practices in town governance. Listen to diverse voices in the community and assess which additional DEI actions the Select Board should take.
- Sponsor a town-wide transportation study that supports economic, social equity and recreational needs.

Select Board 2022-2023 Goals

Carryover candidates for next year

Deferred

- Review the Town Manager's annual plan for and use of Federal infrastructure bill funds.
- Review and adopt the Recreation and Open Space Strategic Plan.
- Review the Concord Municipal Light Plant's development plan for municipal solar generation.
- Receive Town Manager's report on actual additional revenues or resource benefits of the regional dispatch center, as well as direct Concord expenses.
- Update regional dispatch center agreement.

Not Done

- Advise the Town Manager on opportunities to improve the Town website organization and access to the information it contains.
- Conduct diversity, equity, and inclusion training sessions for the Select Board.

Select Board Goals Progress Tracking.xlsx

Type	Goal	Status	Goal Description
[Priority]	A.01.	Complete	Determine the form of the Town Manager evaluation
[Priority]	A.01.	Complete	Identify and hire a permanent Town Manager
[Priority]	A.02.	Complete	Identify departmental goals and review progress with the Town Manager at the beginning of the fiscal year.
[Priority]	A.03.	In Process	Evaluate recommendations of the Personnel Bylaw Study Task Force and propose the future charge of Personnel Board.
	A.04.	Complete	Review effectiveness of town volunteer database by the end of the 2022-2023 Select Board term.
	A.04.	Complete	Implement the new town volunteer database and volunteer card recruitment process.
	A.04.	In Process	Ensure that all volunteers are acknowledged for their willingness to serve.
	A.05.	Complete	Provide input to the Town Manager's evaluation of Town Counsel and Labor Counsel performance and approve future appointments.
	A.06.	Complete	Support and participate in the public review of all new Public Private Partnership Agreements.
	B.03.	Deferred	Review the Town Manager's annual plan for and use of Federal infrastructure bill funds.
	A.08.	Complete	Work with the Town Manager and office staff to improve the process of preparation for Select Board meetings and timely publication of minutes.
	A.09.	Complete	Keep town boards and committees apprised of hybrid meeting best practices while supporting a continued virtual (Zoom) meeting option if authorized.
	A.10.	Complete	Work to improve citizen communications by reviewing/implementing the citizen correspondence policy drafted in 2020.
	B.01.	Complete	Continue the capital planning process begun in 2021 by conducting a review of the capital and facilities needs of the Town and the Schools, to include timetables, cost estimates, environmental impact, debt forecasting and citizen tax burden.
	B.02.	Complete	Review quarterly progress reports from the Middle School Building Committee.
	D.05.	Deferred	Review and adopt the Recreation and Open Space Strategic Plan.
	B.03.	Complete	Review the Town Manager's annual plan for and use of ARPA funds.
	B.04.	Complete	Review the Town Manager's strategies for risk and legal budget management.
	B.05.	Complete	Review the long-term capital requirements and business plan for the Beede Center.
[New]	B.06.	Complete	Call a Special Town Meeting to decide whether to borrow additional funds for the middle school project
	C.01.	In Process	Conduct the biannual Town-wide survey with a special focus on diversity, equity, and inclusion topics. (Deferred from October to April)
	E.04.	Deferred	Review the Concord Municipal Light Plant's development plan for municipal solar generation.
[Priority]	C.03.	In Process	Work with the DEI Commission to research and implement diversity, equity, and inclusion best practices in town governance. Listen to diverse voices in the community and assess which additional DEI actions the Select Board should take.
	C.04.	Complete	Provide input to the housing production plan update to maximize the equity and diversity impacts of future affordable housing initiatives. Review and adopt the completed plan.
	C.06.	Complete	Submit a 2023 ATM warrant appropriation article for affordable housing if the related special legislation or equivalent state-wide funding program has not been approved.
[Priority]	C.06.	Complete	Evaluate whether to implement the residential exemption to reduce the real estate tax burden of less affluent homeowners.
[New]	C.07.	Complete	Decide whether to allocate additional funds to the Christopher Heights affordable assisted living project
[New]	C.08.	In Process	Develop a strategy for increasing the number of affordable housing units in Concord

Select Board Goals Progress Tracking.xlsx

Type	Goal	Status	Goal Description
	G.04.	Deferred	Receive Town Manager's report on actual additional revenues or resource benefits of the regional dispatch center, as well as direct Concord expenses.
[New]	D.01.a	Complete	Amend the White Pond Advisory Committee charge, recommend additional septic regulations, and take other measures focus efforts on improving the long-term health of the pond
	D.02.	Complete	Accept BFRT committee recommendations to improve coexistence of pedestrian and cyclist users in Junction Park.
[Priority]	D.03.	Complete	Determine next steps relative to Estabrook Trail access based on the land court's anticipated ruling.
[Priority]	D.04.	Complete	Review 250th Anniversary Executive Committee's proposed theme, scope, budget, and organizational structure of events celebrating the 250th anniversary of the American Revolution. Set interim goals and milestones, and receive their initial report and subsequent quarterly reports. Assist in recruiting and operationalizing 250th anniversary subcommittees.
	G.04.	Deferred	Update regional dispatch center agreement.
[Priority]	E.01.	In Process	Sponsor a town-wide transportation study that supports economic, social equity and recreational needs in line with Complete Streets principles.
	D.01.	In Process	Monitor progress of both the recreational use and long-term protection of White Pond, the Gerow land, Warner Pond, and their ecosystems.
	E.02.	Complete	Review the recommendations of the Fiber Broadband Completion Committee report
[Priority]	E.03.	Complete	Review the town's wireless communications policies and provide a definitive plan for addressing the priority safety and access concerns of town center cellphone coverage.
	E.02.	In Process	Decide which of the recommendations of the Fiber Broadband Completion Committee report to adopt
[Priority]	F.01.	Complete	Encourage the establishment and success of local businesses by taking concrete actions: deciding whether to hire an Economic Development Director, reorganizing departments to reduce bottlenecks, and/or streamlining regulatory requirements.
	F.02.	In Process	Propose next steps for the 2229 Main Street site based upon the recommendations in the NMI-Starmet Reuse Planning Committee report and advice of Town Counsel.
	F.03.	Complete	Evaluate the costs, revenues, and efficacy of using parking meters in business districts.
	G.01.	Complete	File home rule petition for ATM'22 Article 23 (ranked choice voting) and special legislation for ATM'22 Article 37 (local bag charge).
	G.02.a.	Complete	Work with our State legislative representatives on special legislation refiled 2021 for ATM'19 Articles 25 and 26 related to affordable housing
	G.02.b.	Complete	Work with our State legislative representatives on home rule petition filed 2021 for ATM'20 Article 15: Senior Means-Tested Property Tax Exemption
	G.02.c.	Complete	Work with our State legislative representatives on special legislation filed for ATM 21 Article 31 Fossil Fuel Infrastructure
	G.03.	Complete	Annually invite state legislators to meet with the Select Board.
	A.07.	Not Done	Advise the Town Manager on opportunities to improve the Town website organization and access to the information it contains.
	C.02.	Not Done	Conduct diversity, equity, and inclusion training sessions for the Select Board.
	G.05.	Complete	Meet with Concord's representative to statewide 250th Commission quarterly.
	G.06.	Complete	Receive an annual update on Minuteman Regional Technical High School with a focus on OPEB liabilities and Concord's expected long-term enrollment, projected per-pupil and total long-term costs.
[New]	G.07.	In Process	Review and approve National Historical Park plans for improvements at the Old North Bridge battleground site



RECEIVED
MAR 29 2023

TOWN OF CONCORD
TOWN MANAGER'S OFFICE

FROM THE SELECT BOARD

Payment Confirmation

YOUR PAYMENT HAS PROCESSED AND THIS IS YOUR RECEIPT

Your account has been billed for the following transaction. You will receive a receipt via email and via text message.



Transaction Processed Successfully.

INVOICE #: 3986f1c1-cc0b-4227-972a-966eac2e0c13

Description	Applicant, License or Registration Number	Amount
FILING FEES-RETAIL	Concord Rod & Gun Club Inc.	\$200.00
		\$200.00

Total Convenience Fee: \$4.70

Date Paid: 12/28/2022 1:45:09 PM EDT

Total Amount Paid: \$204.70

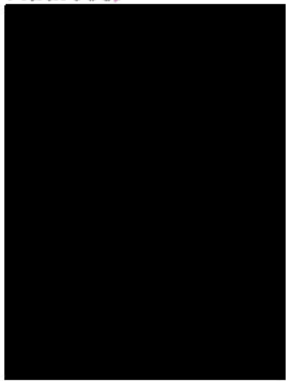
Payment On Behalf Of
License Number or Business Name:
 Concord Rod & Gun Club, Inc.

