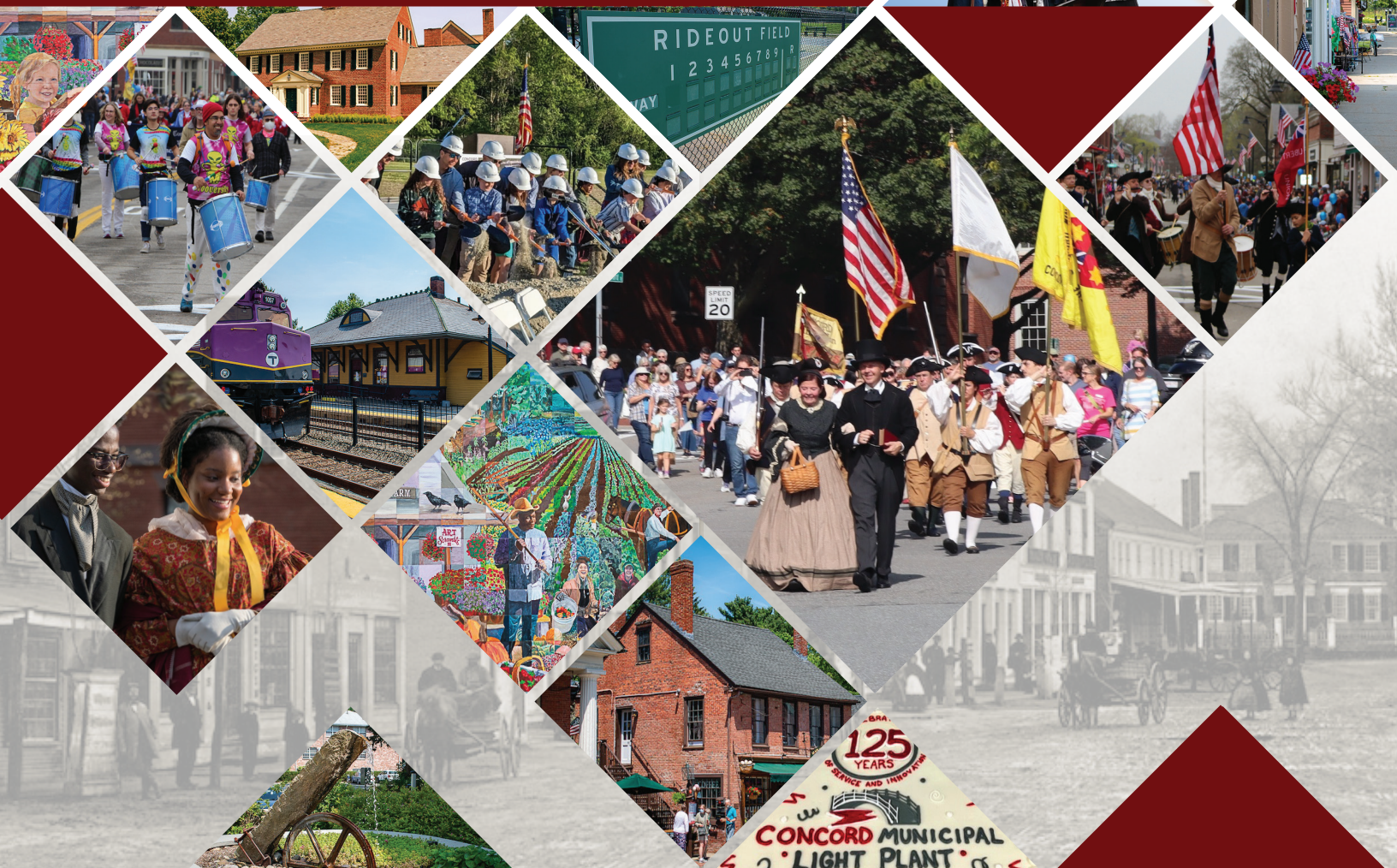




Town Of Concord 2023 Annual Report



CONCORD AT A GLANCE

Settled:	Incorporated 1635
Population:	Town Census as of July 2022– 15,435
Miles of Road:	107
Area:	26 square miles
Elevation:	130 feet
Residential Tax Rate:	\$12.96 per \$1,000 of valuation
Form of Government:	Open Town Meeting / Select Board / Town Manager
Religious Institutions:	Catholic, Christian Science, United Church of Christ (2), Episcopal, Unitarian Universalist, Presbyterian, Society of Friends, Synagogue, Baha'i, Swedenborg, Non-denominational (3)
Hospital:	Emerson Hospital
Transportation:	MBTA Commuter Rail to Boston and Fitchburg; Commuter Bus to Boston; Council on Aging Van - weekday door-to-door transportation for seniors
Utilities:	Concord Municipal Light Plant; Concord Public Works provides water to majority of the Town and a portion of the Town has sewer; National Grid supplies natural gas to the Town
Schools:	Preschools/Nursery Schools - several Public - 3 elementary; 2 middle; 1 regional high school, 1 regional career & technical high school Private - 2 elementary/middle; 2 high schools
Public Safety:	Full time Police and Fire Departments; Emergency service ambulance provided by Concord Fire Department
Recreation:	Municipal tennis courts, urethane track, fitness course and athletic fields; conservation land and trails for recreational use; municipal recreation center with year-round programs and outdoor teaching pool; municipal swim and fitness center, State swimming and picnicking facilities at Walden Pond; private health clubs, tennis, swimming and skating facilities.

To find out if a public meeting has been canceled, visit the Town's website at www.concordma.gov for a calendar of municipal events and meetings, and for general information about the Town. Sign up for News & Notices on the Notify Me page to receive text or email messages on a variety of town related topics.

ANNUAL REPORT OF THE TOWN OF CONCORD, MASSACHUSETTS



FOR THE YEAR ENDING
DECEMBER 2023

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TOWN OFFICERS

ELECTED OFFICIALS

SELECT BOARD

(Elected for three years)

Matthew Johnson (2023)

Mary Hartman (2024)

Terri Ackerman (2025)

Linda Escobedo (2024)

Henry Dane (2024)

Mark Howell (2026)

MODERATOR

(Elected for one year)

Carmin Reiss (2023)

SCHOOL COMMITTEE

(Elected for three years)

Cynthia Rainey (2025)

Alexa Anderson (2025)

Carrie Rankin (2023)

Courtland Booth (2024)

Tracey Marano (2024)

HOUSING AUTHORITY

(Elected for five years)

Richard W. Eifler-State Appointee

Stephanie Chrobak (2026)

Charles Phillips (2023)

Edward Tar Larner (2024)

Stephan Bader (2026)

BOARDS AND COMMITTEES

BOARDS ESTABLISHED BY STATE STATUTE

RETIREMENT BOARD

(Elected/Appointed for three years)

Elected by Plan Members

Anthony Ansaldi (5/30/20-5/29/24)

Eric Macey (12/31/2021 – 12/30/2024)

Elected by Plan Members

Kerry Lafleur (6/1/21-5/31/24)

Appointed by Board of Selectmen

Mary Barrett – Indefinite

Ex-Officio Member

APPOINTED BY THE MODERATOR

FINANCE COMMITTEE

(Appointed for three years)

Suresh Bhatia (2025)

Margaret Briggs (2024)

Kathy Cuocolo (2026)

Eric Dahlberg (2024)

John Garofalo (2025)

Greg Guarriello (2025)

Amrith Kumar (2024)

Lyndsey Lis (2025)

Dorothy Ortner (2025)

Parashar Patel (2024)

Karlen Reed (2026)

Christine Reynolds (2024)

Quazi Sadruzzaman (2026)

Lois Wasoff (2026)

MINUTEMAN REGIONAL TECHNICAL HIGH SCHOOL DISTRICT

(Appointed for three years)

Steve Ledoux (2025)

APPOINTED BY THE SELECT BOARD

2229 MAIN STREET ADVISORY TASK FORCE

Paul Boehm (2026)
Courtland Booth (2026)
Frank “Rich” Feeley (2026)
Carolyn Flood (2026)
Kurt Herman (2026)
Pamela Hill (2026)
Gary Kleiman (2026)
David Ropeik (2026)
Karl Seidman (2026)

2229 MAIN STREET OVERSIGHT COMMITTEE

(Appointed for three years)
Ray Bruttomesso (2024)
Nick Pappas – Natural Resources Representative (2025)
Leonard V. Rappoli (2024)
Pamela Rockwell (2024)
Frederick D. Seward (2024)

AGRICULTURAL COMMITTEE

(Appointed for five years)
Liza Bemis (2026)
Carolyn Goethert (2024)
Melissa Maxwell (2024)
Dan Schmid (2023)
Stephen Verrill (2026)
Associate Members
Joe Rogers (2025)
Grace Scimone (2024)

BOARD OF APPEALS

(Appointed for three years)
Elizabeth Akehurst-Moore (2024)
Elizabeth Leonard (2026)
Theo Kindermans (2025)
Associate Members:
Thomas Swaim (2024)
Ravi Faiia (2026)

BRUCE FREEMAN RAIL TRAIL COMMITTEE

(Appointed for three years)
Marybeth Barker (2025)
Adrienne Boardman (2026)
Brian Crouse (2026)
Joanne Crowell (2026)
Dorcas Miller (2026)
Sam Stearns (2024)
Nathaniel Welch (2026)

CIVIL WAR MONUMENT TASK FORCE

Rick Frese (2023)
Catherine McGrath (2023)
Matthew McGrath (In memoriam)
Beth VanDuzer (2023)
David Wood (2023)

CONCORD 2025 EXECUTIVE COMMITTEE

John Arena III
Gary Clayton
Diana Clymer
Holly Cratsley
Henry Dane
Patricia Hopkins
Richard Loughin
Geoffrey Love
Robert Munro
Diane Proctor
Frederick Ryan
David Wood

CONCORD LOCAL CULTURAL COUNCIL

(Appointed for three years)
Amy Beamer (2025)
Betsy Levinson (2024)
Ha Richmond (2025)
Arthur Rogers (2026)
Anita Tekle (2025)

CONCORD HOUSING DEVELOPMENT CORP.

(Appointed for three years)
J. Raymond Andrews (2026)
Dan Drazen (2025)
Peter Lowitt (2025)
Julie McClure (2026)
Lee Smith (2026)

CONCORD MIDDLE SCHOOL BUILDING COMMITTEE

Alexa Anderson
Courtland Booth
Heather Bout
Frank Cannon
Peter Fischelis
Dawn Guarriello
Laurie Hunter
Patricia Nelson
Matthew Johnson
Charles Parker
Chris Popov
Matthew Root
Steven Stasheski

CONCORD MUNICIPAL AFFORDABLE HOUSING TRUST

Keith Bergman (2025)
Linda Escobedo (2024)
Frank Feeley (2024)
Michael Lawson (2025)
Kerry Lafleur (2025)

CONSERVATION RESTRICTION STEWARDSHIP COMMITTEE

(Appointed for three years)
Annemarie Altman (2026)
Richard Higgins (2025)
Mary Ann Lippert (2023)
Arthur Schwope (2024)

DIVERSITY, EQUITY, AND INCLUSION COMMISSION

Nancy Brown (2026)
Rose Cratsley (2024)
Andrea Foncerrada (2024)
Kristen Hagerty (2025)
Josh Lee (2025)
Robert Munro (2026)
Ji Orloff (2026)
Joe Palumbo (2026)
Jimi Two Feathers (2024)

ECONOMIC VITALITY COMMITTEE

(Appointed for three years)
Cato Anderson (2025)
John Boynton (2022)
Marie Foley (2024)
Ross Jacobson (2027)
Remon Karian (2026)
Michael Lawson (2025)
Mark Martines (2026)
Jennifer McGonigle (2026)
Dawn Rennert (2025)
Jennifer Schunemann (2024)
Debra Stark (2022)
Jan Turnquist (2025)
Steven Verrill (2026)
Beth Williams (2026)

FIBER BROADBAND COMPLETION TASK FORCE

Gordon Brockway (2022)
Scott Hopkinson (2022)
David Hesel (2022)
Gail Hire (2024)
Mark Howell (2022)

FINANCIAL AUDIT ADVISORY COMMITTEE

Courtland Booth (2024) School Rep.
Bruce Button (2026)
Arthur Fulman (2024)

HANSCOM FIELD ADVISORY REP.

Mark Giddings (2024)

HATS REPRESENTATIVES

Linda Escobedo SB Rep.

HISTORIC DISTRICTS COMMISSION

(Appointed for three years)
Peter Nobile (2023) Library
Luis Berrizbeitia (2024) Planning Board
Kate Chartener (2027) Museum
Paul Ware (2024) NRC
Melinda Shumway (2026) Select Board
Associate Members:
Katherine Mast (2028) Planning Board
Dennis Fiori (2026) Select Board
Timothy Whitney (2029)

HUGH CARGILL TRUST COMMITTEE

(Appointed for three years)
Robert Abraham (2024)
Katharine Berger (2025)
Elisabeth Brosens (2026)
Lucy Rosborough (2025)
Hester Schnipper (2026)

JUNCTION VILLAGE OPEN SPACE TASK FORCE

(Appointed for one year)
Harry Bartlett (2023)
Christa Collins (2023)
Sue Felshin (2023)
Robert Hartman (2023)
Carlene Hempel (2023)
Stephen Irza (2023)

LIBRARY COMMITTEE

(Appointed for three years)

Lindsay Howard (2025)

Laura Klein (2024)

Krysten Morganti (2025)

Sara Pacelle (2024)

Farhanah Sheets (2025)

Mary-Wren vander Wilden (2025)

PERSONNEL BOARD

(Appointed for three years)

Elizabeth Cobbs (2025)

Nancy Crowley (2022)

Joe Emerick (2025)

William Mrachek (2024)

Katherine Ryan (2025)

PERSONNEL STUDY TASK FORCE

(Appointed through annual town meeting 2023)

Joe Emerick (2025)

William Mrachek (2024)

Katherine Ryan (2025)

Pamela Talbot (2026)

PLANNING BOARD

(Appointed for five years)

Andrew Boardman (2026)

Sue Felshin (2027)

Mark Giddings (2027)

Kate McEneaney (2024)

Linda Miller (2025)

Haley Orvedal (2024)

POLLINATOR HEALTH ADVISORY COMMITTEE

(Appointed for one year)

Isabel Bailey (2024)

Mark Hanson (2023)

Stanley Lucks (2023)

Janet Rothrock (2024)

Christina Scherer (2024)

Lois Suarez (2025)

Steven Verrill (2024)

PEG ACCESS ADVISORY COMMITTEE

(Appointed for three years)

Cory Atkins (2024)

Vince Carlson (2025)

Irwin Hipson (2026)

Cynthia Rainey (2025)

Karlen Reed (2024)

PUBLIC CEREMONIES & CELEBRATIONS COMMITTEE

(Appointed for five years)

Michael Benn (2027)

Nancy Crowley (2027)

Alyssa Erhartic (2026)

Margaret Laneri (2025)

Holly Legault (2028)

Sue McCrory (2024)

Robert Norton (2025)

Nicholas Purinton (2027)

BOARD OF REGISTRARS

(Appointed for three years)

Connell A Benn (2023)

Anne Fortier (2024)

James Littlefield (2025)

Kaari Mai Tari, Town Clerk

SOLAR IMPLEMENTATION TASK FORCE

Dean Banfield (2024)

Gavin Colbert (2024)

Stephen Newbold (2024)

Charles Parker (2024)

Wendy Rovelli (2024)

Philippe Villers (2024)

TAX RELIEF COMMITTEE

(Appointed for three years)

Jack Clymer (2024)

Virginia McIntyre (2025)

Eric Van Loon (2023)

TRUSTEES OF TOWN DONATIONS

(Appointed for three years)

Eric Macy (2024)
Frederick Miller (2023)
Gavin Morrissey (2025)
Jennifer Ubaldino (2026)

WEST CONCORD ADVISORY COMMITTEE

(Appointed for three years)

John Cooley (2026)
Anna Feldweg (2025)
Lynda Ferrari (2024)
Nicole D. Hammond (2026)
Susan Mlodozeniec (2025)
Barbara Morse (2025)
Laura Payne (2025)
Amy Robinson (2024)
Ann Sussman (2024)

WEST CONCORD JUNCTION CULTURAL DISTRICT COMMITTEE

(Appointed for three years)

Carolyn Bottum (2024)
Helene Clayton (2025)
Edward Feather (2024)
Jennifer Hurley-Wales (2024)
Sue Lachance (2026)
Anne-Catherine Mauk (2025)

WHITE POND ADVISORY COMMITTEE

(Appointed for three years)

Cheryl Baggen (2022)
Josh Galper (2024)
Beth Kelly (2023)
Jeff Parker (2023)
Jim Ricker (2024)

WHITE POND TASK FORCE

Beth Kelly (2023)
Evan Ricker (2023)
Elissa Brown (2023)
John Colman (2023)
Karl Liebich (2023)
Jennifer Parker (2023)

APPOINTED BY TOWN MANAGER WITH APPROVAL OF THE SELECT BOARD

ASSESSORS, BOARD OF

(Appointed for three years)

Arry Charles (2025)
David Karr (2025)
Brendan O’Neil Kemeza (2026)
Mera Tilley (2024)
Yanni Tsitsas (2024)

COMPREHENSIVE SUSTAINABLE ENERGY COMMITTEE

(Appointed for three years)

Cheryl Baggen (2025)
Bradley Hubbard-Nelson (2024)
Jerry Frenkil (2025)
Karen Gibson (2024)
Sharon Jones (2024)
Michael McDonald (2024)
Janet Miller (2025)
Douglas Sharpe (2023)
Bob Shatten (2024)
Hany Teylouni (2023)
Nathan Bosdet – Planning Board Liaison

COMMISSION ON DISABILITY

(Appointed for three years)

Robert Andrews (2025)
Janet Beyer (2025)
Jennifer Brooke (2023)
Jean Goldsberry (2026)
Lloyd Price (2023)
Karen Young (2025)

HISTORICAL COMMISSION

(Appointed for three years)

Alan Bogosian (2025)
Michael Capizzi (2025)
Nancy Fresella-Lee (2026)
Nancy Nelson (2024)
Melissa Saalfield (2026)
Associate Member (Appointed for one year):
Francesca Cataldo (2024)
Ryan Hanley (2025)

NATURAL RESOURCES COMMISSION

(Appointed for three years)

Sarah Grimwood (2026)

Bill Kemeza (2025)

Gary Kleiman (2024)

Edward Nardi (2024)

Nick Pappas (2025)

TRANSPORTATION ADVISORY COMMITTEE

(Appointed for three years)

Norman Abbott (2024)

Michele Cardinal (2024)

Laura Davis (2024)

Kathleen Fasser (2024)

Mark Gailus (2025)

Marianna Hill (2026)

Dan Schragger (2024)

Phil Posner (2024)

Nick Pappas (2024)

APPOINTED BY TOWN MANAGER

CEMETERY COMMITTEE

(Appointed for three years)

Jerry Soucy (2025)

Priscilla Sturges (2026)

Brian Davidson (2025)

Rebecca Purcell (2024)

Rod Riedel (2024)

Geoff Walton (2024)

CLIMATE ACTION ADVISORY BOARD

(Appointed for three years)

John Bolduc (2023)

Gavin Colbert (2025)

Brian Crouse (2024)

Courtney Eaton (2024)

Bradley Hubbard-Nelson (2025)

Warren Leon (2023)

Paul Kirshen (2024)

Michael McAteer (2022)

Benjamin Slayden (2025)

Jake Swenson (2024)

CONCORD MUNICIPAL LIGHT BOARD

(Appointed for three years)

John Dalton (2026)

Alice Kaufman (2025)

Brian Foulds (2026)

Bianca Taylor (2026)

Leon Warren (2025)

COUNCIL ON AGING BOARD

(Appointed for three years)

Harold Carmel (2026)

Grazia de la Cruz (2025)

Julia Gallagher (2026)

Kathryn Hanley (2025)

Christina Kendrick (2027)

Paul Levine (2026)

Theresa Stokes (2027)

Tracey Zellmann (2027)

Susanna Bedell (2025)

HEALTH, BOARD OF

(Appointed for three years)

Jill Block (2024)

Mark Haddad (2024)

Kurt Herman (2025)

Randy Kring (2025)

James Whalen (2026)

PUBLIC WORKS COMMISSION

(Appointed for three years)

David Delong (2026)

Andrea Solomon (2024)

James Terry (2024)

Sven Weber (2025)

RECREATION COMMISSION

(Appointed for three years)

Paul Boehm (2025)

Matt Boger (2025)

Peter Funkhouser (2026)

Philip Griffiths (2025)

James Howard (2024)

APPOINTED INDIVIDUALS

GENERAL GOVERNMENT

Town Manager
Deputy Town Manager
Inspector of Animals
Building Commissioner
Inspector of Wires
Plumbing & Gas Inspector
Public Health Director
Town Counsel
Workers' Compensation Agent

Kerry Lafleur
Megan Zammuto
Gabrielle P. White
Paul Creedon
Jack Alesse
Wayne Caldwell
Melanie Dineen
Mina Makarious
Jessica Porter

PUBLIC SAFETY

Emergency Management Director
Chief of Police/Constable
Constable

Animal Control Officer
Assistant Animal Control Officer
Fire Chief/Fire Warden
Municipal Right to Know Coordinator

Thomas Judge
Thomas Mulcahy
Joseph Topol
Robert P. DiRenzo, Jr.
Jennifer Condon
Donna DeWallace
Thomas Judge
Thomas Judge

PUBLIC WORKS & LIGHT PLANT

Public Works Director
Superintendent of Light Plant
Town Engineer
Water & Sewer Superintendent
Highway & Grounds Superintendent

Alan Cathcart
David G. Wood
Steve Dookran
Jeff Murawski
Aaron Miklosko

COMMUNITY DEVELOPMENT

Hanscom Field Advisory Committee Rep.
MAPC Representative
MBTA Advisory Board
Tree Warden

Mark Giddings
Keith Bergman
Mark Howell
Aaron Miklosko

SCHOOLS

Superintendent of Schools

Dr. Laurie Hunter

HUMAN SERVICES

Senior Services Director
Library Director
Recreation Director
Registrar of Veterans' Graves
Veterans' Agent/Director of Veterans' Services
Burial Agents
ADA Coordinator
Community Services Coordinator

Eileen Bogle
Emily Smith
Anna McKeown/DJ Fimiani (Interim)
Harold Nichols
Richard F. Krug
Charles W. Dee & Richard F. Krug
Jessica Porter
Bonnie Wilbur

FINANCE

Town Appraiser
Town Accountant
Assistant Town Accountant
Town Clerk
Assistant Town Clerk
Treasurer/Tax Collector/Finance Director
Assistant Treasurer

R. Lane Partridge
Mary Barrett
Erin Mulcahy
Kaari Mai Tari
MaryLou Carney
Gail Dowd/Anthony Ansaldi
Richard P. Delorey

SELECT BOARD



L-R: Henry Dane, Chair; Mary Hartman, Clerk; Terry Ackerman, Mark Howell, Linda Escobedo, with Congresswoman Lori Trahan

The Select Board entered 2023 with Matt Johnson as Chair, Terri Ackermann as Clerk and Linda Escobedo, Mary Hartman and Henry Dane as members. At the conclusion of the Annual Town Meeting, Mr. Johnson retired from the Board and Henry Dane was elected as Chair, Mary Hartman as Clerk and Mark Howell joined as the Board's new member. Starting with the new fiscal year, the Board made a concerted effort to keep discussion focused on items on which it was ready to act, to keep meetings at an efficient duration and to post agendas and materials at least a week prior to each meeting. The meeting dates and submission deadlines were posted on the Town website, and we made considerable progress in meeting our administrative goals.

The Select Board is, by way of analogy, the Board of Directors of the Town. Its five members are chosen at the Town Election in April to serve for staggered three-year terms. The Town Charter, Bylaws, and the General Laws of Massachusetts grant the Select Board broad powers to govern the Town. It appoints and supervises more than 40 boards and committees, is the primary policy-making body of the Town for management, the provision of services and economic development. Like a typical Board of

Directors, it is responsible for the appointment of and evaluation of the Town's chief executive officer, the Town Manager. The Board recommends the budget at the Annual Town Meeting, determines the placement of Articles on the Warrant, approves the reorganization of Town departments, provides oversight for matters in litigation, and acts on licenses and permits. The Select Board also enacts Rules and Regulations for such matters as traffic control and parking.

The following is a partial list of matters coming before the Board during the past year:

Opposition to the expansion of Hanscom Field Private Jet Facilities which has included both advocacy and engagement of Special Counsel to pursue Freedom of Information requests from Massport and joining with adjacent towns in sending a letter of opposition to the Governor.

In support of the Town's 2025 Executive Committee, pursuing efforts at the Federal, State, and local levels to obtain financing to support the Town's celebration of the 250th Anniversary of the American Revolution, to ensure public safety and

accommodation, and to direct the focus of the event.

Management of Litigation regarding public access to Estabrook Road which resulted in a Decision of the Land Court in favor of the Town; and response to Appeal filed by the property owners which is awaiting hearing before the Appeals Court at the time this report is being written. In this and other pending legal matters, we have been careful to manage the costs incurred while still protecting the interests of the Town.

Adoption of Hazard Mitigation Plan presented by the Town's Public Safety agencies.

Adoption, under statutory authority granted to the Board, of a Residential Tax Exemption of 10 percent for Fiscal Year 2024. Under this program, a portion of residential property tax assessments is shifted from eligible homes assessed below approximately \$2.1 million to those above that value. All owner-occupied homes are eligible, and the most significant benefit is to owner-occupied properties with the lowest assessed values.

Worked with the Planning Board on the MBTA Zoning Initiative to minimize the negative effect of the proposed zoning changes.

Review and comment on Comprehensive Permit (Ch. 40B) applications for two large multi-family projects for Baker Avenue and Forest Ridge Road.

Review and approve Fiscal Year 2024 Select Board, Town Manager and Department goals.

Review and approve spending priorities to implement the Housing Production Plan.

Review and support a new Personnel Policy resulting from the work of the Personal Study Task Force.

Licensing of two new restaurants: West Village Tavern and Bandoleros.

Appointed the Solar Implementation Task Force, following a unanimous vote at the 2023 Annual Town Meeting to urge the Select Board to establish the Task Force.

Provide funding authority for consulting and legal services to the 2229 Main Street Advisory Task Force.

Authorize Town Manager to withdraw from the Acton Concord Regional Emergency Communications Center.

Discussed Warrant Article for Town Meeting Study Committee to be appointed by Moderator.

TOWN MANAGER

For the Town of Concord, the year 2023 continued to be a year of transition and opportunity, and one in which we welcomed several new staff members and bid farewell to a few veterans. The year opened with the usual flurry of activity which surrounds annual budget development and planning for the 2023 Annual Town Meeting. In addition to this activity, the Office was very much involved in the new Non-Union Classification and Compensation Study, a joint effort with the Department of Human Resources and the Personnel Board. As a part of this work, the Town contracted with GovHR USA, LLC, a certified woman-owned business providing human resources consulting and organizational analysis consulting services for local governments. In conjunction with our in-house team, GovHR evaluated all one hundred eighty-five (185) non-union positions, using a Job Analysis Questionnaire which served as the basis for an internal equity hierarchy. It next sought to determine external equity and market competitiveness through an analysis of salaries offered by twenty (20) peer communities for municipal positions, and nine (9) additional peer communities for covered positions at the Concord Municipal Light Plant. The end result was a thoughtful, comprehensive and equitable pay plan, which was adopted by Town Meeting, and even though long overdue, has already proven to be serving the Town of Concord well.

In the Winter, the Town learned that the Commonwealth had contracted with the owners of the Best Western Motel and would be establishing it as a shelter for homeless migrants awaiting permanent housing placement. While the news took us by surprise, we were able to quickly establish lines of communication with our State partners to develop an implementation model that has since been praised by Governor Healey. Staff in our Department of Planning and Land Management (DPLM) and Department of Human Services (DHS), as well as the administration within Concord Public Schools (CPS) were particularly instrumental in aiding the shelter's on-site service provider, particularly in its early days. Through cooperative efforts and the generosity of

Concordians, shelter residents have been provided with basic necessities, clothing, shoes, winter gear, and school supplies. Board of Health and Recreation staff were able to team up with local health care providers to offer health screenings and vaccinations so that school age children living at the shelter could enroll in the Town's summer camp program. Our Recreation Department was also able to offer summer employment to several of the older children who were able to assist campers with any language barriers.

In the spring, we were able to send a contingent of staffers to Washington, DC to attend Congresswoman Lori Trahan's Third District Day, the first one since the Covid Pandemic. This provided an opportunity to meet with the Congresswoman and her DC staff to advocate on behalf of issues of community importance. Throughout 2023, the Town has invested significant time in growing relationships with our state and federal delegation and staff and advocating on behalf of residents. In May, we broke ground on the long-awaited new Concord Middle School, and by the end of the year, the building was "out of the ground." To date, the project is generally running on time and is within budget, despite the continued issues with labor shortages and the supply chain.

In the summer, the Select Board, upon the recommendation of staff decided to withdraw from the Acton-Concord Regional Dispatch District, having determined that participation in the Acton-Concord Regional Emergency Communications Center was no longer in the best interests of the Town, directed the Town Manager to take all necessary actions in consultation with Town Counsel to terminate the Regional 911 Emergency Communications District Agreement with the Town of Action dated May 27, 2021. Notice was provided to the Town of Acton and no response was received.

In the Fall, we received a visit from members of our Sister City- Nanae, Japan. This year's delegation was focused on education, including teachers and students who were able to stay with host families. In addition, the Town was able to hold a joint

meeting with the Nanae Mayor for the purpose of signing a joint Resolution in celebration of the 25th Anniversary of our formal relationship.

As we reflect back upon the year, we are grateful for the process and advancements made in many areas, but specifically:

Affordable Housing: funding that was previously set aside for the withdrawn Junction Village development application was transferred by Town Meeting to the Concord Municipal Affordable Housing Trust, increasing its fund balance to approximately \$2.75M. These funds are now available to support other affordable housing initiatives, including initiatives being undertaken by both the Concord Housing Development Corporation (CHDC) and the Concord Housing Authority (CHA).

Diversity, Equity, and Inclusion (DEI): continuing the work begun in previous years, the Town strengthened its relationship with the DEI Commission, whose charge is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. To that end, the Town contracted with a DEI Consultant, committed to complete a strategic action plan, and provide training to board and committee members and for staff in all departments.

Partnership with the business community: the Town and business community were able to work collaboratively to document the need for and to hire the community's first Economic Vitality Manager who is charged with providing professional, technical, and administrative work in support of economic development efforts for the Town of Concord by promoting the preservation and growth of Concord's business districts and tourism-related development opportunities. This work includes research and analysis related to the attraction, recruitment, and retention of new businesses, commercial entities, and related activities. The Economic Vitality Manager, along with both the Town Manager and Deputy Town Manager regularly attend the monthly meetings of the Concord Business Partnership and meet quarterly with the leadership of the Concord Chamber.

We are grateful for the many community events that we were able to host this past year, including two first ever events, in the spring. In April, neighbors and friends came together to celebrate the birthday of Concord's own Ellen Garrison, an African American educator, abolitionist, and early Civil Rights activist. Later in June, the community again joined in force to raise the Juneteenth flag on the flagpole in the center. In addition to these "firsts," throughout the year, we were able to participate in many other treasured community events including: the Patriots Day Parade, a time honored tradition; the Holocaust Remembrance Ceremony; a modified "Drop-off, Swap-off," Porchfest, Egg Hunt, Shamrock Ball, Trunk or Treat, Turkey Trot, and finally our very popular holiday events- the Holiday Stroll and Chanukah Celebration. Due to inclement weather, our Tree Lighting was cancelled, but fortunately since Santa was already enroute, he was able to make a special appearance at the Hunt Gymnasium which served as the host for a modified indoor celebration.

From a staffing perspective, we welcomed the following new staff members:

Town Manager's Office:

- Eileen Blanchette, Executive Assistant to the Town Manager;
- Mimi Graney, Economic Vitality Manager;
- Jessica Porter, Assistant Town Manager/ Director of Human Services; and
- Megan Zammuto, Deputy Town Manager/ Director of Planning & Land Management.

Senior Management Team:

- Anthony Ansaldi, Chief Financial Officer

We also bid a fond farewell to Amy Foley, Human Resources Director, and Marcia Rasmussen, Director of Planning and Land Management, who retired from service in April and May respectfully. We thank both for their dedicated service to the Concord community and wish both much success in their future endeavors.

In 2023, and in accordance with the previously adopted plan, the Town made the following FY24 allocations from the approximately \$5.6M in grant funding received through the American Rescue Plan Act, funding to aid in the recovery from the pandemic.

A total of \$1,320,000 was committed for the following items:

FY24 Target:	\$	1,320,000		
Amount	Description	Justification	Town Priorities	
\$ 500,000	250th Celebration: To pay for expenses of the 250th Anniversary Celebration Commemorating the historic battles of Concord and Lexington.	To pay for expenses of the 250th Anniversary Celebration Commemorating the historic battles of Concord and Lexington.		
\$ 150,000	Level 3 Charging, Public Safety: Installation is needed to make efficient use of the department's electric fleet. In accordance with the Fleet Electrification Study.	Installation is needed to make efficient use of the department's electric fleet. In accordance with the Fleet Electrification Study.		Sustainability
\$ 150,000	Facilities Study: Town appropriated \$150,000 in 2014 for a CPW Feasibility Study, and is now positioning itself to move forward. On a parallel path, the Town would also like to explore options for Public Safety. Project funding will be combined to explore all options relative to both facilities.	Town appropriated \$150,000 in 2014 for a CPW Feasibility Study, and is now positioning itself to move forward. On a parallel path, the Town would also like to explore options for Public Safety. Project funding will be combined to explore all options relative to both facilities.		Capital
\$ 130,000	Park Improvements: Emerson Basketball & tennis court rehabilitation; Rideout Basketball & tennis court rehabilitation. Projects eliminated from CIP due to lack of resources.	Emerson Basketball & tennis court rehabilitation; Rideout Basketball & tennis court rehabilitation. Projects eliminated from CIP due to lack of resources.		Capital
\$ 100,000	Stormwater Management Fund: Evaluate feasibility of creation of fund. Revenue to fund future stormwater infrastructure maintenance and improvements.	Evaluate feasibility of creation of fund. Revenue to fund future stormwater infrastructure maintenance and improvements.		Sustainability; Capital
\$ 100,000	Municipal Buildings Energy Audit: Working with a vendor, explore options for energy efficiency and implement recommendations. This funding to be combined with the remaining Sawyer Trust Funds (approximately \$75,000)	Working with a vendor, explore options for energy efficiency and implement recommendations. This funding to be combined with the remaining Sawyer Trust Funds (approximately \$75,000)		Sustainability
\$ 75,000	DEI Initiatives: Advancing initiatives identified by the DEI Commission & the Town's DEI Consultant	Advancing initiatives identified by the DEI Commission		SB: C1-3; TM 2
\$ 50,000	Water Due Diligence: Town is investigating the feasibility of joining MWRA, the cost of which would be borne by the Water Enterprise Fund. Approximately 95% of residents are served by municipal water, but 5% are not for a variety of reasons. Funds would be used to determine the feasibility of providing municipal water to remaining residents.	Town is investigating the feasibility of joining MWRA, the cost of which would be borne by the Water Enterprise Fund. Approximately 95% of residents are served by municipal water, but 5% are not for a variety of reasons. Funds would be used to determine the feasibility of providing municipal water to remaining residents.		Sustainability; Capital
\$ 40,000	GIS: Additional data gathering and development.	Additional data gathering and development.		Sustainability; Capital: Economic Vitality
\$ 25,000	Municipal, Strategic Planning: Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.	Demand for increase in municipal services is tremendous. The organization has grown fast; segments are disconnected and sometimes siloed. Continued review of organization structure to better position for success. Collaboration building and development of common/ shared goals.		SB: A; TM 1
\$ 1,320,000	Total			

As we look forward to 2024, we are encouraged and inspired by Concord's continued resilience and our collective commitment to working together to ensure that our community remains one that is responsive, inclusive, healthy and safe.