Fee Type:
 FILING FEES-RETAIL

Billing Information

First Name:
 Dejan

Last Name:
 Bojanic

Address:


The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc

RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
MONETARY TRANSMITTAL FORM

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

Please make \$200.00 payment here: [ABCC PAYMENT WEBSITE](#)

PAYMENT MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL AND INCLUDE THE PAYMENT RECEIPT

ABCC LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

ENTITY/ LICENSEE NAME

ADDRESS

CITY/TOWN STATE ZIP CODE

For the following transactions (Check all that apply):

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> New License | <input type="checkbox"/> Change of Location | <input type="checkbox"/> Change of Class (i.e. Annual / Seasonal) | <input type="checkbox"/> Change Corporate Structure (i.e. Corp / LLC) |
| <input type="checkbox"/> Transfer of License | <input type="checkbox"/> Alteration of Licensed Premises | <input type="checkbox"/> Change of License Type (i.e. club / restaurant) | <input type="checkbox"/> Pledge of Collateral (i.e. License/Stock) |
| <input type="checkbox"/> Change of Manager | <input type="checkbox"/> Change Corporate Name | <input type="checkbox"/> Change of Category (i.e. All Alcohol/Wine, Malt) | <input type="checkbox"/> Management/Operating Agreement |
| <input checked="" type="checkbox"/> Change of Officers/
Directors/LLC Managers | <input type="checkbox"/> Change of Ownership Interest
(LLC Members/ LLP Partners,
Trustees) | <input type="checkbox"/> Issuance/Transfer of Stock/New Stockholder | <input type="checkbox"/> Change of Hours |
| | | <input type="checkbox"/> Other <input type="text"/> | <input type="checkbox"/> Change of DBA |

THE LOCAL LICENSING AUTHORITY MUST SUBMIT THIS APPLICATION ONCE APPROVED VIA THE ePLACE PORTAL

Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3
Chelsea, MA 02150-2358

*The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission
95 Fourth Street, Suite 3, Chelsea, MA 02150-2358
www.mass.gov/abcc*

APPLICATION FOR AMENDMENT

-Change of Officers, Stock or Ownership Interest

Change of Officers/ Directors/LLC Managers **Change of Stock Interest**

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

(e.g. New Stockholders or Transfer or Issuance of Stock)

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
- Business Structure Documents
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

Change of Ownership Interest

(e.g. LLC Members, LLP Partners, Trustees etc.)

- Payment Receipt
- Monetary Transmittal
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Stock Application
- Financial Statement
- Vote of the Entity
- CORI Authorization
- Business Structure Documents
- Purchase & Sale Agreement
- Supporting Financial Records
- Advertisement
 - If Sole Proprietor, **Business Certificate**
 - If partnership, **Partnership Agreement**
 - If corporation or LLC, **Articles of Organization** from the Secretary of the Commonwealth

Non-Profit Club Change of Officers/ Directors

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Change of Officer/Directors Application
- Vote of the club signed by an approved officer
- Business Structure Documents -**Articles of Organization** from the Secretary of the Commonwealth

Management Agreement

- Payment Receipt
- Monetary Transmittal Form
- DOR Certificate of Good Standing
- DUA Certificate of Compliance
- Vote of Entity
- Management Agreement

**If abutter notification and advertisement are required for transaction, please see the local licensing authority.*

1. BUSINESS ENTITY INFORMATION

Entity Name	Municipality	ABCC License Number
Concord Rod & Gun Club Inc.	Concord	0244-00009

Please provide a narrative overview of the transaction(s) being applied for. Attach additional pages, if necessary.

Change of Officers and Directors of the club as shown in supporting documentation

APPLICATION CONTACT

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
Dejan Bojanic	President	president@concordrodandgun.com	(978) 549-6077

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST

List all individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.). Attach additional page(s) provided, if necessary, utilizing Addendum A.

- The individuals and titles listed in this section must be identical to those filed with the Massachusetts Secretary of State.
- The individuals identified in this section, as well as the proposed Manager of Record, must complete a CORI Release Form.
- Please note the following statutory requirements for Directors and LLC Managers:
On Premises (E.g. Restaurant/ Club/Hotel) Directors or LLC Managers - At least 50% must be US citizens;
Off Premises(Liquor Store) Directors or LLC Managers - All must be US citizens and a majority must be Massachusetts residents.
- If you are a Multi-Tiered Organization, please attach a flow chart identifying each corporate interest and the individual owners of each entity as well as the Articles of Organization for each corporate entity. Every individual must be identified in Addendum A.

Name of Principal	Residential Address	SSN	DOB
Dejan Bojanic	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
President	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Joseph Brooks	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Vice President	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
David Schonbrun	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Treasurer	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Dylan Cioffi	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Membership Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Glen Urban	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Secretary	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Dale Chayes	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director/ LLC Manager	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Additional pages attached? Yes No

CRIMINAL HISTORY

Has any individual listed in question 2, and applicable attachments, ever been convicted of a State, Federal or Military Crime? If yes, attach an affidavit providing the details of any and all convictions. Yes No

MANAGEMENT AGREEMENT

Are you requesting approval to utilize a management company through a management agreement? Please provide a copy of the management agreement. Yes No

APPLICATION FOR AMENDMENT-Change of Officers, Stock or Ownership Interest

3. CURRENT OFFICERS, STOCK OR OWNERSHIP INTEREST

List the individuals and entities of the current ownership. Attach additional pages if necessary utilizing the format below.

Name of Principal	Title/Position	Percentage of Ownership
Dejan Bojanic	President	0
Name of Principal	Title/Position	Percentage of Ownership
John Kolis	Vice President	0
Name of Principal	Title/Position	Percentage of Ownership
Andrew Kelleher	Treasurer	0
Name of Principal	Title/Position	Percentage of Ownership
Kevin Flavin	Membership Director	0
Name of Principal	Title/Position	Percentage of Ownership
Dylan Ciolfi	Secretary	0
Name of Principal	Title/Position	Percentage of Ownership

4. INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Does any individual or entity identified in question 2, and applicable attachments, have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

5. PREVIOUSLY HELD INTEREST IN AN ALCOHOLIC BEVERAGES LICENSE

Has any individual or entity identified identified in question 2, and applicable attachments, ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Name	License Type	License Name	Municipality

6. DISCLOSURE OF LICENSE DISCIPLINARY ACTION

Have any of the disclosed licenses listed in question 4 or 5 ever been suspended, revoked or cancelled? Yes No If yes, list in table below. Attach additional pages, if necessary, utilizing the table format below.

Date of Action	Name of License	City	Reason for suspension, revocation or cancellation

7. FINANCIAL DISCLOSURE

Associated Cost(s): (E.g. Costs associated with License Transaction including but not limited to: Property price, Business Assets, Renovations costs, Construction costs, Initial Start-up costs, Inventory costs, or specify other costs):"

Associated Cost(s):

--

SOURCE OF CASH CONTRIBUTION

Please provide documentation of available funds. (E.g. Bank or other Financial institution Statements, Bank Letter, etc.)

Name of Contributor	Amount of Contribution
Total:	

SOURCE OF FINANCING

Please provide signed financing documentation.

Name of Lender	Amount	Type of Financing	Is the lender a licensee pursuant to M.G.L. Ch. 138.
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No
			<input type="radio"/> Yes <input type="radio"/> No

FINANCIAL INFORMATION

Provide a detailed explanation of the form(s) and source(s) of funding for the cost identified above.

--

APPLICANT'S STATEMENT

I, Dejan Bojanic the: sole proprietor; partner; corporate principal; LLC/LLP manager
Authorized Signatory
of Concord Rod & Gun Club Inc.
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: 

Date: 12/28/2022

Title: President

ADDITIONAL INFORMATION

Please utilize this space to provide any additional information that will support your application or to clarify any answers provided above.

ENTITY VOTE

The Board of Directors or LLC Managers of
Entity Name

duly voted to apply to the Licensing Authority of
City/Town

and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on
Date of Meeting

For the following transactions (Check all that apply):

- Change of Officers/Directors/LLC Manager
- Change of Ownership Interest (LLC Members, LLP Partners, Trustees)
- Issuance/Transfer of Stock/New Stockholder
- Management/Operating Agreement
- Other

"VOTED: To authorize
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

For Corporations ONLY

A true copy attest,

Corporation Clerk's Signature

(Print Name)

A true copy attest,



Corporate Officer /LLC Manager Signature

Dejan Bojanic

(Print Name)

2. PROPOSED OFFICERS, STOCK OR OWNERSHIP INTEREST(Continued...)

List all proposed individuals or entities that will have a direct or indirect, beneficial or financial interest in this license (E.g. Stockholders, Officers, Directors, LLC Managers, LLP Partners, Trustees etc.).

Entity Name

Percentage of Ownership in Entity being Licensed
(Write "NA" if this is the entity being licensed)

Concord Rod & Gun Club

NA

Name of Principal	Residential Address	SSN	DOB
Robert Hazen	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Brian Wainwright	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Jeff Miner	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Phil Sailer	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB
Edward Rolfe	[REDACTED]	[REDACTED]	[REDACTED]

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
Director	0	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

Name of Principal	Residential Address	SSN	DOB

Title and or Position	Percentage of Ownership	Director	US Citizen	MA Resident
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

CRIMINAL HISTORY

Has any individual identified above ever been convicted of a State, Federal or Military Crime?
If yes, attach an affidavit providing the details of any and all convictions.

Yes No



Commonwealth of Massachusetts
Department of Revenue
Geoffrey E. Snyder, Commissioner

mass.gov/dor

Letter ID: L2031362336
Notice Date: March 28, 2023
Case ID: 0-001-943-164



CERTIFICATE OF GOOD STANDING AND/OR TAX COMPLIANCE



CONCORD ROD AND GUN CLUB INC
77 STRAWBERRY HILL RD
CONCORD MA 01742-5503

Why did I receive this notice?

The Commissioner of Revenue certifies that, as of the date of this certificate, CONCORD ROD AND GUN CLUB INC is in compliance with its tax obligations under Chapter 62C of the Massachusetts General Laws.

This certificate doesn't certify that the taxpayer is compliant in taxes such as unemployment insurance administered by agencies other than the Department of Revenue, or taxes under any other provisions of law.

This is not a waiver of lien issued under Chapter 62C, section 52 of the Massachusetts General Laws.

What if I have questions?

If you have questions, call us at (617) 887-6400 or toll-free in Massachusetts at (800) 392-6089, Monday through Friday, 9:00 a.m. to 4:00 p.m..

Visit us online!

Visit mass.gov/dor to learn more about Massachusetts tax laws and DOR policies and procedures, including your Taxpayer Bill of Rights, and MassTaxConnect for easy access to your account:

- Review or update your account
- Contact us using e-message
- Sign up for e-billing to save paper
- Make payments or set up autopay

Edward W. Coyle, Jr., Chief
Collections Bureau



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF UNEMPLOYMENT ASSISTANCE

Maura Healey
GOVERNOR
Kim Driscoll
LT. GOVERNOR



418972580

Lauren E. Jones
SECRETARY
Katie Dishnica
ACTING DIRECTOR

Concord Rod & Gun Club, Inc.
PO Box 271
Concord, MA 01742-0271

EAN: 22153120
March 28, 2023

Certificate Id:68603

The Department of Unemployment Assistance certifies that as of 3/28/2023 ,Concord Rod & Gun Club, Inc. is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L.c.149,§189.

This certificate expires in 30 days from the date of issuance.

Katie Dishnica, Acting Director

Department of Unemployment Assistance



Special Meeting of the Concord Rod and Gun Board of Governors

Officer vote performed via email, facilitated by The President, Dejan Bojanic
12/20/2022

A proxy vote by the Concord Rod and Gun Board of Governors was held and results were shared at 12:51 PM Est on 12/20/22. Glen Urban was voted to be Secretary and Dylan Cioffi was voted to Membership director.

Sufficient results are in ▶



Dejan Bojanic

to Joe, Dale, me, Rob, Jeff, Edward, Philip, David, Glen, Brian -

Tue, Dec 20, 12:51 PM (8 days ago) ☆ 📧 ⓘ

Cents,

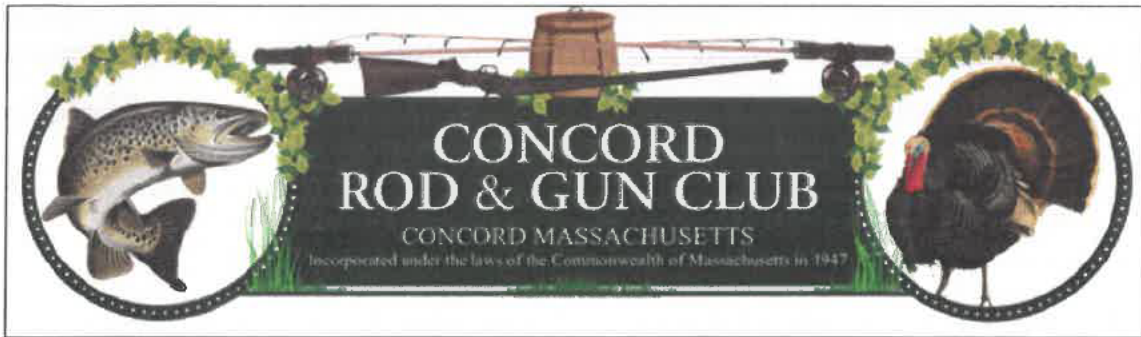
Enough votes came in to be able to make the call, Glen Urban is Secretary and Dylan is Membership Director.

Thanks for the quick voting. Both guys can now get up to speed quickly.

Urban for Secretary	Cioffi for MD	Gutwillig for MD
X	X	
X	X	
X	X	
X	X	
X	X	
X	X	

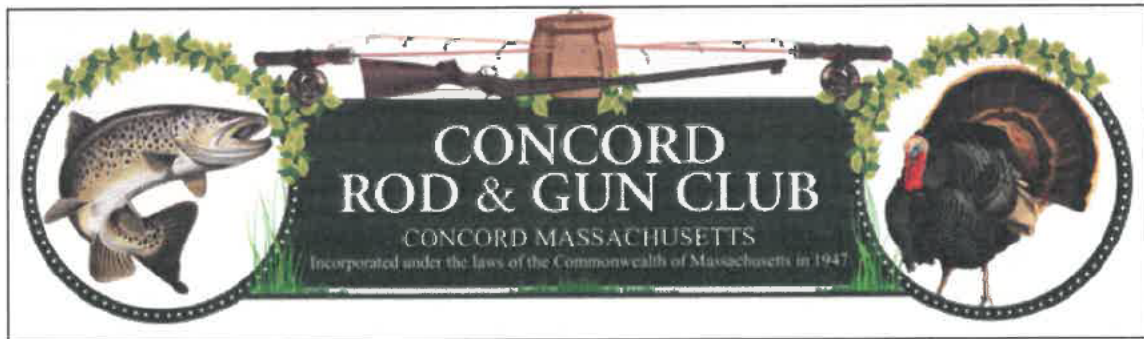
Regards,

Dejan (Dan) Bojanic
PO Box 82
Carleton, MA 01741, USA
Mobile: (978) 548-6077



**Members Meeting
Minutes
21 November 2022, 7:30 PM.
In Person at the Club and via Zoom**

1. Pledge of Allegiance
2. Election to Membership (Limited Members should attend at the club)
 1. New Member: Eric Anderson, sponsored by John Murphy. Lives in Arlington, works for UPS. MP in the Army and National Guard. Hours at the club consisted of moving ballistic blocks, general property clean-up and worked in the kitchen for hunters safety. Approved.
 2. Steve Tottingham awarded life membership.
3. [Review and approval of Oct 24 Members Meeting Minutes](#)
 1. Reviewed and approved
4. Treasurer's report
 1. [Statement of Financial Position Comparison](#)
 2. [Statement of Activity](#)
 3. [Transaction List by Vendor](#)
 4. We are slightly better off now than we were 12 months ago. Not recommending a dues increase at this time.
5. Membership Director's report
 1. 16 applicant
 2. 2 honorary
 3. 89 lifetime
 4. 29 limited
 5. 5 military
 6. 325 regular
 7. **466 total**
 8. 3 renewals for limited overdue, 8 regular members with renewal overdue
6. November Elections. NOTE voting in person only. Zoom participants will not be able to vote.
 1. As secretary, Dylan Ciolfi placed 1 vote for Joe Brooks and David Schonbrun to become Vice President and Treasurer, respectfully.
 2. The new BoG members elected are:
 1. Jeff Miner
 2. Dale Chayes
7. Any other business
8. Adjourn at 8:00 pm.