INFORMATION TECHNOLOGY

Jason Bulger,

The Technology department's mission is to:

1. Provide strategic technology vision and leadership to the Town of Concord
2. Provide secure, reliable information systems and technology to support all Town entities
3. Work with all departments and enterprises to support and improve business functions through the adoption and advancement of technology

IT Operations

In 2023, the Department continued to expand the services offered to Town Departments and Divisions by enhancing partnerships and setting up dedicated on-site resources. This allowed staff to have point-people where they could turn when they needed assistance and get speedier resolutions to their issues. While we continue to have a third-party Managed Service Provider to assist the Town with helpdesk tickets, internal staff played a larger role in performing adds, moves, and changes throughout the year.

Despite a steady move toward cloud operations, the Town of Concord maintains approximately 46 on-premises servers and 400 end-user devices in support of operations. We saw the replacement or retirement of 7 servers in the last year, and the deployment of over 80 workstations (laptops, desktops, or all-in-one computers). The Information Systems Technicians have done a tremendous job supporting end users by providing equipment in a timely manner and supporting these devices throughout their lifecycle and when issues arise. Around 5,000 tickets were managed by internal staff and our managed service provider partner, with the Town maintaining its own service board to track work by staff.

The vacant Business Systems Analyst position was filled by an internal candidate who has done a fantastic job assisting with Office 365 and Munis migrations along with helping multiple departments streamline and improve workflows.

Security continues to be an area of concern as malicious actors increasingly see state and local governments as easy targets for network penetration and ransomware. Concord received a third year of a grant for cybersecurity awareness training, which both lowered our insurance liability and helped end users better identify threats they face. The Town has worked to increase compliance through its use of Microsoft's data loss prevention tools and other security policies.

GIS

Concord GIS (Geographic Information Systems) hired two GIS Analysts, which were existing, vacant positions this year. Tristan Boyd joined the team in January, and Heather Bhowmick in March. Both Tristan and Heather have settled in very nicely with the team and are supporting projects from public works to public safety.

Throughout 2023, the GIS Team has worked on expanding the GIS services provided to the Town. We have worked with several different departments to assist with field data collection applications, which can help teams to record and visualize where their assets are throughout the Town and collect important data points from the field. We have also created dashboards based on the collected field data to allow staff to quickly process and understand the data being recorded. The GIS Team has continued to support our Town departments with their regular mapping and data requests and projects throughout this time as well, of course.

The GIS Team has also been exploring some advanced geospatial products for various Town initiatives, such as automating iterative processes, using GPS location tracking to create new layers, and working with 3D data and analyses. We hope to use these advanced applications of GIS more frequently in the future!

GIS staff held several staff and public workshops and training sessions to help people better understand and utilize these resources, and they responded to many requests for maps and data in a timely manner. The work of the GIS staff is hugely appreciated by the Technology Department and other Town staff.

MINUTEMAN MEDIA NETWORK

Minuteman Media Network (MMN), which was formally rolled into the Technology Department in 2022, consists of a Media Manager, a Production Manager, a Senior Producer/Education Coordinator, and 5 part-time videographers. In October 2023, MMN welcomed a new Media Manager, Julie Manoogian. Julie is a seasoned public access professional, having previously worked in the towns of Lexington and Bedford.

As a municipal cable access or PEG station (Public, Education, Government) our mission is to provide media coverage of Town meetings and events to keep residents informed, educated and entertained.

1. On television, public programs are broadcasted on Comcast channel 8; government programs are broadcasted Comcast channel 9; and education programs are broadcasted on Comcast channel 22. In total, these PEG channels broadcasted over 700 programs in 2023.
2. Online, the Minuteman Media YouTube channel (<https://www.youtube.com/MinutemanMediaNetwork>) streamed over 8,000 hours of content, with the number of subscribers growing to over 1,200.

A majority of our media coverage is government meetings, requested by Town departments, boards and committees. This includes in-person meetings and Zoom recordings.

Outside of government meetings, we produced original videos about our Town. This year's programming highlights included CCHS Graduation, Concord Library's 150th Celebration, Concord 250th Stand Up for Ellen Garrison, Honor for George Washington Dugan, Bruce Freeman Rail Trail Grand Opening, Concord Middle School Topping Off Ceremony, and the CCHS Prism Concert. We continued our "Open for the Season" series with a feature on Scimone Farms. In our MMN studio, we created new episodes of our original show "Local Look," which focuses on Town governance. We also filmed events for our community partners, such as the League of Women Voters and the Concord Museum.

In October, Minuteman Media won an industry award from The Alliance for Community Media. Our original video called "Carlisle Castle Park Playground Build" took home an award in the Educational Program Category. You can watch the award-winning video here: minuteman.media/castlepark

We also finished upgrading our camera and production equipment in the Ripley Building, which is used to record Concord-Carlisle Joint School Committees twice a month. This results in a much higher video quality for those watching meetings and events filmed there.

At year's end, we initiated collaboration with the Concord-Carlisle High School principals and the Superintendent. We look forward to opening our doors to high school students as a hub to learn about video production, editing, and podcasting. Similar to the high school radio station, our media center will become part of the Flex Block system where students can work on their creative projects during regular school hours.

Conclusion

In addition to supporting operations and staff, we always welcome collaboration, input, and feedback from citizens. Use the Town website to get in touch. <https://concordma.gov/2335/Minuteman-Media-Network-MMN>



SUSTAINABILITY

Eric Simms, Sustainability Director

The Town of Concord has a long history of progressive thought and action regarding sustainability, resulting in the ambitious goals found in Sustainable Concord, the Town's first comprehensive climate action and resilience plan launched in 2020. The Town is committed to reducing community-wide greenhouse gas (GHG) emissions by 80% by 2050 based on a 2008 baseline in alignment with the Paris Climate Accord and the Massachusetts Global Warming Solutions Act. Working in partnership with a broad spectrum of Town departments, committees, residents, businesses, and other stakeholders, Concord's Sustainability Division is responsible for developing and implementing programs, policies, and initiatives to achieve the Town's climate and sustainability goals.

The arrival of 2023 brought with it a new Sustainability Director for Concord. Eric Simms began his role as Director in December of 2022, and spent 2023 advancing continuing projects and initiatives, as well as exploring new opportunities to support Concord's greenhouse gas emission reduction and sustainability goals. Eric leverages his background in the natural sciences, and 20 years of experience building cross-disciplinary relationships in higher education, to work with various stakeholders in Concord and the greater Boston region to keep Concord at the forefront of creative solutions to climate-related energy and environmental challenges.

Committees are an important resource for supporting Town sustainability efforts, and 2023 included some noteworthy events regarding sustainability-related committees. Early in the year, the former Climate Action Advisory Committee (CAAB) and the Comprehensive Sustainability and Energy Committee (CSEC) merged to form the single Climate Action Committee (CAC) to more efficiently advance the goals of the Climate Action and Resilience Plan. The responsibilities of the CAC include reporting on progress towards reducing greenhouse gas (GHG) emissions;



A Concord resident prepares for an electric vehicle test drive.

developing tools, programs, and policies to educate and engage residents and businesses about sustainable best practices; and identifying climate vulnerabilities and adaptation strategies. An important task that the CAC began in coordination with the Sustainability Director this year was creating an updated inventory of Concord's greenhouse gas emissions that is expected to be completed in Spring 2024. Also of note was the creation of the Municipal Solar Implementation Task Force (STF) at 2023 Annual Town Meeting, which supports and accelerates CMLP efforts to increase municipal solar energy production and storage to achieve the Town goal of 20MW of solar production by 2030. The STF has worked to identify both short- and long-term opportunities for solar projects and intends to seek funding for one or two short-term projects at 2024 Town Meeting.

Important progress was made in 2023 regarding policies for the electrification of buildings in Concord, a key strategy to reducing the use of fossil fuels and greenhouse gas emissions. At 2023 Annual Town Meeting residents voted in favor of Concord adopting the new MA Specialized Stretch Building Code, which sets higher energy efficiency standards for new residential and commercial building construction and encourages building electrification instead of using fossil fuels. Perhaps most notable for building policies was the formal acceptance of Concord as a pilot community in the MA Dept. of Energy Resources (DOER) Fossil Fuel Free Building Demonstration Program in December 2023. As a participant, Concord will be one of only ten MA communities that will prohibit the use of fossil

fuels in new residential and commercial building construction, superseding the new MA Specialized Stretch Building Code. The impacts of this policy will be both immediate and long-term, given that 1) buildings constructed now using fossil fuels for energy will likely be in service and generating greenhouse gases for decades to come, and 2) currently 99% of the electricity CMLP purchases is carbon-free, so the energy used for electrified buildings in Concord is also not contributing to fossil fuel use. Based on feedback from DOER during the approval process, an article has been submitted for 2024 Town Meeting to amend the program bylaw to include major renovations and affordable housing, which would more closely align the bylaw with DOER regulations and the bylaws of other participating communities. The process to participate in this program was initiated in 2021 and the Town is excited to finally see this effort realized. Additional efforts supporting building electrification included hosting two building code training workshops in partnership with Lexington and Acton for area building inspectors and other stakeholders, hosting an energy efficiency forum for commercial property owners with the Concord Business Partnership, and starting the process of conducting deep energy audits for municipal buildings.

Electrifying transportation is another top priority for reducing Concord's greenhouse gas emissions. At the close of 2023 the Town had the second highest percentage (13.8%) of zero-emission and hybrid vehicles registered in the Commonwealth, according to the MassDOT Vehicle Census. In partnership with CMLP and Energy New England, the Sustainability Division hosted a Concord Drives Electric EV event in October 2023 that featured over a dozen EV dealers and an owners showcase, resulting in 128 test drives and several dozen different EV models represented. The Town continues to add BEV and PHEV vehicles to the municipal fleet via our 'EV First' policy as existing vehicles are replaced, and to look for opportunities to expand our growing fleet of electric school buses. Public EV charging was taken to the next 'level' with the installation of two Level 3 rapid charging stations at Rideout Park to replace the existing Level 2 chargers, and a University of New Hampshire Sustainability Fellow is expected to focus

on developing strategies for enhancing public and municipal charging in Summer 2024.

Several efforts to support the Town's preparedness for the impacts of climate change were undertaken this year. As an extension of the 2022 Town Hazard Mitigation Plan update, a workshop was conducted with the Metropolitan Area Planning Council (MAPC) to use the Envision sustainability framework and rating system to help identify criteria for potential new site locations for a Concord Fire/Police facility through a sustainability lens.

Sustainability also coordinated with Concord Public Works on launching two key elements of climate resiliency for the Town: 1) the development of a stormwater utility, which is designed to provide dedicated funding for required stormwater management infrastructure, and 2) the development of an Integrated Water Resources Plan, which will result in a comprehensive set of strategies to effectively manage drinking water, stormwater, and wastewater for Concord. The latter effort included organizing a Water Resources Public Forum in December 2023 to share the current state of water resources with residents and discuss current and anticipated challenges and solutions.

Interest in food composting continued to grow over the past year. Use of the two public food waste composting drop-off locations supported by the Town increased, resulting in the addition of an extra bin at each location to accommodate increasing volume, and food composting also continues to occur in municipal and school buildings. As of the close of 2023, 500 Concord residents are employing private curbside food compost pick-up, with an average of 2 tons collected per week and an estimated 353 tons collected since 2019 (source: Black Earth Composting). The Town will continue to explore additional models to increase residential and commercial food composting and significantly reduce the amount of solid waste sent to landfills.

FACILITIES DEPARTMENT

Ryan Orr, Director

The Facilities Division is responsible for maintaining, preserving, and improving twenty-four Town-owned buildings, totaling 600,000 square feet, while also maintaining open spaces, public bathing beaches, and recreational playgrounds. This includes custodial services, building maintenance and repairs, landscaping, support of capital projects and day-to-day project management for new construction and major renovations. The Division manages funding for the operation and maintenance of many of the Town's aging facilities.

The goal of the Division is to maintain healthy, comfortable buildings and productive environments for all who work in and use these facilities. These include Town offices, parks and playgrounds, park facilities, the Town Visitor Center, and more. In 2023, the Facilities Department transitioned from being managed within the Town Manager's Office to becoming an important division within Concord Public Works.

Accomplishments

The Facilities Division was once again able to provide a high level of service to all Town departments in 2023. Facilities staff responded to and completed 785 routine and preventative maintenance work orders. The Division has completed over 2000 service calls since the work order system was implemented in 2019. A diverse and multi-faceted maintenance crew performed ongoing repair work in Town facilities including electrical, HVAC and plumbing systems, as well as carpentry, drywall repair, painting, roofing, and window repair. Other services provided include snow and ice removal at building entrances, grounds maintenance and set up for Town Meeting. The staff responded to emergency calls and coordinated all annual state elevator, boiler, and compressor inspections, and fire alarm and sprinkler testing.

In 2023, the Facilities Custodial staff created a regular schedule for carpet cleaning and waxing floors and provided daily routine maintenance including floor care, dusting, restroom cleaning/sanitation, trash

removal, and recycling for Town buildings.

Renovations and Improvements

The Facilities team took the lead on relocating the Human Resources Department from the Town House to new offices established at 55 Church Street. In April of 2023, immediately prior to this relocation, the new office area received finish upgrades to the flooring and furniture upgrades. The former Human Resources space and kitchen on the second floor of the Town House was renovated, creating four new offices and a kitchenette in May of 2023. Facilities staff also designed and constructed the build-out of two offices at the Hunt Recreation Center and completed the White Pond Improvements project in June of 2023.

Maintenance

The maintenance crew performed ongoing repair work on facility electrical, HVAC and plumbing systems, and completed carpentry, drywall repair, painting, roofing, and window repair projects. Facilities staff oversaw the installation of a new modified roof system on CPW's administrative building located at 133 Keyes Road while also installing a new retractable reel system for the industrial air compressor system and made lighting system upgrades in the Mechanic Shop located in the operations garage in this same facility. Crews also installed new condensers and air source heat pumps and upgraded lighting at Facilities building located 37 Knox Trail. Staff also provided time-sensitive support on various mechanical systems associated with the Beede Swim & Fitness Center, including the replacement of heat exchangers and associated pumps.

2023 ANNUAL TOWN MEETING

May 1, 2023

The Annual Town Meeting of 2023 was held in the Gymnasium and Auditorium of the Concord Carlisle Regional High School on April 30 and May 1, 2023, pursuant to a Warrant signed by the Select Board on January 26, 2023 with the signed return of service on January 26, 2023 as inspected by the Town Moderator. The Warrant was posted at the required locations at least seven days before the meeting.

Town Moderator Carmin Reiss called the meeting to order at 1:02 pm, having determined that the return of service on the Warrant was in order and a sufficient number of voters were present.

A total of 728 voters were in attendance on Sunday, April 30th. Ms. Reiss thanked Superintendent Hunter, Co-Principals Miller and Stahl and faculty of the High School for accommodating the meeting. The meeting was broadcast live over Minuteman Media Network and WIQH 88.3 FM radio.

Fire Chief Tom Judge reviewed evacuation procedures in the gymnasium and auditorium in the event of an emergency. Ms. Reiss thanked Chief Judge and Chief Mulcahy and the Officers of the Police Department present during the meeting.

Upon a motion made by Mr. Johnson and duly seconded, Ms. Flood was elected as Deputy Moderator who would carry out the duties of the Moderator if she was unable to serve. She was duly sworn in by the Moderator.

Ms. Reiss introduced Michael Lawson as the Town Meeting resource person.

Ms. Reiss appointed Mr. Fisher as Head Teller, Mr. Carr was appointed as Head Ballot Supervisor, and Mr. Sommer was appointed as Assistant Ballot Supervisor. Tellers and Ballot Counters were sworn in by the Moderator and thanked for their service. Ms. Reiss thanked Town Staff, Town Counsel, Minuteman Media Network, Thistle

Communications, Stephanie Farrell (Stenographer for closed captioning), and gave special thanks to Chris Carmody and Donna MacIntosh as Town Meeting Coordinators.

A customary moment of silence was held during which Ms. Reiss reminded Town Meeting attendees of their responsibilities as the Town's legislators and the importance of civility.

On a motion duly made by Mr. Johnson and seconded, it was voted that reading of the warrant and the return of service be omitted.

On a motion duly made by Mr. Johnson and seconded, it was voted that no new business be taken up after 5:30 pm and that when the meeting is adjourned, it be adjourned to Monday, May 1st at the Concord Carlisle High School beginning at 7:00pm.

ARTICLE	SUBJECT	ACTION TAKEN
1	Choose Town Officers	No action taken
2	Hear Reports	Passed unanimously
3	Meeting Procedure	Passed unanimously
4	Ratify Personnel Board Classification Actions	Passed unanimously
5	New Classification & Compensation Plan for Regular-Status Positions	Passed by a clear majority
6	Amended Classification & Compensation Plan for Regular-status Positions	No action taken
7	Use of Free Cash	Passed unanimously
8	FY2023 Town Budget Line-Item Adjustments	No action taken
9	FY24 Town Budget	Passed by a substantial majority
10	DEI Director – by petition	Passed by a substantial majority
11	Capital Improvement Plan	Passed by well more than 2/3 majority under the Consent Calendar
12	OPEB Trust Fund Appropriation	Passed unanimously
13	OPEB Trust Fund Expense	Passed unanimously
14	Community Preservation Act Appropriation Recommendation – Concord Municipal Affordable Housing Trust	Passed unanimously
15	Minuteman Regional Technical High School District Budget	Passed unanimously
16	Concord-Carlisle Regional High School Budget	Passed by a clear majority
17	Concord Public Schools Budget	Passed by a clear majority
18	Concord Public Schools Capital Projects	Passed unanimously

ARTICLE	SUBJECT	ACTION TAKEN
19	Concord Public Schools Capital Projects – Fields and Landscaping	No action taken
20	Appropriation to Middle School Stabilization Fund	Passed unanimously
21	Light Plant Solar Expansion – Middle School	Passed by well more than 2/3 majority under the Consent Calendar
22	Municipal In-Town Solar Generation Task Force – by Petition	Passed unanimously
23	Adopt Specialized Stretch Energy Code	Passed by a substantial majority
24	Light Plant Expenditures & Payment in Lieu of Taxes	Passed unanimously
25	Appropriation for 250th Anniversary Celebration	No motion made
26	Community Preservation Committee Appropriation Recommendations	Passed by well more than 2/3 majority under the Consent Calendar
27	Community Preservation Act – Rescind and Reappropriate Funds	Passed unanimously
28	Community Preservation Act Appropriation Recommendation – Concord Municipal Affordable Housing Trust	Passed unanimously
29	Transfer of Housing Funds	Passed unanimously
30	162 Plainfield Road Easement	Passed unanimously
31	Beede Swim & Fitness Center Enterprise Fund Expenditures	Passed unanimously
32	Demolition Review General Bylaw Amendment	Passed unanimously
33	Zoning Bylaw Amendment – Restaurant – Prohibited Uses – Parking	Passed by more than 2/3 majority and nearly unanimously
34	Zoning Bylaw Amendment: Mobile Food Establishment	Passed by more than 2/3 majority and nearly unanimously

ARTICLE	SUBJECT	ACTION TAKEN
35	Zoning Bylaw Amendment: Combined Business/Residence	No action taken
36	Update Concord Noise Bylaw – by petition	No action taken
37	Prohibition of Gas-powered Leaf Blowers – by petition	Passed by well more than 2/3 majority under the Consent Calendar
38	Solid Waste Disposal Fund Expenditures	Passed unanimously
39	Sewer System Expenditures	Passed unanimously
40	Sewer Improvement Fund Expenditures	Passed unanimously
41	Water System Expenditures	Passed unanimously
42	Authorize Expenditure from PEG Access & Cable-Related Fund	Passed unanimously
43	Annual Appropriation of Parking Meter Receipts	No action taken
44	Authorize Expenditure of Revolving Funds Under Mass. Gen. Laws C. 44, §53E1/2	Passed unanimously
45	Unpaid Bills	No action taken
46	Debt Rescession	No action taken

Article 2 HEAR REPORTS

Affirmative Action Recommended By: Select Board
Motion: That the Town accept the 2023 Annual Report.
Reason: Routine, non-controversial action.

Article 3 MEETING PROCEDURE

Affirmative Action Recommended By: Finance Committee, Select Board
Motion: That in order to assure compliance with the requirements of the Mass. Gen. Laws c. 59, § 21C, the Meeting adopt the following Rule of the Meeting:

RULE OF THE MEETING

1. Articles for appropriations supported from current taxation and/ or available funds. Any motion made under a warrant article or a motion to amend that would increase the appropriation amount over the amount recommended by the Finance Committee and designated by it as the “allocation at levy limit,” or that would provide for an appropriation where the Finance Committee is recommending NO ACTION, must specify the following:

- a. the original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and the source of funding- whether from available funds, taxation within the levy limit, or contingent upon approval of an override ballot vote following the conclusion of Town Meeting if such ballot is voted by the Board of Selectmen in accordance with state law;
- b. if the proposed increased appropriation is proposed to be funded from taxation within the levy limit, the original motion or motion to amend shall specify the source of funding as:
 - a reduction in the appropriation amount already voted under a previous article or within the article currently being considered; or
 - a maximum amount that may be appropriated within the levy limit under a subsequent article in the warrant.

2. Articles for appropriations supported from borrowing. The Finance Committee shall report to the Meeting summarizing its recommendations for new tax-supported borrowing authority to be offered at this Meeting and for which the debt service is proposed to be funded within the levy limit.

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

- a. The original motion or a motion to amend shall specify the amount of increase over the appropriation recommended by the Finance Committee and shall make the increase contingent upon approval of a debt exclusion or capital outlay exclusion ballot vote following the conclusion of Town Meeting if such ballot is voted by the Select Board in accordance with state law; or
- b. The original motion or motion to amend shall include a corresponding and offsetting

reduction in another borrowing authorization from among those listed by the Finance Committee, either by a reduction in the amount already voted under a previous article or by setting a maximum amount of debt that may be authorized within the levy limit under a subsequent article in the warrant.

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

Reason: Routine and non-controversial at hearing; the motion is identical to Meeting Procedure motions passed annually and unanimously for more than fifteen years.

Article 4 RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS

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

Motion: That the Town take affirmative action on Article 4 as printed in the Warrant, with the following additional actions for ratification:

- Add the title “Environmental Health & Safety Manager” to Grade MP-4 effective 02/08/2023
- Add the title “Administrative & Operations Supervisor” to Grade MP-2 effective 02/08/2023

Reason: Routine annual ratification action; non-controversial at hearing.

Article 7 USE OF FREE CASH

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town authorize and direct the Assessors to transfer \$1,000,000 from the Certified Free Cash Balance as of June 30, 2023 to reduce the tax levy for the fiscal year ending June 30, 2024.

Reason: Routine transfer of surplus funds to reduce tax levy; non-controversial at hearing. Surplus results from revenue collection exceeding estimates and/or actual expenditures being less than appropriations.

Article 12 OPEB TRUST FUND APPROPRIATION

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town raise and appropriate \$1,364,608; and transfer \$85,275 from the Light Fund; \$17,698 from the Broadband fund; for a total appropriation of \$1,467,851 to fund the Town’s FY24 contribution to the Other Post-Employment Benefits Liability Trust Fund (OPEB Trust) established under Mass. Gen. Laws c. 32B, §20.

Reason: Routine General Fund appropriation to meet the Town’s OPEB obligations. This appropriation was made in prior years as part of the Town’s Budget article, and is now being appropriated for all funds (General, Enterprise, and Other) in a stand-alone article consistent with best practice as recommended by the Town’s auditors and the Massachusetts Department of Revenue; non-controversial at hearing.

ARTICLE 5 - CLASSIFICATION & COMPENSATION PLAN FOR REGULAR-STATUS POSITION

CLASSIFICATION AND COMPENSATION PLAN

Effective July 1, 2023

Grade Number & Class Title		Minimum	Mid-Point	Maximum
18 Chief Financial Officer Chief Technology Officer Deputy Town Manager	Annual	\$138,174	\$165,807	\$193,440
17 Assistant Town Manager Director of Public Works Fire Chief Police Chief	Annual	\$129,126	\$154,950	\$180,773
16 Director of Community Development Director of Human Resources Director of Library Services	Annual	\$120,682	\$144,820	\$168,958
15 Assistant Fire Chief Building Commissioner Facilities Director Highway & Grounds Superintendent Recreation Director Police Captain Town Engineer Water/Sewer Superintendent	Annual	\$112,778	\$135,335	\$157,893
14 Public Health Director Special Projects Manager/Systems Manager Town Accountant Town Assessor	Annual	\$102,045	\$122,450	\$142,854
13 Assistant Town Engineer Assistant Water/Sewer Superintendent Beede Center General Manager IT Operations Manager Natural Resources Director Police Lieutenant Senior Services Director Town Planner	Annual	\$97,178	\$116,615	\$136,053

Grade Number & Class Title		Minimum	Mid-Point	Maximum
12	Annual	\$92,539	\$111,051	\$129,563
Assistant Director of Library Services				
Assistant Facilities Director				
Assistant Highway & Grounds Superintendent				
Customer Service Manager				
Financial Manager/Accountant				
Town Clerk				
11	Annual	\$88,150	\$105,778	\$123,406
Assistant Human Resources Director				
Assistant Recreation Director				
Budget & Purchasing Director				
Business Manager				
Deputy Treasurer/ Collector				
GIS Program Manager				
Operations Manager				
Sustainability Director				
10	Annual	\$85,259	\$102,305	\$119,350
Childcare Services Manager				
HVAC Technician/Master Plumber				
Media Manager				
Municipal Archivist/Records Manager				
Public Health Nurse				
Public Works Supervisor				
Senior Public Works Engineer				
9	Annual	\$80,434	\$96,522	\$112,611
Assistant Natural Resources Director				
Aquatics Manager				
Communications Manager				
Community Services Coordinator				
Customer Service Supervisor				
Economic Vitality Manager				
Energy Efficiency & Electrification Coordinator				
Environmental Health & Safety Manager				
Local Inspector				
Risk & Compliance Programs Manager				
Senior Environmental & Regulatory Coordinator				
Senior Public Health Inspector				
Senior Treatment Systems Operator				
Social Services Supervisor				
Tourism Manager				

Grade Number & Class Title		Minimum	Mid-Point	Maximum
8 Administrative & Operations Supervisor Assistant Assessor Assistant Town Accountant Assistant Town Clerk Assistant Treasurer Associate Financial Manager/Accountant Crew Leader Crew Leader/Electrician & Carpenter HVAC Technician Land Manager Management Analyst Public Works Engineer Senior Financial Analyst Senior Information Systems Technician Senior Master Mechanic Senior Planner Senior Utility Electrician	Annual	\$75,899	\$91,073	\$106,246
7 Business Systems Analyst Aquatics Supervisor Assistant to the Beede Center General Manager Facilities Custodial Supervisor GIS Analyst Production Manager Program Analyst Public Health Inspector Recreation Facilities Coordinator Recreation Supervisor Senior Facilities/Landscape Maintainer Treatment Systems Operator Utility Electrician	Annual	\$71,573	\$85,894	\$100,214
6 Energy Efficiency & Electrification Specialist Engineering Technician Executive Assistant to the Select Board Executive Assistant to the Town Manager Facilities Maintainer/Skilled Carpenter Human Resources Generalist Information Systems Technician Membership Coordinator Office Administrator Payroll & Finance Generalist Public Health Generalist	Annual	\$67,704	\$81,245	\$94,786

Grade Number & Class Title		Minimum	Mid-Point	Maximum
5 Environmental & Regulatory Coordinator Equipment/Line Operator Geriatric Health Nurse GIS Technician Maintenance & Warehouse Coordinator Office Accountant Office Coordinator Outreach Coordinator Project & Procurement Coordinator Senior Meter Technician Senior Producer Water/Sewer System Maintainer	Annual	\$64,459	\$77,355	\$90,251
4 Accounts Payable Specialist Associate Engineer Customer Services Specialist Education Coordinator Facilities/Landscape Maintainer Meter Technician Senior Administrative Specialist Senior Finance Specialist	Annual	\$61,402	\$73,684	\$85,966
3 Administrative Specialist Finance Specialist Fitness Trainer	Annual	\$58,490	\$70,190	\$81,890
2 Activity Coordinator Customer Support Specialist Senior Building Custodian Senior Crew Member Senior Van Driver	Annual	\$55,702	\$66,841	\$77,979
1 Building Custodian Crew Member Finance Assistant Office Assistant	Annual	\$53,040	\$63,648	\$74,256

MUNICIPAL LIGHT PLANT

Grade Number & Class Title		Minimum	Mid-Point	Maximum
LP-17 Director of Concord Municipal Light Plant	Annual	\$170,955	\$205,140	\$239,325
LP-16 <i>(No positions in grade)</i>	Annual	\$148,637	\$178,370	\$208,104
LP-15 Asst. Director of Concord Municipal Light Plant	Annual	\$129,251	\$155,106	\$180,960
LP-14 Broadband Manager Power Supply & Rates Administrator	Annual	\$121,763	\$146,120	\$170,477
LP-13 Lead Electrical Engineer Line Supervisor	Annual	\$113,797	\$136,552	\$159,307
LP-12 Lead Lineworker	Annual	\$106,371	\$127,639	\$148,907
LP-11 Electrical Engineer Senior Network Engineer	Annual	\$99,403	\$119,278	\$139,152
LP-10 Lineworker, Grade 1	Annual	\$96,595	\$115,918	\$135,242
LP-9 Network Engineer	Annual	\$89,877	\$107,848	\$125,819
LP-8 Lead Broadband Technician Meter Supervisor Senior Engineering Technician	Annual	\$83,595	\$100,318	\$117,042
LP-7 Lineworker, Grade 2 Senior Broadband Technician	Annual	\$77,771	\$93,319	\$108,867
LP-6 Broadband Technician	Annual	\$67,704	\$81,245	\$94,786
LP-5 Lineworker, Grade 3	Annual	\$64,459	\$77,355	\$90,251

MUNICIPAL LIGHT PLANT

Grade Number & Class Title		Minimum	Mid-Point	Maximum
LP-4 <i>(No positions in grade)</i>	Annual	\$61,402	\$73,684	\$85,966
LP-3 <i>(No positions in grade)</i>	Annual	\$58,490	\$70,190	\$81,890
LP-2 <i>(No positions in grade)</i>	Annual	\$55,702	\$66,841	\$77,979
LP-1 <i>(No positions in grade)</i>	Annual	\$53,040	\$63,648	\$74,256

Article 9 Handout: Article 9, FY2024 Town Budget

Motion: That the Town raise and appropriate the sum of \$50,489,830, transfer the following amounts:

- \$275,790 from the Cemetery Fund;
- \$277,656 from the Sewer Fund;
- \$771,342 from the Water Fund;
- \$621,402 from the Light Fund;
- \$142,547 from the Solid Waste Fund;
- \$35,956 from the Telecom Fund;
- \$1,552 from PEG Access Fund;
- \$1,650,000 from the Pension Reserve Fund;
- \$137,354 from the Recreation Fund;
- \$3,500 from the Transportation Network Fund;
- \$29,851 from the National Opioid Settlement Fund; and
- \$600,000 from Article 10 of the 2021 Annual Town Meeting (FY22 Budget)

For a total appropriation under Article 9 of \$55,036,779, as printed in the handout, as Fiscal 2024 Proposal, Items 1 – 16, for the necessary and expedient purposes of the Town for the Fiscal Year ending June 30, 2024, and that the same be expended only for such purposes under the direction of the Town Manager; and further, that the Town Manager is authorized to turn in or sell at public auction surplus equipment, the amount allowed or received therefore to be applied against the purchase of new equipment; and that the Town appropriate and transfer the sum of \$1,000 from the Dog Inoculation Fees Reserve Account for the cost of the Board of Health's Rabies Clinic; and further that the Town appropriate \$67,808 from the Title 5 Septic Loan Betterment Reserve Account to meet the loan payments to the Massachusetts Clean Water Trust due and payable during FY2024.

A MOTION was made by Mr. Schonbrun and duly seconded to table the vote under Article 9 until later in the meeting (after article 17) in order to address the component parts of the budget first. The Moderator explained that under the rule of the meeting, all article appropriations remain open until the dissolution of the meeting. The MOTION FAILED to meet the two-thirds required majority.

Article 10 DEI Director – by petition

Upon a MOTION made by Mr. Lee and duly seconded, it was VOTED by a substantial majority: That the Town urge the Select Board to prioritize collaboration with the DEI Commission towards hiring a full time DEI Director.

Article 11 Capital Improvement and Debt Plan

Upon a MOTION made by Mr. Johnson and duly seconded, it was VOTED unanimously: That the Town raise and appropriate the sum of \$1,725,000, and authorize the Town Treasurer with the approval of the Select board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7 or § 8, or any other enabling authority, the sum of \$4,100,000 for a total appropriation of \$5,825,000, to fund the FY24 Capital Improvement and Debt Plan, as printed in the Warrant, such funds to be expended under the direction of the Town Manager.

Town Government Operating Budget						
Item No. Item No. Department			FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	Difference Original vs. Revised
General Government						
\$5,363,601 is 9.75% of Total						
1	A	Town Manager's Office	\$ 686,197	\$ 730,350	\$ 730,350	
	B	Human Resources	\$ 595,606	\$ 573,682	\$ 573,682	
	C	Information Systems	\$ 1,348,980	\$ 1,757,756	\$ 1,757,756	
	D	Town Meeting & Reports	\$ 117,919	\$ 95,400	\$ 95,400	
	E	Facilities Administration	\$ 1,026,590	\$ 1,930,088	\$ 1,930,088	
	F	Parks & Playgrounds	\$ 215,776	\$ 216,727	\$ 216,727	
	G	Resource Sustainability	\$ 165,203	\$ 125,000	\$ 125,000	
	H	Visitor's Center and Restrooms	\$ 37,970	\$ -	\$ -	
	I	Adjustment	\$ -	\$ -	\$ (515,402)	
		Sub-total:	\$ 4,194,241	\$ 5,429,003	\$ 4,913,601	\$ (515,402)
2	A	Legal Services	\$ 450,000	\$ 450,000	\$ 450,000	
		Department Sub-total:	\$ 4,644,241	\$ 5,879,003	\$ 5,363,601	\$ (515,402)

Finance			FY23 Appropriation	FY24 Appropriation (Original)	FY24 Appropriation (Revised)	Difference Original vs. Revised
\$2,473,813 is 4.49% of Total						
3	A	Finance Administration	\$ 555,491	\$ 647,927	\$ 647,927	
	B	Treasurer-Collector	\$ 505,631	\$ 466,957	\$ 466,957	
	C	Town Accountant	\$ 340,945	\$ 367,594	\$ 367,594	
	D	Assessors	\$ 444,387	\$ 434,957	\$ 434,957	
	E	Town Clerk	\$ 439,831	\$ 464,499	\$ 464,499	
	F	Elections	\$ 89,374	\$ 80,714	\$ 80,714	
	G	Registrars	\$ 10,452	\$ 11,165	\$ 11,165	
		Department Sub-total:	\$ 2,386,111	\$ 2,473,813	\$ 2,473,813	\$ -
Planning and Land Management						
\$2,505,856 is 4.55% of Total						
4	A	Planning Administration	\$ 583,522	\$ 661,933	\$ 661,933	
	B	Natural Resources	\$ 449,396	\$ 449,610	\$ 449,610	
	C	Inspections	\$ 479,288	\$ 593,097	\$ 593,097	
	D	Health	\$ 462,035	\$ 561,895	\$ 561,895	
	E	Economic Vitality & Tourism	\$ 190,735	\$ 235,721	\$ 235,721	
	F	141 Keyes Road	\$ 48,840	\$ 3,600	\$ 3,600	
		Department Sub-total:	\$ 2,213,816	\$ 2,505,856	\$ 2,505,856	\$ -

Human Services						
\$3,451,331 is 6.27% of Total						
5	A	Library	\$ 2,398,544	\$ 2,490,316	\$ 2,490,316	
	B	1. Senior Services	\$ 630,527	\$ 652,076	\$ 652,076	
		2. Harvey Wheeler Community Center	\$ 101,276	\$ 65,342	\$ 65,342	
	C	1. Recreation Services	\$ 114,569	\$ -	\$ -	
		2. Hunt Recreation Center	\$ 93,375	\$ -	\$ -	
	D	Human Services	\$ 74,286	\$ 93,350	\$ 93,350	
	E	Veterans Services	\$ 78,734	\$ 86,647	\$ 86,647	
	F	Ceremonies and Celebrations	\$ 44,960	\$ 63,600	\$ 63,600	
		Department Sub-total:	\$ 3,536,271	\$ 3,451,331	\$ 3,451,331	\$ -

Public Safety						
\$11,928,437 is 21.67% of Total						
6	A	Police Department	\$ 4,864,484	\$ 5,219,135	\$ 5,219,135	
	B	Animal Control Officer	\$ 28,500	\$ 29,260	\$ 29,260	
	C	Police-Fire Station	\$ 278,317	\$ 52,918	\$ 52,918	
	D	Fire Department	\$ 5,783,853	\$ 6,611,011	\$ 6,611,011	
	E	Emergency Management	\$ 16,000	\$ 14,550	\$ 14,550	
	F	West Concord Fire Station	\$ 21,309	\$ 1,563	\$ 1,563	
		Department Sub-total:	\$ 10,992,463	\$ 11,928,437	\$ 11,928,437	\$ -

Public Works			FY23	FY24	FY24	Difference
\$4,958,795 is 9.01% of Total			Appropriation	Appropriation	Appropriation	
				(Original)	(Revised)	Original vs. Revised
7	A	Public Works Administration	\$ 403,332	\$ 422,120	\$ 422,120	
	B	Engineering	\$ 506,999	\$ 701,634	\$ 701,634	
	C	Highway Maintenance	\$ 1,638,237	\$ 1,805,133	\$ 1,805,133	
	D	Winter Maintenance	\$ 650,000	\$ 655,500	\$ 655,500	
	E	Park and Trees	\$ 901,592	\$ 992,220	\$ 992,220	
	F	Cemetery	\$ 312,235	\$ 273,790	\$ 273,790	
	G	133/ 135 Keyes Road	\$ 183,580	\$ 68,088	\$ 68,088	
	H	Street Lighting	\$ 31,625	\$ 40,310	\$ 40,310	
		Department Sub-total:	\$ 4,627,600	\$ 4,958,795	\$ 4,958,795	\$ -
Unclassified \$1,030,000 is 1.87% of Total						
8	A	Unused Sick Leave	\$ 23,061	\$ 75,000	\$ 75,000	
	B	Public Safety Disability	\$ 887	\$ -	\$ -	
	C	Employee Assistance Program	\$ 2,661	\$ -	\$ -	
		Sub-total:	\$ 26,609	\$ 75,000	\$ 75,000	
9		Reserve Fund	\$ 225,000	\$ 200,000	\$ 200,000	
10		Salary Reserve	\$ 1,057,934	\$ 755,000	\$ 755,000	
11		Land Fund	\$ 25,000	\$ -	\$ -	
		Unclassified Sub-total:	\$ 1,334,544	\$ 1,030,000	\$ 1,030,000	\$ -

Town Government Sub-total; Accounts 1 - 10			\$ 29,735,046	\$ 32,227,235	\$ 31,711,833	\$ (515,402)
Joint Expenses (Town and CPS) \$23,324,946 is 42.38% of Total						
12	A	Group Insurance	\$ 7,468,322	\$ 8,140,471	\$ 8,140,471	
	B	OPEB	\$ -	\$ -	\$ -	
	C	Property/ Liability	\$ 378,000	\$ 406,350	\$ 406,350	
		Insurance Sub-total:	\$ 7,846,322	\$ 8,546,821	\$ 8,546,821	\$ -
13	A	Unemployment Compensation	\$ 120,000	\$ 138,000	\$ 138,000	
	B	Workers' Compensation	\$ 142,450	\$ 163,818	\$ 163,818	
		Sub-total:	\$ 262,450	\$ 301,818	\$ 301,818	\$ -
14	A	Retirement, General Fund	\$ 3,381,101	\$ 3,399,675	\$ 3,399,675	\$ -
	B	Pension Reserve	\$ 1,501,370	\$ 1,650,000	\$ 1,650,000	\$ -
15		Social Security and Medicare	\$ 942,064	\$ 989,168	\$ 989,168	\$ -
16	A	Principal & Interest: Town	\$ 3,423,349	\$ 3,698,148	\$ 3,698,148	
		Principal & Interest: CPS	\$ 741,752	\$ 829,552	\$ 829,552	
		Interest on Notes	\$ 70,000	\$ -	\$ -	
		Other Debt Expense	\$ -	\$ -	\$ -	
		Sub-total: Debt within Levy	\$ 4,235,101	\$ 4,527,700	\$ 4,527,700	\$ -
	B	Principal & Interest: Town	\$ 326,294	\$ 317,544	\$ 317,544	
		Principal & Interest: CPS	\$ 2,660,210	\$ 3,592,220	\$ 3,592,220	
		Sub-total: Excluded Debt	\$ 2,986,504	\$ 3,909,764	\$ 3,909,764	\$ -
		Total: Debt Service	\$ 7,221,605	\$ 8,437,464	\$ 8,437,464	\$ -
		Total: Joint Expenses (Town and CPS)	\$ 21,154,912	\$ 23,324,946	\$ 23,324,946	\$ -
		Total Appropriation	\$ 50,889,958	\$ 55,552,181	\$ 55,036,779	\$ (515,402)

CAPITAL IMPROVEMENT AND DEBT PLAN: ARTICLE 11

To determine whether the Town will vote to raise and appropriate, or transfer from available funds, or authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7, the sums of money specified in the FY2024 Capital Improvement Plan, or any other sum, to be expended under the direction of the Town Manager, or take any other action relative thereto.

Capital Outlay (‘pay-go’)

Details by Town departments are as follows for the capital outlay (so-called ‘pay-go’ (or cash)) portion of the Capital Plan, summarized below in Table 1:

TABLE 1		
General Government		
1A Town Manager's office	Energy Sustainability	\$ 35,000
1C Technology	Computers & Equipment	\$ 120,000
1E Facilities	Building Improvements	\$ 335,000
1E Facilities	Equipment	\$ 20,000
Planning & Land Management		
4A Planning	Bridge repairs	\$ 10,000
4B Natural Resources	Tractor; land improvements	\$ 45,000
Human Services		
5A Library	Computer Equipment	\$ 15,000
Public Safety		
6A Police	Vehicles, equipment	\$ 195,000
6D Fire	Vehicles, equipment	\$ 155,000
Public Works		
7A Engineering	Road safety; culvert/bridge; MS4 compliance; landfill well replacement	\$ 285,000
7C Highway Maintenance	Equipment	\$ 450,000
7E Parks & Trees	Equipment & Shade Trees	\$ 60,000
Capital Outlay Total		\$ 1,725,000

Borrowed Funds (‘debt’)

Details by Town and School departments are as follows for the new debt (Tier II, inside tax levy) portion of the Capital Plan are shown in Table 2 below.

TABLE 2		
Public Safety		
6d Fire	refurbish 2016 Engine 8	\$ 210,000
Public Works		
7H Heavy Equipment	replace 2008 GVWR	\$ 300,000
7H Road Improvements	Parking Lot Rehabilitation	\$ 425,000
7H Road Improvements	Traffic Signals & Signage	\$ 515,000
7H Road Improvements	Pavement Management	\$ 2,650,000
Borrowed Funds Total		\$ 4,100,000

FY2024 Capital Outlay and Borrowed Funds Total **\$5,825,000**

Article 13 OPEB TRUST FUND EXPENSE

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town appropriate from the OPEB Fund established under Mass. Gen. Laws c. 32B, § 20 – \$275,000 for OPEB Fund expenses.

Reason: Non-controversial at hearing; routine action to authorize payment of OPEB Fund expenses by direct payment from the Fund, instead of by deduction from earnings as was done in prior years, consistent with the recommendation of the Town's financial advisors.

Article 14 APPROPRIATION OF OPIOID SETTLEMENT FUNDS RECEIVED FROM STATE SETTLEMENT FUND

Affirmative Action Recommended By: Select Board, Finance Committee

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

Reason: Necessary action to enable Town to use for permissible programs the sum of \$77,362.88 received from state opioid settlement fund; non-controversial at hearing.

Article 15 MINUTEMAN REGIONAL TECHNICAL HIGH SCHOOL DISTRICT BUDGET

Upon a MOTION made by Mr. Ledoux and duly seconded, it was VOTED unanimously:

That the Town appropriate the sum of \$1,641,695 as Concord's assessed share of the funds for the necessary and expedient purposes of the Minuteman Regional Technical High School District for the fiscal year ending June 30, 2024.

Article 16 CONCORD-CARLISLE REGIONAL HIGH SCHOOL BUDGET

Upon a MOTION made by Ms. Marano and duly seconded, it was VOTED by an overwhelming majority:

That the Town raise and appropriate the sum of \$25,357,846 as the Town's apportioned share of the Concord-Carlisle Regional School District for the fiscal year ending June 30, 2024, and that the same be expended only for such purposes and under the direction of the Concord-Carlisle Regional School Committee.

Article 17 CONCORD PUBLIC SCHOOLS BUDGET

Upon a MOTION made by Ms. Anderson and duly seconded, it was VOTED by an overwhelming majority:

That the Town raise and appropriate the sum of \$45,047,176 for the necessary and expedient purposes of the public schools of the Town for the fiscal year ending June 30, 2024; and that the same be expended only for such purposes and under the direction of the Concord School Committee.

The following MOTION was made by Ms. Briggs on behalf of the Finance Committee and duly seconded but FAILED by an overwhelming majority:

To reduce the sum to be raised and appropriated for the necessary and expedient purposes of the public schools of the Town for the fiscal year ending June 30, 2024 from \$45,197,176 to \$44,429,832, for a net increase of 3.30%, to be consistent with the Finance Committee Budget Guideline for the Concord Public Schools for Fiscal Year 2024 for Fiscal Year 2024.

Article 18 CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS

Upon a MOTION made by Ms. Anderson and duly seconded, it was VOTED unanimously:

That the Town authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44 or any other enabling authority the sum of four hundred ninety-five thousand dollars (\$495,000.00) to be expended under the direction of the School Committee for remodeling, construction, reconstructing or making extraordinary repairs, including original equipment and related work at various Concord Public School buildings.

Article 19 CONCORD PUBLIC SCHOOLS CAPITAL PROJECTS – FIELDS AND LANDSCAPING

No action taken.

Article 20 APPROPRIATION TO MIDDLE SCHOOL STABILIZATION FUND

Affirmative Action Recommended by: Finance Committee, Select Board, Concord Public Schools Committee

Motion: That the Town take affirmative action on Article 20 as printed in the Warrant.

Reason: Recurring action to distribute over time the impact on the tax levy from costs of the Middle School Building Project approved by a supermajority of voters at 2022 Special Town Meeting, supplemented by a supermajority at 2023 Special Town Meeting, and approved by a significant majority in subsequent votes at the polls on debt exclusion of expense for the project; non-controversial at hearing.

Article 21 LIGHT PLANT SOLAR EXPANSION – MIDDLE SCHOOL

Upon a MOTION made by Mr. Foulds and duly seconded, it was VOTED by a two-thirds majority:

That the Town the Town take affirmative action on Article 21 as printed in the handout pertaining to the article.

LIGHT PLANT SOLAR EXPANSION – MIDDLE SCHOOL

MOTION

Mr. Foulds moves that the Town take affirmative action on Article 21 to authorize the Town Treasurer with the approval of the Select Board to borrow by the issuance of bonds or notes under the provisions of Mass. Gen. Laws c. 44, § 7 or § 8, or any other enabling authority, the sum of \$7,500,000 for the design and construction of a solar system with battery storage at the Concord Middle School, the funds so borrowed to be expended for engineering design and legal services; hearings; permits and other approvals; material, construction, and installation specifications; bid preparation; materials purchase; construction and installation services; and distribution and expansions, upgrades and improvements, and all other costs incidental or related thereto, with the intention that, while such bonds or notes shall be general obligations of the Town, such amounts are to be repaid in the first instance from revenues of the Concord Municipal Light Plant.

A MOTION to was made by Mr. Gonatas and duly seconded to add the following words: The power supply system offsetting power consumption at the Middle School shall be a ground-mounted solar system. The motion FAILED for lack of majority.

Article 22 MUNICIPAL IN-TOWN SOLAR GENERATION TASK FORCE – BY PETITION

Upon a MOTION made by Mr. Banfield and duly seconded, it was VOTED unanimously:

That the Town take affirmative action on Article 22 as printed in the Handout.

ARTICLE 22: Citizen Petition: Municipal In-Town Solar Generation Task Force

Mr. Banfield moves that the Town urge the Select Board to establish a limited duration task force for the purpose of creating a Development Plan for Municipal In-Town Solar Generation, consistent with the goals of the 2020 Climate Action Plan.

The task force shall be five in number, with one member being the Light Plant Director or his assignee, one liaison member from the Climate Action Committee, chosen by that committee, and three at large citizen members, appointed by the Select Board.

The duration of the task force shall be at the discretion of the Select Board, but updates on progress shall be provided to the Climate Action Committee no less frequently than every 2 months. The task force shall present the final plan to the Select Board and to the Light Board. The Plan shall address the following areas:

- Reaffirmation of rationale for Municipal, In-Town Solar goals.
- Siting opportunities, consistent with 2022 Article 38 and its limits on tree removal
- Technical challenges to the local distribution network, and means to overcome them, including battery storage, if warranted
- Financial analysis of cash flows and assessment of the various business models for development and deployment
- Projected schedule to meet the 2030 solar capacity targets along with assessment of feasibility

Article 23 ADOPT SPECIALIZED STRETCH ENERGY CODE

Upon a MOTION made by Mr. Hubbard-Nelson and duly seconded, it was VOTED by a substantial majority:

That the Town take affirmative action on Article 23 as printed in the Handout.

ARTICLE 23: ADOPT SPECIALIZED STRETCH ENERGY CODE

MOTION:

Mr. Hubbard-Nelson moves that the Town take affirmative action on Article 22 to enact a Specialized Stretch Energy Code Bylaw pursuant to the entirety of 225 CMR 22 and 23, including Appendices RC and CC, and future editions, amendments or modifications in substantially the form below:

SPECIALIZED STRETCH ENERGY CODE

The purpose of the Specialized Energy Code at 225 CMR 22.00 and 23.00, including Appendices RC and CC, is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

Definitions

Effective Date – January 1, 2024.

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC), a building energy code created by the International Code Council. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

Specialized Energy Code – The energy code codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including the residential and commercial appendices added to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the IECC to incorporate the energy efficiency of the Stretch Energy Code.

Stretch Energy Code – The energy code codified by the combination of 225 CMR 22 and 23 not including Appendices RC and CC,

Specialized Energy Code

A. The Specialized Energy Code is herein incorporated by reference and shall apply to residential and commercial buildings in the Town of Concord after the Effective Date.

B. Notwithstanding the foregoing, if the Town is accepted into the Department of Energy Resources Fossil Fuel-Free Demonstration Project, residential and commercial buildings in the Town shall, to the extent not otherwise exempt under any bylaws of the Town of Concord, be subject to the Specialized Energy Code modified as follows:

1. Low-rise Residential Code (225 CMR 22 Appendix RC): Sections RC102 and RC101 “Zero Energy Pathway” and “Mixed Fuel Pathway” shall not be permitted for use for new construction shall not install any new combustion equipment.
2. Commercial and All Other (225 CMR 23 Appendix CC): Sections CC103 and CC105 “Zero Energy Pathway” and “Mixed-Fuel Pathway” shall not be permitted for new construction shall not install any new combustion equipment.

C. The Specialized Code is enforceable by the Building Commissioner.

At 5:34 pm Town Meeting adjourned until 7:00pm on May 1, 2023.

ANNUAL TOWN MEETING, Adjourned Session

Concord Carlisle High School Gymnasium

May 1, 2023, 7:00pm

Town Moderator Carmin Reiss called the adjourned session of the Annual Town Meeting to order at 7:02pm, having determined that a sufficient number of voters were present. A total of 353 voters were in attendance on Monday, May 1st.

Ms. Reiss appointed Mr. Fisher as Head Teller, Mr. Carr was appointed as Head Ballot Supervisor, and Mr. Sommer was appointed as Assistant Ballot Supervisor. Tellers and Ballot Counters were sworn in by the Moderator and thanked for their service.

Ms. Reiss reminded voters: “Our Town seal bears our motto: Quam Firma Res Concordia. We now have middle school Latin scholars able to translate it, but I’ll do it for us tonight. It means How strong is harmony. Voices in harmony are not the same, but they find a way to work together. As we deliberate on tonight’s articles, let us make our own voices heard, recognize the value of voices other than our own, and find the voice of our community.”

Article 24 was taken up as the next order of business.

Article 24 LIGHT PLANT EXPENDITURES & PAYMENT IN LIEU OF TAXES

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town authorize the income from sales of electricity and broadband and from servicing and jobbing during the fiscal year ending June 30, 2024, together with the balance of operating cash in the Light Plant Fund, to be expended under the direction and control of the Town Manager, without further appropriation, for the expenses of the Light Plant for the fiscal year, as defined in Mass. Gen. Laws c. 164, § 57, and/or for other plant extensions, enlargements, additions, renewals, and reconstruction; and further to authorize a transfer of \$459,000 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2024.

Reason: Routine annual action; non-controversial at hearing. Authorizes the Light Plant to expend its income for operations and provides for the transfer of \$459,000 from the Operating Fund of the Light Plant to be used by the Board of Assessors to reduce the tax levy for the fiscal year ending June 30, 2024.

Article 25 APPROPRIATION FOR 250TH ANNIVERSARY CELEBRATION

No motion was made. Mr. Dane explained the reasons for the delay in requesting funds as provided in the statement below.

“At the moment of John Buttrick’s word of command ‘fire, fellow soldiers! for God’s sake, fire!’ American national life began. The order was given to British subjects, the order was obeyed by American citizens. Here was the dividing line.”

The 250th Anniversary of the beginning of the American Revolution, like those anniversaries each 50 years since 1825, is an occasion that has been the subject of special recognition and on which Concord has had the privilege of entertaining thousands of guests from all over the world. These visitors, invited and uninvited, including Presidents, Ambassadors, national leaders, dignitaries, and ordinary people motivated by their dedication to our democratic principles have joined us because of the universal impact the “shot heard round the world” has had on human aspirations.

The anniversary we will celebrate in 2025 will prove much the same, and the cost of informing, educating, entertaining, safely transporting, housing, feeding and managing these legions, most of whom will be here during a period of just a few days, is a project that will require a degree of management and expense that is beyond the typical expectations and resources of the Town, and it is important that we provide those who attend and ourselves with a rewarding and memorable experience worthy of the occasion.

We anticipate the total expense will approach \$2 million and, despite consultation with members of the Legislature and our representative on the State 250 Commission, we still do not know how much will be funded by the State or Federal governments. Current estimates suggest we can expect little from these sources. It has been suggested that much of the expense may be recouped by increased tax revenues from the business activity and contributions to the local economy made by our numerous guests and participants in the events planned for the celebration, but this remains to be seen.

The Committee is equally aware of the fiscal restraints under which the Town is currently operating, the importance of adhering to the guidelines of the Finance Committee, the need to

maintain free cash balances and the financial impact on residents and business owners of increased real estate taxes. As a result, we have worked diligently to finance the first installment of the Committee's anticipated expenses with \$200,000 already committed by the State and \$500,000 of unallocated ARPA funds received by the Town to replace lost revenue during the Pandemic. Therefore, the Committee will not be making a Motion under Article 25.

Since, there will be only one more opportunity after this Town Meeting to make appropriations before the major expenses are incurred in 2025, we may need to seek an appropriation for the balance of the necessary funds at the 2024 Annual Town Meeting when we will have a better idea of the major expenses and the amount available from other sources.

Henry J. Dane
Chair, 2025 Executive Committee

Article 26 Upon a MOTION made by Ms. Proctor and duly seconded, it was VOTED nearly unanimously: That the Town take affirmative action on Article 26 as printed in the Warrant.

ARTICLE 26. To determine whether the Town will vote to appropriate the sum of \$1,839,680, or any other sum, from the Concord Community Preservation Fund, of which up to \$1,839,680 shall be appropriated from projected Fiscal Year 2024 Fund Reserves, in accordance with Mass. Gen. Laws c. 44B, to be expended under the direction of the Town Manager as follows, or take any other action relative thereto:

Article 27 **COMMUNITY PRESERVATION ACT – RESCIND AND REAPPROPRIATE FUNDS**

Passed unanimously under the Consent Calendar.

Article 28 **COMMUNITY PRESERVATION ACT APPROPRIATION RECOMMENDATION – CONCORD MUNICIPAL AFFORDABLE HOUSING TRUST**

Affirmative Action Recommended By: Finance Committee, Select Board, Concord Municipal Affordable Housing Trust

Motion: That the Town take affirmative action on Article 28 as printed in the Warrant.

Reason: Non-controversial at hearing; action to transfer to CMAHT from the CPA Community Housing Reserve Fund the sum of \$1,044,255.76; prior appropriation of these funds to the now-canceled Junction Village project and was rescinded and transferred to the CPA Community Housing Reserve Fund by the 2023 Special Town Meeting; this action makes the funds available for future community housing projects identified by CMAHT in accordance with adopted policies.

Article 29 **TRANSFER OF HOUSING FUNDS**

Affirmative Action Recommended By: Finance Committee, Select Board, Concord Municipal Affordable Housing Trust

Motion: That the Town take affirmative action on Article 29 as printed in the Warrant.

Reason: Non-controversial at hearing; action transferring prior appropriation of \$1,000,000 by the 2017 Annual Town Meeting to the now-canceled Junction Village project to the Concord Municipal Affordable Housing Trust to be available for future community housing projects identified by CMAHT in accordance with adopted policies.

Item	Project/Description	Category	Prior Year Fund Balance	FY2024 CPA Fund Revenues	Total Amount Recommended
A	Town of Concord – Regional Housing Services Office	Community Housing		\$33,000	\$33,000
B	Concord Housing Development Corp. – Assabet River Bluff Housing Development	Community Housing		\$500,000	\$500,000
C	Town of Concord – Bruce Freeman Rail Trail	Open Space		\$25,000	\$50,000
		Recreation		\$25,000	
D	Town of Concord – Open Space and Recreation Plan Update	Open Space		\$47,725	\$95,450
		Recreation		\$47,725	
E	Town of Concord – Warner’s Pond Restoration Project	Open Space		\$275,000	\$550,000
		Recreation		\$275,000	
F	Town of Concord – Cemetery Restoration	Historic Preservation		\$340,000	\$340,000
G	Town of Concord – Civil War Soldier’s Monument	Historic Preservation		\$165,000	\$165,000
H	Town of Concord – Historic Preservation Plan	Historic Preservation		\$50,000	\$50,000
Item	Project/Description	Category	Prior Year Fund Balance	FY2024 CPA Fund Revenues	Total Amount Recommended
I	Town of Concord – Preservation of Historic Plans	Historic Preservation		\$16,230	\$16,230
J	Staff and Technical Support	Administration		\$40,000	\$40,000
				\$1,839,680	\$1,839,680

Article 30 162 PLAINFIELD ROAD EASEMENT

Upon a MOTION made by Mr. Nardi and duly seconded, it was VOTED by well more than a two-thirds majority:

That the Town authorize the Select Board and the Natural Resources Commission to grant fee title over 258 square feet of land owned by the Town abutting 162 Plainfield Road, shown as Parcel B on the plan of land prepared by Scott M. Cerrato dated November 14, 2022, on file with the Town Clerk, for nominal consideration, to James E. Nugent, owner of 162 Plainfield Road.

Article 31 BEEDE SWIM & FITNESS CENTER ENTERPRISE FUND EXPENDITURES

Upon a MOTION made by Mr. Griffiths and duly seconded, it was VOTED unanimously:

That the Town appropriate \$2,485,700 in Community Pool Enterprise receipts and transfer \$188,847 from Community Pool Enterprise Certified Retained Earnings as of June 30, 2022 for a total appropriation of \$2,674,547 for the Community Pool Enterprise Fund for the fiscal year ending June 30, 2024 for the operation of the Community Pool, in accordance with Mass. Gen. Laws c. 44, §53F ½ to be expended under the direction of the Town Manager.

Article 32 DEMOLITION REVIEW GENERAL BYLAW AMENDMENT

Affirmative Action Recommended By: Select Board, Historical Commission

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

Reason: Non-controversial at hearing; increases from 45 to 60 days the time allowed to the Historical Commission to hold a hearing under the bylaw in order to align process with new legal notice publication deadlines established by the local newspaper.

Article 33 ZONING BYLAW AMENDMENT – RESTAURANT – PROHIBITED USES – PARKING

Upon a MOTION made by Mr. Bosdet and duly seconded, it was VOTED by well more than a two-thirds majority:

That Town Meeting take affirmative action on Article 33 as printed in the Warrant.

To determine whether the Town will vote to amend Zoning Bylaw Section 4.5.4, Restaurant, and Section 4.7.1, Prohibited Uses, to remove the prohibition on fast-food restaurants, and amend Table IV, Minimum Parking, to add a parking requirement for a fast-food restaurant that lacks seating, so that the Zoning Bylaw reads as follows (changes shown in bold italics and strikethrough for emphasis only); or take any other action relative thereto:

4.5.4. Restaurant: Restaurant, cafeteria, lunchroom or similar establishment whose principal business is the sale of prepared foods or beverages and whose principal method of operation includes either (1) service by a restaurant employee to a table or counter where the food or beverage is consumed, or (2) a cafeteria-type operation where foods and beverages are consumed within the restaurant building, or (3) a fast-food operation whose principal method of food service includes the sale of foods and beverages in paper or other disposable containers for consumption off-premises. Provided, however, in the West Concord Business District a restaurant shall not occupy more than 5,000 square feet of gross floor area; and, provided further, in the West Concord Village District a restaurant shall not occupy more than 4,000 square feet of gross floor area, unless a special permit is granted to allow a larger restaurant in the West Concord Village District by up to thirty percent (30%), in which case a maximum of 4,800 square feet may be located on the ground/first floor. A special permit shall be granted by the Planning

Board only upon a written determination as provided in Section 11.6 and that the larger restaurant serves a public purpose or has a public benefit.

4.7.1 Prohibited uses: Salvage yard, junk yard, and all open-air storage of junk, waste products and salvage materials (including non-operable automobiles) are expressly prohibited in all zoning districts of the Town as are trailer without a valid registration, trailer used for habitation on the property, mobile home, trailer camp, mobile home park, trailer and mobile home sales and service, billboard, outdoor movie theater, commercial dump, slaughterhouse, rendering plant, fertilizer plant, race track, commercial extraction of sand, gravel or minerals and all other uses which would be obnoxious, hazardous or injurious to the neighborhood or to property in the vicinity are expressly prohibited in all zoning districts in the Town as are all uses not specifically permitted by this Bylaw.

Drive-in or drive-through fast food restaurants are expressly prohibited. A drive-in or drive-through fast food restaurant is defined as any establishment whose principal business is the sale of foods or beverages in a ready-to-consume state, for consumption within the building or off-premises, and whose principal method of operation includes: (1) sale of foods and beverages in paper, plastic or other disposable containers; or (2) includes the service of food and beverages directly to a customer in a motor vehicle.

TABLE IV MINIMUM PARKING

Principal Use	Required Spaces
BUSINESS USES:	
Restaurant	One (1) space per three (3) seats rated capacity (excluding seasonal outdoor seating) <i>or one (1) space per three hundred (300) square feet of gross floor area, whichever is greater</i> , plus one (1) space per employee on the largest shift.

Article 34 ZONING BYLAW AMENDMENT: MOBILE FOOD ESTABLISHMENT

Upon a MOTION made by Ms. Miller and duly seconded, it was VOTED by a two-thirds majority counted vote with 228 in favor and 100 opposed:

That Town Meeting take affirmative action on Article 34 as printed in the Planning Board’s Report to Town Meeting dated April 25, 2023.

PLANNING BOARD REPORT FOR ARTICLE 34

Ms. Miller moves that Town Meeting take affirmative action on Article 34 as printed in the Planning Board’s Report to Town Meeting dated April 25, 2023.

Motion: Ms. Miller moves that the Town take affirmative action on Article with the following additions:

- (a) In Section 5.4.6(a): the phrase “for a private event for the property owner or tenant and their invitees” after the words “private property “
- (b) In Section 5.4.6(a): the phrase “or their designee” after the words “Select Board”; and
- (c) In Section 5.4.6(d): the phrase “or their designee” after the words “Select Board” so that the Zoning Bylaw reads as follows (bold italics language is being added to the existing Zoning

Bylaw, bold italics and underline language added to language in Warrant for reference only):

1) Add a new Section 1.3.16 as follows:

Section 1.3.16 Mobile food establishment: A food establishment permitted under the State's Retail Food Code, 105 CMR 590, that is operated from a movable or portable structure that can change location.

2) Add a new Section 5.4.6 as follows:

5.4.6 Mobile Food Establishment: In all districts, mobile food establishments are permitted on a temporary basis subject to the following requirements:

(a) A mobile food establishment may conduct business on private property for a private event for the property owner or tenant and their invitees, on municipal property when previously authorized by the Town Manager, or on public roadways when previously authorized by the Select Board or their designee.

(b) A mobile food establishment shall have all required permits and licenses from the Health Division and the Police Department, and any other permit or license required by law.

(c) A property may have mobile food establishments in operation thereon for a maximum of 52 days per calendar year.

(d) No more than two mobile food establishments shall be located on a property at the same time. The Board may permit additional mobile food establishments on a private property provided the Board finds that the desired relief may be granted without substantial detriment to the neighborhood and without jeopardizing public safety. The Select Board or their designee may permit additional mobile food establishments on municipal property.

(e) A mobile food establishment that is an accessory use to a restaurant and has a valid Base of Operation License from the Health Division shall be exempt from Section 5.4.6(c) and permitted to park on the property on which the restaurant is located.

(f) An ice cream mobile food establishment that only sells, displays, or offers ice cream or other pre-packaged frozen dessert products shall be exempt from Sections 5.4.6(a) and (c) and shall be permitted to travel public roads vending said products but shall not park for extended periods of time on a public road except to the extent otherwise permitted by law.

3) Amend Section 4.5.4 as follows:

4.5.4 Restaurant: Restaurant, cafeteria, lunchroom or similar establishment whose principal business is the sale of prepared foods or beverages and whose principal method of operation includes either (1) service by a restaurant employee to a table or counter where the food or beverage is consumed, or (2) a cafeteria-type operation where foods and beverages are consumed within the restaurant building. Provided, however, in the West Concord Business District a restaurant shall not occupy more than 5,000 square feet of gross floor area; and, provided further, in the West Concord Village District a restaurant shall not occupy more than 4,000 square feet of gross floor area, unless a special permit is granted to allow a larger restaurant in the West Concord Village District by up to thirty percent (30%), in which case a maximum of 4,800 square feet may be located on the ground/first floor. A special permit shall be granted by the Planning Board only upon a written determination as provided in Section 11.6 and that the larger restaurant serves a public purpose or has a public benefit. A mobile food establishment permitted pursuant to Section 5.4.6 shall be considered an accessory use to a restaurant.

A motion was made by Mr. Smith and duly seconded to add a new section 5.4.6(g) stating the following:

“Notwithstanding this Section 5.4.6., mobile food establishments shall not be permitted within the historic districts of the Town.”

The motion FAILED for lack of majority.