Current Vacancies (please contact [Dan](#) if interested)

- Steward (Kitchen Committee Chair)
 - Volunteers Committee Chair
 - Finance Committee members wanted
 - Assistant Treasurer
-
- See the [Club Calendar](#) for details of all upcoming events
 - Want to register for an event? Click [here](#)
 - All documents are available in [Box](#)



William Francis Galvin
Secretary of the
Commonwealth

The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

Date: March 30, 2023

To Whom It May Concern :

I hereby certify that

CONCORD ROD & GUN CLUB., INC.

appears by the records of this office to have been incorporated under the General Laws of this
Commonwealth on **December 03, 1947** (Chapter 180).

I also certify that so far as appears of record here, said corporation still has legal existence.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

William Francis Galvin

Secretary of the Commonwealth

Certificate Number: 23030649870

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by: bod

Concord Diversity, Equity, Inclusion Commission Select Board Briefing

April 24, 2023



THE TOWN OF
CONCORD
MASSACHUSETTS

Methodology



Survey

- Developed in-house
- 56 questions, 164 items

Distributed via:

- Social media, Posters, Mailing campaign

Date and Time Period:

- 20 minutes.
- 11/14/22 to 03/31/23

Total responses received:

- 626 responses

Objective:

The Diversity, Equity, and Inclusion Commission of the Town of Concord, created and appointed by the Concord Select Board is **seeking the input of people who reside, study, or work in Concord**, on issues of diversity, equity, and inclusion **to understand their perspectives and experiences on these issues.**

What are the results for:

The survey is intended to gather data for the Town of Concord to inform our diversity and inclusion initiatives.

Other surveys in Concord

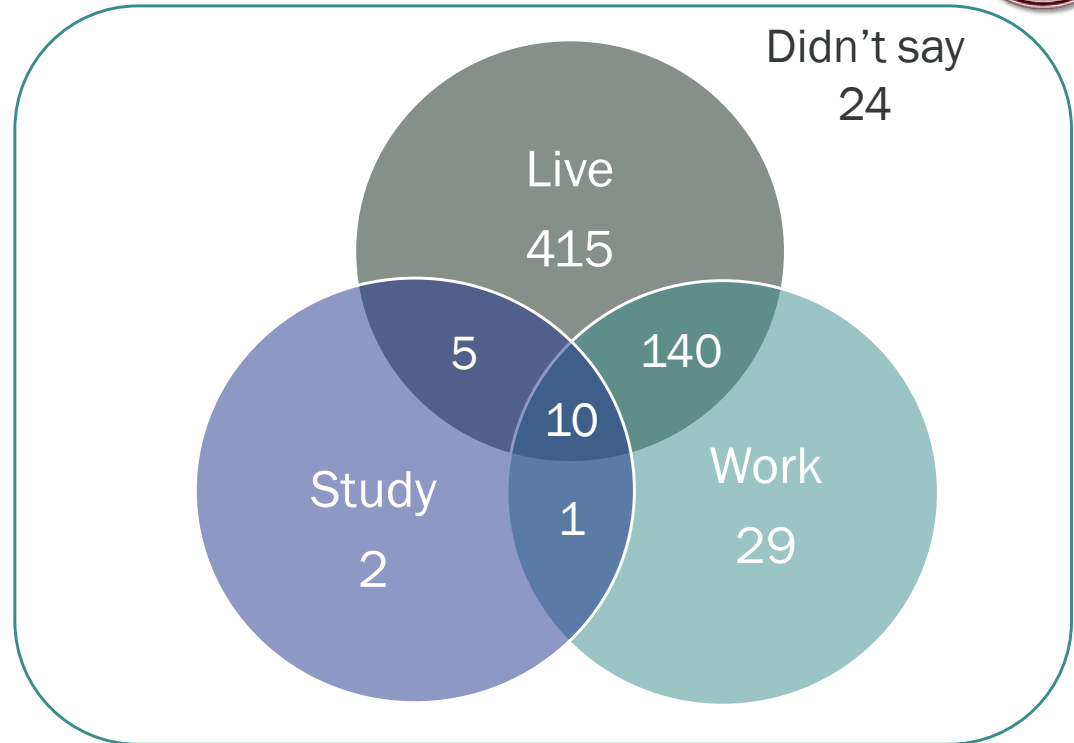


<i>2020 Town Government Survey</i>	Rate the overall quality of services provided by the Concord Town Government.	1,189	2020 Bi-annually since 2006
<i>Envision Concord - Bridge to 2030</i>	Survey conducted as part of the town long-range planning process.	458	2017
<i>Tree Preservation Survey</i>	Survey conducted to assess resident opinions with respect to tree preservation.	327	2016
<i>Concord DEI Community Survey</i>	The survey is intended to gather data for the Town of Concord to inform our diversity and inclusion initiatives. Applied on-line and on paper.	626	2022-2023

6 out of 10 Survey respondents live in Concord but work elsewhere



In Concord:	Total
Live	570
Study	18
Work	180



What Concord's diversity looks like among Survey respondents



Women



56.6%



Racial



19.2



Non-native
speakers



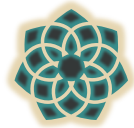
9%



Single
mothers



14.2%



Ethnic



47.1%



Religious



25%



LGBTQ+



9.85



Disability



22.2%



Income \leq \$50 k

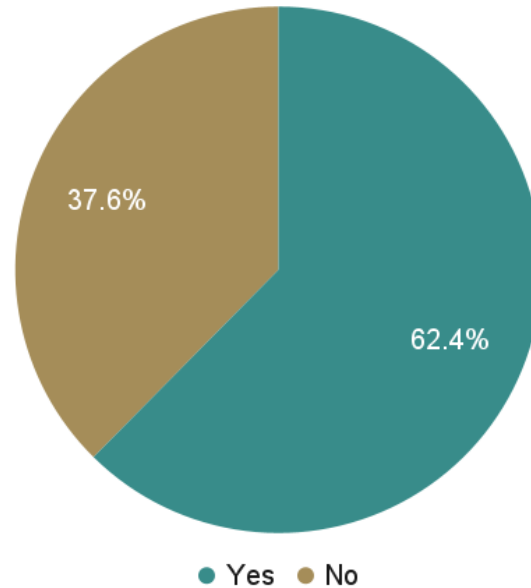


2.7%

66% of respondents mention having witnessed or experienced at least one type of discrimination in Concord



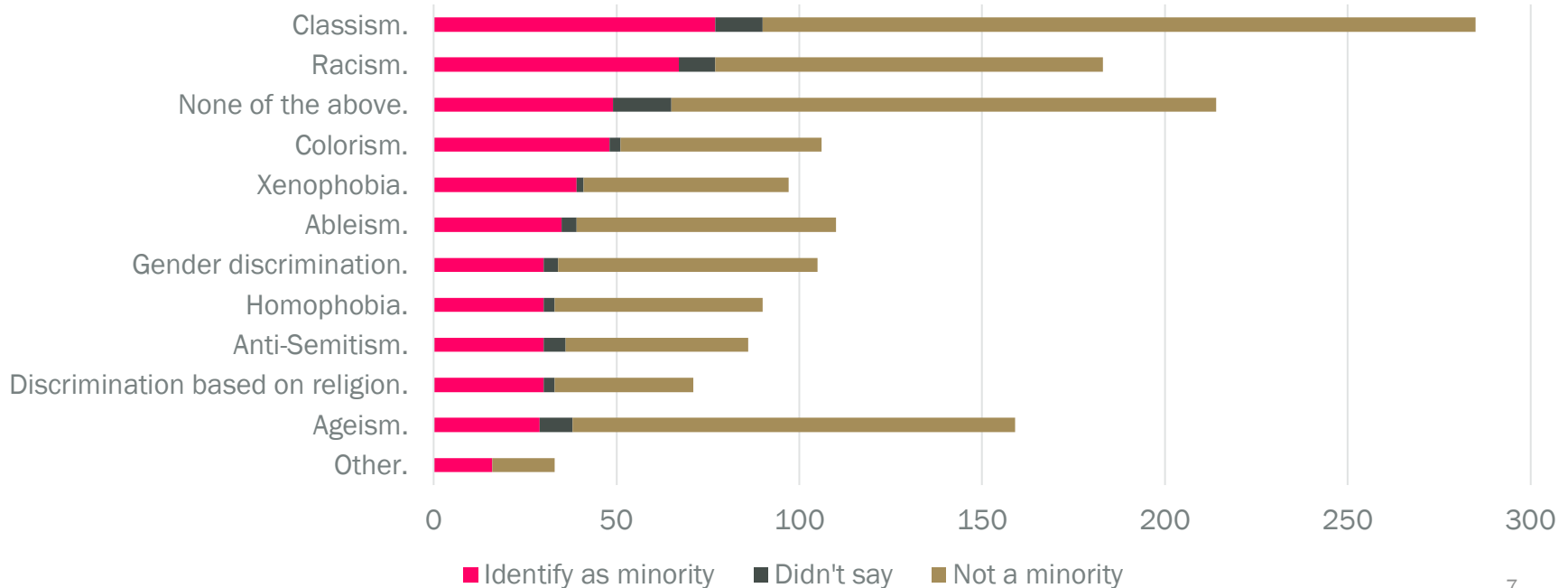
Percent of respondents who have witnessed or experienced discrimination
In the Town of Concord