Article 35 ZONING BYLAW AMENDMENT: COMBINED BUSINESS/RESIDENCE

No action was taken.

Article 36 UPDATE CONCORD NOISE BYLAW – BY PETITION

No action was taken.

Article 37 PROHIBITION OF GAS-POWERED LEAF BLOWERS – BY PETITION

Upon a MOTION made by Mr. Weber and duly seconded, it was VOTED by a majority counted vote with 184 in favor and 133 opposed:

That the town take affirmative action on Article 37 to add the following Section to the Concord Noise Bylaw, with changes from the language as printed in the Warrant shown in bold italics and strike-thru:

Section [X]. Landscaping Equipment.

The use of gas-powered hand-held leaf blowers on residential property of less than 1.5 acres in size is only allowed in the periods of March 15 to May 31 and September 15 to December 30 and is prohibited all other times.

Effective March 15, 2025²⁸, the use of gas-powered hand-held leaf blowers by commercial landscapers shall be prohibited.

Effective March 15, 2026³⁰, the use of gas-powered hand-held leaf blowers by residents on their own property shall be prohibited.

Definition: hand-held leaf blower shall mean any fully portable blower device designed for landscaping with a handheld nozzle.

Article 38 SOLID WASTE DISPOSAL FUND EXPENDITURES

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town take affirmative action on Article 38 as printed in the Warrant.

Reason: Routine annual authorization; non-controversial at hearing; authorizes the Town Manager to expend user fee revenue from the fiscal year ending June 30, 2024 and cash on hand in the Solid Waste Disposal Fund to operate the Town's curbside solid waste and recycling collection and disposal program.

Article 39 SEWER SYSTEM EXPENDITURES

Affirmative Action Recommended by: Finance Committee, Select Board

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

Reason: Routine annual enterprise fund authorization; non-controversial at hearing; authorizes the Town Manager to expend user fee revenue for the fiscal year ending June 30, 2024 and cash on hand in the Sewer Fund for the operation, maintenance, and improvement of the Town's sewer system.

Article 40 SEWER IMPROVEMENT FUND EXPENDITURES

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town take affirmative action on Article 40 as printed in the Warrant.

Reason: Routine annual action; non-controversial at hearing. The Sewer Improvement Fund is a sub-fund of the Sewer Fund consisting of fees paid by certain properties connecting to the sewer system; the Article authorizes expenditure from the Fund for construction and expansion of sewer lines and treatment facility capacity.

Article 41 WATER SYSTEM EXPENDITURES

Affirmative Action Recommended by: Finance Committee, Select Board

Motion: That the Town take affirmative action on Article 41 as printed in the Warrant.

Reason: Routine annual action; non-controversial at hearing; authorizes the Town Manager to expend user fee revenue for the fiscal year ending June 30, 2024 and cash on hand in the Water Fund for the operation, maintenance, and improvement of the Town's water system.

Article 42 AUTHORIZE EXPENDITURE FROM PEG ACCESS & CABLE-RELATED FUND

Affirmative Action Recommended by: Finance Committee, Select Board, PEG Access Committee

Motion: That the Town transfer from the PEG Access and Cable-Related Fund the amount of \$537,557 to be expended under the direction of the Town Manager for necessary and expedient cable-related purposes consistent with the Comcast licensing agreement during the fiscal year ending June 30, 2024.

Reason: Routine transfer; non-controversial at hearing.

Article 43 UPDATE CONCORD NOISE BYLAW – BY PETITION

No action was taken.

Article 44 AUTHORIZE EXPENDITURE OF REVOLVING FUNDS UNDER MASS. GEN. LAWS C. 44, § 53E1/2

Affirmative Action Recommended By: Finance Committee, Select Board

Motion: That the Town take affirmative action on Article 44 as printed in the Warrant.

Reason: Routine authorization of annual spending limits for Revolving Funds, expenditures made pursuant to the Town's Revolving Fund Bylaw with the approval of the Town Manager; non-controversial at hearing.

Article 45 UNPAID BILLS

No action was taken.

Article 46 DEBT RECESSION

No action was taken.

Meeting dissolved at 10:13pm having no further business to attend to.

2023 SPECIAL TOWN MEETING

January 19, 2023

Town Moderator Carmin Reiss called the Special Town Meeting to order at 7:00 pm on Thursday, January 19, 2023 at the Concord-Carlisle High School (CCHS). Ms. Reiss declared that she had inspected the Return of Service of the Warrant and found it to be in order. The Warrant was mailed to every household. There were 1,106 registered voters in attendance.

Ms. Reiss thanked Superintendent Hunter, Principal Mastrullo, the Regional School Committee and the faculty, students, and staff at the High School for accommodating space at CCHS and helping to prepare for the Meeting.

Ms. Flood served as Deputy Moderator who would step in for the Moderator if she was unable to perform her duties. Ms. Flood also assisted with moderating from the auditorium. Mr. Lawson was appointed as Assistant Moderator should additional meeting space be needed in the cafeteria.

She noted that Minuteman Media Network would be broadcasting the meeting on cable through channel 9 and online, and on WIQH Radio 88.3 FM.

Chief Judge reviewed procedures in the unlikely event of an emergency. Ms. Reiss thanked Chief Judge and Interim Chief Mulcahy along with their staff for all that they have done to prepare for this Special Town Meeting.

Elise Woodward was introduced as the Town Meeting resource person.

Abe Fisher was appointed Head Teller, Jim Carr served as Ballot Supervisor and Richard Wells served as Assistant Ballot Supervisor. The Tellers and Ballot Counters were sworn in by the Moderator. Ms. Reiss thanked the Tellers and Ballot Counters and noted that Concord Carlisle High School students were among those helping with this task that is so vital to Town Meeting.

A special thanks was expressed to the team of people who made town meeting possible, including our dedicated Town staff led by Chris Carmody and Donna McIntosh, Minuteman Media Network, Boston Sound & Light, Closed-Captioned Stenographer Stephaie Farrell.

The Select Board, Finance Committee, School Committees, and Middle School Building Committee were thanked for their hard work in bringing the articles before Town Meeting. Members of the Community Preservation Committee and Concord Affordable Housing Trust were also thanked for their ongoing work.

Meeting members then stood to observe a moment of silence followed by remarks by the Moderator: Tonight, we are Concord's Legislature. Because we are here not only as private citizens but also as legislators, we must bear in mind as we cast our votes, not only our personal interests but also those of our community as a whole. And as we deliberate, let each of us here tonight maintain an open mind and open heart; respect, and graciousness when we disagree; and a healthy sense of humor so that the debates of this meeting will not be a source of division among us when our business here is finished.

On a motion made by Mr. Johnson and duly seconded, it was VOTED unanimously to omit the reading of the warrant and return of service.

CONSENT CALENDAR

On a motion made by Ms. Briggs and duly seconded, it was VOTED nearly unanimously that the 2023 Special Town Meeting take action on Articles one and four without debate.

The votes appear in the minutes according to article number.

Article 1 Fossil Fuel Infrastructure: Confirm Authorization to Apply for Participation in Fossil Fuel-Free Demonstration Project

On a MOTION made by Ms. Briggs and duly seconded, the following was VOTED nearly unani-mously under the Consent Calendar.

That the Town take affirmative action on Article 1 as printed in the warrant.

WARRANT ARTICLE

To determine whether the Town will vote to confirm that the Select Board is authorized to apply to participate in the Massachusetts Department of Energy Resources’ municipal fossil fuel-free demonstration project as established in Section 84 of Chapter 179 of the Acts of 2022, and further that the Select Board apply to the demonstration project with the Bylaw previously approved by Town Meeting as Article 31 of the 2021 Annual Town Meeting on June 13, 2021, with technical corrections to the Bylaw passed thereunder in substantially the form below (struck-through text to be removed and underlined text to be added):

PROHIBITION ON THE EXPANSION OF FOSSIL FUEL INFRASTRUCTURE FOR NEW CONSTRUCTION

1. Purpose

This Bylaw is adopted by the Town of Concord to protect the health, safety and welfare of the inhabitants of the town from the effects of air pollution, including greenhouse gas emissions that are contributing to climate change, and from fuel leaks and explosions that threaten the Town and its inhabitants.

2. Definitions

For the purposes of this bylaw, the following definitions shall apply:

“Building” shall have the same meaning as set forth in Section 1.3.4 of the Concord Zoning By-law, provided that the pertinent structure is or will be furnished with a heating or hot water sys-tem.

“Effective Date” shall mean December 1, 2022, or six months following the date by which the Town is authorized by the Massachusetts General Court Department of Energy Resources to regulate fossil fuel infrastructure, whichever is later.

“New Building” shall mean any new construction that will require heating or cooling and that is associated with a valid building permit application on or after the effective date of this bylaw, including but not limited to, construction (a) on a vacant lot, (b) to replace a demolished build-ing, or (c) of a new accessory building constructed on an existing residential or commercial property.

“On-Site Fossil Fuel Infrastructure” shall mean piping for coal, fuel gas, fuel oil, natural gas or other fuel hydrocarbons, including synthetic equivalents, or other fossil fuels that is are in a building, in connection with a building, or otherwise within the property lines of a premises, ex-tending from a supply tank or from the point of delivery behind a gas meter (customer-side of a gas meter).

3. Applicability and Exemptions

3.1. On and after the Effective Date, no building permit shall be issued by the Town for the

construction of New Buildings or that include the installation of new On-Site Fossil Fuel Infra-structure subject to this Chapter.

3.2. The provisions of this bylaw shall not apply to (i) the development of new affordable housing, as defined in Mass. Gen. Laws c. 184, § 26; (ii) to cooking stoves and ovens used in restaurants or commercial kitchens; (iii) any fossil fuel infrastructure the exclusive purpose of which is to fuel backup electrical generators; (iv) public utilities, their operations, or installations other than in the Buildings constructed by others; or (v) research laboratories for scientific or medical research, or to hospitals or medical offices regulated by the department of public health as a health care facility.

3.3. The requirements of this article shall not apply to the piping required to produce potable or domestic hot water from centralized hot water systems in buildings with building floor areas of at least 10,000 square feet, provided that the Engineer of Record certifies that no commercial-ly available electric hot water heater exists that could meet the required hot water demand for less than 150% of installation or operational costs, compared to a conventional fossil-fuel hot water system.

4. Administration

4.1. Enforcement

The Building and Inspections Department is hereby authorized to enforce the provisions of this bylaw.

5.2 Appeal

Any applicant who is aggrieved by a denial of a building permit, in whole or part, in connection with this bylaw, may appeal to the board or committee designated by the Town Manager to hear and resolve such appeals within 20 days from the date of denial.

6. Severability

Each provision of this bylaw shall be construed as separate to the extent that if any section, sen-tence, clause or phrase is held to be invalid for any reason, the remainder of the by-law shall continue in full force and effect.

7. Reporting

The Town Manager, or the Town Manager's designee, shall provide data and other information on the impacts of this Bylaw on emissions, building costs, operating costs, the number of build-ing permits issued, and other information as required or requested by the Department of Energy Resources and the Secretary of Housing and Economic Development.

Article 2 REAUTHORIZE SPECIAL LEGISLATION PETITION – REAL ESTATE TRANSFER FEE FOR AFFORDABLE HOUSING

Upon a MOTION made by Mr. Bergman and duly seconded, the following was VOTED by an overwhelming majority that the Town take affirmative action on Article 2 as printed in the warrant.

WARRANT ARTICLE

To determine whether the Town will authorize the Select Board to petition the General Court for special legislation substantially in the form below, in lieu of the special legislation approved under Article 25 of the 2019 Concord Annual Town Meeting, that would impose a real estate transfer fee to be used by the Town for the purposes of acquiring, creating, preserving, rehabilitating, restoring and supporting affordable housing in the Town, or take any other action relative there-to (struck-through text to be removed and underlined text to be added):

“An act establishing a real estate transfer fee upon the transfer of property in the
Town of Concord.”

SECTION 1. There is hereby imposed a real estate transfer fee, hereafter “the fee,” equal to 1 per cent of the portion of the purchase price exceeding \$1,0600,000 upon the transfer of (i) any real property interest in any residential property situated in the Town of Concord, or (ii) a controlling interest in a trust, limited liability company, or other entity that directly or indirectly holds an interest in any class of residential real property situated in the Town of Concord. The fee shall be the liability of the purchaser of such property interest, and any agreement between the purchaser and the seller or any other person with reference to the allocation of the liability for the fee shall not affect such liability of the purchaser to the Town. The Town may define by bylaw what constitutes a controlling interest and the calculation of the fee.

SECTION 2. The following transfers of real property interests shall be exempt from the fee established in Section 1:

- (i) transfers to the federal government, the Commonwealth, the Town, and any of their instrumentalities, agencies or subdivisions, including the Concord Housing Authority and the Concord Municipal Affordable Housing Trust;
- (ii) transfers to the Concord Housing Development Corporation;
- (iii) transfers of real property subject to an affordable housing restriction;
- (iv) transfers made without additional consideration to confirm, correct, modify or supplement a transfer previously made;
- (v) transfers with consideration under \$100.00;
- (vi) transfers to a charitable organization, as defined in clause Third of section 5 of chapter 59 of the General Laws, or a religious organization, provided, however, that the real property interests so transferred will be held solely for public charitable or religious purposes; and
- (vii) transfers between family members, including spouses, parents and children, grandparents and grandchildren, step parents and step children, siblings or step siblings.

SECTION 3. The fee shall be paid to the Town of Concord. The Town shall have such remedies to collect the fee as provided by law with respect to the collection of real property taxes. The Town may, by bylaw, adopt additional requirements, exemptions, and regulations to implement or enforce said fee, consistent with this act. The Town may not, by bylaw or otherwise, eliminate or reduce any exemption set forth in this act.

SECTION 4. All fees received pursuant to this act shall be deposited in the Concord Municipal Affordable Housing Trust Fund established pursuant to section 55C of chapter 44 of the General Laws and used for affordable housing purposes any purposes permitted thereunder.

SECTION 5. For the purposes of this act, “affordable housing” shall mean housing with an affordable housing restriction recorded with the Middlesex South Registrar of Deeds that requires the housing to be rented or owned by families and individuals whose income at initial

occupancy is no more than 150 per cent of the area mean income as determined by the federal department of housing and urban development guidelines and adjusted for family size and that thereafter such units shall be rented or sold, subject to such restrictions on appreciation as determined by the municipality to be reasonable and necessary to maintain long term affordability, to families or individuals at incomes of no more than 150 per cent of the area mean income.

SECTION 6. A copy of the deed or other instrument evidencing such transfer shall be provided to the Town and shall be accompanied by

(i) an affidavit signed under oath or under the pains and penalties of perjury by the purchaser and seller attesting to the purchase price;

(ii) the applicable fee owed or, if applicable, an affidavit of intent to seek one of the permissible exemptions, as described in Section 2, for that property by the purchaser; and (iii) the basis, if any, upon which the transfer is claimed to be exempt in whole or in part from said fee. Upon receipt of the transfer fee or satisfactory evidence of exemption, the Town or its designee shall promptly thereafter issue a certificate indicating that the fee has been paid or that the transfer is exempt from the fee. The Middlesex South Registrar of Deeds shall not record or register a deed unless the deed is accompanied by such certificate.

SECTION 67. The Town shall prepare and issue an annual report to that (i) identifies fee receipts; (ii) quantifies affordable housing programs funded, including type and purpose; and evaluates the impact of said affordable housing programs, including but not limited to, to the extent reasonably possible and permitted by applicable law, the number and demographics of individuals and families served as well as measures of housing stability and wealth generation in the community.

SECTION 78. Acceptance of this act by the Town of Concord shall be first by vote of approval at an annual or special Town Meeting, to be followed by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance is placed on the ballot. Sections 1 to 67, inclusive shall take effect 30 days after such acceptance by the Town.

Article 3

REAUTHORIZE SPECIAL LEGISLATION PETITION – BUILDING PERMIT FEE SURCHARGE FOR AFFORDABLE HOUSING

Upon a MOTION made by Mr. Bergman and duly seconded, the following was VOTED by an overwhelming majority that the Town take affirmative action on Article 3 as printed in the warrant.

WARRANT ARTICLE

To determine whether the Town will authorize the Select Board to petition the General Court for special legislation substantially in the form below, in lieu of the special legislation approved under Article 26 of the 2019 Concord Annual Town Meeting, that permits the Town to enact a by-law charging a building permit surcharge to be used by the Town for the purposes of acquiring, creating, preserving, rehabilitating, restoring and supporting affordable housing in the Town, or take any other action relative thereto (struck-through text to be removed and underlined text to be added):

SECTION 1. The Town of Concord, hereafter referred to as “the Town,” may, by bylaw, require the payment of an affordable housing surcharge for any construction that (i) requires a building permit and (ii) exceeds a minimum construction value to be determined by the Select Board of the Town. The bylaw shall specify the amount of said affordable housing surcharge, the method by which the surcharge may be increased from time to time, and any types of construction or uses to which the affordable housing surcharge shall not apply.

SECTION 2. All fees received pursuant to this act shall be deposited into the Concord Municipal Affordable Housing Trust Fund established pursuant to section 55C of Chapter 44 of the General laws and used for affordable housing purposes any purposes permitted thereunder.

SECTION 3. For the purposes of this act, “affordable housing” shall mean housing with an affordable housing restriction recorded with the Middlesex South Registrar of Deeds that requires the housing to be rented or owned by families and individuals whose income at initial occupancy is no more than 150 per cent of the area mean income as determined by the Federal Department of Housing and Urban Development guidelines and adjusted for family size and that thereafter such units shall be rented or sold, subject to such restrictions on appreciation as determined by the municipality to be reasonable and necessary to maintain long term affordability, to families or individuals at incomes of no more than 150 per cent of the area mean income as defined under section 1 of chapter 60 of the General Laws.

SECTION 4. Acceptance of this act by the Town of Concord shall be first by vote of approval at an annual or special Town Meeting, to be followed by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance is placed on the ballot. Sections 1 to 3, inclusive shall take effect 30 days after such acceptance by the Town.

Article 4 COMMUNITY PRESERVATION ACT COMMUNITY HOUSING RESERVE FUND

On a MOTION made by Ms. Briggs and duly seconded, it was VOTED nearly unanimously under the Consent Calendar that the Town take affirmative action on Article 4 as printed in the warrant.

WARRANT ARTICLE

To determine whether the Town will vote to rescind prior appropriations in the sum of \$1,044,255.76 from the Community Preservation Fund, appropriated at the 2015, 2017, 2018, and 2019 Annual Town Meetings for the Junction Village Assisted Living project, and to appropriate that amount to the Community Housing Reserve Fund, in accordance with Massachusetts General Laws Chapter 44B; to be appropriated for Community Housing projects; or take any other action relative thereto.

Article 5 CONCORD MIDDLE SCHOOL BUILDING PROJECT

On a MOTION made by Ms. Guarriello and duly seconded, the following was VOTED by well more than two-thirds majority that the meeting take affirmative action on Article 5 as printed in the warrant to appropriate the amount of \$7,200,000 for the purposes stated in Article 5 and authorize the Treasurer with the approval of the Select Board to raise such amount by borrowing, subject to an affirmative debt exclusion vote of the Town, all as set forth in Article 5.

WARRANT ARTICLE

To see if the Town will vote to appropriate a sum not to exceed \$7,200,000 (Seven Million Two Hundred Thousand Dollars), to be expended under the direction of the Town Manager, in consultation with the Concord Middle School Building Committee, for the additional costs to construct a new middle school to be located at 835 Old Marlboro Road, Concord, Massachusetts (present site of the Sanborn Middle School), which amount shall be expended in addition to the amount of \$102,816,000 appropriated under Article 1 of the January 20, 2022 Special Town Meeting, for a total appropriation for such project of \$110,016,000, including, without limitation, the costs of engineering, design, site preparation, construction, landscaping, paving, furnishing and equipping, demolishing the existing school, construction of recreational fields, driveways and parking lots, and all other costs incidental or related thereto; to determine whether this appropriation shall be raised by borrowing or otherwise; that to meet this appropriation the Treasurer, with the approval of the Select Board, is authorized to borrow \$7,200,000 under and pursuant to M.G.L. c. 44, §7(1), or pursuant to

any other enabling authority; provided, however, that this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 21/2) amounts required to pay the principal of and interest on the borrowing authorized by this vote; or take any other action relative thereto.

Having no further business to take up, the Special Town Meeting of 2023 adjourned and dissolved at 8:38 pm.

Respectfully submitted,

Kaari Mai Tari
Town Clerk

TOWN OF CONCORD						
Special Town Election						
February 16, 2023						
OFFICIAL RESULTS						
QUESTION 1: Shall the Town of Concord be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds to be issued in order to pay for the additional costs to construct a new middle school, to be located at 835 Old Marlboro Road, Concord, Massachusetts (the present site of the Sanborn Middle School), including, without limitation, the costs of engineering, design, site preparation, construction, landscaping, paving, furnishing and equipping, demolishing the existing school, construction of recreational fields, driveways and parking lots, and all other costs incidental or related thereto?						
	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	TOTAL
Blanks	0	0	0	0	0	0
Yes	411	498	582	472	375	2338
No	275	284	307	365	306	1537
TOTALS	686	782	889	837	681	3875

Total Registered Voters	2316	2804	2788	3060	2649	13617
Precinct Totals	686	782	889	837	681	3875
Total Voter Turnout	30%	28%	32%	27%	26%	28%

TOWN OF CONCORD**Annual Town Election**

March 28, 2023

OFFICIAL RESULTS**MODERATOR (Vote for One)**

	Precinct 1	Precinct 2	Precinct 3	Precinct 4
Blanks	49	45	42	39
Carmin C. Reiss, 52 Devens Street	270	376	365	323
Write-Ins	1	0	1	4
TOTALS	320	421	408	366

SELECT BOARD (Vote for One)

	Precinct 1	Precinct 2	Precinct 3	Precinct 4
Blanks	3	0	4	4
Mark L. Howell, 668 Annursnac Hill Road	202	245	253	237
Karlen J. Reed, 83 Whits End Road	114	175	150	125
Write-Ins	1	1	1	0
TOTALS	320	421	408	366

SCHOOL COMMITTEE (Vote for One)

	Precinct 1	Precinct 2	Precinct 3	Precinct 4
Blanks	50	49	61	41
Carrie James Rankin, 95 Upland Road	268	370	344	316
Write-Ins	2	2	3	9
TOTALS	320	421	408	366

Total Registered Voters	2316	2804	2788	3060
Precinct Totals	320	421	408	366
Total Voter Turnout	14%	15%	15%	12%

GENERAL GOVERNMENT

TOWN CLERK

Kaari Mai Tari, Town Clerk
 MaryLou Carney, Assistant Town Clerk
 Arlene Fitzpatrick, Senior Administrative Specialist
 Laurie Austin, Senior Administrative Specialist

Customer Service and Staffing

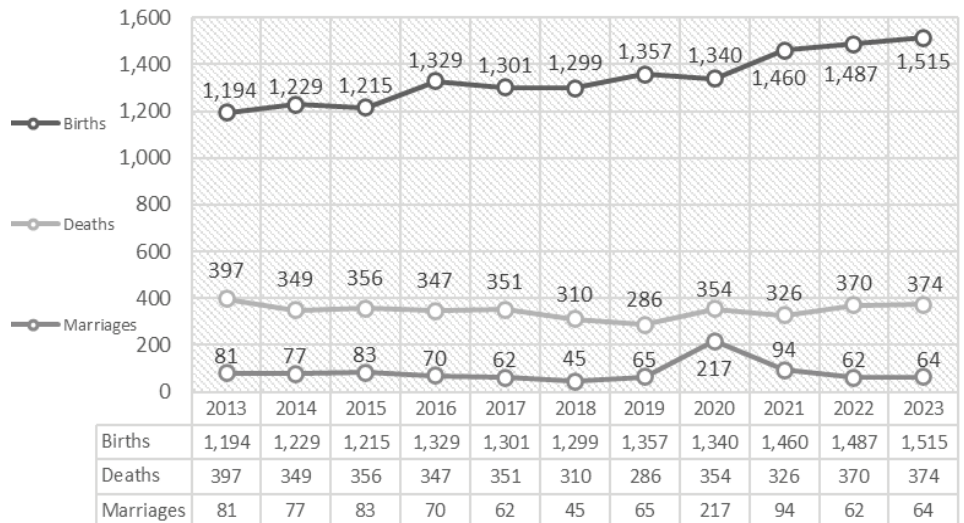
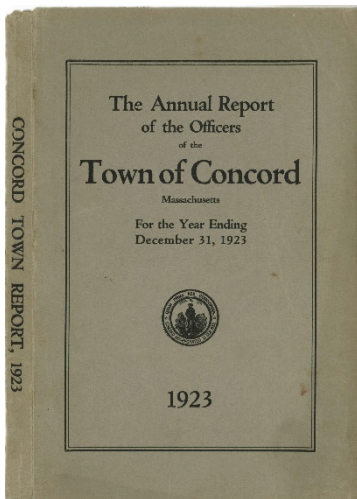
After nearly 15 years with the Town Clerk's Office, Arlene Fitzpatrick retired in August. We are grateful for her years of service and appreciate her particular care in registering thousands of births during her tenure.

Vitals

In addition to registering vital records, staff processed 25 affidavits & corrections of vital records and issued 313 burial permits. As custodians of vital records, the Town Clerk's Office issued certified copies of birth, marriage, and death records at the counter and by mail. Online orders for birth and marriage certificates continued to increase while death certificates were more frequently ordered for pick up.

Recorded Vital Statistics for Concord 2012-2023 (Numbers include babies born to Concord parents at other Massachusetts hospitals) (# of Concord residents is in parenthesis)

Year	Births	Deaths	Marriages
2023	1,515(72)	374 (150)	64 (28)
2022	1,487 (109)	370 (166)	62 (25)
2021	1,460 (144)	326 (157)	94 (33)
2020	1,340 (96)	354 (172)	217 (66)
2019	1,357(114)	286 (147)	65 (29)
2018	1,299 (89)	310 (154)	45 (14)
2017	1,301 (109)	351 (172)	62 (29)
2016	1,329 (113)	347 (164)	70 (30)
2015	1,215 (104)	356 (163)	83 (40)
2014	1,229 (100)	349 (160)	77 (32)
2013	1,194 (126)	397 (174)	81 (35)
2012	1,175 (103)		67 (32)



ACTIVITIES	2018	2019	2020	2021	2022	2023
Business Certificates	96	135	154	151	90	123
Dog Licensing	1,933	1,910	1,804	2,005	1,953	2,171
Public Meetings Posted	905	823	710	947	1,003	1,084
Raffle Permits Issued	18	18	5	11	8	14
RECORDINGS	2018	2019	2020	2020	2022	2023
Board of Appeals Filings	46	34	40	30	29	34
Historic Districts Commission Filings	83	76	60	76	65	54
	42	53	57	71	70	54

Committee-related activities

During the year, the staff swore in well more than 180 new committee and board appointees and posted 1,084 public meetings and agendas for 75 committees. The Town Clerk’s Office took over the task of managing committee appointments from the Town Manager’s Office. Laurie Austin, who manages committee-related activities, including appointments and legal compliance with ethics and open meeting law requirements worked with committees and appointing authorities to bring appointments and terms of office up to date.

Other Business

The Town Clerk’s Office issued 20 flammable storage certificates that are renewed annually. Notary Public services (excluding real estate-related transactions) are offered for customers with proper identification. A nominal fee is charged, and appointments are recommended for complex documents. In addition, several staff members have been appointed by the Governor’s Office to serve as “Commissioners to Qualify,” which authorizes us to administer the Oath of Office to individuals appointed as a Notary Public, Justice of the Peace, and various state committees or appointments in Massachusetts.

Dog licensing transitioned to an online permitting system in 2023 allowing dog owners to renew and pay for dog licenses online. Information about dog licensing is posted on the Town Clerk’s webpage: [Town Clerk | Concord, MA \(concordma.gov\)](http://TownClerk|Concord,MA(concordma.gov))

Town Meetings and Elections

The Board of Registrars report includes information about elections and town meetings in Concord.

Feel free to contact our office if you have any questions (978-318-3080). Visit the Town’s web site (www.concordma.gov), or contact us via e-mail at townclerk@concordma.gov.

TOWN RECORDS

Nathanial Smith,
Municipal Archivist/Records Manager

Town Records form the institutional history/record/memory of the Town’s actions through its departments, committees, and boards. It is the responsibility of the Town Clerk’s Office to preserve the Town’s permanent records and schedule non-permanent records for destruction with State approval. Town records are public records and access is governed by the Public Records Law.

Public Records Requests

2023 was the first full year that the Municipal Archivist/Records Manager served as the primary Records Access Officer (RAO) for the Town. The RAO tracked and responded to 415 public records requests (this does not include requests received by the Police or School departments as those are managed separately). The most popular topics for requests were Gerow Park/Warners Pond, the Concord Middle School Building project, procurement data, and building permits. Accordingly, Finance, Planning and Land Management, Town Clerk/Town Archives, and the Town Manager’s Office were the most frequently requested Departments/Divisions. Finally, of the 415 requests, 366 required the review of electronic records, 137 the review of physical records, and 25 the review of the Town’s email archive.

Records Management

The Municipal Archivist/Records Manager, Nate Smith, worked throughout the year with a variety of Town Departments to manage retention periods, inventory files, and digitize selected records. In addition, Nate and Town CTO, Jason Bulger, completed the migration of the Town’s active digital files to the Microsoft 365 platform. Completion of this project enables the Town to better and more securely manage digital records including managing

Vital record transactions	Births	Marriages	Deaths
At the register	1,201	89	2,366
Online orders	1,531	106	857

retention, enabling remote access, and providing collaboration opportunities across Departments/ Divisions. The focus for 2024 will be identifying and prioritizing digitization projects for physical files which should be added to the new platform.

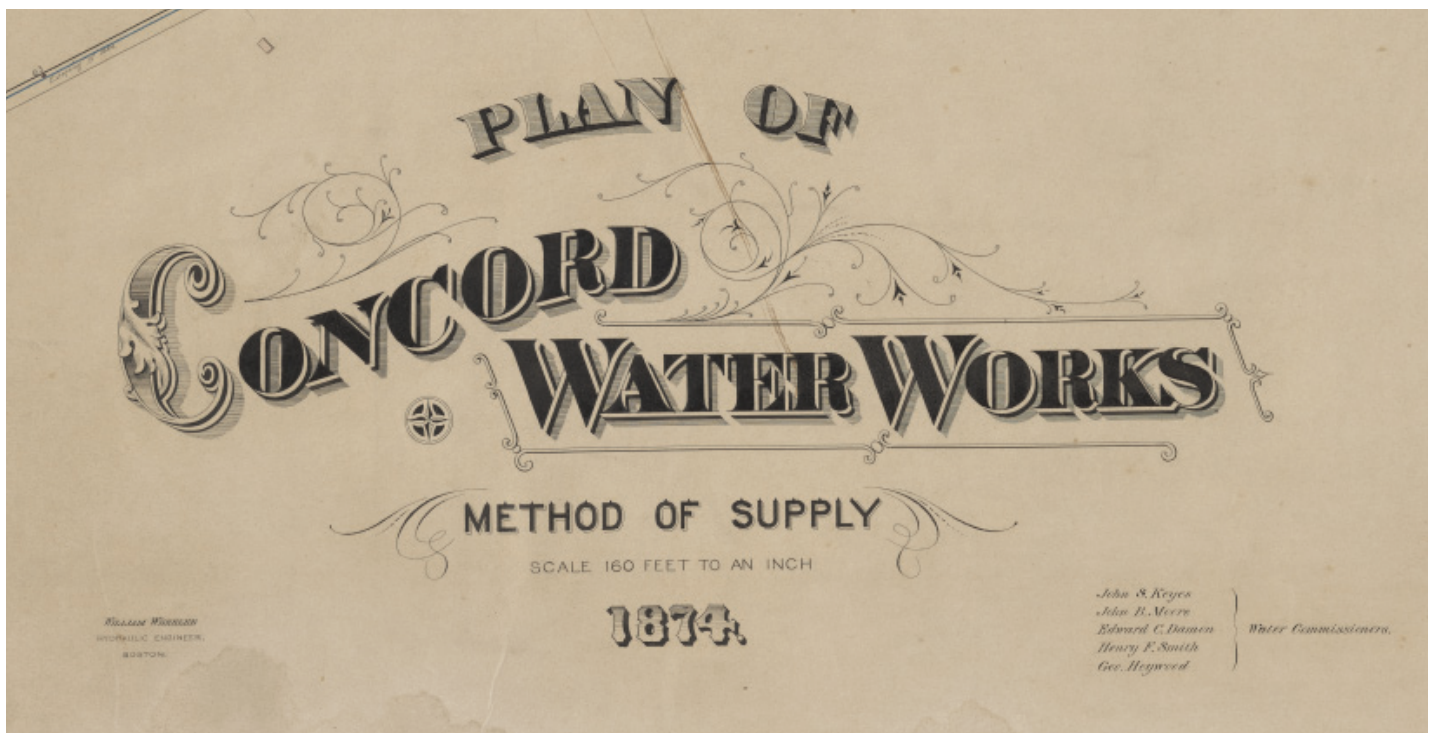
Archives Management

Town Archives are stored in vaults located both at the Town House and the in the Special Collections vault by agreement with the Library Corporation. The Town Archivist and Special Collections Curator, Anke Voss, work collaboratively to provide access to Town records stored in the Special Collections vault.

Additional content was added throughout the year to The Town Archives Digital Repository. Notable additions this year included historical and modern Town Reports ranging from 1840 to 2022. Most of the Town Reports are currently available digitally and we hope to post the remaining reports in the coming year. The Meeting Minutes of the Select Board from 1931 through 2000 were also digitized during 2023 and will undergo a quality control

review before being posted in Spring of 2024. In August, the Town Archives received funding from the Community Preservation Act for the conservation treatment and digitization of two plans of the Concord Water Works drawn by William Wheeler (1874 & 1875) and seven sheets comprising the Town Plans of Concord (1907-1910). The treated items and digital versions were received by the Town Archives in December. These items will be added to the Town Archives Digital Repository.

In September, the Town Archives submitted an application for Community Preservation Act funding for the conservation treatment, reproduction, and digitization of the Town's copy a broadside printing of the Declaration of Independence from 1776 and the Non-Importation Covenant dated June 27, 1774, which is signed by residents of the Town and declares their intent to suspend commercial dealings with Great Britain. These items were selected due to the expected increase of interest ahead of the 2025 Celebrations commemorating the Concord Fight.



TOWN OF CONCORD
Population Profile
December 31, 2023

Population based on annual census returns.....15,435

Adults Age 17 and Older12,907

Population by Age Group:

Under 20 years3,354

20-29 years1,487

30-39 years1,015

40-49 years1,851

50-59 years2,306

60-69 years 2,319

70 years +.....3,103

BOARD OF REGISTRARS

Connell Benn, Chair (R)
 Anne Fortier (D)
 Bart Littlefield (R)
 Kaari Mai Tari (U), Town Clerk

Membership

The four-member Board of Registrars consists of not more than two members from each of the major political parties--three members appointed by the Select Board, plus the Town Clerk. By virtue of the position, the Town Clerk is a participating and voting member of the Board of Registrars.

Voter Registration

The Town Clerk's Office registers voters through the state's Voter Registration Information System. Voters are automatically registered to vote when they conduct business at the following agencies, unless they opt out: the Registry of Motor Vehicles, the Division of Medical Assistance, and the Commonwealth Health Insurance Connector Authority.

Change of party refers to new voter, address, and name changes.

Inactivated: Annual census response was not received. Confirmation mailings are sent upon inactivation allowing us to keep our database up to date.

Deleted: In addition to voters who have moved or died, voters are deleted after 4 years of inactivity.

Nomination papers & Petitions signed refers to certification of signatures for candidates, ballot questions and town meeting articles, conducted by the Town Clerk's Office.

Town Caucus—January 30, 2023

The Town Caucus of 2023 was held in the Hearing Room of the Town House. The following nominations were made by the Caucus: for Moderator: Carmin Reiss; For Select Board: Mark Howell and Karlen Reed; and for School Committee: Carrie Rankin. The Housing Authority seat was transitioned from elected to a Select Board appointed tenant seat. Special thanks to Michael Lawson who presided as Chair of the Caucus and to Jean Nardi who was elected Clerk of the Caucus. A total of 47 voters attended the Caucus. All participants in the Caucus and especially the candidates are applauded for their commitment to public service and the election process in Concord.

Special Town Meeting—January 19, 2023

The Special Town Meeting was held at the Concord Carlisle Regional High School with Moderator Carmin Reiss presiding and featured five articles, including reauthorizations of three Special Acts of Legislature, Community Preservation Act housing reserve fund action and a debt exclusion request for additional funding for the Concord Middle School Building Project. Minutes of the meeting are included elsewhere in the report. A total of 1,107 voters participated as Concord's legislature that day.

Annual Town Meeting—May 1, 2023

The Annual Town Meeting was held at the Concord Carlisle Regional High School over two days, featuring 46 Warrant Articles. A total of 824 voters attended the meeting over two days.

Voter Registration Table

Total Voters	Voter registrations & changes	Inactivated	Deleted	Nomination papers & Petitions certified
13,820 12,160 (active) 1,660 (inactive)	791	1,344	892	3,246

Census

The Annual Town Census is conducted exclusively by mail. Census forms were distributed to residents in late December. The 2023 population based on census returns received through December 31, 2023, was 15,435. Note that the town census does not include inactive voters or the prison population, while the federal decennial census is a physical count of the population.

Party Enrollment Changes: Massachusetts had three official parties in 2023: Democrat (D), Republican (R), and Libertarian (L). The chart below shows the party change activity during 2023. This includes Unenrolled (U) voters, who made up the majority of voters in Concord.

U→R: 7	R→U: 29	D→U: 58	L→U: 2
U→D: 46	R→D: 2	D→R: 1	L→D: 0
U→L: 0	R→L: 0	D→R: 0	L→R: 0

Below is a snapshot of party enrollment for Concord voters in 2023.

A - Conservative	G - Green Party USA	N - New Alliance	T - Inter 3rd Party	Z - Working Families
B - Natural Law Party	H - We The People	O - MA Independent Party	U - Unenrolled	AA - Pizza Party
C - New World Council	J - Green Rainbow	P - Prohibition	V - America First Party	BB - American Term Limits
D - Democrat	K - Constitution Party	Q - American Independent	W - Veteran Party America	CC - United Independent Party
E - Reform	L - Libertarian	R - Republican	X - Pirate	DD - Twelve Visions Party
F - Rainbow Coalition	M - Timesizing Not Down	S - Socialist	Y - World Citizens Party	

Ward	Precinct	A	AA	CC	D	G	H	J	L	O	Q	R	S	T	U	X	Grand Totals
0	01	1		4	784			1	7	1	1	186			1388		2373
	02	1		2	1034				11		1	179	1	2	1608	1	2840
	03	1	1	1	945				1			228			1633		2810
	04	2	1		1058	1	1		7		1	206			1822		3099
	05			2	917	1		4	5			205			1564		2698
Ward 0 Totals		5	2	9	4738	2	1	5	31	1	3	1004	1	2	8015	1	13820
Grand Totals		5	2	9	4738	2	1	5	31	1	3	1004	1	2	8015	1	13820

Elections

Two Elections were held in 2023. Election results by precinct are included elsewhere in this report.

Voter Information Mailing

Voter information was mailed ahead of the February 16th Special Town Election and one ballot question committee was formed.

Date	Event	Voter Turnout/ %	Voted by mail	Absentee voters	In person on Election Day
February 16, 2023	Special Town Election	3,875 / 28%	1,407	56	2,412
March 28, 2023	Annual Town Election	1,918 / 14%	842	55	1,021

PERSONNEL BOARD

Bill Mrachek, Co-Chair
Liz Cobbs, Co-Chair
Kate Ryan
Joe Emerick
Pamela Talbot

The Personnel Board has responsibility for the administration of the Personnel Bylaw, which applies to approximately 174 of the Town's budgeted regular-status positions and a few hundred temporary and limited-status employees.

This year was a pivotal year for the Personnel Board, gaining approval for the new Compensation and Classification Plan at Town Meeting, and supporting its implementation. The Board worked with human resources staff on the creation of meaningful reports that assist in monitoring progress in recruitment and retention. Finally, the Board has produced an update to the Personnel Bylaw for inclusion in the upcoming Annual Town Meeting. With regards to its makeup, Pamela Talbot was welcomed to the Board in June 2023.

Classification & Compensation Plan Approval and Implementation

Consistent with the Personnel Bylaw's purpose of maintaining an equitable and efficient system of personnel administration, the Town engaged GovHR in August 2022 to undertake a comprehensive study and redesign of our Classification & Compensation Plan to ensure that 1) uniform salary ranges are based on responsibilities and requirements of each job; 2) equal pay is provided for equal work; and 3) employee compensation is both internally equitable and externally competitive. GovHR consultants worked with Concord staff to conduct a comprehensive process with employee, Personnel Board, and citizen input. A new scoring methodology for job classification was used to evaluate and analyze positions. Market data from comparable communities and light plants was gathered and analyzed to develop a compensation plan. The Classification and Compensation Plan developed by GovHR was reviewed and approved by the Personnel Board, and subsequently presented and approved at the 2023 Town Meeting.

The Plan was implemented July 1, 2023. Employees were placed in the appropriate new title and pay grade. Those whose salary was less than the minimum of the new pay grade received an increase to the minimum of their new pay grade.

FY24 Salary Increase Policies

Each fiscal year, the Town Manager and Personnel Board determine the actual salary increases to be received by non-union employees based upon the amount of money appropriated to the Salary Reserve. The adopted FY24 Salary Increase Plan provided a 3.0% increase effective July 1, 2022, and an additional 1.0% increase for those employees whose pay rate was still progressing through the salary range. All such increases were contingent on satisfactory performance.

Classification and Compensation – FY24 Structure Adjustments

Subsequent to the implementation of the new Classification and Compensation Plan, the following structural changes were approved by the Town Manager and the Personnel Board.

1. Added the title "Electrical Inspector" to Grade 8 effective August 9, 2023.
2. Added the title "Senior Producer and Education Coordinator" to Grade 6 effective August 9, 2023.
3. Deleted the title "Education Coordinator" Grade 4 effective August 9, 2023.
4. Updated the Miscellaneous Compensation Schedule – Recreation effective August 9, 2023.
5. Updated the Miscellaneous Compensation Schedule for Temporary and Limited Status Classifications effective September 13, 2023.
6. Changed the title "Facilities Director" in Grade 15 to "Facilities Manager" effective October 11, 2023. Subsequently adjusted qualifications effective November 8, 2023.
7. Change the title "Assistant Facilities Director" in Grade 12 to "Assistant Facilities Manager" effective December 18, 2023.

Policy Amendments

The Personnel Board approved updates to PPP #10.7-1, Stand-by Pay Policy.

Personnel Board Priorities

The Personnel Board worked with Town Staff to design useful reporting of key performance statistics to aid

in the monitoring of recruitment and retention. The following reports regarding non-union, regular full and part time employees, were included in the inaugural semi-annual Dashboard:

1. Filled Positions by Department
2. Filled Positions by Age, Gender and Race
3. Hires and Terminations by Department
4. Turnover
5. CompaRatio Summaries After Implementation of the New Compensation & Classification Plan

Suggestions have been received for future updates.

Additionally, the Personnel Board has spent considerable time and effort in crafting a proposed update to the Personnel Bylaw for review at the 2024 Annual Town Meeting.

Acknowledgement of Town Employees

Concord is fortunate to have many employees who have worked for the Town for numerous years. Some employees work year-round, while others work on a sporadic, seasonal, or limited-hours basis. Regardless of their status, we benefit from the experience and dedication of long-term staff members. Accordingly, on behalf of all Concord citizens, the Personnel Board would like to express our sincere appreciation and gratitude to all employees for their many contributions and efforts.

We would like to make special mention of the following employees, all of whom had served the Town for 20 or more years of regular service as of December 2023:

Employees with 20 or more Years of Service Names noted with * are employees who retired in 2023

<p>Facilities Robert Landry* Jonathan Straggas</p> <p>Finance Carolyn Dee Jonathan Harris*</p> <p>Fire Keith Cotoni David Curran* Kevin Fagerquist Bradford Ferrie Marcus Jackson Thomas Judge Brian Lefebvre Jeffery Lex Sean Murphy William Nelson Eric Pelkey James Redmond Brian Whitney</p>	<p>Human Resources Anita Stevanazzi-Hill</p> <p>Library Kamel Bounar Cynthia DiRenzo Caroline Nie Valerie Gay Weiss</p> <p>Light Plant Martin Boermeester Ann Breitenwischer Rhonda Buscemi James Coakley Jeffery Cosgrove Beverly McCaul John McGarry John Simeone David Wood</p>	<p>Planning & Land Mgmt Karen Byrne* Tracy LaPierre Marcia Rasmussen* Gabrielle White</p> <p>Police Robert Capone* Denise Caruso Joseph Connell* Brian Goldman Keith Harrington Richard Landers Timothy Landers Kevin Monahan Thomas Mulcahy Sylvia Toumayan*</p>	<p>Public Works Alan Cathcart Scott Chalmers Susan Clark Thomas Ford Peter Hardy* Richard Hathaway* John Hesdorff Adrian Hone* Patricia Hopkins Timothy Jones Jeffrey Koranda Todd Manchuso* Joel Stevens Jonathan Straggas Richard Weaver</p>
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HUMAN RESOURCES

Kimberly Crum, Interim HR Director

The Human Resources (HR) Department provided services to approximately 700 regular, limited, and temporary employees on issues relating to: administering the Personnel Bylaw, policies, and procedures; maintaining employee classification and compensation plans; monitoring personnel actions of all Town departments to ensure legal and policy compliance; managing employee recruitment and selection; coordinating orientation, training, and employee recognition activities; providing workers' compensation case management and administrative services; and designing and administering employee benefits programs. HR advised the Personnel Board and Town Manager on related issues; advised managers, supervisors, and employees on personnel matters; and assisted in labor negotiations and contract administration.

During 2023, the department was busy once again with recruitment efforts. HR staff posted 117 jobs and processed 3231 applications for employment. These numbers include recruitments for seasonal staff positions.

Our most significant project for 2023, was the rollout and implementation of the new Classification and Compensation Plan developed by our outside consultant, GovHR. The new pay plan ensures competitive salaries as compared to our municipal peers and will greatly assist in attracting candidates as well as retaining our dedicated and talented staff to best serve our residents.

In consultation with the Town Manager and the Personnel Board, progress was made during the year on the creation of meaningful reports that assist in monitoring progress in recruitment and retention, including pay equity reporting following the July implementation of the new Compensation and Classification Plan.

The Town's Insurance Advisory Committee was active during the latter part of the fall as it explored new health insurance options due to the planned dissolution of the Minuteman Nashoba Health

Group as of June 30, 2024. The group is well underway to securing new health insurance coverage for all active town and school employees as well as our eligible retirees.

HR staff worked closely with various stakeholders, including: the Select Board, through its liaison, Mark Howell; the Town Manager; and most importantly the September 2022 findings of the Personnel Study Task Force on a comprehensive proposed update to the Personnel Bylaw for non-union employees, which will be presented as part of the Annual Town Meeting Warrant for 2024. The Personnel Board also reviewed and approved numerous job description updates in conjunction with the new salary plan as well as PPP #10.7-1 Stand-by Pay.

HR staff continued work on Diversity, Equity, Inclusion and Belonging (DEIB) initiatives by attending professional training, reviewing and updating job descriptions through a DEIB lens to eliminate unnecessary barriers, continuing to review and recommend compensation actions with consideration to pay equity, removing gendered language from communications and documents, and exploring DEIB training options for employees and considering ways to make all employees feel welcome. We look forward to continued progress in this area.

Lastly, we would like to recognize former HR Director Amy Foley for her 30+ years of service to the Town of Concord's HR Department.

TOWN COUNSEL

Mina S. Makarious, Anderson & Kreiger LLP

The following is a description of the lawsuits by or against the Town filed or pending during calendar year 2023 and handled by Town Counsel:

Archstone Builders, LLC v. Town of Concord Historic District[s] Commission (Middlesex Superior Court). Applicant filed suit appealing denial of certificate of appropriateness by the Historic Districts Commission to construct a residence in the Barretts Mill Historic District in July 2022. Town Counsel negotiated with applicant's counsel to stay the litigation to permit the applicant to provide revised plans to the Historic Districts Commission. Those plans were filed, but the certificate was again denied. The litigation remains pending.

Carrette v. Mulcahy (Concord District Court): The Concord Police Department suspended the petitioner's Firearm Identification Card, in part because the petitioner had moved to Maynard without giving notice as required by G.L. c. 140, sec. 129B(11). He appealed the suspension. The Town moved to dismiss the petition on the grounds that the Chief was not only permitted but required to suspend the license after the petitioner moved and failed to give notice. The District Court granted the motion and dismissed the case.

Town of Concord v. Rasmussen, et al. (Massachusetts Appeals Court). The Town sought a declaration and judgment affirming the right of the public to access Estabrook Road, as well as an injunction preventing the Defendants from interfering with the public's right to access the road. The Town obtained a preliminary injunction in July 2020 from the Land Court preventing the Defendants from interfering with public access while the case is pending, after the Defendants attempted to close the road. Trial took place in June 2021, and closing arguments took place in October 2021. In November 2022, the Land Court issued a decision in the Town's favor on all issues in dispute, finding that the public retained a right to access Estabrook Road. Defendants in the case filed a

Notice of Appeal of the Land Court's decision in December 2022. The parties have briefed the case in the Appeals Court, and it is awaiting oral argument.

Kay, M.D. and Read v. Town of Concord (Massachusetts Appeals Court). Plaintiffs, who are both defendants in Town of Concord v. Rasmussen et al., filed suit in the Superior Court in March 2022 alleging that they were improperly denied production of records on the basis of attorney-client privilege, despite not having challenged the Town's assertion of privilege with respect to those same records in the Rasmussen litigation itself. Plaintiffs filed a similar suit with respect to additional records in May 2022. The cases were consolidated in July 2022. In May 2023, the Superior Court ruled in the Town's favor in both cases. The plaintiffs appealed and briefing is expected in the Appeals Court in early 2024.

Lyczkowski, et al. v. Keuka Road, LLC, et al. (Massachusetts Land Court). Title action between private parties regarding access rights on private road. The plaintiffs named as defendants all persons owning land abutting a former paper street, Keuka Road, which includes the Town. The Town is a nominal defendant, and as in other quiet title actions where it is named as a nominal defendant, did not take an active role. The actively-litigating parties filed cross-motions for summary judgment in the fall of 2020, which the Land Court denied in the fall of 2023. The actively-litigating parties are tentatively scheduled for a trial in early 2024 on the issue of whether the plaintiff can add a driveway to McCallar Lane under the Planning Board's 2018 subdivision decision, or whether a settlement agreement between those parties prevents that driveway from being added. Because the Land Court trial will focus on the terms of the private parties' settlement agreement, and not any argument concerning the Planning Board's subdivision decision, the Town does not expect to take an active role in the trial.

McMullen v. Mulcahy (Concord District Court): The Concord Police Department refused to issue a License to Carry ("LTC") to the petitioner, who was prohibited from holding a firearms license due to a prior misdemeanor conviction. The Town moved to dismiss the petition on the grounds that neither it

nor the Court had discretion to issue an LTC to a prohibited person. The District Court granted the motion and dismissed the case.

Rizzitano v. Lynn DeConto, et al. (Massachusetts Land Court). Partition action concerning property located at 34X Rear Walden Avenue. The Court asked the plaintiff to join the Town of Concord as a defendant in the case because the Town owns most of the abutting property, and there is an access easement to the disputed property that passes over Concord-owned land. At the Court's request, the Town appeared at status conferences for the matter and noted its interest in purchasing the property following the Court's determination that it would be sold. The property was sold by auction to a private purchaser at a price that exceeded the Town's maximum purchase price, in August 2022. The lawsuit was wound up, with judgment entered in March 2023.

Symes Development & Permitting LLC v. Town of Concord, et al. (Symes II) (U.S. District Court for the District of Massachusetts). Complaint against the Town for allegedly violating the Takings Clause of the Fifth Amendment to the U.S. Constitution in connection with Planning Board's approval, with conditions for a conventional subdivision. Shortly after filing a separate case in the Land Court ("Symes I" which was decided in the applicant's favor in 2021), the plaintiff also filed suit in federal court alleging that the conditions imposed by the Planning Board effected a taking of Symes's property. The matter was stayed by agreement of the parties for over a year until the District Court set a deadline for litigation to resume. At that point, the plaintiff agreed to dismiss the case, which the Town assented to.

Symes Development & Permitting, LLC v. James Smith, et al., in their capacities as members of the Town of Concord Zoning Board of Appeals (Symes III) (Massachusetts Land Court). Appeal of a ZBA decision denying a special permit for earth removal. During the pendency of Symes I, the plaintiff filed its application for an earth removal special permit, which it requires to construct the subdivision as approved by the Planning Board (including as amended after remand from the Land Court in Symes I). That application was denied. The parties conducted discovery in 2022, and exchanged expert reports in early 2023. The Town deposed two of the plaintiffs' experts this fall. The plaintiff declined to depose the Town's expert. We anticipate the matter will be schedule for trial in 2024.

THE EXECUTIVE COMMITTEE OF CONCORD250

Gary Clayton, Chair...Permanent Memorial
Rob Munro, Vice-Chair...Diversity, Equity, and Inclusion
John J. Arena, Secretary...Parade Planning
Henry Dane...Select Board
Diana Clymer...Art, Literature, and Music
Holly Cratsley...Community Participation
Patricia Hopkins...Hospitality and Invitations
Richard Loughlin, Treasurer...Finance
Geoffrey Love...Air national Guard...At-Large
Sue McCrory...Public ceremonies and Celebration
Diane Proctor...Communications and Publicity
Frederick Ryan...Public Safety
David Wood...History and Education

The Concord250 celebration is not a single event. It is an idea, an idea that honors the creation of a republic and its ideals. Concord was central to the creation of our nation, and the Executive Committee and its many subcommittees are working to bring 1775-1776 to life. Our effort transcends, however, the "Shot heard round the world" by focusing on how (as our tagline asserts) Concord is "Still Heard Round the World." Acknowledging that our village has changed, as has our town's impact on the world—through authors, philosophers, educators, and artists—the committee recognizes that Concord's history is not monosyllabic. We seek, therefore, to also remember those underrepresented in the past: women, Black, Indigenous, and people of color whose contributions were and are significant. In other words, we hope to tell the full story of Concord.

As part of its duties, the committee shall:

1. develop a comprehensive plan for celebrating and promoting the 250th anniversary of the Battle of Concord and other historical events leading to the founding of our Country which includes reference to new historical research and the contributions of native and black Concordians in that history;
2. identify funding needs and a plan for both Town and private funding (which would require a 501(c)3 entity);

3. develop a plan for a permanent memorial and recommend its placement;
4. appoint subcommittees, where necessary, to carry out specific tasks and in so doing may appoint members of the Executive Committee and/or other residents of the Town;
5. identify opportunities for individuals or organizations to participate in celebrations of the anniversary;
6. ensure that activities represent a commitment to diversity and inclusiveness, and create opportunity at all levels and activities for citizen participation;
7. hold public hearings from time to time in order to gain input from the residents of Concord, including at least three in the first eighteen months of the committee's formation;
8. report its activities to the Select Board on a periodic basis, but no less often than on a quarterly basis; and,
9. file a final summary report of committee activities and events with the Select Board on/ or before December 31, 2026, and subsequently with the Town Municipal Archives including associated celebration memorabilia.

The Committee will also:

1. evaluate and make recommendations on how the Town should manage the commemoration of these historic events;
2. oversee subcommittees created for their various purposes, and to supervise and assist them in their functions;
3. sponsor activities which commemorate and celebrate the place of Concord in the history of our nation; local, state, regional, and federal agencies, musical, performing and historical re-enactment groups.”
4. recognize the influence that the Town and its residents have had on the ideals of liberty, the unity of mankind and our co-existence with the

natural and social environment which we inhabit. As the custodians of this place and heritage, it is our responsibility to host a celebration worthy of the events which took place in our Town 250 years ago. The Executive Committee will coordinate the Town's events with our sister communities of Lincoln, Bedford, Lexington, and Arlington (Battle Road 2025); Minuteman National Historical Park; Hanscom Air Force Base, the Massachusetts National Guard, as well as other local, state, regional, and federal events.

In July, The Concord 250 Executive Committee voted to approve the Communication Committee's IMA and sent the recommendation to the Town Select Board and Town Manager for their approval. Town leadership from the four towns involved: Arlington, Concord, Lexington, and Lincoln, finalized the language and parameters of the IMA throughout the fall. All towns agreed and signed the agreement and in December, the town of Concord, the lead municipality, signed the agreement. In late December an IMA committee was convened with two members from each of the four towns to serve as its members. Concord's Procurement Manager will serve, ex officio as a member of the committee. The committee will work throughout 2024 to solicit individuals and firms to support the 250's transportation, event coordination, and crisis communication needs.

Many active sub committees this year launched several events and programs dedicated to the objectives of Concord250. These volunteers developed a comprehensive plan of events for celebrating and promoting the 250th anniversary and other historical events, which includes reference to newhistorical research and the contributions of Indigenous and Black Concordians as well as all those who have come before but whose voices were not always heard, honored, or remembered.

Specifically, they created events around the progress we have made and continue to make to preserve, protect and expand the foundational principles of self-determination, equality, and liberty for all people. In keeping with our overall goal of community involvement and inclusion they identified opportunities for individuals or organizations to participate in celebrations and

events while ensuring that activities represent a commitment to diversity and inclusiveness and create opportunity at all levels and activities for citizen participation.

Other subcommittees have worked vigorously to plan events throughout the coming thirteen months, leading up to April 19, 2025. For example: to properly document the men who fought for Concord during the American Revolution; to plan community events that include an Essay Contest, flags marking Revolutionary and Witness Houses, and a quilting show; to provide musical concerts, a curated art exhibit, and theater engagement; to develop a permanent memorial; and attend to the myriad budgetary constraints facing the Executive Committee and its over 100 Concord volunteers already participating.

The parade in 2025 will be dedicated to the sacrifice of all those who fought for independence, with an aim to tell two stories that historically are interwoven and inextricable yet distinct:

- 1.) the history and civic growth of our nation, and
- 2.) the history and civic growth of Concord.

With an expectation of over 250,000 spectators in attendance, at the April 2025 Patriot's Day Parade, the need for public safety is considerable. Therefore, coordination with police, fire, emergency folks and others will—if we get this right—provide a safe and enjoyable celebration for all.



PUBLIC SAFETY

FIRE DEPARTMENT

Thomas Judge, Fire Chief

The Concord Fire Department (CFD), with forty-eight uniformed staff, provides fire, rescue, and EMS services to the community. Our dedicated staff is committed to delivering a high level of service in the all-hazards role of a modern fire department. Massachusetts is divided into fifteen mutual aid fire districts; Concord is a member of fire district 14 which includes 23 cities and towns in central Middlesex County. Member communities cooperate to provide the region with a variety of services that would be impractical for a single community. These include teams that provide dive rescue services, technical rescue services, fire investigations, communications team for large incidents, incident management team for large incidents, and a critical incident stress management. Concord has members on all the teams. The participation in these teams is a great benefit to the community because of the expertise gained working throughout the region that is brought back to Concord.

Hazardous Materials Response is managed at the State level and divided into six statewide regions; Concord is in hazmat response District 3. Teams are made up of firefighters from the regions. Concord has two members that are hazardous materials technicians assigned to the district hazmat team. Concord Fire has two members that are a part of the Massachusetts Urban Search and Rescue Team. MA Task Force 1 operates out of Beverly, Massachusetts and provides service at the national level. During 2023 CFD members of MA TF1 responded to Vermont flooding, and Hawaii wildfires.

PERSONNEL

Promotions:

Brian Whitney was promoted from Captain to Assistant Fire Chief. Assistant Chief Whitney is responsible for all department training and the department's Emergency Medical Services.

Emergency Responses 2023

NFIRS CATEGORY	NUMBER
Fires/Explosions*	49
Overpressure/Ruptures	2
Emergency Medical/Rescue**	2,423
Hazardous Conditions***	194
Service Calls	327
Good Intent Call/Public Service	244
Fire and CO Alarms/Other Alarms	949
Weather Related	5
Special/Miscellaneous	4
TOTAL EMERGENCY RESPONSES	4,197

*Fires occurred within the following sub-categories:

Structure fires:	19
Vehicle fires:	6
Brush fires:	13
Other fires:	11
There were no explosions	

** - Of the EMS responses 1,845 resulted in patient transport to a hospital at the following level of care:

BLS transports:	1,075
ALS transports:	770

Included are 182 Motor Vehicle Accidents
Concord received a mutual aid ambulance 140 times
Concord provided a mutual aid ambulance 127 times

***Hazardous Conditions included the following responses:

Gas/LPG leaks:	46
Gasoline/Oil spills:	9
Chemical Hazard & Spills:	11
Electrical Problems:	0
Power Lines Down:	0
Carbon Monoxide Incidents:	0

Fire Prevention Activity

<u>Inspections</u>	<u>Total</u>
Residential Smoke/CO Alarms (Sale/Transfer)	209
Residential Smoke/CO Alarms (Construction/Alteration)	174
Commercial Fire Alarm/Suppression System	32
LP Gas Storage	33
Oil Burning Equipment	17
Oil Tank Installation	39
Oil Tank Removal	46
Liquor License	18
Day Care Facilities	6
Summer Camps	9
Hotels/Inns	12
Historic/Museums	3
Assembly Occupancies	14
Correctional Facilities	2
Healthcare Facilities	25
Schools/Dormitories	19
Construction Sites	29
Other, not classified	37
Re-inspection/Corrective Action	68
	<u>792</u>
<u>Plan Reviews</u>	
Residential	118
Commercial	25
	<u>143</u>
<u>School Fire Drills</u>	
Public	35
Private (including dormitories)	10
Business/Group Home/Day Care Ctr	11
	<u>56</u>
<u>Permits issued</u>	
Open Air Burning	332
Blasting	1
Cannon or Mortar Firing	8
Dumpster	30
Fire Protection System	115
LP Gas Storage	37
Flammable/Combustible Storage	22
Oil Burning Equipment	59
Tank Removal	41
Cutting/Welding/Hot Work	14
Other, Not Classified	25
	<u>684</u>

Brad Ferrie was promoted from Lieutenant to Captain and is serving as the Shift Commander on Group 4.

Todd Niemi was promoted from Firefighter to Lieutenant and is the Station Officer at Station 2 on Group 2.

James Foley was promoted from Firefighter to Lieutenant and is the Station Officer at Station 1 on Group 3.

Retirement:

Captain David Curran retired in 2023 after more than 40 years of service to the town. A lifelong Concord resident, Dave started working for the town as an auxiliary firefighter, then a call firefighter, then appointed as a full-time firefighter in 1981. Dave served as a Firefighter, a Lieutenant, and a Captain for the Concord Fire Department. He was also a State of Massachusetts Hazardous Material Technician for many years, including being equipment and vehicle coordinator for all the state's Hazardous Material Response teams. We wish Dave and Claudia the best in retirement.

New Firefighters:

We welcomed the following new Firefighters to the department in 2023:

- FF Adam Kaminski-Miller
- FF James Black
- FF Ian Ford

FIRE PREVENTION

The Fire Prevention Office is overseen by Assistant Fire Chief Walter Latta and staffed by Fire Prevention Inspector Lt. David Nichols and Office Coordinator Timalyn Rassias.

2023 began with the adoption of a newly revised state fire code (527 CMR 1.00). Revisions to the code brought about several new changes in the way the Fire Prevention staff conducts the business of community risk reduction. Among these are some that are directly related to the increase in demand for alternative fuel sources. In addition to plan reviews for the construction projects, fire alarm systems, and sprinkler systems that we normally



*Fire Department Team: Left to Right – Back: Mike DeRoche, Elsa Heil, Samantha McChesney, Dan DeRoche, Tim O'Malley, Jimmy Mazzola, Tim Lilley
Left to Right – Front: Lindsay McGloughlin, Ben Lewis, Chuck Hopkins, Peter Ostroskey*

do, our staff is now reviewing plans for the installation of residential energy storage systems and solar panel arrays. Safety considerations regarding these types of systems are outlined in the code and are reviewed for compliance as a condition of approval.

Residential and commercial construction are a major focus of fire prevention, many hours are devoted to working closely with the Town's Building and Planning Divisions, reviewing plans, conducting site inspections, and attending meetings with property owners and contractors during all phases of construction, alteration, and demolition to ensure compliance with the Massachusetts Fire Code and achieve the best possible level of protection of life and property.

Project of note this past year include the new Middle School. A project of this size requires fire prevention's attention at many meetings and inspections as construction evolves. Staff have assisted Concord Academy with their ongoing project.

Over the past year, our fire prevention staff have spent a great deal of time working on issues surrounding electrical storage systems and electric vehicles. This quickly evolving technology has required that our staff attend numerous conferences and training programs to fully understand the related hazards and code requirements.

Fire prevention staff conduct many inspections throughout the year including residential smoke detector inspection upon transfer of real estate, removal or installation of oil tanks, propane tanks and heating equipment, annual inspections of schools, day care facilities, hotels / inns, museums, and assembly occupancies.

All members of the Concord Fire Department actively participate in pre-incident planning of buildings and structures in town. These planning activities include meeting with and speaking to property owners, managers, and employees, becoming familiar with the building's layout, alterations, and potential hazards. Data is gathered and recorded so it can be used during emergency responses at these locations.

The Concord Fire Department participates in a program sponsored by the Massachusetts Department of Fire Services called S.A.F.E. (Student Awareness of Fire Education). Captain Sean Murphy manages this program and its companion program, Senior SAFE, which provides fire prevention services to the senior community. Captain Murphy along with other staff visit schools in Concord to present programs to students on fire safety.

The Senior SAFE program gives us an opportunity to provide fire safety education and install smoke and carbon monoxide detectors for seniors that need assistance.

Community

The Concord Firefighters Relief Association (CRFA) sponsored the annual toy drive this year. The Concord Carlisle High School (CCHS) Football Team collected toys from the school community and contributed them to the drive. The members of the Concord Fire Department were proud to be able to provide support and assistance to families in need and make their holidays a little better.

Concord Firefighters participated in Picnic in the Park, Veteran's Day Flag Retirement, and a drive-through barbeque at the Council on Aging. In April, thirteen members of the department participated in "Pulling 4 Paws", an event supporting NEADS. NEADS provides service dogs for a variety of different needs.

Training

The department's training program is a year-round effort on a variety of all-hazards responsibilities. These include basic and advanced firefighting skills, emergency medical services, technical rescue, hazardous materials response, water/ice rescue, auto extrication, hostile threat response, emergency driving and many other skills.

Additionally, several of our staff are members of regional response teams specializing in hazardous materials, technical rescue, fire investigation, emergency communications, dive/rescue, and incident support. The Massachusetts Firefighting Academy is a training resource for all departments in the state; not only does Concord Fire take advantage of the opportunities, but we are also fortunate that many of our staff are also instructors at the academy.

LOCAL EMERGENCY PLANNING COMMITTEE

Thomas Judge, Fire Chief /
Emergency Management Director, Chair
Donald Kingman, Co-Chair

Our Local Emergency Planning Committee, following Federal law definition, creates response plans for hazardous materials spills within the Town of Concord. The Committee also accepts Tier II reports from sites that store hazardous substances. Concord is a member of the Mystic Regional Emergency Planning Committee (MREPC). The MREPC provides training opportunities for town staff with emergency management responsibilities and being a member community aids Concord in staying in compliance with the Emergency Planning and Community Right-to-Know Act (42 U.S.C. 11011 et seq. (1986)).

CONCORD EMERGENCY MANAGEMENT AGENCY (CEMA)

Thomas Judge, Emergency Management Director
Walter Latta, Deputy Emergency
Management Director
Deputy Emergency Management Director
Don Kingman, Deputy Director

CEMA maintains the Town's State-mandated Comprehensive Emergency Preparedness Plan (CEMP), a document that outlines the roles and responsibilities of different agencies during a significant emergency and provides a resource guide. These could be emergencies involving a broad spectrum of All-Hazard topics such as incidents caused by weather (floods, ice storms, etc.), public health crises, hazardous materials spills, and other human-created events.

The Emergency Operations Center is the town's conduit to MEMA and the resources available at the State Government level. The EOC is also where the various Concord agencies such as all the departments under DPLM, Public Works, Police, Concord Municipal Light, Fire, Facilities, Town Managers Office, Finance, and Human Resources coordinate the town's response to different emergency incidents affecting the town.