Minorities reported more discrimination based on class, race and color. Non-minorities reported the main incidents of discrimination based on class, age and race.



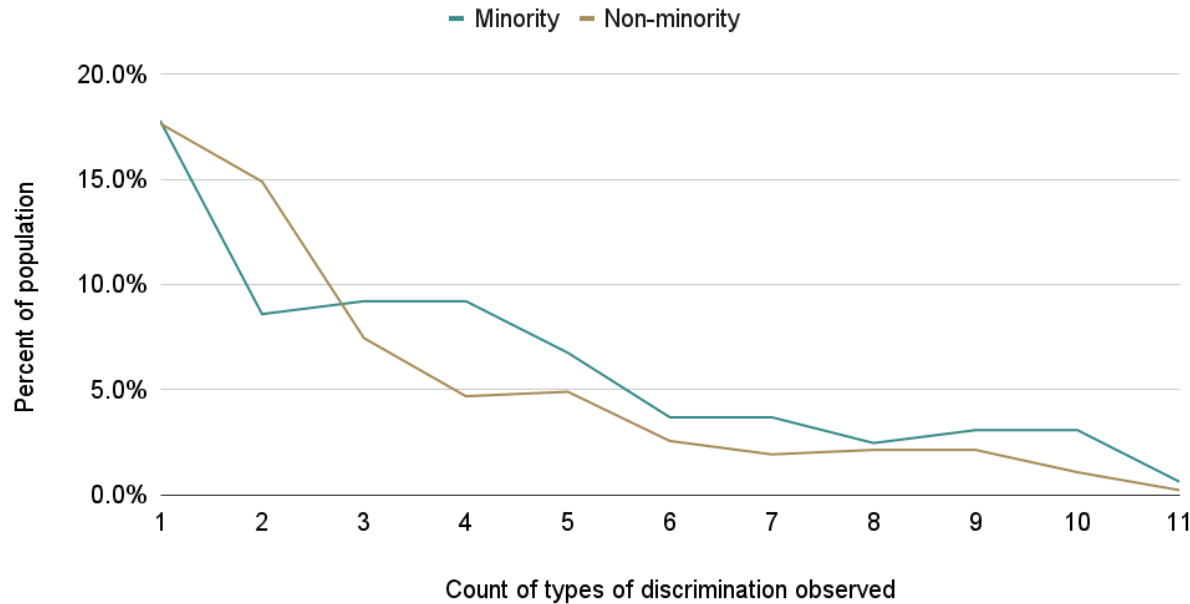
Types of discrimination witnessed or experienced by minority



Respondents who identified as Minorities reported observing and experiencing more discrimination



Distribution of Types of Discrimination Witnessed or Experienced per Respondent
 Comparing the Experience of Minorities vs non-Minorities in the Town of Concord

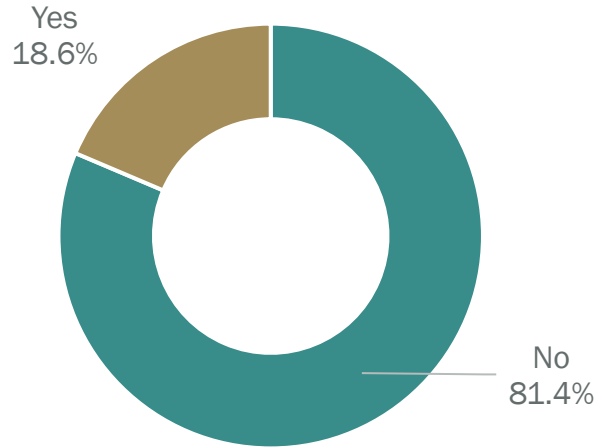


Incidents of discrimination per person	
Minority =	2.6
Non-minority =	1.9
Respondents that have witnessed or experienced discrimination =	3.4
Total Respondents =	2.1

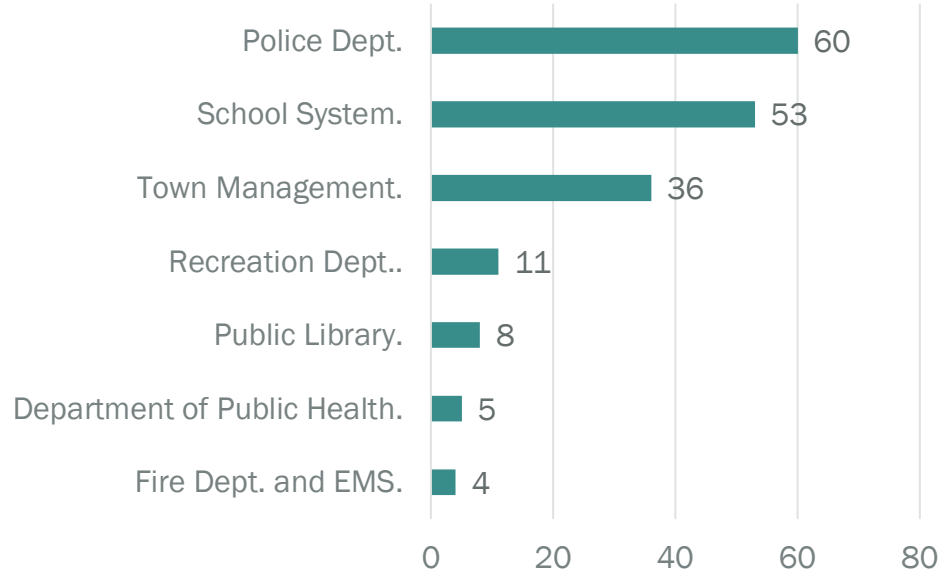
Almost 20% of respondents reported having experienced unfair treatment from a Town Office



Have you or other people you know, ever been treated unfairly during an interaction with a Concord Public Service or office?



By which Concord Public service or Office?



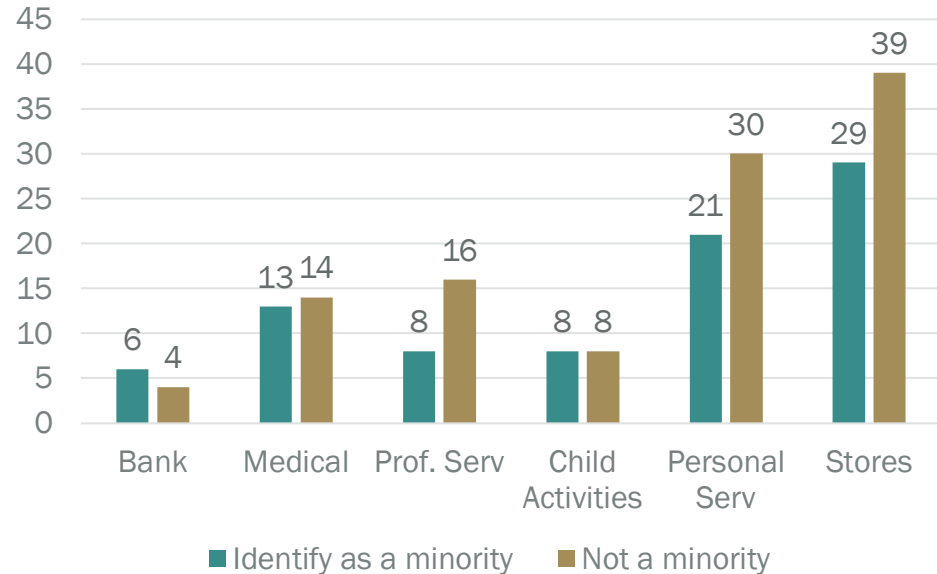
Incidents of being treated unfairly in private venues

67.7% of respondents have experienced any unfair treatment from private venues in Concord.