CONCORD POLICE DEPARTMENT

Chief Thomas A. Mulcahy

The Concord Police Department is committed to ensuring the confidence and trust of the public by delivering professional, respectful, quality services to our community. The Concord Police Department delivers a wide range of public safety services to the community with an authorized staff of 36 sworn officers, 7 Special Police Officers, 9 Public Safety Dispatchers, 6 School Crossing Guards, 1 Office Administrator, 1 Office Coordinator, and 15 Civilian Traffic Officers. The department continues to be proactive in community problem solving, criminal investigations, traffic control and enforcement, parking control and enforcement, school crossing safety, elder services, and emergency response and management. The department provides several community programs, such as a jail diversion program/mental health clinician, crime prevention, youth services, domestic violence services, elder services, School Resource Officers, child passenger safety seat installations, as well as processing a variety of permits, licenses, and applications.

The department continues the Craigslist Safe Exchange Program, which allows members of the community to come to the Police station parking lot to complete on-line purchases and sales. Police are encouraging citizens to utilize the Police station, which is equipped with surveillance cameras and staffed 24 hours a day, 7 days a week, as a safe and secure meeting place. Additionally, the department utilizes a “First Responder Student Information” sheet to assist officers who might respond to or encounter certain students throughout town, who may require special assistance. This is in addition to an existing service, “Concord Resident Emergency Services,” an informational form which increases awareness of the senior population in town, who officers also may be called upon to assist. The department continues to utilize CodeRed and social media to keep residents informed in a timely fashion as to ongoings in the community. The Department maintains kiosks in the Police Department lobby, which collect unwanted medications and used hypodermic sharps for safe disposal.

The department remains committed to the changes that have come about under the Police Reform Act, pursuant to the Law that Governor Charles Baker signed into effect in 2020, “An Act Relative to Justice, Equity, and Accountability in Law Enforcement in the Commonwealth”. The department routinely reviews and updates its policies and procedures to ensure they remain in compliance with the law, and that the department adheres to best practices within the profession. The department achieved compliance with the Massachusetts Peace Officer Standards and Training Commission (POST-C) by submitting required paperwork for its’ officers and continues to work with the commission. POST-C reviewed required information submitted, and deemed the officers certified in accordance with Massachusetts law. The Department continues to meet and work with the Town’s Diversity, Equity, and Inclusion (DEI) Commission. Members of the Command Staff have been invited to attend meetings and to work with the Commission to ensure Concord is a welcoming community.

The Concord Police Department continues to be an active member of the Central Middlesex Assessment for Safety Team (CMAST). The program was developed through the collaboration of stakeholders who recognized the need for a community approach to better protect and serve victims of domestic violence. CMAST is one of 9 Domestic Violence High Risk Teams within Middlesex County and continues to be a successful program.

Partnerships with Federal, State, and local agencies are important parts of the department’s strategy to ensure the safety of the community through resource sharing and mutual aid. The Concord Police Department continues to be an active member of the Northeastern Massachusetts Law Enforcement Council (NEMLEC). NEMLEC is a regional consortium comprised of 59 Police Departments and the Sheriff’s Departments of Middlesex and Essex Counties. Concord Police Officers are assigned to various functions in NEMLEC, including SWAT, Regional Response Team (RRT), Motorcycle Unit, and the STARS Team (School Threat Assessment and Response System).

The Department collaborates with 8 Middlesex County Police Departments and the Concord District Court and continues to work with a “Jail Diversion” Grant to address mental health issues. The Massachusetts Executive Office of Health and Human Services’ Department of Mental Health awarded the grant to this coalition. As part of the coalition’s innovative model, officers work with a Clinical Coordinator, who manages the Jail Diversion Program. The role of the Jail Diversion Clinical Coordinator is to train Officers in mental health matters, first aid, and to serve on the Crisis Intervention Team (CIT). The Clinical Coordinator also works with department officers to create strategies and best practices for police officers who may encounter individuals experiencing a mental health crisis.

The Department continues to maintain strong partnerships with our community-based services agencies, The Domestic Violence Services Network (DVSN) and The Communities for Restorative Justice (C4RJ). Both agencies, along with our mental health liaison, continue to provide resources for our referral network. Concord Police officers and Public Safety Dispatchers continue to participate in trainings for both programs. New officers hired by the department receive 40 hours of training in Crisis Intervention (CIT), along with Integrated Communication and Tactics Training (ICAT). Officers also participate in the education of new drivers in the CCHS Driver’s Education Program, providing valuable information to assist new drivers as they travel the roadways.

The Department continues to have officers participate in different programs throughout the Commonwealth. The department continues to have our female officers attend the Massachusetts Association of Women in Law Enforcement (MAWLE) annual conference. Several members of the department participated in Active Shooter/ Hostile Event Response (ASHER) Program training along with area Police and Fire Departments. The Department continued the Summer Youth Police Academy, which provides young adults with the opportunity to learn about public safety and policing. At the beginning of the school year, the School Resource Officers (SRO’s) continue to conduct Alert, Lockdown, Inform, Counter, and

Evacuate (ALICE) training and drills at all the public and private schools in town. The department continues to make this a priority each school year to ensure that students and staff at all schools in Town are prepared in the event of an emergency.

The department updated its firearms this year, incorporating the newest technology available. The department continues to utilize the drone which was purchased in 2022. Officers have received additional training with one officer certified as a drone pilot. The department continues to provide additional training for its staff in areas such as de-escalation skills, interpersonal communications and recognizing and responding to calls involving mental health. This is in addition to the forty hours (40) of mandated training by the Municipal Police Training Committee (MPTC).

The department is in year two (2) of its accreditation cycle. The department continues to review its policies and update them as needed, ensuring compliance with the Massachusetts Police Accreditation Commission, Inc. (MPAC). The department continues its work on becoming an accredited agency recognized by the National Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). The Statewide and Federal standards for accreditation impact officer and public safety, address high liability/risk management issues, promote operational efficiency throughout the agency, and ensure compliance under the Police Reform Act.

The department is actively preparing for the upcoming 250th anniversary of the historic battles of Concord and Lexington in 2025. In March, members of the department attended the first of several meetings to discuss the planning and events surrounding the celebration. The department is actively preparing for this event, attending regular meetings of the Public Safety Committee for Concord as well as the Executive Committee meetings that incorporate the area towns. The department has been meeting regularly with other agencies including members of the Massachusetts Emergency Management Agency (MEMA) as well as attending training classes relevant to hosting large scale events.



SGT Manchuso receiving Al Filipov award for courage pictured with Chief Mulcahy.



Chief Mulcahy being sworn in by Town Clerk, Kaari Tari



Lieutenant Landers and Department clinician Emily Black pictured at Law enforcement torch run for Special Olympics

The department continues to enhance its sustainable energy practices with the continued use of hybrid vehicles as well as fully electric vehicles, including a TESLA, which is being utilized in various capacities. The department is continuing with its anti-idling initiatives, including the “Park and Walk” program, with officers walking or riding bicycles in districts, on trails, and recreational areas, as part of their daily duties. These practices aid considerably in achieving the goal of reducing fuel consumption.

Our Public Safety Dispatchers answer emergency and non-emergency calls, dispatch public safety personnel, and monitor computer equipment as part of their duties. Concord Public Safety Dispatchers maintain certifications as emergency tele-communicators and law enforcement data professionals, trained to the standards of the Massachusetts State 911 Department, Massachusetts Criminal History Systems Board, National Academy of Emergency Medical Dispatch, and the Association of Public Safety Communications Professionals International. Concord Public Safety Communications has implemented a comprehensive training program that includes more than 233 hours of combined, multi-disciplinary training, and exceeds the Massachusetts State 911 Training Standards. Several Dispatcher are also trained as Tactical Communications Specialists and utilize Concord’s Tactical Communication Unit to support missing person searches, high-risk warrant services, and town events such as the Patriot’s Day Parade and Holiday Tree lighting ceremonies in

2023 Incidents Report

Arrests (various)	84
Summons	203
Assaults	16
Suspicious Activity	460
Motor vehicle crashes	403
Motor vehicle v. Deer	3,407
Operating Under the Influence	36
Protective Custody	4
Traffic Citations	3,083
Criminal Traffic Summons	256
Larceny Investigations	203
Domestic Violence Investigations	51
Narcotics, Drug Investigations	0
Community Policing/Directed Patrols	3,684
Business/Location Checks	10,501
Medical Assists	1,036
Animal Control	295
Vandalism Complaints	35
Alarms-Commercial/Residential	688
Breaking & Entering Investigations	28
Total Log Items	37,715

town. In 2022 Concord joined the MA Telecommunications Emergency Response Team (TERT), which is a new State-wide interoperability initiative enabling all 911 public safety answering points to access trained mutual aid personnel and resources in the event of local, man-made, or natural disasters. The department has one dispatcher trained as part of the TERT team, as well as NEMLEC'S Incident Management Team(IMT). The department welcomed 2 new Public Safety Dispatchers in 2023, Brandon Burns and Brianna Champion. Dispatcher Anthony Marabella retired after twenty (20) years of service while Dispatchers Celina Gibbons, and Edwin Woods resigned from their service with the department.

Acting Chief Thomas Mulcahy was officially sworn in as Police Chief in April. Sergeant Timothy Landers was promoted to Lieutenant in April. The Department also promoted Detective Michael Bordenca to the rank of Sergeant in March and Officer John O'Connor was promoted to the rank of Sergeant in May. Officer Joshua Bordenca was assigned to the Support Services Division as a Detective in February. The Department welcomed 3 new Officers in 2023; Deric Maddaleni and Samantha Simpson, who graduated from the police academy in June. David Braga joined the department as a full time Police Officer in November. The Department also welcomed three additional officers, who were assigned to police attend academies for training: Wolfgang Angulo, Michael Burman, and James Miller. Athlyn Wood was given a conditional offer of employment, and is currently enrolled at The Merrimack College Police Academy, in which candidates graduate with a full-time police academy and earn a Master of Science in Criminology and Criminal Justice. Sergeant Joseph Connell and Officer Sylvia Toumayan retired from the department. Officers Nathan Fisher, Nichole Rudolph, and Charles Femino resigned from the department to pursue other opportunities.

Officer Gregory Mailloux and Officer Nathaniel Brady currently serve as members of the NEMLEC Motorcycle Unit. Sergeant Luke Rennie remains a member of the NEMLEC SWAT Team, and officers Daniel Lordan and Michael Sellards are assigned to NEMLEC Regional Response Team (RRT).

Dispatcher Brandon Burns replaced Dispatcher Marabella as part of the Incident Management Team (IMT) as a Tactical Dispatcher for NEMLEC, and Lead Dispatcher Richard Landers is assigned to the Telecommunications Emergency Response Team(TERT).

The Department maintains an anonymous 24-hour Tip Line (978-318-3407), and State and Federal Grant funding continue to provide the Department with opportunities to purchase new equipment and technology, and to fund existing programs. The Department also continues to receive and administer a grant funded through the Massachusetts State 911 Department for Dispatcher training and personnel support services.



Officer LaCure receiving AAA Traffic Safety award pictured with Lieutenant Landers



CPD Honor Guard at the 2023 Patriots Day Parade

ANIMAL CONTROL OFFICER

Jennifer A. Condon

The Town contracts with a private vendor to provide dog and animal control services. The contract is awarded based on a competitive bidding process and is administered by the Chief of Police.

The Animal Control Officer responds to all animal complaints (domestic or wild), which includes the humane removal of certain animals. The Animal Control Officer is required to provide a vehicle for the transporting of dogs, as well as a licensed kennel for the temporary housing of any dogs taken into

their custody. The Animal Control Officer and assistant(s) are on call 24 hours a day and are contacted by pager through the Public Safety Communications Center.

The existing contract services provide response to all animal control problems (domestic or wild). Other animal control problems are handled over the phone by referrals or by the uniformed Patrol Officers of the Department. The budget also provides for limited patrols by the Animal Control Officer to locate stray dogs.

The overall objective of this program is to provide dog and animal control services in an efficient and effective manner. The Laws of the Commonwealth mandate the appointment of an Animal Control Officer.

2023 Animal Activity by Month

	Total # Calls	Complaint Calls	Lost Dog	Lost Cat	Other Cat Related	Wildlife	Misc Calls	Pickups	Human / Animal Bite	Quarantine Orders Issued / Released	# Submittals to State Lab
JANUARY	11	3	2	1		1	4				
FEBRUARY	8	1	3				4				
MARCH	27	5	1			9	5		3	3	
APRIL	23	3	4	1		3	8		2	2	
MAY	27	1	2			9	11	1	1	1	1
JUNE	15	2	1		1	6	5				
JULY	16	4		1		6	3		1	1	
AUGUST	22		2	1	4	8	5				2
SEPTEMBER	16	2	3			5	6				
OCTOBER	12	3	1	2	1	1	2		1	1	
NOVEMBER	12		1		1	5	4	1			
DECEMBER	14	4	2			1	6	1			
TOTAL	203	28	22	6	7	54	63	3	8	8	3

MUNICIPAL LIGHT PLANT

David Wood, Director

Concord Light (“CMLP”) is a community-owned electric utility, created for and by the citizens of Concord in 1898. The goal then, as now, was to provide reliable and reasonably priced service in a responsive and thoughtful manner. Our mission is to partner with our customers, civic institutions, and employees to foster a vital community, in the near and in the long term, in which to live, raise a family, work, and operate a business. Our 2018 – 2025 Strategic Plan, available at www.concordma.gov/cmlp, describes our goals:

- Maintain service reliability at a very high level;
- Maintain or increase customer satisfaction and perception of value;
- Provide energy-related services to as many customers as possible;
- Increase revenue and net operating income modestly;
- Reduce greenhouse gas emissions

Our work in 2023 focused on several initiatives designed to achieve those goals.

The Town Manager appoints a five-member, volunteer Light Board comprised of local residents. Current Light Board members include (in alphabetical order) John Dalton, Brian Foulds (Chair), Alice Kaufman, Warren Leon (Clerk) and Bianca Taylor. The Board meets monthly to discuss and/or vote on topics such as rates, power supply and renewable energy options. The Board encourages customers to attend.

The Concord Municipal Light Plant (CMLP) operates as an Enterprise Fund within the Town government. No property tax money is required or used to operate the Light Plant. All operating expenses including electricity purchases, capital investments, and debt service are paid by the Light Plant customers. In addition, the Light Plant contributes to the Town’s operating budget via a Payment-in-Lieu-of Taxes (PILOT). For 2023, this formula-based payment was \$459,000.

Power Supply

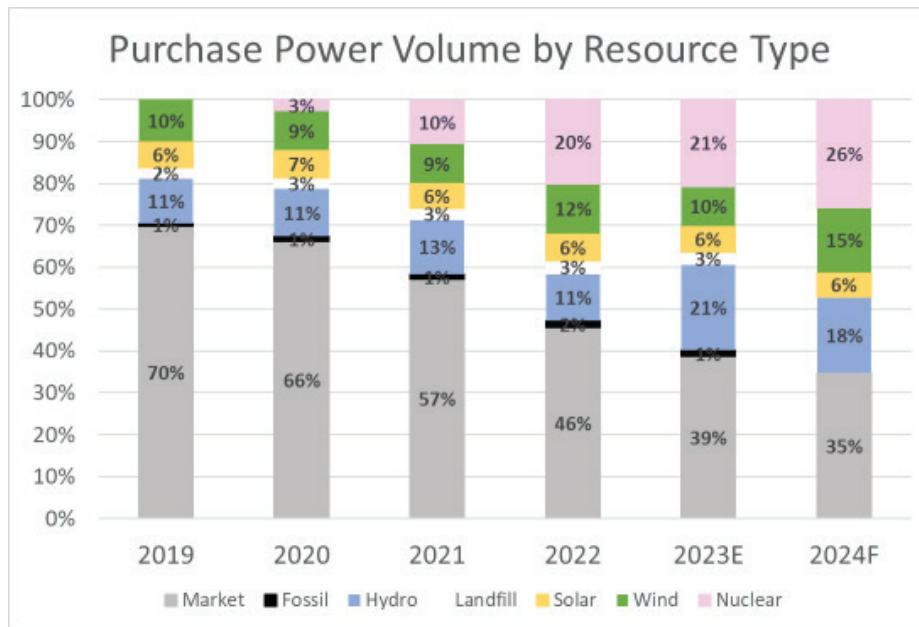
All power supply expenses are passed to CMLP’s customer-owners at cost. Power supply includes the cost of energy, capacity, and transmission. Capacity and transmission are two market services provided by the regional Independent System Operator at Federal Energy Regulatory Commission regulated rates. Energy supply, including the reliable provision of electricity and its price, are managed by CMLP. CMLP has developed a power supply portfolio from multiple sources under a power supply strategy that best suits our community’s needs. The power supply selection strategy included the following tenets:

- Diversified energy supply sources and fuel diversity
- Short- and long-term agreements to mitigate risk
- Peaking and base load supply sources to match needs
- Inclusion of cost competitive renewable energy sources
- Competitive bids for partial energy agreements on a rotating basis to minimize differences between our cost of power and current markets.

As a result, CMLP has developed a diverse power supply portfolio with a wide variety of suppliers and resources. The chart below shows the sources and fuels that make up the generation portion of CMLP’s supply portfolio.

Non-Carbon Emitting

CMLP is actively replacing fossil-based generating resources with carbon-free sources in a fiscally responsible manner. Below is a list of recent power purchases from non-carbon emitting sources.



Between last year and this year, two suppliers backed out of signed contracts for future renewable production. One was NextEra who said they would not build the 50 MW Chariot Solar project in Hinsdale, New Hampshire, which was to begin production in January, 2024. Chariot Solar would have provided approximately 2.7% of CMLP’s needs.

The second supplier to cancel a project was DE Shaw Renewables. They declined to build a 121 MW solar facility that was to be located in Connecticut, Massachusetts or New Hampshire. The guaranteed commercial operation date was 12/31/2023. Gravel Pitt Solar would have provided about 1.9% of CMLP’s needs.

Fortunately CMLP was able to sign two new contracts in 2023 for renewable power that include Renewable Energy Certificates (RECs). CMLP led the effort to bring a 10 MW wind facility located in Jonesport, Maine to commercial fruition. The new facility will provide 5.1% of CMLP’s needs and comes with Massachusetts Class I RECs. The second new contract is for hydro power from two existing facilities: one located in Brunswick, Maine and the other in Deerfield, Massachusetts. Together they will supply about 4.7% of CMLP’s needs. They come with Maine Class II RECs.

Non-Carbon Emitting Sources

Project	Location	Year Purchased	% of needs
Canton Mountain Wind	Canton, ME	2017	2%
Seabrook Nuclear	Seabrook, NH	2017	20%
Granite Wind	Coos County, NH	2018	1.5%
Existing Hydro	Housatonic River, CT	2019	3.4%
Cabot/Turners Falls	Connecticut River, MA	2020	12.5%
Seabrook Nuclear	Seabrook, NH	2020	15%
Rox Wind	Roxbury, ME	2020	3.6%
Nuclear Energy & Capacity	Seabrook, NH	2020	8.0%
Broadleaf Solar	CT, MA or NH	2020	1.9%
Spruce Mt Wind Extension	Woodstock, ME	2022	3.1%
Mason Bay Wind	Jonesport, ME	2023	4.3%
Brookfield Hydro	Brunswick, ME & Deerfield, MA	2023	4.7%

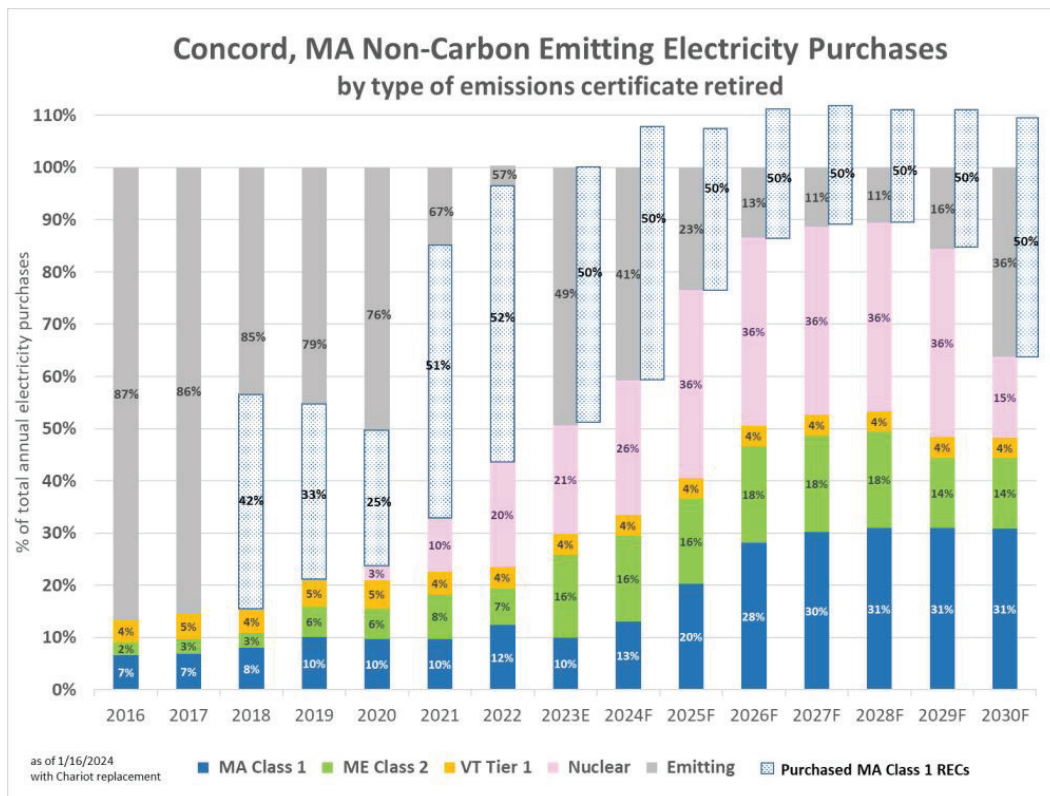
Generation Year	Associated RECs Retired	Purchased RECs Retired	Total RECs Retired	% of Sales
2023	80,049	84,033	164,082	100%
2022	74,074	91,231	165,305	98%
2021	56,756	84,623	141,379	84%
2020	39,519	42,475	81,994	51%
2019	35,620	55,703	91,323	56%
2018	26,658	74,256	100,914	58%

In 2018 CMLP began collecting an extra \$0.01 per kilowatt hour from customers on all energy sales to establish a fund to pay for the purchase of Massachusetts Class 1 RECs (“MA Class 1 RECs.”) In September 2020, the charge was increased to 0.015 per kilowatt hour, and on January 1, 2021 the charge was increased to 0.02 per kilowatt hour. The table below shows how many RECs were retired by generation year and where the RECs came from – whether they were associated with the purchase of physical energy or purchased separately. Note, CMLP will not complete the purchase of non-associated 2023 RECs until June 15, 2024. The figures provided for 2023 are only estimates.

CMLP’s REC purchase strategy purposefully sets

the cost of the program at a fixed level while letting the amount of RECs purchased in any year to float based upon the market price of RECs. That program feature prevents the attainment of carbon neutral power from significantly increasing rates. Like commodity prices, REC prices fluctuate with supply and demand. REC prices increased from less than \$0.01 per kilowatt hour in 2018 to \$0.039 per kilowatt hour today.

Despite the increase in REC prices, it is forecasted that CMLP will achieve a fully 100% non-emitting power supply seven years earlier than the originally stated 2030 goal. In 2024 new wind, hydro and nuclear supply contracts will increase the total amount of associated RECs – reducing the volume



CMLP will continue expanding its percentage of non-carbon emitting power as market economics allow without increasing rates substantially.

Energy Management

CMLP's energy management services help our customers manage their energy costs and reduce their carbon emissions through electrification, improved efficiency, and generation of carbon-free solar power at their home or business.

Electric Vehicles

The state's Department of Transportation launched the Massachusetts Vehicle Census website in 2023, providing each municipality in the state with the number of fossil fuel-powered, hybrid, plug-in hybrid and full battery electric vehicles garaged there.

The Census indicates that there were 930 plug-in hybrid or full battery electric vehicles in Concord as of January 1, 2023, 6.4% of all vehicles garaged in Concord. Statewide, plug-in hybrid and full battery electric cars make up 1.3% of all active vehicles. Concord has the 3rd highest percentage of plug-in hybrid and full battery electric vehicles in the state, exceeded only by Lexington and Weston, which are both at 6.5%, compared to Concord's 6.4%.

CMLP organized an EV Test Drive Event on October 1st in the parking lot at CCHS. One hundred twenty-eight people test drove EVs provided by 17 area car dealers. Most people were test driving an EV for the first time. Another 29 people rode along on those test drives. Seventeen local EV owners were also on hand to display their vehicles and talk with event attendees about their experience of driving electric. CMLP staff and EV Specialists answered questions from attendees about our energy efficiency and electrification rebates and services. The Concord Bridge covered the event, and their article appeared in the October 6th issue of the newspaper.

CMLP's free Electric Vehicle Toll-Free Support Line and Email, which allows Concord residents to ask questions about all things EV, handled 90 requests from 47 unique customers in 2023, 20% more requests than in 2022.



A Concord resident prepares for an electric vehicle test drive.

In 2023, the DriveEV Rebate Program's second full year of operation, 69 rebates were distributed through program, compared to 27 paid out in 2022. CMLP's DriveEV Rebate Program offers rebates ranging from \$350 to \$1,000 upon purchase or lease of a new or pre-owned EV. This range includes higher rebates for Concord families earning less than 80% or 120% of Boston metropolitan area median income. Eight of the rebates distributed in 2023 were provided to households earning less than 120% of Boston Metropolitan Area Median Income, and two were provided to households earning less than 80% of Boston Metropolitan Area Median Income. Finally, in 2023, CMLP expanded the pool of full battery electric vehicles that are eligible for the DriveEV rebate by increasing the sale price eligibility level from \$50,000 to \$55,000. This change makes our DriveEV rebate eligibility criteria consistent with the state's criteria for their MOR-EV rebate.



Emergency Response to crash on Lexington Road

Eighty-five (85) customers received a \$250 Level 2 home charging system rebate in 2023 – an increase of 49% over 2022. Three hundred-thirty (330) CMLP customers have programmed 347 EVs to charge off-peak since the EV Miles Program began in 2018. The growth rate for 2023 was a 22% increase over 2022. The EV Miles Program customers qualify for monthly credits on their electric bills.

In 2023, two condominium associations, Riverwalk and Center Village, completed installation of dedicated EV charging infrastructure for each of 10 and 12 condominium owners respectively. Both associations had participated in CMLP's EV Ready Pilot Program, through which CMLP provided engineering design services and funding to advance the installation of convenient charging facilities in each owner's garage.

Heat Pumps

Residential Sector

CMLP offers \$10,000 air source heat pump rebates and \$15,000 ground source heat pump rebates to Concord households that switch from oil, propane, electric resistance or ETS to heating their whole home with heat pumps. For households that switch partially to heat pump heating from those same fuels, CMLP offers rebates of \$1,250 or \$2,000 per ton of capacity for air source or ground source heat pumps respectively. Mass Save offers the same rebates to gas-heating households that switch to heat pump heating.

In 2023, CMLP documented 165 residential heat pump installations in homes switching from any fuel, including natural gas, down from 180 installations in 2022. Eighty-five of this year's heat pump projects received rebates from CMLP.

The Concord Clean Comfort Program continues to offer our residential customers a list of participating heat pump installers and heating/cooling coaches, who help customers decide if a heat pump is right for their home and make the process of switching to heat pumps easier. The Concord Clean Comfort Program received 292 coaching requests in 2023, averaging almost one per day, but representing about 6% fewer coaching requests than received in

2022. Almost 80% of those who requested coaching services followed through and meet with a coach, for 232 coaching engagements in 2023. 72% of the heat pump installations in 2023 involved assistance from a coach, up from 60% in 2022. An article about CMLP's heating/cooling coaching service appeared in the August 18th edition of The Concord Bridge.

The two part-time heating/cooling coaches who have been serving Concord residents since 2021 as employees of Abode Energy Management came on board as CMLP employees in 2023. We also completed arrangements to carry out rebate eligibility reviews of heat pump projects in-house, a task that Abode had been performing for us. An optional pre-approval review provides a homeowner with assurance that their project qualifies for a CMLP heat pump rebate before they sign a contract with an installer. Post-installation quality assurance reviews evaluate whether any changes to the project affected rebate eligibility and help ensure that installation best practices were followed.

In 2023, CMLP rebates also supported installations of 27 heat pump water heaters in Concord homes, a 60% increase over the 17 rebates distributed in 2022.

Commercial Sector

In June 2023, CMLP began offering rebates to businesses and larger multi-unit residential properties switching from oil, propane or electric heating to heat pumps. The rebates range from \$2,500 to \$4,500 per ton of cooling capacity, depending on the type of heat pump equipment installed. Customers are eligible for up to \$50,000 in heat pump rebates in a 3-year period. Mass Save offers the same rebate amounts to gas-heating businesses that switch to heat pumps, absent the rebate cap. In 2023, two small businesses took advantage of CMLP's rebates to offset the cost of replacing older heat pumps with higher efficiency models.

Electric Lawn Mower Rebates

Thanks to funding from a generous Concord

resident, CMLP continues to offer rebates to residents who replace gas-powered lawn mowers with electric ones. Twenty-six residents each received a \$100 electric lawn mower rebate in 2023, the first full year of the program. The average monthly number of electric mowers rebates distributed in 2023 was about the same as in 2022, when the program was launched mid-year.

Home Energy Assessments

163 customers received home energy assessments from CMLP in 2023, a slight increase over 2022.

Residential Energy Efficiency Rebates

CMLP makes larger weatherization rebates available to lower income households. While standard income households are eligible for up to \$1,000 per calendar year, lower income households are eligible for \$1,500 to \$2,000 per year, depending on household size and income. Forty-three weatherization rebates were distributed to customers in 2023, a 39% increase over the number distributed in 2022. Seven households earning less than 120% of the Boston Metropolitan area median income received the larger rebates.

CMLP also continued to make a Participating Weatherization Contractor List available to our customers. It consists of seven contractors who are active in the Mass Save program but are willing to do projects for non-gas heating households in Concord, at standard Mass Save pricing. These contractors have appropriate insurance, licenses and building science expertise.

Commercial Energy Efficiency Rebates

In 2023, six business customers received a total of \$20,000 in rebates through CMLP's High Efficiency Lighting Program.

Solar Photovoltaic (PV) Rebates

Twenty-five customers received CMLP's solar rebate in 2023. There are now a total of 481 PV systems on residential and commercial rooftops in Concord with a combined capacity of 4.9 MW DC.

Customer and Community Service

CMLP celebrated our 125th Anniversary in 2023. CMLP celebrated 125 years of service and innovation during 2023. In late March 2023, the Town of Concord Select Board presented CMLP with a proclamation acknowledging its continuous operation and outstanding public service for 125 years. On April 4, State Representative Simon Cataldo presented Dave Wood, CMLP Director, with a proclamation from the Massachusetts House of Representatives recognizing Concord Municipal Light Plant for its 125 years of service.

In addition to these and other employee events to celebrate the anniversary, CMLP held an open house



Michael Hyland, Executive Director, Northeast Public Power Association, also presented a proclamation to Dave Wood.

for Concord customers and their families on Saturday, October 14th. Approximately 130 Concord residents joined us for fun activities and events including bucket truck rides, hands on excavator experience, Broadband demos, electric circuit building, bicycle generator, and more.

Annual holiday tree lighting

CMLP line crew decorated trees with energy-efficient LED lighting for the holidays in the West Concord business district and at Monument Square.



CMLP held an open house for Concord customers and their families on Saturday, October 14th.

Residential Rate Assistance

CMLP offers a Residential Rate Assistance program to Concord residents in financial need. On this rate, customers can receive a credit of \$0.13809 per kilowatt hour on their first tier of usage. Eligible customers can lower their bills by as much as 50% if they qualify for this rate. Customers must complete an application and be re-certified annually to remain in this program. As of December 2023, there were 177 customers enrolled in the program – 148 Electric and 29 Water customers.

Concord Municipal Utilities Customer Service

The Concord Municipal Utilities Customer Service team is centrally housed at the CMLP Operations Center and provides service and support to residential and commercial services for electric, water, sewer, and broadband. Customers can contact Customer Service at 978-318-3101 or concordutilities@concordma.gov.

Enterprise Software

CMLP partnered with NISC (National Information Solutions Cooperative) to implement their enterprise software in May 2019 and completing the implementation in 2021. The enterprise solution included new financial and accounting, customer information and billing, work management, and outage management systems.

CMLP also implemented SmartHub®, the customer self-service portal, for customers to manage their

utility accounts. Customers can register for a SmartHub account or download the free web application for their smartphone or tablet to access information, receive updates, pay bills and more.

Customers can report an outage, line down or any other power-related emergency using SmartHub. Customers can opt for paperless billing and our payment options including making a payment via SmartHub, credit card, Internet banking, or with our automated phone system as well as choose to receive one bill for all their utilities or to have multiple accounts mailed together in one envelope.

The SmartHub portal will be upgraded in January 2024. The new web application will have a simplified, enhanced menu structure to make navigation on the site easier, while the application provides fast access to customers' usage and payment details to improve ease of use.

Advanced Metering System Project (AMS)

Concord Municipal Light Department (CMLP) and Concord Public Works (CPW) are replacing their existing obsolescing meter systems with a system that will allow two-way communication with customers for improved reliability, efficiency, billing, and customer service. The new metering system will also support Town-wide conservation goals.

More specifically, CMLP and CPW anticipate the Advanced Metering System will:

1. Reduce the frequency and duration of outages by allowing CMLP to isolate outages faster, dispatch repair crews more precisely, and detect equipment in need of repair or replacement.
2. Improve operational efficiency by 1) reducing meter reading costs from a mixed system spanning software and support; 2) ensuring accurate meter readings especially for water meters by replacing older, end-of-life meters in the field; 3) reducing labor and vehicle costs for meter reconnects, meter checks, move in and out for final billing; 4) improving detection of tampering and theft to capture unbilled revenue; 5) reducing the need for estimated bills due to inaccessible meters; 6) avoiding expensive power purchases during peak pricing periods by

expanding energy management and rate programs to all customers; 7) reducing the cost of vegetation management by targeting areas with voltage issues using voltage alerts; and 8) improving safety for employees at risk with on-site premise visits.

3. Reduce greenhouse gas emissions by 1) decreasing distribution losses (energy waste) through the rightsizing of transformers and voltage management; 2) promoting solar by enabling net metering; 3) promoting electric vehicles with the option to charge at off-peak rates; 4) reducing the use of non-electric company vehicles with fewer visits to customers; and 5) enhancing the value of customer-sited battery storage from Time-of-Use rates.
4. Improve customer service by 1) providing a self-service portal to customers containing detailed electric and water usage data for better insight to manage bills, 2) offering Customer Alert Services such as a high bill alert, high usage alert, water leak alerts or usage exceeding a customer set threshold; 3) enabling customers to schedule start and stop service at customer-directed dates and times since a service visit from a technician will not be needed; 4) delivering better outage services by getting targeted notifications from all meters and providing up-to-date outage information on a web portal or mobile application
5. Enable Direct Load Control, automated load control, and customer-driven load control of heating systems, hot water heaters and electric vehicles to lower customer bills and reduce greenhouse gas emissions.
6. Enable time-of-use rates that will: lower customer bills through the improved utilization of infrastructure; promote fairness in revenue recovery; enhance the economics of battery installations; and encourage the charging of electric vehicles during low-cost time periods.

Communication equipment and software began to arrive in March 2023 with the first set of residential meters arriving in late May 2023. Due to delays with the supply chain and project resource issues with the vendor, CMLP was not able to begin integration testing until September 2023. Testing of residential meters, meter data files, bill print programming,

and load management devices was underway and completed late October. From the initial test meters installed, technicians reviewed lessons learned in late November, then began installing new meters and load control switches.

For more information about the Advanced Metering System project, the RFP evaluation process, expected benefits of the new system, and project status, go to: <https://concordma.gov/ams>.

Operations

In 2023, we took delivery of our first hybrid bucket truck. This truck uses a large storage battery, instead of the internal combustion engine, to operate the truck's hydraulics. This helps to lessen the overall emissions impact of the bucket truck. We also introduced another all-electric vehicle to the fleet. We added two new DC fast car chargers to our system, bringing the total number of charging ports to sixteen – fourteen Level 2 and two Level 3 electric vehicle charging ports. Operations is a 24/7 commitment for the staff at the Light Plant. Our personnel regularly respond to emergencies and outages, day or night, without hesitation or complaint. The past year threw some unique challenges at us, but we tackled them as best we know how. CMLP Operations' focus was, and continues to be, providing safe and reliable electric power and broadband service to our customers. Below is a list of some of our other highlighted items.

Underground Direct Buried Upgrades

To enhance the reliability and resiliency of our distribution system, CMLP routinely reviews any potential direct-buried areas and determines if replacement is required. Several factors, such as location, complexity, age, breadth, physical condition, and cost, are considered when determining where to focus our efforts. CMLP continues to collect data and has started preliminary planning for the conversion of Wright Farm Road. Of note, the associated direct-buried services are privately owned and are the responsibility of the owner to maintain and replace at their expense.

Underground Conversion Projects

As part of the Cambridge Turnpike Improvement Project (CPW Project), CMLP has committed to converting Cambridge Turnpike's electrical distribution from overhead to underground. Currently approximately half of the house services have been converted. This conversion, along with the entire Cambridge Turnpike Project, greatly improves electric reliability, expansion of broadband services and visual impact in the area. CMLP plans to continue work on Cambridge Turnpike this year, converting the remaining overhead section from overhead to underground.

Overhead Reconductoring

CMLP engineers routinely assess overhead conductors to ascertain overall conditions. Due to the age and condition of the existing primary conductors along Strawberry Hill Road Area, CMLP plans to start the strategic replacement. This project will give CMLP engineering the opportunity to update this section to current industry standards. These improvements will increase the resiliency and



Level 3 Electric Vehicle Charger

reliability of the overhead distribution system, resulting in fewer outages for customers. It is important to note that this work will require the coordination of several utilities such as Verizon and Comcast, as well as the coordinated effort of tree trimmers, public works and police details.

Level 3 Electric Vehicle Charger

As part of the Mass Electric Vehicle Incentive Program for Direct Current Fast Chargers, CMLP

purchased, installed, and commissioned two Level 3 Chargers in 2023. These chargers were installed at the Rideout Playground Municipal Parking Lot for the purpose of reducing NOx and greenhouse gas emissions in Massachusetts. The new charging stations were partly funded by the Volkswagen Diesel Emissions Environmental Mitigation Trust for State Beneficiaries, and the Climate Protection and Mitigation Expendable Trust. The grant process was created to assist in recouping some of the costs associated with procurement and installation. Each charging station has the output capacity of 100 kW and has the ability to charge both CHAdeMO and CCS connector protocols.

CMLP Pole Inspection, Maintenance and Replacements

In direct response to the comprehensive pole inspection that CMLP conducted in 2022, CMLP engineers were able to identify end-of-life and near end-of-life utility poles. Identified poles were prioritized based on the overall condition and criticality to the distribution system. This information was then shared with CMLP line crews, who carried out the repairs or replacement of poles and upgrade electrical facilities as required. This work began in 2023 and will continue into 2024, as poles with lessened degrees of problems are addressed. Of note, this work typically requires coordination with multiple entities. All this work continues to add resiliency to our distribution system.

Verizon Pole Inspection, Maintenance and Replacements

Verizon is responsible for maintaining approximately half of the utility poles in Concord. In 2022, they conducted a utility pole inspection survey. Many of the poles that were scheduled for replacement have been replaced. Verizon pole replacements require the utilization of CMLP line, and occasionally broadband, crews to accomplish. CMLP, at the request and scheduling of Verizon, transfers the electric primary wires, electric secondary wires, and broadband fiber on each pole. This work will continue for the foreseeable future, in coordination with Verizon.

Substation Equipment Maintenance: During 2023, basic routine maintenance was

performed as part of normal operations at both of our substations. In 2023, CMLP performed a more comprehensive maintenance at Substation 223. This maintenance evolution encompassed circuit breaker maintenance, relay testing and repairs of any deficiencies discovered. This type of deep maintenance is very important and required for a safe and reliable distribution system. CMLP will also be performing comprehensive maintenance at Substation 219 in 2024. At that time, we will address any deficiencies found.

Infrared Inspection

The use of infrared technology for electrical inspections is common practice amongst electrical utilities to identify potential issues before they become large problems. Identifying issues preemptively increases reliability, resiliency and

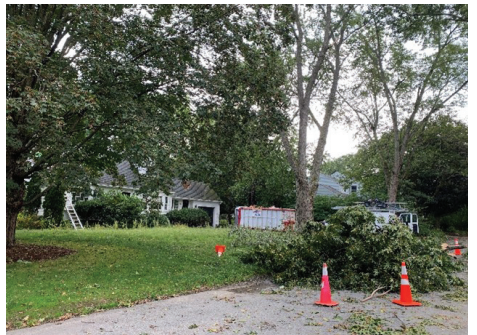
safety, while also reducing repair costs and outage times. CMLP conducted a comprehensive infrared inspection of the overhead distribution system and some select underground areas identified by engineering staff in 2023. The report data will be analyzed and prioritized to address any areas of concern.

Tree Trimming

Utilizing our updated specification, we began large-scale tree trimming in 2023. The first phase of which covered approximately one quarter of CMLP's overhead distribution system. Vegetation management is an integral part of any electric system and has become even more important with the increase in dependency on electricity. In 2024 we intend to continue with our tree trimming maintenance, and vegetation management. Of note, line crews will perform tree trimming and removal



CMLP responded to numerous emergencies in 2023. These emergencies included severe storms, motor vehicle crashes, wildlife-caused outages, as well as several other unforeseen events.



of branches and trees as necessary throughout the year. This is done to keep our system safe and reliable, and to reduce outage times and repair costs.

SCADA: In working with SEL (Schweitzer Engineering Laboratories), a proposal for a SCADA (supervisory control and data acquisition system) has been completed. This proposal includes project management, design and drafting services, equipment, metering, and data collection. CMLP will be working along with SEL and UPG (United Power Group) on the installation and commissioning of the SCADA equipment. Installation is anticipated to begin in 2025 due to the extensive relay lead times required for this project. This system will replace CMLP's antiquated substations meters which are no longer supported by their manufacturers. The installation of this system will provide several benefits including critical circuit data and the afford engineers the ability to analyze that data.

Emergency Response: CMLP responded to numerous emergencies in 2023. These emergencies included severe storms, motor vehicle crashes, wildlife-caused outages, as well as several other unforeseen events. This year proved to be more challenging than usual due to more destructive weather events and staffing shortages. Below are some photographs of planned and unplanned events.

Training: Due to the dangerous nature of operations at any electric utility, continuous safety training and employee evaluation is required. In any given year, CMLP conducts monthly safety training with operations staff. The training is varied to provide statutory compliance and information on the latest industry standards. Our training can cover topics from first aid to green energy, and everything in between. We also supplement this training with other opportunities for professional development. In 2023, we decided to incorporate more leadership training for our supervisory personnel. This has worked very well, especially given the current challenges that our leadership team faces. We plan to continue with this type of training and add other valuable classes as they become available.

Telecommunications

2023 was the ninth full year of operation for the CMLP's Broadband service. Operating today as Concord Broadband, the demand for service has remained steady, and community support and feedback has been excellent.

CMLP launched the Broadband service in March 2014 after the 2013 Annual Town Meeting passed Article 48, which authorized borrowing to fund startup expenses. The 2017 Annual Town Meeting renewed support for the service by passing Article 24, which authorized CMLP to borrow an additional \$1 million to fund additional expansion of telecommunications service offerings. The principal and interest expense from this borrowing will be repaid exclusively from future telecommunication revenue.

Service continues to be in demand with subscription growth to 1,723 residential and business accounts between January and December 2022, a net increase of 88 subscribers for the year. Revenues in 2023 exceeded \$1.5 million, with an 8.1% increase over 2022. Since the end of 2016, Concord Broadband has been generating sufficient operating income to cover the expected operating expenses.

Concord Broadband has continued to offer no-nonsense pricing with no hidden fees or unexpected price hikes. Our pricing has remained steady in 2023 with no price increases since 2014. In January of this year, we added 3 additional high-speed tiers with over 40 customers choosing those speeds. Residential service starts at \$49.95 per month for 45 Mbps while offering a true symmetrical service. Our business offerings provide speeds from 70 Mbps to 1 Gbps. Information about the offerings is on the Town's web site at www.concordma.gov/broadband. Concord Broadband has a staffed helpdesk that answers calls and provide technical assistance 24 hours a day, seven days a week.

Concord Broadband is committed to Net-Neutrality and the privacy of our customers. We do not monitor, collect or maintain any of our customer's information for marketing or resale purposes.

In 2023, we continued to provide additional dark fiber leases to third parties for point-to-point services. These lease agreements provide access to CMLP fiber telecommunication providers or businesses who wish to gain access to premises in Concord. CMLP earns revenue from the fiber leases and customers benefit from faster, less-expensive installations and access to advanced telecommunication services.

Concord Broadband looks forward to additional improvements as we continue to provide a straightforward service to the community.

PUBLIC WORKS

PUBLIC WORKS COMMISSION

Andrea Solomon, Chair
Sven Weber, Vice Chair
David DeLong
Jef Fasser
James Terry

The Public Works Commission acts as the Town's Road, Water and Sewer Commissioners, and advises the Public Works Director in the Department's efforts to maintain and protect the Town's public works, utility, and solid waste/recycling services. The Commission also advises Town Meeting, the Town Manager, Planning Board and other Town officials and boards on matters that concern Town water and sewer service, drainage, and roads. The Commission is also responsible for setting policy and rate schedules for water, sewer, and solid waste services; for acting as an appeals board for right of way permits and water and sewer regulations and account matters; and for approving minimum standards for the final layout of Town roads.

The Public Works Commission also provides a forum for review of water, sewer and solid waste rates, the annual roads and sidewalk program, public street layout, and water and sewer extensions.

The ongoing activities of the Commission can be found throughout the year on the web at www.concordma.gov

Highlights of the Commission's activities for 2023 included (in chronological order):

- Reviewed and voted to approve the 185 Central Street Water & Sewer service application after an appeal for the proposed accessory garage structure.
- Discussed the 2nd draft of language proposed for the Scenic Roads Rules and Regulations.
- Conducted a briefing on the 2023 and 2024 roads pavement projects.
- Received an update of the town wide culvert and bridge asset management conducted by a third-party engineering firm.
- Received an overview of Town Meeting Warrant calendar.
- Discussed opportunities for improved coordination with other Boards and Committees.
- Received an overview of the Solid Waste and Recycling Program in preparation for future enterprise fund hearing.
- Discussed a detailed memorandum highlighting water and sewer service design and configuration standards which would be deemed acceptable for Accessory Dwelling Units (ADU's) and Accessory structures (AS's).
- Discussed continued regarding potential liaison opportunities with other boards and committees that might have overlapping areas of interest with Public Works Commission.
- Introduction to and overview of the Transportation Advisory Committee's mission.
- Reviewed and approved the National Park Service's request to replace wayfinding signs located on Lexington Road and Old Bedford Street, detailed in a letter to the Concord Historic District.
- Conducted a review and update on the status of Town Meeting articles directly relating to CPW operations.
- Discussed the interest from the Town Manager to the commissioners about being liaisons with other boards and committees in town that might have shared interests relevant to Public Works.
- Conducted a Public Rate Hearing for the FY24, Water/Sewer rates and affirmatively approved. Discussed a 10-year operating plan for better insight on both revenue and expense projections related to the Water & Sewer Enterprise Fund.
- Discussed the Seasonal Water Demand Plan and responsibility of the commission and incorporated the States drought "Level" designation classification language into Concord's Seasonal Water Demand Management Plan.

- Discussion continued on the draft Scenic Roads Regulations.
- Elected Andrea Solomon as Chair and Sven Weber as Vice Chair of the Public Works.
- Conducted Public Hearing and approved FY24 Solid Waste & Recycling rates.
- Received an update on the Warner's Pond improvement project.
- Conducted Public Hearing and approved FY24, Solid Waste & Recycling rates.
- Conducted an update on state-wide drought assessment conditions and related water use restrictions.
- Reviewed and approved recommendations on the Draft Scenic Roads Regulations issued to the Planning Board for the purpose of ensuring Public Works interest were captured as part of the procedural records.
- Authorized a letter of support to the Select Board regarding the Climate Action Committee interest in conducting a Climate Change Vulnerability Assessment.
- Reviewed and approved a request on behalf of the MBTA for the installation of private communication conduits within the Public Right-of-Way.
- Conducted an overview and update on Concord's Stormwater Management Plan, including matters relating to a federally issued Municipal Separate Storm Sewer Systems (MS4) permit, recent efforts made to evaluate and advance the concept of creating a municipal stormwater utility, and review select drainage and infrastructure issues.
- Authorized a letter of support to the Community Preservation Act in support of a steel structure assessment project associated with Sleepy Hollow Cemetery.
- Reviewed CPW's FY25 General Fund Capital Improvement Plan
- Conducted an overview of 2023/2024 Winter Maintenance Program.
- Reviewed the 2023 Roads Program.
- Reviewed CPW's FY25 Enterprise Fund Capital Improvement Plan including the 10-year financial proforma for both Water and Sewer enterprises.
- Reviewed and denied a request for exemption to the one connection per parcel policy detailed within the Sewer Rules and Regulations for a subdivision involving the redevelopment of 80X Main Street.
- Discussed a stormwater management framework that might fund identified assessment and infrastructure maintenance and improvement needs.
- Discussed Draft Town Meeting Article language focusing on non-routine articles that would have direct impact CPW operations and services including the creation of a stormwater utility and \$50M borrowing for water treatment upgrades.
- Discussed a request from the Natural Resources Commission for PWC participation in a newly formed Warner's Pond Task Force.

The Public Works Commission and Concord Public Works continue to focus on their joint goal of promoting greater community involvement in Concord Public Works projects and programs. This deliberate strategy has resulted in greater responsiveness to all stakeholders and positive project outcomes. Examples of these efforts include neighborhood on-site meetings for large infrastructure improvement projects, and outreach meetings for the Roads Program. In addition, the Director continues to review the activities of Concord Public Works through the monthly Director's report and the Public Works Commission sets aside time for public comment during each meeting.

CEMETERY COMMITTEE

Mr. Rod Riedel, Chair
Mr. Geoffrey Walton, Vice Chair
Mr. Jerry Soucy
Mr. Brian Davidson
Ms. Priscilla White Sturges

Overview:

Concord cemeteries are an important asset to the Town of Concord. Visitors, historians, and residents use them as a window to the past, pleasant places for solitude and contemplation, as well as a final resting place. Concord cemeteries, include Old Hill Burying Ground (1635), South Burying Ground (1697), and Sleepy Hollow (1855), and total about fifty-five acres. Concord Public Works staff manages the Town's cemeteries, facilitating burials and cemetery upkeep, while also conducting plot purchases and sales. Concord is fortunate to have such diligent public servants in the positions they devotedly fill.

The Concord Cemetery Committee consists of five members responsible for oversight of the operation and maintenance of all Town-owned cemeteries, and for establishing policies and procedures for the cemeteries. In 2023, Ms. Priscilla Sturges joined the Committee as its newest member; the Committee is currently staffed at its designated number of five members.

Cemetery Grounds Maintenance:

Concord Public Works Staff and the Cemetery Supervisor manage the operations and maintenance of the cemetery grounds throughout the year. In 2023, Einstein's Landscaping worked under contract to provide lawn care and seasonal cleanups in Sleepy Hollow Cemetery. Mayer Tree Services, contracted by the Town, conducted tree maintenance throughout the year and removed trees or large branches damaged by storms.

Cemetery Projects:

• Columbarium

The Columbarium Subcommittee formed in 2022 and identified an area in the Knoll Section of Sleepy Hollow Cemetery that was ideal for a columbarium. The Town conducted an engineering review and issued a Request for Proposals ("RFP") for the

design and construction of a columbarium.

In 2023, the Columbarium Subcommittee met with the design team (per the RFP). It concluded that, before proceeding to a final design for the Columbarium, the entire area surrounding the proposed Columbarium site needed to be surveyed and assigned burial lots, paths, etc. Once this effort is completed (anticipated to occur in 2024), the Columbarium Subcommittee will develop a final Columbarium design.

• Stone Structures Restoration & Preservation

In 2023, Concord Public Works (CPW) received a Community Preservation Act (CPA) grant to restore and preserve stone walls and other stone structures in Concord's three cemeteries. CPA funds (\$340,000) were awarded in early July and were matched by Town funding (\$343,000). During the second half of 2023, CPW identified an appropriate contractor; repairs are expected to begin in 2024.

• Metal Structures Repair

In 2023, CPW applied for a Community Preservation Act grant (\$22,500) to evaluate every metal structure in Concord's three cemeteries, and to provide cost estimates for their restoration and repair. The Cemetery Committee anticipates this grant application will be considered for approval at the 2024 Town Meeting.

• Headstone Restoration

In 2022, CPW initially identified thirty-three headstones for restoration and preservation. Sixteen headstones were restored in 2022; eleven headstones were restored in 2023. The remaining six headstones will be restored in the spring of 2024. In 2023 additional headstones were identified that required restoration and preservation; these have been added to the list and will be restored as time and budget permit.

• Mausoleums

In 2020, the Cemetery Committee approved the designation of six lots in Sleepy Hollow cemetery for use as mausoleum sites. In 2023, the Town successfully concluded all necessary reviews and legal/regulatory approvals for the sale of the first mausoleum lot, which is in the Knoll section of Sleepy Hollow Cemetery. The foundation slab for this mausoleum has been poured and its

construction is expected in 2024.

Memorial Day/Veteran's Day Ceremonies:

In May 2023, American flags were installed by volunteers at veterans' graves in all cemeteries in preparation for Memorial Day. In November 2023, the flags were removed by Cemetery staff and retired during the Veterans' Day Observance ceremony.

Statistics:

In 2023, there were 139 interments at Sleepy Hollow Cemetery; thirty-four interments were full burials and 105 were cremations. Lot sales for the year totaled eighty-three; eight of these lots were sold to eligible former residents.

Friends of Sleepy Hollow:

The Friends of Sleepy Hollow Cemetery, Inc. (FOSHC) is a private non-profit organization whose purpose is promoting the preservation, beautification, and appreciation of the historic burial grounds in Concord. The FOSHC is led by President Kevin Plodzick.

In 2023, FOSHC contributed historically appropriate metal "Sleepy Hollow" signage to the metal gate structure at the entrance to The Knoll Gate. FOSHC also contributed a granite bench in honor of Gold Star families that was installed in the Star Circle section of the Sleepy Hollow Cemetery this past autumn. FOSHC also solicited and received a financial grant from the Garden Club of Concord; this grant will provide funding for landscaping at the "Gold Star" bench. The Committee is deeply grateful for the generous and thoughtful contributions the FOSHC has made and continues to make to Sleepy Hollow Cemetery. Andrea Solomon, who is a FOSHC member and former Cemetery Committee member, currently serves as the FOSHC liaison to the Committee.

ADMINISTRATION

Alan H. Cathcart
Director of Public Works

The Concord Public Works Team continues to focus on its principal mission to enhance the quality of life for those living, working or visiting the Town of Concord, and through sound management, communication, leadership, innovation, teamwork and vision provide dependable, high quality, responsive public works and utility services, consistent with community values and at reasonable costs to Concord's citizens, businesses, institutions and visitors for today and into the future.

Protecting the Town's Infrastructure/Providing Essential Services Concord Public Works is comprised of five Divisions. These include two staff Divisions, Administration and Engineering and three line Divisions, Highway & Grounds (which includes Recycling, Solid Waste Management and Cemetery Operations), the Water & Sewer Division and the recently added Facilities Division. The Department is responsible for planning and managing a large segment of the Town's infrastructure.

These assets include Concord's municipal facilities, roads and roadsides; curbs and sidewalks; catch basins, storm drains, culverts and outfalls; traffic islands; guardrails; street signs and traffic signals; public shade trees and park trees; Town parks, common areas, playgrounds, ball fields, and recreation equipment; Town cemeteries; the Town's compost site and closed landfill, including the earth products and snow storage facility; the public water supply including its storage, pumping, and distribution systems; the Town's sewer collection, pumping, and treatment systems; and CPW buildings and equipment.

Delivering key services including water service; sewer service; recycling, curbside trash collection and disposal service; yard waste disposal; and winter snow and ice management along with other storm response and safety services is also a core responsibility of Concord Public Works.

CPW Team, Programs & Organization

Concord Public Works is made up of 62 dedicated individuals with a wealth of experience. It is a team that is passionate about Concord, which takes great pride in their work, and fully understands their stewardship responsibilities. In July of 2023, Concord Public Works assumed the day-to-day management and operational responsibilities of the Facilities Department which had previously resided under the authority of the Town Managers office. The Department was also restructured to allow for the creation of a new position, Environmental Health & Safety Manager. The Department also wished Todd Manchuso, Water & Sewer Division Supervisor, Rich Hathaway, Highway & Grounds Crew Leader, Peter Hardy, Water & Sewer Crew Leader, and Mic Hone, Park & Tree Crew Leader all valued and dedicated, long-standing team members, happy retirement.

Infrastructure Improvements and Initiatives

Once again, the team at Concord Public Works is pleased to provide the Town of Concord with quality and responsive service. The Divisional Reports that follow summarize a series of initiatives and accomplishments in 2023.

ENGINEERING DIVISION

Stephen Dookran, P.E. Town Engineer

Concord Public Works (CPW) Engineering Division is responsible for the planning, design, engineering and construction administration of the Town's roadways, sidewalks, bridges, and stormwater/drainage infrastructure assets. Engineering provides a wide range of professional engineering, construction management, and permitting administration for other CPW divisions as well as for other Town departments and divisions. These responsibilities are carried out by a team led by the Town Engineer and includes the Assistant Town Engineer, the Senior Public Works Engineer, two Public Works Engineers (one of whom serves as the Stormwater Engineer, and the Administrative Assistant. During 2023, the changes in staffing included the resignation of the Senior Public Works Engineer, which was backfilled by one of the Public Works Engineers, thereby creating another vacancy which was filled in October 2023.

Roadway Pavement Improvement Projects

The Roadway Pavement Improvement Program is a comprehensive program that implements various preservation treatments and traditional road reconstruction methods to maintain and improve the Town's 108-mile road network. The Town utilizes a pavement management program, called StreetScan to obtain the network pavement conditions index (PCI) and to prioritize roads for how and when roads get resurfaced to achieve the overall greatest benefit. Engineering consultant, Stantec evaluated the program to confirm accuracy of our road condition data and made recommendations to improve the program in the beginning of 2023. With insufficient funding of the program and rising costs, the PCI of our road network remains in only a fair condition with the average PCI in the mid-sixties.

Final Construction of the 2022 Roadway Improvement Projects

The majority of work under the 2022 Roads Improvement Project was completed in 2022 and the remaining work in 2023. This remaining work included the reconstruction of the Commonwealth Ave Corridor between Church Str and Laws Brook Rd, milling and paving of Bradford St and Winthrop St, fog sealing of Monument St (in bound travel lane only) between house #819 and Buttricks Hill Rd, and the installation of a micro surface on top of asphalt rubber along Annursnac Hill Rd to complete the combined treatment known as cape seal.

Design and Bidding of the 2023 Roadway Pavement Improvement Projects

Implementation of the Roads Pavement Improvement program was separated into three different phases. Phases I and II were designed to maintain and preserve roadways in good condition by deploying lower cost preservation treatments. Phase III targeted roads that were beyond repair and in need of rehabilitation and reconstruction and applied traditional paving methods. Engineering Staff along with assistance from Engineering's design consultant, Stantec developed the design and bidding documents and specifications.

2023 Pavement Management Phase I – Bonded Surface Wearing Course

This portion of the 2023 Roads Pavement

Improvement program was intended and bid for bonded wearing surface course preservation treatment. Bid prices received for incidental items were disproportionately higher than expected. Therefore, this contract was not awarded.

2023 Pavement Management Phase II – Microsurface, Fog Seal, Cold-in-Place Recycling
Phase II incorporated micro surfacing, fog sealing and cold-in-place recycling on various streets in fair to good condition. Bid prices received were also disproportionately higher than expected due to the incidental items needed to complete select treatments. Therefore, only the fog sealing portion of the contract was awarded. This work is anticipated to be completed in the spring of 2024 on Baker Ave, Old Marlboro Rd, Sudbury Rd, Laurel St, Independence Rd, Alcott Rd, and Shadyside Ave. Total length to be fog sealed is approximately 4.25 road miles.

2023 Pavement Management Phase III – Full Depth Reconstruction, Mill and Overlay
Phase III was designed for traditional paving methods consisting of mill and overlay and pavement reclamation on approximately 6 road miles. Work completed in 2023 included milling and overlaying of Old Marlboro Rd (0.7 miles) and Old Pickard Rd (0.6 miles), reclaiming and installation of paving binder course of Minot Rd, Butternut Cir, Fox Ln, Mallard Rd, and Black Duck Rd totaling 0.77 miles of reclaimed roads in 2023. The remaining work in this contract includes milling and overlaying of portions of Main St, Pine St, Central St, Walden St and ORNAC, along with reclaiming and paving of Mattison Dr, Alford Cir, Ayshire Ln, Macmillan Dr and is anticipated to be completed in the spring of 2024. Construction inspections and project management for work completed were performed by Engineering staff.

Road Crack Sealing

As part of our pavement management program, Engineering implemented the annual crack sealing program. In 2023, Engineering designed, prepared, and executed a contract to crack seal 10.6 road miles. All work was completed in the 2023 season.

Commonwealth Avenue Complete Streets Project The third Complete Streets Tier 3 Reconstruction

project - Commonwealth Ave Reconstruction was completed this year. This project replaced all the sidewalks and added two curb bump-outs at crosswalks between the railroad tracks and Beharrell St Ext. The work was extended to Laws Brook Rd intersection using Town funds. Upon receipt of the Complete Streets reimbursement from the State, the Town will select the next Complete Streets project and apply for the next round of funding.



Reconstruction of Commonwealth Avenue that includes Crosswalks, Sidewalks, Drainage infrastructure and Roadway Pavement.

Sidewalks/ADA Compliance/Crosswalks

Curb Ramp Improvements – Reconstruction of sidewalk curb ramps to meet ADA requirements was incorporated into paving projects and the Commonwealth Ave Complete Streets project. The reconstructed curb ramps include 5 ramps on Old Pickard Rd, 8 ramps on Old Marlboro Rd, and 10 ramps on Commonwealth Ave for a total of 23 new curb ramps.

Sidewalks – In addition to the sidewalks reconstructed on Commonwealth Ave, an 80-foot section of sidewalk at 94-96 Sudbury Rd was reconstructed. The cost was shared by that abutter who also agreed to give an easement to locate a portion of the sidewalk on private property to avoid the removal of a street tree.

Crosswalks – Existing painted crosswalks were repainted. No new crosswalks were added in 2023.

Pavement Markings

Engineering, in conjunction with the Community Safety Officer of the Police Department implemented the annual town-wide pavement markings project using two contracts in 2023. The project included the remarking of centerlines, shoulder lines, parking, crosswalks and stop bars. High volume traffic locations were striped twice to maintain an acceptable level of visibility all year.

Main St/Baker Ave/Cottage St Intersection Redesign

The Engineering Division selected a consultant, Jacobs to perform a redesign of the Main St, Baker Ave, and Cottage St intersection as well as the Main St, Crest St, and Old Bridge Rd intersection. The redesign is underway and is addressing alignment problems as well as signal equipment upgrades and location. It is anticipated that easements from abutting properties will be needed for the proper placing of new signal poles.

Main Street/Walden Street Intersection Improvements

The Engineering Division supported the Planning Division in applying and obtaining a Shared Streets and Spaces Grant for \$197,663.75 from MassDOT for a speed reduction project at the Main St/Walden St Intersection. The design and bid documents were prepared by Hayner-Swanson, Inc. The proposed design was presented to the Historic District Commission, the abutting businesses, and the general public in order to get consensus. The construction contract was advertised for bids and a contract was awarded. However, delays pushed the schedule to late fall, a time that could have significant impacts to business activities in the area. The contractor requested that the contract be terminated, and the Town complied. A new contract will be executed for construction in 2024.

Parking Lots

The MBTA parking lot in West Concord is the highest priority of parking lots needing major pavement rehabilitation and capital funds have been appropriated in FY 24 for that work. Engineering staff surveyed the lot and started preparing a design that not only includes resurfacing the lot, but also increasing/maintaining parking spaces, improving storm water quality, improving ADA accessibility, and enhancing traffic flow patterns. Bidding and construction will be scheduled in 2024.

The Engineering Division has undertaken the redesign of the Fairyland Pond parking lot on Walden St with the primary objective of improving drainage. The proposed grading plan aims to redirect runoff towards a proposed water quality facility located on the northern side of the parking lot. This project was bid as part of the 2023 Pavement Management Phase III contract and construction is expected to begin Spring 2024.

Guardrail Projects

Engineering designed, prepared bid document, and contracted a guardrail replacement project that included replacing 1,500 feet of deteriorated guardrail along high traffic roadways. The guardrail replacement was completed and took place along Sudbury Rd (915 ft) and Elm St (580 ft). This contract was extended to replace damaged guardrail end terminals on Lowell Rd, Fitchburg Turnpike and Cambridge Turnpike. Due to the Town's preferred guardrail material (Cor-ten steel) not lasting as long as industry standard galvanized steel, there is a need to increase the rate of guardrail replacement.

Stormwater Management/Drainage Improvements

Currently, the stormwater management program faces a funding shortage, which limits the scope of possible drainage improvements town wide. Drainage improvements are limited to work undertaken by the Town's Road Program. Drainage improvements completed this year through the 2022 and 2023 Roads Pavement Improvement Programs includes:

- Replacement of 8 catch basins
- Repair of 1 gutter inlet
- Installation of 2 new gutter inlets
- Replacement of 1 leaching catch basin
- Installation of 1 leaching catch basin
- Repair of 1 manhole
- Replacement of 1 manhole
- Installation of 3 new manholes
- Replacement of 83 feet of plastic pipe
- Installation of 40 feet of new pipe
- Cleaning of 225 feet of pipe

The Engineering Division has developed plans for stormwater drainage improvements along Walden St, stretching from 584 Walden St. to the

Concord-Carlisle High School driveway loop road, as well as for the Fairyland Pond parking lot. These projects are scheduled for construction during the upcoming spring. Additionally, the Engineering Division has developed design plans for drainage improvements along Lowell Rd from 1195 to 1155 Lowell Rd, Prairie Rd at Cousins Park, Alcott Elementary School playground, and Potter St. However, these projects have been postponed due to project reprioritization and budget constraints.

Stormwater Utility

Due to the lack of a reliable and dedicated source of funding for stormwater management, the Town, through the Engineering Division, selected Weston & Sampson Engineers, Inc. to develop and establish a Stormwater Utility. Working in partnership with Town engineering staff, this engineering firm is in the process of ongoing evaluation regarding the budgetary requirements of the Stormwater Management program that includes the MS4 permit obligations, addressing the maintenance and capital needs of the drainage system and reduction in flooding. This assessment will play a role in shaping the recommended fee and rate structure for the Stormwater Utility. Simultaneously, a warrant article was prepared for adoption of the Enterprise fund at the Town Meeting in April 2024. Public outreach on this effort included a presentation to the Public Works Commission on September 9, 2023, and participation in a well-attended Water Forum hosted by CPW on and the Sustainability Department on December 5, 2023. A preliminary report drafted by the consultant outlining its recommendations is expected to be completed in January 2024.

Town-Wide Culvert and Bridge Assessment

The Engineering Division's consultant, Wright-Pierce started the Town-wide Culvert and Bridge Asset Management Plan in 2022. The goals of this study were to evaluate the 176 culverts and 8 Town-owned bridges, identify any critical needs on these structures, and then to develop a maintenance and repair plan for the short and long terms. The consultant provided their final draft report and recommended maintenance and repair plans, based on presumed funding for the culverts and bridges. CPW Engineering will use this report to recommend the maintenance plan for future projects.

Warner's Pond Dam Inspection

Warner's Pond Dam is categorized as an Intermediate-sized Significant (Class II) hazard potential dam. It underwent an inspection in June to assess its current condition, following the guidelines outlined in 302 CMR 10.04. The dam was determined to be in a satisfactory condition, a rating that remains unchanged from the previous inspection conducted in 2018. The assessment noted a significant overgrowth of woody plants, grass, and brush vegetation which were removed in November, and the report was submitted to the Office of Dam Safety. In addition, the Engineering Division revised the Emergency Action Plan (EAP) for Warners Pond Dam and distributed it to all designated responders as part of the EAP.

Gerow Recreation Area

CPW Engineering was assigned to the management of this project that was stalled since July 2022. Construction by Cole Contracting resumed in September 2023 completing the pavilion building structure, paving of the parking and drive areas, sidewalk repairs at the Commonwealth Ave entrance, and a general cleanup of heavy overgrowth. Final completion including the replanting of trees will be done in 2024. An extension of an engineering contract with Greenman Pederson was executed for inspection and environmental monitoring.