Other venues that were reported are:

- Private clubs (2)
- Historic Commission (1)
- Skilled trades (1)
- Public restrooms (1)

Have you or other people you know, ever been treated unfairly when using the following in Concord?





Open text responses

It is a very white town that believes it is liberal and open as long as people of other races don't live here or visit. When you are a different race in town, people are uptight, anxious and sometimes openly hostile.

- ✘ Lack of awareness about white privilege.
- ✘ Lack of affordable housing and expensive level of life.
- ✘ Hostile attitudes and gossip (rumor) about persons of color and minorities.
- ✘ Lack of diversity and inclusion.
- ✘ Highly disparity based on wealth.
- ✘ The majority of population is conservative.
- ✘ Homogeneous racial and economic profile of majority.
- ✘ individualistic society that does not look out for the other or the one who is different.
- ✘ Lack of diversity leaderships.

ARTICLE 10: Citizen Petition: DEI Director

Mr. Lee moves that the Town urge the Select Board to prioritize collaboration with the DEI Commission towards hiring a full time DEI Director.

Select Board 2022-2023 DEI Goal

“Work with the DEI Commission to research and implement diversity, equity, and inclusion best practices in town governance. Listen to diverse voices in the community and assess which additional DEI actions the Select Board should take.”

Timeline

- 4/21. CPS hires first Director of Diversity, Equity, and Inclusion
- 6/21. Select Board initiates 9-member DEI Commission (DEIC)
- 7/22. Select Board sets DEI goal
- 11/22. Town-wide DEI survey launched
- 12/22. DEIC Commission presents recommendations to Select Board
- 3/23. Town contracts DEI Consultant

Key findings from Concord DEI Survey

- 626 people recently responded to the town's DEI survey:
- 66% of respondents reported that they had either experienced or witnessed discrimination in Concord
- The #1 action that respondents voted for was the hiring of a full-time DEI Director

Why we need a DEI Director

- Significant work needs to be done to improve equity and inclusion in Concord
- A DEI Director would identify and implement measures to enhance diversity, equity, and inclusion in our town
- The work is complex and requires more than resident volunteer efforts
- Many Massachusetts towns have or are hiring full-time DEI Directors (Acton, Amherst, Arlington, Belmont, Brookline, and Lexington)

Overall Goals for the DEI Director

- Develop and implement measures to improve equity and inclusion
- Ensure equitable policies, procedures, and processes
- Create systems to collect, analyze, and address reports of bias/discrimination
- Strengthen town government's community connections
- Increase diversity and engagement of residents in local government
- Increase diversity of the town's workforce

We ask the Select Board

To support the creation of a job description for a DEI Director reporting to the Town Manager and to gain approval from the Personnel Board

ARTICLE 10: Citizen Petition: DEI Director

Mr. Lee moves that the Town urge the Select Board to prioritize collaboration with the DEI Commission towards hiring a full time DEI Director.

2023 ANNUAL TOWN MEETING


Article #	Article Name	Sponsor	Recommendation of Affirmative Action	Speaker Assignment
1.	Choose Town Officers	Select Board	N/A	
2.	Hear Reports	Select Board	4-0-0	
3.	Meeting Procedure	Finance Committee	4-0-0	
4.	Ratify Personnel Board Classification Actions	Personnel Board	3-0-1	
5.	New Classification & Compensation Plan for Regular-Status Positions	Personnel Board	4-0-0	Terri Ackerman
6.	Amended Classification & Compensation Plan for Regular-Status Positions	Personnel Board	Article not to be moved	
7.	Use of Free Cash	Finance Committee	4-0-0	
8.	FY23 Budget Line Item Adjustments	Finance Director	N/A	
9.	FY24 Town Budget	Town Manager	4-0-0	
10.	Citizen Petition: DEI Director	Tanya Gailus	Report at Town Meeting	Matthew Johnson (if needed)
11.	Capital Improvement and Debt Plan	Town Manager	4-0-0	
12.	OPEB Trust Fund Appropriation	Finance Director	4-0-0	
13.	OPEB Trust Fund Expense	Finance Director	4-0-0	
14.	Appropriation of Opioid Settlement Funds Received from the State Settlement Fund	Finance Director	5-0-0	
15.	Minuteman Regional Technical High School District Budget	Minuteman Regional School Committee	4-0-0	
16.	Concord-Carlisle Regional High School Budget	CCRHS School Committee	4-0-0	
17.	Concord Public Schools Budget	CPS School Committee	3-1-0 in support of the FinCom Guideline	Henry Dane
18.	Concord Public Schools Capital Projects	CPS School Committee	4-1-0	
19.	Concord Public Schools Capital Projects – Fields & Landscaping	CPS School Committee	Report at Town Meeting	Matthew Johnson (if needed)

Article #	Article Name	Sponsor	Recommendation of Affirmative Action	Speaker Assignment
20.	Appropriation to Middle School Stabilization Fund	Finance Committee	4-0-0	
21.	Light Plan Solar Expansion – Middle School	Town Manager or Light Board	4-0-0	
22.	Citizen Petition: Municipal In-Town Solar Generation Task Force	Dean Banfield	Report at Town Meeting	Mary Hartman
23.	Adopt Specialized Stretch Energy Code	Climate Action Advisory Board	4-1-0	Matthew Johnson
24.	Light Plant Expenditures & Payment in Lieu of Taxes	Town Manager	4-0-0	
25.	Appropriation for 250 th Anniversary Celebration	Select Board	Article not to be moved	Henry Dane (2 min. statement)
26.	Community Preservation Committee Appropriation Recommendations	Community Preservation Committee	4-0-0	Linda Escobedo (Matthew Johnson as back up)
27.	Community Preservation Act – Rescind and Reappropriate Funds	Community Preservation Committee	4-0-0	
28.	Community Preservation Committee Appropriation Recommendations – Concord Municipal Affordable Housing Trust	Community Preservation Committee	4-0-0	
29.	Transfer of Housing Funds	Select Board	4-0-0	
30.	162 Plainfield Road Easement	Town Manager	5-0-0	
31.	Beede Swim & Fitness Center Enterprise Fund Expenditures	Town Manager	5-0-0	
32.	Demolition Review General Bylaw	Historical Commission	4-0-0	
33.	Zoning Bylaw Amendment – Restaurant -- Prohibited Uses -- Parking	Planning Board	5-0-0	
34.	Zoning Bylaw Amendment – Mobile Food Establishment	Planning Board	Report at Town Meeting	To Be Determined
35.	Zoning Bylaw Amendment – Combined Business/Residence	Planning Board	4-0-1	
36.	Citizen Petition: Update Concord Noise Bylaw	Sven Weber	Article not to be moved	

Article #	Article Name	Sponsor	Recommendation of Affirmative Action	Speaker Assignment
37.	Citizen Petition: Prohibition of Gas-Powered Leaf Blowers	Sven Weber	3-2-0	Mary Hartman
38.	Solid Waste Disposal Fund Expenditures	Town Manager	4-0-0	
39.	Sewer System Expenditures	Town Manager	4-0-0	
40.	Sewer Improvement Fund Expenditures	Town Manager	4-0-0	
41.	Water System Expenditures	Town Manager	4-0-0	
42.	Authorize Expenditure from PEG Access & Cable-Related Fund	Town Manager	4-0-0	
43.	Annual Appropriation of Parking Meter Receipts	Town Manager	Report at Town Meeting	
44.	Authorize Expenditure of Revolving Funds Under Mass. Gen. Laws c. 44, § 53E½	Town Manager	4-0-0	
45.	Unpaid Bills	Finance Director	N/A	
46.	Debt Rescission	Finance Director	N/A	



Town of Concord
Office of the Town Manager
22 Monument Square
P.O. Box 535
Concord, Massachusetts 01742-0535

To: Select Board
From: Kerry A. Lafleur, Town Manager 
Date: April 22, 2023
Subject: Annual Town Meeting Article: 43, Parking Meters

Article 43 on the Annual Town Meeting warrant seeks appropriation of \$400,000 from Parking Meter Receipts to fund expenses related to parking enforcement or public transportation initiatives for FY24. At this time, the Select Board has yet to take a position on this article.

Background

The Parking Meter program was first established by an act of Town Meeting in 1975 (65-ATM-1975), and governed under the Parking Meter Revolving Fund bylaw <https://concordma.gov/DocumentCenter/View/4202/Parking-Meter-Revolving-Fund-Bylaw-PDF?bidId=>. As a result of changes in State Law, the Town reestablished its Parking Meter Program under MGL ch.40, sect. 22C, through a subsequent vote of Town Meeting (15-ATM-2021). On an annual basis, Town Meeting is asked to vote a budget for the program. The appropriated budget is the maximum amount that may be expended, and expenditures may not exceed revenue regardless of the budgeted appropriation.

Up until FY19, program revenues exceeded expenditures, and the fund balance was healthy. Beginning in FY19, program expenses increased, in all categories, and revenues dropped off, largely due to unreliable cell service. In FY20, the program essentially broke even, but only because all associated personnel costs were charged off to the Police Department's operating budget. In FY21, in the height of the Covid-19 pandemic, revenue fell even further.

Current State

In FY22, the Town allocated \$400k in ARPA federal grant funds to Parking Meter Fund lost revenue and collected an additional \$169,646.97 in fees and fund interest, including sales of parking lot stickers. Expenditures and encumbrances totaled \$203,411.83, for a net of \$366,085.14, but loss of \$33,764.86, exclusive of the ARPA boost.

In FY23, collections have dropped off to \$80,841.13, presumably because it is generally known that the meters are not enforced due to the unreliability of cell services. FY23 collections through year-end are estimated at approximately \$100k. Expenses are expected to track similarly to FY22, resulting in a net loss of approximately \$103k. This will draw the fund balance down to approximately \$260k.

Moving Forward FY24

The issues we face moving forward are:

- Unreliable cell service; and
- Need to upgrade hardware and software.

As you know, we have been working on improving the reliability of cell service, particularly in the Town Center. While there is a tentative agreement between Verizon and a private property owner, the final details are still being negotiated and we are unsure of the completion timetable. If there isn't a resolution within the next few weeks, we will have no choice but to pursue our other options, as unpopular as they may be, because in addition to the issue unreliable cell service poses to our parking meter program, it also poses a significant public safety issue.

The meters currently in place were installed in FY17 and are in need of upgrading. This will come at a significant cost, and only makes sense if the program will continue long-term.

Recommendation

By now, and going into Annual Town Meeting, we had hoped to have the first issue resolved. Unfortunately, that isn't the case; however, we still **recommend affirmative action** on Article 43 to keep the potential of the program alive for FY24.

The appropriation of \$400,000 assumes use of Fund Balance plus an additional collection of at least \$140k, which is about 54% of what was collected in FY20 (pandemic) and only 40% of what was collected in FY19. Personnel expenses are still intended to be covered in the Police Department's operating budget until fund revenues return to historical averages.

If no action is taken on Article 43, we would have no choice but to discontinue this long-standing program, first approved by Town Meeting almost 50 years ago. Over the next two years, as we prepare for the 250th celebration, we will be reevaluating all existing transportation-related programs and plans, and during the course of this work, we can take a hard look at the Parking Meter program and make a recommendation on its continuance.

FY23 Concord Town Manager Evaluation Form – DRAFT

A. Achievement of 2022-2023 Town Manager Goals		Completed – beyond expectations	Completed satisfactorily	Incomplete due to extenuating factors	In process, but not completed	Completed unsatisfactorily	Not begun
Organizational Resilience	1. Undertake non-union classification and compensation study						
	2. Develop compensation strategy aligned with FY24 budget planning process and future years						
	3. Analyze employee benefits package to attract and retain qualified personnel						
	4. Review Personal Task Force Report to make recommendations and list next steps						
	5. Develop a compensation and benefits databank of comparable communities						
	6. Fill staff vacancies and review organizational structure to optimize alignment						
	7. Review management reporting structure...						
	8. Develop a long-term plan for training, professional development, and succession planning						
	9. Provide regular in-house training opportunities for employees						
	10. Develop a formal “Remote Work Policy”						
DEIB	11. Review 2021 Leadership Assessment to outline next steps (needs assessment, etc.)						
	12. Conduct a review of internal policies and practices to improve DEI efforts						
	13. Administer the biannual Town Survey with a focus on DEIB objectives						
	14. Develop a DEIB Strategy, including stakeholders, to guide the Town’s future efforts						
	15. Work with DEI Commission to research and implement DEI practices for Town operations						
Governance	16. Evaluate automated agenda management and identify resources to support Town volunteers						
	17. Collect department updates and operations status reports to ensure timely TM Reports						
	18. Coordinate a review of the website to ensure accuracy and meets our needs						
	19. Coordinate a review of Town information to confirm committee information is up to date						
	20. Review liaison assignments, member terms, and vacancies to ensure accuracy with database						
	21. Review board and committee operations; ensure each has a staff liaison; recommend changes						
Finance	22. Plan and allocate FY23 ARPA funds; Include FY24 funds as a budget/capital planning resource						
	23. Develop 5-year Capital Plan						
	24. Review and monitor expenses for legal services and professional consulting						
	25. Develop a Town-wide risk assessment strategy and establish Risk Management Committee						
	26. Conduct a review of the Beede Center						
Regio	27. Identify and negotiate revisions to the Regional Dispatch Center Agreement						
	28. Attend meetings and provide quarterly updates on the Regional Dispatch Center						
Econ	29. Research and report on the potential acquisition of 2229 Main St						
	30. Research strategies, innovations, and staffing models to streamline permitting and regulation						

FY23 Concord Town Manager Evaluation Form – DRAFT

B. General leadership, governance, communications, financial, and management skills		Consistently exceeds expectations	Consistently meets or exceeds expectations	Meets expectations	Needs improvement	Does not meet expectations	Cannot evaluate
Board	1. Interprets, supports, and implements Board policies and directives						
	2. Keeps the Board informed on issues, needs, and operation of Town departments						
	3. Fully informs the Board of the implications of major personnel and program changes						
	4. Advises the Board about the potential impact of government regulations and legislation						
	5. Maintains a professional working relationship with the board based on mutual respect and trust						
Leadership	6. Effectively implements Board policies and relevant Town Meeting decisions						
	7. Responds quickly and decisively to unexpected circumstances						
	8. Identifies innovative solutions and builds consensus while allowing for diverse opinions						
	9. Promotes a positive culture, civil discourse, and professional decorum						
	10. Manages Town affairs in an open, diplomatic, and transparent manner						
Mgmt	11. Develops good staff morale and loyalty to the organization						
	12. Maintains positive working relationships with SMT and staff; coaches and mentors as needed						
	13. Uses best management practices and leverages IT innovations for local government excellence						
Finance	14. Presents budgets to the Select Board in a manner which promotes their full understanding						
	15. Considers input from town officials and constituents when formulating budgets and plans						
	16. Demonstrates thoughtful, creative financial budget management and strategic capital planning						
	17. Provides creative management of available resources to increase productivity and economy						
	18. Maintains confidence of the residents in quality and value of service in relation to taxes paid						
Communications	19. Demonstrates strong public speaking and presentation skills						
	20. Communicates the mission and accomplishments of the Town to staff and community						
	21. Understands the needs and aspirations of the community						
	22. Empowers local government to provide the highest level of service and professional results						
	23. Encourages community involvement of an active, engaged, knowledgeable, and diverse citizenry						
	24. Earns the respect and confidence of the community						
Personal	25. Maintains high standards of ethics, honesty, and integrity in personal and professional matters						
	26. Approachable leader; encourages open communication with staff, the public, and Select Board						
	27. Pays attention to detail and follows through on plans and decisions						
	28. Demonstrates passion, energy, commitment to excellence, and a "can-do" attitude to guide Concord into the next decade						

C. Comments on Performance

D. Overall Rating:

Above Satisfactory

Satisfactory

Needs Improvement

Unsatisfactory

Correspondence Index

Date

1. 4/10/2023
2. 4/17/2023
3. 4/18/2023
4. 4/19/2023
5. 4/24/2023

Author

Tiffany Thompson
Florian & Victoria Prokocimer
Laurie O'Neill
Robert Andrews & Bernadean Jenkins
Middle School Building Committee

Subject

MBTA Quiet Zone
Hanscom Airfield Expansion
Hanscom Airfield Expansion
Hanscom Airfield Expansion
Quarterly Update

Shannon McAndrew

From: Tiffany Thompson <tiffany_thompson72@yahoo.com>
Sent: Monday, April 10, 2023 2:20 PM
To: Matthew Johnson; Terri Ackerman; Linda Escobedo; Henry Dane; Mary Hartman; Shannon McAndrew
Subject: Please save the Quiet Zone

You don't often get email from tiffany_thompson72@yahoo.com. [Learn why this is important](#)

Dear Members of the Select Board,

I am writing to ask you to please help preserve the Railroad Quiet Zone in MA.

According to the US Department of Transportation Federal Railroad Administration, train horns produce sounds greater than 110dBA, which is louder than a siren, and just below that of a Jet Aircraft. The CDC warns that sounds over 100dBA can result in hearing loss in a matter of minutes.

<https://railroads.dot.gov/environment/noise-vibration/horn-noise-faq>

Can you imagine living just yards away from a fire truck siren that goes off twice an hour, 10-15 seconds each time? It's not just an annoyance. The EPA states that repeated exposure to noise pollution negatively affects hearing and cardiovascular health, as well as increases risks of diabetes and sleep disturbances. Children are at particular risk of noise-related injuries, including their developing speech & language skills, reading, and capacity to learn.

<https://www.epa.gov/clean-air-act-overview/clean-air-act-title-iv-noise-pollution#:~:text=Noise%20pollution%20adversely%20affects%20the,sleep%20disruption%2C%20and%20lost%20productivity>.

https://www.epa.gov/sites/default/files/2015-07/documents/ochp_noise_fs_rev1.pdf

Our densely populated community in West Concord is filled with those seeking the convenience of walking to the commuter rail. Although we live just one house away from the train tracks, we have never been bothered by the sound of a passing train. Like us, many residents are able to greatly reduce their carbon footprint by taking advantage of living near the commuter rail.

Although those looking into purchasing or renting in our area are often concerned about the noise, we are able to honestly tell them that we don't notice the trains anymore. You can imagine that if the quiet zones are overturned, people will relocate away from public transportation. Those who work from home will find their conference calls and focus interrupted throughout the day.

Of course, we share safety concerns at these crossings. Our children and their neighborhood cohorts walk and ride over these crossings daily. Unfortunately, overturning the "Quiet Zone" is not likely to reduce these tragedies.

Thank you,
Tiffany Thompson
27 Damon Street
Concord, MA 01742
339-222-9233

Shannon McAndrew

From: Laurie O'Neill <loneill123@gmail.com>
Sent: Tuesday, April 18, 2023 3:36 PM
To: Shannon McAndrew
Subject: Hanscom expansion

You don't often get email from loneill123@gmail.com. [Learn why this is important](#)

Dear Ms. McAndrew,

I am on the team (as a volunteer) that helps out with election-related work at the Town House. I really enjoy lending a hand.

I am writing to ask the Select Board to urge the Governor to exercise every power at her disposal to stop the proposed expansion at Hanscom.

This development plan promoting private jet use – the most polluting form of travel per passenger–must not go forward when climate scientists have warned us as recently as 3/20/23 that all nations and all sectors must accelerate their CO2 reduction goals--right now--if we are to avert irreversible damage to the climate and refrain from adding to air and noise pollution in Concord.

Please ask Gov. Healey to hold true to her commitments to MA Climate Goals by stopping the developers' proposal—a flagrant disregard of these goals—from going forward.

Could you possibly make sure my letter circulates among the Board?

Thank you so much,

Laurie O'Neill
4 Chestnut Street
Concord, MA

Shannon McAndrew

From: Florian Prokocimer <fpkmercury@yahoo.com>
Sent: Monday, April 17, 2023 10:03 PM
To: Shannon McAndrew
Subject: We the citizens of Concord MA town citizens stand in opposition to the proposed private jet hangar expansion.

You don't often get email from fpkmercury@yahoo.com. [Learn why this is important](#)

To the Select Board,

We the citizens of Concord MA town citizens stand in opposition to the proposed private jet hangar expansion.

Please send a letter to Governor Healey, on behalf of their residents' widespread opposition to the private luxury jet hangar expansion plan at North Airfield. We ask you to urge the Governor to exercise every power at her disposal to stop this expansion at Hanscom—***or any airport.***

This development plan promoting private jet use – the most polluting form of travel per passenger – must not go forward when climate scientists have warned us as recently as 3/20/23 that all nations and all sectors must accelerate their CO2 reduction goals--right now--if we are to avert irreversible damage to the climate. I ask our Select Board to appeal to Gov. Healey to hold true to her commitments to MA Climate Goals by stopping the developers' proposal—a flagrant disregard of these goals—from going forward. Not here, not anywhere. Moving the expansion elsewhere would do nothing for the Climate Crisis, nor would it be consistent with Environmental Justice goals.

Best regards
Florian & Viktoria Prokocimer
Concord MA
126 Alcott Road

[Sent from Yahoo Mail for iPhone](#)

Shannon McAndrew

From: Robert Andrews <andrewsrobert430@gmail.com>
Sent: Wednesday, April 19, 2023 3:03 PM
To: Shannon McAndrew
Subject: Hanscom Expansion

[You don't often get email from andrewsrobert430@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

We are joining with many, many other Concord residents in asking that the Concord Select Board write to Gov. Maura Healey opposing the private luxury jet hanger expansion plan for Hanscom Air Force Base. The expansion of this air base, and all other air bases throughout the Commonwealth, is at total odds with the climate commitments of our municipality and flies in the face of dire warnings repeatedly issued by the International Panel on Climate Change (IPCC) that immediate action must be taken to reduce greenhouse gas emissions. It is also a violation of environmental values more generally since air traffic from Hanscom is already seriously polluting the air above Great Meadow and vicinity and creating noise which is disturbing to our human residents. Please, in the strongest terms, urge the Governor to stop this dangerous expansion!

Robert S Andrews
Bernadean E Jenkins
32 Staffordshire Lane
Concord, MA 01742
978-369-2876

Concord Middle School Building Committee Quarterly Update

April of 2023

The Concord Middle School Building Committee (CMSBC) was charged by the Select Board to undertake a feasibility study that explores the construction of a single new middle school building to replace the two existing facilities. The Committee completed the feasibility study and Schematic Design process for a new school building which provided Concord residents with the analysis, a detailed design, project budget, and the information necessary to make an informed decision on funding the middle school construction project. In January of 2022, residents overwhelmingly approved moving forward with the project at Town Meeting and the Special Election.

Since the last report, Concord residents voted at a Special Town Meeting to increase the construction budget by up to \$7.2 million for the CMSBC recommended project. Due to inflation and supply chain issues, previously estimated construction costs were more than \$5 million higher than the costs approved at the original Town Meeting and the Special Election in early 2022. The votes followed a CMSBC process to undertake a comprehensive value engineering exercise to identify ways to reduce construction costs, so they were closer to the values that were previously approved by residents. While these efforts resulted in finding some cost reductions, the CMSBC chose not to make cuts that would have significant adverse impact on the project's educational plan and the construction cost estimates remained higher than the previously approved values.

Following voter approval of the increased construction budget, the team from SMMA, the project architects, worked to advance the design to Construction Drawings to allow for the project to be put out to bid by General Contractors and sub trades. Hill International, the Owners Project Manager, led the process to pre-qualify vendors for the bidding process. The bid documents have been issued and are due back from General Contracting firms on April 21st, 20th. After a review and analysis of all the bids, the CMSBC will meet on April 27th with the goal of selecting awarding to a General Contractor the bids and advancing the project to construction.

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Key Dates

4/6/23 Sub-Contractor trade bids due
4/21~~9~~/23 General Contractor bids due
4/27/23 CMSBC Meeting to award bids
5/17~~4~~/23 Groundbreaking event
5/18/23 Anticipated Construction startstarts

Project Schedule

Committee members reviewed the project schedule and necessary milestones going forward as they undertake the work to complete the project. The schedule includes the following phases:

- 90% CD Estimate onstruction Drawings presented to CMSBC on January 13, 2023
- Design Development and Construction Drawings: February of 2022-February of 2023
- Pre-qualifying vendors, biddingbidding, and contract awarding-of-bids: October of 2022-April of 2023
- Construction: May of 2023-December of 2024
- Punch list and Move in: December of 2024-February of 2025; and,
- Demolition of existing buildings and installation of new fields: February of 2025-September of 2025; following two full growing seasons, fields ready for use on September 1, 2026.