Completed Pavilion Structure

National Pollutant Discharge Elimination System (NPDES) MS4 Permit

The Year-5 Annual Report (July 1, 2022-June 30, 2023) for the MS4 permit was completed and forwarded to both the EPA and MassDEP in September 2023. Below, Engineering has summarized the actions taken by the Town during this reporting year to fulfill these requirements:

1. **Public Participation:** The Town actively engaged the public in the review and implementation of the Stormwater Management Program (SWMP). Additionally, an educational event was organized in local elementary schools to raise awareness about the importance of preventing pollutants from entering our surface waters.
2. **Community Outreach:** The Town proactively communicated with town residents, businesses, and industries, encouraging the adoption of stormwater pollution mitigation methods.
3. **Incident Reporting:** The Town reported a single Sanitary Sewer Overflow within the reporting period, ensuring compliance with reporting protocols.
4. **Personnel Training:** Annual training sessions were conducted for personnel involved in the Stormwater Management Program, specifically focusing on Illicit Discharge Detection and Elimination.
5. **Site Plan Reviews:** A total of 12 site plan reviews on their stormwater impacts and management were carried out for development or redevelopment projects that disturbed one or more acres of land.
6. **Stormwater Site Inspections:** The Town conducted at least 8 stormwater site inspections to monitor compliance.
7. **Phosphorus Reduction:** In line with year-5 requirements for phosphorus reduction, five town-owned properties were identified for the installation of green stormwater infrastructure retrofit opportunities and assessed for cost. Additionally, a demonstration project was identified, which is slated for completion within year-6 of the permit.
8. **Green Stormwater Infrastructure Assessment:** The existing Town-owned green stormwater infrastructure was assessed to determine the amount of phosphorus removed by these

structures before releasing stormwater flows into the Assabet River watershed.

9. **Catch Basin Inspections:** A total of 572 catch basins were inspected, and 404 cubic yards of sediment were removed, contributing to enhanced stormwater quality.
10. **Street Sweeping:** A substantial effort was made with the sweeping of 360 miles of pavement, ensuring that streets remained clean and free from debris that could potentially affect stormwater runoff.

Right of Way/Driveway Permitting

- Engineering staff issued a total of 192 permits - 124 Right-of-Way permits and 68 Driveway permits utilizing the Full Circle platform to accept, review and issue permits. R-O-W permits were typically issued for the installation or repair of utility mains, structures, or service lines or for impacts caused by private development work to infrastructure in the public right-of-way. Driveway permits were typically issued for the reconstruction of or the installation of a new driveway that accessed the public right-of-way. Staff also performed pre-, during- and post-inspections of the work sites for each permit.
- The Public Works Commission (PWC) approved the placement of two wayfinding park signs in the Lexington Rd and Old Bedford Rd public rights of way for the National Park Service. The PWC also approved work by the MBTA to install underground communication lines in the public right of way of Belknap St and Baker Ave.

Private Development Plan Reviews

Staff reviewed a total of fifteen private development projects in 2023, and due to staffing shortages, the Engineering Division requested that some of the larger projects be peer reviewed and Engineering will then evaluate the peer review comments. The projects requiring significant effort were: Dunkin Donuts at 794 Elm St, Concord Middle School at 835 Old Marlboro Rd, Concord Center for the Visual Arts at 37 Lexington Rd, Novo Riverside Commons at 292-294 Baker Ave, and Assabet River Homes located at 406 Old Marlboro Rd. Staff also performed field observations of soil testing for stormwater management.

Town-Requested Engineering Services

- Assisted in the contracting and the provision of inspectional services in the construction of the foundation of the Napoli Mausoleum at the Sleepy Hollow Cemetery.
- Staff collaborated with the GIS Division and Highway & Grounds teams to create a GIS-based inspection report and user map for catch basin cleaning. This aims to streamline catch basin maintenance efforts in compliance with MS4 requirements.
- Engineering continued support on the construction of the Bruce Freeman Rail Trail.
- Engineering responded to numerous requests for public records.
- Provided technical support to Natural Resources in their engineering evaluations of Warner's Pond.
- Engineering continued its review of the revised proposed Scenic Roads regulations, submitted comments, and discussed the subject with the Public Works Commission.

Grants of Location (GOL) for Utilities in Public Ways

Engineering staff performed reviews on plans and documents submitted to the Select Board by utility companies petitioning for approval to locate new utility lines, services, and appurtenances overhead or underground in the public right-of-way. For the completed reviews, Engineering forwarded its comments and conditions of approval to the Select Board prior to the scheduling of the public hearings. The projects are listed below with the status of the GOL. Upon approval, the utility company will file for a right-of-way permit for the installation of the new line. During this year, National Grid delayed several of its petitions because of their unacceptance of conditions placed by the Engineering Division. Both parties worked to re-establish conditions that would be amenable to both CPW and National Grid and the reviews on the petitions resumed.

- Commonwealth of Massachusetts Department of Correction's GOL for 1238 Elm St to 999 Barretts Mill Rd. This petition has been approved by the Select Board.
- Comcast's 92-100 Commonwealth Ave Underground Cable. This GOL hearing was held by the Select Board on 10/11/2023.
- Comcast's 48 Buttricks Hill Rd. This GOL

hearing was held by the Select Board on 10/11/2023.

- Comcast's 495 Monument St. This GOL has been withdrawn by the resident.
- National Grid's 4 - 195 Thoreau St GOL request.
- National Grid's 150 Lexington Rd GOL request.
- National Grid's Main St GOL request from Edgewood Rd to Winslow St.
- National Grid's GOL Request for Crescent Rd, Hosmer Rd, Garland Rd, Wilson Rd, Nashoba Rd.
- National Grid's 398 Simon Willard Rd GOL request.
- National Grid's Lowell Rd GOL – Withdrawn by National Grid.
- National Grid's Davis Ct GOL request.

Concord-Carlisle High School Access Road

Upon request by the School Department, Engineering staff managed the design and construction of the Concord-Carlisle High School driveway loop road improvements. A preliminary design performed by the Engineering Division was passed on to Hayner-Swanson, Inc. for final design plans and bidding documents. The project included pavement reclamation, lighting and sidewalk upgrades, curb installations, ADA ramp updates, and drainage improvements. A portion of the site was an Activity and Use Limitation (AUL) area designated by MassDEP, necessitating soil disposal and worker safety precautions. Engineering staff also worked with the Beede Center for entrance improvements, providing design plans and cost estimates. Construction began in early July, with major work completed before the new school year in late August.

Surveys

- Engineering staff conducted existing conditions survey of the parcel located at 12 Main St, assisting Concord's 250 Permanent Memorial Committee and their design consultant in selecting a site for a future monument. The survey captured surrounding features, including topography, existing utilities, monuments, trees, and critical access points/routes.
- An existing condition survey of the MBTA lot was performed by Engineering staff in preparation for the design and reconstruction of the parking lot.
- Various surveys were conducted to determine if

trees that require removal are located inside the Town's Right-of-Way or are inside private property.

Traffic Management Group

Engineering staff is an integral part of the Traffic Management Group (TMG), made up of representatives from the Concord Police Department, Planning Department, CPW Highway and Grounds Division, and CPW Engineering Division that manages resident traffic related concerns and requests within in the Town's public rights of way. Engineering's role in the TMG is to provide technical recommendations related to engineering standards and practices. Some of the more significant items that was performed by the TMG this year were the recommendations to the Select Board to make changes to the "Traffic, Parking and Pedestrian Rules & Regulations" regarding parking at the Stow St parking lot, Hubbard St, Monsen Rd, and Seven Star Ln. The TMG has also made many improvements to the Town's roadway signage to make it more consistent with the aforementioned regulations.

Comprehensive Transportation Study

Under the management of the Planning Division, Stantec Consulting Services started work on this study in August. Project management was temporarily assigned to CPW Engineering because of a temporary staffing situation in Planning. The first meeting with the general public was held in October and a summary of stakeholder input was prepared. A town-wide survey on mobility needs and patterns was conducted through December 8, 2023. The study will continue in 2024.

Grant Applications

- Engineering staff along with engineering consultant Wright Pierce, prepared and submitted a Massachusetts Culvert Replacement Municipal Assistance grant application for the replacement of Spencer Brook culvert. This grant was not awarded to the Town.
- Design and technical support were provided by Engineering staff to DPLM for the submission of the Massworks grant for proposed improvements to the Kenny Dunn Square intersection.

MassDOT Municipal Paving of Rt 126

The Massachusetts Department of Transportation selected Walden St between Route 2 and the Lincoln town line to be paved in 2024. Under this program, MassDOT aids municipalities in paving qualified local streets. Engineering met with State officials to determine the work needed and an agreement will be developed for Town signature.

HIGHWAY AND GROUNDS

Aaron Miklosko
Highway & Grounds Superintendent

Highway & Grounds Division

The Highway & Grounds Division of Concord Public Works maintains approximately 107 miles of public streets, along with the associated drainage systems consisting of approximately 62 miles of drain lines, 3,630 catch basins, 216 culverts, 1,640 drainage manholes, 431 outfalls, 162 leaching structures, 15 detention basins, 7 bio-retention areas, and 3 dams. The Highway & Grounds Division also maintains 58 miles of sidewalks, 3,055 signs, over 90 vehicles and pieces of equipment and the Town's compost site. The Division is also responsible for 82 acres of public parks and grounds that consist of 50 acres of active recreation areas. The Highway & Grounds Division maintains all 23,000 public shade trees and park trees under the direction of the Town's Tree Warden.

HIGHWAY AND STORMWATER MAINTENANCE

CPW's Highway & Grounds Division completed routine maintenance and improvements to Concord's roads and sidewalks throughout the year.

Concord Public Works crews began preparations for the annual Patriots' Day Parade in early March by sweeping the streets and sidewalks, leveling stone dust sidewalks, and raking out the open space areas along the route.

Street sign maintenance performed by CPW was informed via the Town's Traffic Management Group. This group includes representatives from Highway & Grounds, Engineering, and the Concord Police Department. CPW prioritized improvements affecting sightlines for signage and pedestrian safety.

During the spring season, roadside mowing began. CPW staff targeted trimming in areas where vegetation affected traffic sightlines and pedestrian safety.

The spring town-wide street sweeping program was completed by July 1st this past year. CPW continued to perform additional sweeping of arterial roads again in the fall to remove leaves and other debris from catch basin grates to prevent clogging in the stormwater drainage system and mitigate street flooding during heavy rain events. Staff also continued weekly sweeping in the business districts, including Concord Center, Thoreau Depot, and West Concord.

During the summer months, Concord experienced several extreme rain events that resulted in significant washouts along the roadways. CPW's Highway & Grounds Division worked quickly to repair them with treatments applied in collaboration with the Engineering Division to attempt to mitigate erosion in the future.

Full-depth roadway patching, sidewalk reconstruction and drainage infrastructure repairs continued to be a major priority for the Highway & Grounds Division during the construction season. Many of the repairs were identified during routine inspections that were conducted as part of the catch basin cleaning program. Highway crews cleaned 375 catch basins in 2023, removing over 300 cubic yards of material from the storm drain system. Ongoing monitoring and maintenance of other environmental infrastructure including bio-retention areas, detention basins, drain swales, culvert headwalls and outfalls continued in 2023.

PARKS AND GROUNDS MAINTENANCE PROGRAM

CPW's Highway & Grounds Division continued to provide a high level of maintenance service at the Town's parks, athletic fields, traffic islands and outdoor facilities in 2023.

Routine maintenance of these grounds continues to be a priority for the Highway & Grounds Division with consideration of environmental impacts and sustainable practices. Frequent mowing, ball field preparation and playing field painting was

completed with a goal of providing quality and consistent playing conditions for Concord's youth sports programs and other users within the community. The Highway & Grounds Division also continued to support public-private partnerships with local organizations, such as the West Concord Green Thumbs, to maintain the hanging flower baskets that lined the streets in West Concord and the community gardens.

WINTER MAINTENANCE PROGRAM

Concord's winter maintenance program requires accurate prediction of winter weather events and formulating strategic plans for the deployment of staff and resources. CPW relies on many resources to achieve this, including real-time weather forecasting information provided by the Town's contracted weather service, Precision Weather Forecasting. Concord Public Works also utilizes roadway weather information system technology in five strategic locations in Concord to help provide the real time data necessary to prepare and respond to winter events.

Winter maintenance activities include de-icing, roadway plowing, sidewalk clearing and snow removal from municipal lots and business districts. Concord's winter maintenance program has many components, including an anti-ice pre-treatment in which CPW crews apply a brine solution to designated roadways in Concord when conditions allow. This is an environmentally sustainable technique that prevents snow and ice from bonding to the roadway. This allows for a reduction in salt use before and after a weather event, saving time and money, as well as reducing environmental impacts.

The first significant winter response during the 2022-2023 season occurred on November 15th, 2022, with one inch of snow accumulation. The largest accumulation events were January 22nd, 2023, through January 24th, 2023, and March 13th, 2023. These two events resulted in 4.5 inches of snow accumulation. January's storm was a 29-hour snow operation for the CPW crews, and March's storm lasted 17.5 hours. Throughout the season, CPW responded to 18 winter weather events and the Town saw a total of 27 inches of snow.

CEMETERY OPERATIONS

CPW's Cemetery Division provided burials year-round and properly maintained the Town's three cemeteries. A great deal of pride is taken in the professional and compassionate service that is provided to residents. In 2023 there were 139 interments at Sleepy Hollow Cemetery. 64 of these interments were Concord residents at the time of their death. 34 of the interments were full burials and 105 were cremations. There were also 5 disinterments. Lot sales for the year totaled 83 with 8 of those being sold to eligible former residents.

A Cemetery Specialist was hired to assist a very seasoned Cemetery Supervisor with the duties of caring for the Town's three cemeteries and serving the residents. With assistance from the Highway & Grounds Division, they provided mowing and spring/fall cleanups for the Old Hill Burying Ground and South Burying Place. CPW crews performed all other maintenance for the cemetery including pothole patching, tree and stump removal and water system maintenance.

The use of contracted landscaping services continued for the mowing and seasonal cleanup needs of Sleepy Hollow Cemetery with a renewed contract with Einstein's Solutions, Inc.

PUBLIC SHADE TREE PROGRAM

CPW's Highway & Grounds Division and the Town's Tree Warden continued the implementation of the urban forestry management plan, which was developed by Davey Resource Group. In 2023 the Town planted 102 new trees, ranging from Eastern Redbud to Yellowwood Trees. These included public shade trees, set-back plantings, and Cemetery trees.

CPW tree crews performed routine tree maintenance throughout the public right-of-way in 2023. Trees were trimmed up to a height of 15 feet and over-hanging hazards were removed. The CPW Highway & Grounds Division also responded to several severe storm events, in which trees were damaged or fell into the right of way and required removal.

An Invitation For Bid was issued for Tree Maintenance Support Services in 2023. The contract was awarded to Mayer Tree Services. In addition to

providing cost effective pruning and general forestry maintenance, this contract also provides for storm and emergency responses for time sensitive hazardous tree issues.

COMPOST SITE MANAGEMENT

The Town's compost site at 755 Walden Street was open seasonally Wednesdays and Saturdays for residents to access the site for the disposal of brush, leaves, and invasive species, along with recycling of mattresses. This facility was visited over 19,150 times by residents during the months of April – December. In 2023, a container was added to collect bagged Styrofoam for recycling throughout the season. The paint shed collection depot made it possible for 453 residents to drop off left over or unwanted paint with 105 residents taking advantage of this opportunity for reuse. CPW continued to utilize the compost site for equipment storage and as a staging area for surplus wood debris generated from tree maintenance activities. The compost site was staffed in early January and late December, providing opportunities for residents to recycle Styrofoam, holiday lights and trees after the holidays. During the winter season, the site is used for snow storage. Snow is hauled to this location from parking lots and business district areas following snow plowing events.

FLEET MAINTENANCE PROGRAM

CPW implemented a new fleet maintenance program in 2023 which included the purchase of fleet maintenance software and the hiring of two fleet mechanics. This comprehensive program will aid the department in purchasing and maintaining properly sized and appropriately equipped vehicles and equipment. This program will allow the department to continue to provide efficient and effective delivery of Public Works services for the Town of Concord. In 2023, CPW took delivery of a Ford F550 Heavy Duty Dump Truck for Plowing/De-Icing and a 2023 Caterpillar Loader which were funded with allocations from the FY23 Annual Town Meeting. A 2023 Caterpillar Skid Steer and a 2023 Chevrolet Bolt EV were procured with funding allocated at the FY24 Annual Town Meeting.

RECYCLING AND WASTE

Melissa Simoncini
Environmental Services Program Administrator

DropOff SwapOff

Participants

<i>Year</i>	<i>May</i>	<i>October</i>
2019	930	842
2020	-	425
2021	630	790
2022	685	546
2023	750	562

Curbside Collection, Disposal, and Processing

The municipal curbside collection program provided trash and recycling services to 3,508 households. Subscribers to the municipal curbside collection program set out 820 tons of mixed paper, 618 tons of commingled containers, and 2,129 tons of solid waste for collection.

<i>Year</i>	Subscribers (as of December 31)			<i>Recycling Rate</i>
	<i>Number of Subscribers*</i>	<i>Recyclables collected(tons)</i>	<i>Trash collected (tons)</i>	
2019	3,679	1,577	2,609	38%
2020	3,587	1,693	2,623	38%
2021	3,657	1,592	2,505	38%
2022	3,622	1,462	2,162	40%
2023	3,508	1,439	2,129	40%

Curbside Recycling Rate

Residents using Concord’s municipal curbside collection program recycled 40% of the materials they set at the curb. It does not include the materials collected for recycling at the semi-annual DropOff-SwapOff events, nor the more than 1,000 households that contract with private haulers for the collection of their trash and recyclable materials.

Reuse and Recycling DropOff & SwapOff Events

In 2023, Concord Public Works held DropOff events on Saturday May 20th, with 750 participants and Saturday September 30th, with 562 participants. Pre-registration was required, which assisted with crowd control and traffic flow. These events supported CPW’s goal of reducing the number of items in the Town’s waste stream. Many volunteers helped make these events possible.

Hazardous Products Collection

Subscribers to the curbside collection program receive one free pass per year to the Minuteman Household Hazardous Products Facility in Lexington (for up to 25 lbs. or 25 gallons of hazardous waste). The facility is generally open one

weekend day a month from April – November. 135 residents visited the Minuteman facility during the April-November 2023 events.

Compost Site-755 Walden Street

From April through December 2023, residents made more than 19,150 visits to the 755 Walden Street Compost Site, dropping off leaves, grass clippings and brush. 453 residents dropped off paint and 105 residents picked up paint for reuse at the paint shed on site. Styrofoam block was accepted for recycling throughout the season as well. Styrofoam block, string lights and Christmas Trees were accepted for recycling at the facility after the December holidays.

Landfill Inspection & Reporting

MassDEP requires an annual landfill inspection by a third-party MassDEP-approved inspector for closed landfills in the Commonwealth. Concord Public Works coordinated the annual landfill inspection with Weston & Sampson. The inspection was conducted in November of 2023. The annual landfill

inspection report included a summary of the 2023 monitoring results at the landfill. There were no deviations from applicable performance standards in water or air quality identified.

The Town’s closed landfill post closure monitoring and maintenance requirements in accordance with 310 CMR 19.132, mandate groundwater and landfill gas monitoring. There are nine groundwater wells and twenty-three soil gas probes associated with the 755 Walden Street closed landfill. The former landfill, which has now been put back into productive beneficial reuse with the construction of a utility scale solar facility, received formal closure certification from MassDEP on 10/16/13.

pickup of mattresses at private addresses. This option is in addition to the Town procured container which has been placed at the Compost Site at 755 Walden Street. For information on how to recycle mattresses visit www.concordma.gov/mattress.

Concord residents can recycle their textiles by participating in Concord’s textile recycling program, which is supported by Baystate Textiles and offers donation bins at the following school locations: Alcott Elementary School, Concord/Carlisle High School, Ripley Administration Building, Sanborn Middle School, and Willard Elementary School.

Year	Visits to the Composting Site			
	Leaves & grass	Brush	Paint Drop-off	Paint Pickup
2019	6,871	4,367	410	116
2020	14,257	7,040	Closed	Closed
2021	12,883	6,243	448	143
2022	12,272	5,671	295	253
2023	13,221	6,327	453	105

Keeping Mercury Out of the Environment

During 2023, Concord Public Works collected 5,202 linear feet of fluorescent light bulbs, 1,085 pounds of nickel cadmium, lithium, and lead acid batteries, and 1,842 compact fluorescent bulbs from residents and municipal facilities, for recycling.

Grants

Concord Public Works obtained a Recycling Dividends Program (RDP) grant from MassDEP in the amount of \$8,400. The grant can be utilized to purchase recycling-related equipment including but not limited to curbside recycling bins, compost bins and public space recycling bins.

Textile & Mattress Waste Ban

In 2022, the Commonwealth implemented new regulations for mattresses and textiles which require they be kept out of the solid waste stream and instead recycled or donated for reuse. This is part of the Massachusetts statewide plan to reduce waste by 30% by 2030. In 2023, the Town of Concord engaged with a vendor to facilitate the

WATER AND SEWER

Jeffrey A. Murawski, P.E., Superintendent

In 1974 and 1976, Annual Town Meeting established separate Water and Sewer Enterprise Funds, to ensure that the operation, maintenance and capital investments in Concord’s water and sewer systems would be responsibly managed and financially viable. Expenses incurred for each system are covered by revenues from customers of each respective enterprise. Monthly billing is performed, and dozens of requests for new, replacement and rehabilitated water and sewer services are reviewed for conformance with system standards and policies. The Water & Sewer Division of Concord Public Works (CPW) is responsible for managing the day-to-day operations of drinking water and sanitary sewer infrastructure.

WATER SYSTEM

Concord was provided with legislative authority to establish a public water system in 1872. In 1874, water from Sandy Pond, Lincoln, began flowing through the original network of water mains to Concord Center. Today, the water system has evolved to include six groundwater wells and one surface water source (Nagog Pond), seven water pumping stations, two water treatment facilities, and a high-pressure water main network consisting of over 136 miles of pipe. Two covered storage reservoirs, one located on Annursnac Hill and the other located on Pine Hill in Lincoln provide a total reserve capacity of 7.5 million gallons. There are presently 5,696 accounts receiving

potable water service and fire protection from this supply. This represents approximately 95% of Concord residents and businesses, along with a small number of properties along the Route 2A water main from Nagog Pond that are in the Town of Acton.

Drinking Water Regulations and Policies

Per- and Poly-fluoroalkyl (PFAS) Substances: On March 14, 2023, EPA released a proposed national primary drinking water regulation (NPDWR) for Perfluorooctanoic acid (PFOA) and Perfluorooctanesulfonic acid (PFOS), as well as for four additional PFAS and their mixtures. In the proposed rule, EPA presents updated noncancer toxicity values based on evaluating additional scientific information. These updated values are different from those used to calculate the 2022 Interim Health Advisory levels, which EPA based on the best available science at that time. Note that the Maximum Contaminant Level Goals (MCLGs) in the proposed rule are zero.

The 2022 Interim Health Advisories for PFOA and PFOS will remain the same as EPA finalizes a national primary drinking water regulation for those contaminants, which was anticipated by the end of 2023. The new regulation is anticipated to include both a nonenforceable Maximum Contaminant Level Goal (MCLG) and an enforceable standard, or Maximum Contaminant Level (MCL) or Treatment Technique (TT).

Lead Service Line Inventory – As part of the 2021 Federal Lead and Copper Rule Revisions (LCRR) and more recent updates proposed in 2023 (identified

Compound	Interim Health Advisory Level (2022)	Proposed MCLG or Goal (2023)	Proposed MCL (2023)
PFOA	4 ppt	0 ppt	4 ppt
PFOS	20 ppt	0 ppt	4 ppt
PFNA PFHxS PFBS GenX	n/a	1.0 (unitless Hazard Index)	1.0 (unitless Hazard Index)

“Lead and Copper Rule “Improvements” (LCRI), Concord will be developing a public-facing lead service line (LSL) inventory, a lead service line replacement plan; and increase education and outreach of these efforts prior to October 16, 2024. This past year, the Water Division received a \$168,850 grant from the Drinking Water State Revolving Fund (SRF) to help catalog water service material throughout our system that will lead to the development of a Lead Service Line Replacement Plan (LSLRP). The LSLRP will involve replacement of all remaining lead service lines identified within our system within a five-year period.

To this end, Division staff have partnered with the Concord’s GIS team to update and incorporate all available information for all water services, including material type. Any water services of unknown material entering buildings built prior to the lead ban effective date in 1986 will be considered ‘potentially lead’ until otherwise observed. For more information on lead water services in Concord please visit <https://concordma.gov/lead>

Water Use and Demand Management

In 2023 Concord received its Water Management Act (WMA) Registration statement, renewed once every ten years, affirming our “authorized” water withdrawal cap of 2.10 million gallons per day (MGD) based on an annual daily average. Back In 2001, Concord also received a WMA Permit authorizing an additional average daily withdrawal capped at 0.42 MGD resulting in a total authorized average daily withdrawal volume is 2.52 MGD. In 2022, the MassDEP informed the Town that Concord’s Permit allowance, originally anticipated to be received in 2023, but still not issued, would reduce the permit allowance to 0.10 MGD for a total allowance of 2.2 MGD. This reduction, once imposed, will also be issued with enforceable conservation standards of 65 gallons per day per capita (RGPCD) for residences and a 10% allowance for system losses (primarily attributed to leaks).

In 2023, the total water production required to meet our system demands was 1.78 million gallons per day or 650 million gallons for the year. A peak day demand of 3.13 million gallons was recorded on May 31, 2023. Data required to calculate RGPCD and total system losses (or “unaccounted” for water use) was not available by the time this report was published.

Integrated Water Resource Planning Initiative Partnering with CPW’s Engineering Division, the Town’s Sustainability Director and representatives from the Health Division, Natural Resources Division and Planning Division, the Water Division continued to advance the Town’s integrated water resources planning initiative. Work performed in 2023 included the identification of programmatic gaps in short and long-term service needs and regulatory compliance goals associated with drinking water supply, wastewater treatment and capacity, and stormwater. This effort was captured in a Vulnerability Assessment (Draft) compiled by a team from Kleinfelder and Brown & Caldwell.

The integrated planning process and companion Long Term-Water Supply Study (Draft) will also help inform decisions relating to treatment needs and management strategies required to address Per- and Poly-fluoroalkyl (PFAS) compounds (more auspiciously identified as “forever chemicals”) along with escalating cost estimates for the construction of the Nagog Pond Surface Water Treatment Facility. Investments upwards of \$50 to \$75 million dollars will be needed over the next 10-years to upgrade Concord’s water infrastructure to meet these new water quality standards. Concord also continued to participate in a regional water supply expansion evaluation study lead by the Massachusetts Water Resources Authority (MWRA). These findings were captured in a July 2023 report entitled “MWRA Water System Expansion Evaluation to MetroWest Communities.”

Water Main Leak Detection: New England Water Distribution Services LLC (Windham, NH) performed a water main leak detection survey on approximately 50% of the water distribution system. The acoustic survey targeted water mains, hydrants, select gate valves, and select service lines located in the northern half of the distribution system. One minor leak (~3 gallons/min.) was discovered at a newly installed hydrant located at the end of Mallard Drive. The Division is working with the construction contractor (Gravity Construction) and the hydrant supplier (Kennedy/MH Valve) to repair the leak (scheduled to be repaired in Jan./Feb. 2024).

The Division continues to maintain its commitment to its comprehensive water conservation program that encourages efficient water use via seasonal increasing

block rates, the provision of complimentary residential water saving devices including showerheads, aerators, garden nozzles, rain gages, and toilet fill cycle diverters, as well as customized outreach and assistance to customers who are interested in learning more about indoor and outdoor water savings opportunities. As funds allowed, the Division continued to offer rebates on water-saving toilets and high-efficiency clothes washing machines.

Water Quality and Drinking Water Compliance

In compliance with Federal and State drinking water requirements, staff perform extensive routine water quality monitoring activities for regulatory compliance and treatment optimization at all operating stations and throughout the distribution system. Within Concord's system, over 500 tests are run each year to assess approximately 145 potential contaminants, like bacteria, perchlorate, pesticides, metals, etc.

While routine PFAS sampling continues to demonstrate that Concord's water supply meets existing standards, we are aware that three of our existing sources will likely require advanced treatment once EPA finalizes their regulatory review of these standards and releases new updated standards as detailed above.

Lead Service Line Replacement Program: CPW's Water & Sewer Division continues to eliminate lead service lines in Concord, which account for less than 5% of the active services in Concord. The typical cost for a private contractor to replace a lead service line is \$5,000 or more, per the American Water Works Association (AWWA). To incentivize property owners to replace their lead service lines, the Public Works Commission approved a Lead Service Line Replacement Program (LSLRP) in May 2017. This program enables Division personnel to perform work on private property, subject to certain requirements and restrictions, at a cost not to exceed \$1,500. Participating customers are also offered an interest-free 12-month payment plan. Six lead service lines were replaced in 2023, bringing the total to 53 lead service lines replaced since the program's inception.

Nagog Pond Update

In March of 2023, the Second Phase of the Nagog Pond Intake Project started with equipment mobilization by the General Contractor, D&C Construction. The

project involved lining approximately 1,400 LF of 16-inch diameter of old cast iron pipe. The work suffered significant delays during the cleaning of the existing pipe, as there was more than expected sediment (buildup) in the host pipe and removing this sediment was crucial first step for the lining to work as designed. After many weeks of intense cleaning, the lining work started in the last week in June. Certified Installer, Insituform, was the subcontractor furnishing and installing the Primus Lining System. The lining work was completed in the second week of July. Additional delays occurred during the commissioning of the lined pipe when the contractor encountered pressure problems in the pipe after the lining was completed. To date, the design engineering firm Environmental Partners and the General Contractor D&C are still conducting investigations attempting to determine the cause of the low pressure in the pipe. The current restricted water flow limitation represents a significant problem because of the required seasonal flow from the Nagog Pond water source.

Water Pumping Station Rehabilitation and Upgrades

Division crews continued to perform routine operation and maintenance of the seven water production facilities and related treatment systems which make up our total water supply. In addition to these routine inspection and service activities, capital upgrades are also planned and performed on the millions of dollars of assets including associated mechanical, electrical, plumbing and instrumentation and control systems housed within these facilities. Notable improvements performed within the past year include:

During the Winter of 2022/2023 (beginning December 14th, 2022), Denis L. Maher Co., of Sterling, MA, performed well cleaning, well redevelopment, inspection and assessment of mechanical components of the Deaconess Well Site, Rear Well (Well 10G). Beginning February 14, 2023), Denis L. Maher Co., returned to perform well cleaning, well redevelopment, inspection and assessment of mechanical components of the Robinson Well (06G).

Water Mains

The water distribution system consists of approximately 136 miles of water main ranging in size from 6-inch to 16-inch. A replacement/rehabilitation program has been developed to maintain and improve upon system

service reliability. Improvement/replacement projects are prioritized based on age, condition, and material of pipe. Plans and schedules are further refined with consideration to other public works initiatives such as drainage improvements, annual CPW Roads Program or CMLP underground initiatives. Each year, new mains may also be added to the system to allow for service to new or existing properties where frontage to the municipal water distribution system had not otherwise existed. During 2023, Consultant Engineer Environmental Partners prepared the construction bid documents for the Butternut Circle Watermain Project. The project included the replacement of approximately 4,000 LF of 8-inch ductile iron pipe and 10 new/replacement hydrants in Butternut Circle, Minot Road, Mallard Drive, Black Duck Road, and Fox Lane.

Emergency Water Main Repairs: Based on the age and condition of water main located throughout the water distribution system, it is not uncommon for sections to fail. When they do, they can cause sudden pressure drops or water discoloration that can affect a few customers or larger neighborhoods. Depending on the nature and location of each break, individual water service interruptions can also occur and last for several hours. This past year, the Division performed emergency repairs at the following locations:

- Baker Avenue water main leak, on January 20th, 2023
- College Road water main leak, on February 11th, 2023
- Monument Street water main leak, on April 6th, 2023
- Turning Mill Road water main leak, on April 30th, 2023
- Riverside Avenue water main leak, on July 24th, 2023
- Lowell Road water main leak, on August 16th, 2023
- Ridge Road water main leak, on September 12th, 2023

Annual Water Report Summary Table					
Water Statistics	2023	2022	2021	2020	2019
Miles of Main	136.1	136.1	135.9	135.7	134.7
Hydrants	1,349	1,339	1,336	1,330	1,330
Main Pipe - New (linear feet)	0	1,025	1,002	1,000	500
Main Pipe - Replaced or Rehabilitated (lf)	4,060	0	0	7,932	3,337
Main Breaks	7	3	4	4	4
Number of Service Accounts	5,696	5,690	5,651	5,641	5,634
Total Water Demand (million gal.)	650	696	647	722	664
Daily Average Demand (million gal.)	1.78	1.91	1.8	1.97	1.82
Peak Day Demand (million gal.)	3.13	3.29	3.04	3.85	3.36
Unaccounted for Water (percent)	*	8.5	12.2	9.9	10
Residential per Capital per day (gal.)	*	63.6	62.2	75	60
Annual Precipitation (inches)	66.78	39.73	54.91	42.26	51.18
Mean Annual Precipitation (inches)	42.43	42.19	42.23	42.16	42.15
Residential Rate per Unit (unit = 7.48 gal.)					
Base Rate- Step 1	\$0.08	\$0.07	\$0.07	\$0.06	\$0.06
Conservation Rate – Step 2 (May 1 – Oct. 31)	\$0.16	\$0.14	\$0.14	\$0.12	\$0.12
Conservation Rate – Step 3 (May 1 – Oct. 31)	\$0.20	\$0.18	\$0.17	\$0.06	\$0.15
General Service Rate per Unit of 7.48 gallons					
Step 1 - (<50 Units)	\$0.08	\$0.07	\$0.07	\$0.06	\$0.06
Step 2 - (>50 Units)	\$0.20	\$0.09	\$0.08	\$0.08	\$0.07

SEWER SYSTEM

Concord was provided with legislative authority to create a municipal sewer system in 1894. By early 1900 a small, centralized collection system carried wastewater from Concord center via a network of gravity mains to a collection chamber located at 141 Keyes Road where it was then pumped to a cluster of filter beds located approximately one mile away on fields located adjacent to Great Meadows. The present system consists of approximately 34 miles of collector mains (gravity and low pressure), two pumping stations, six neighborhood lift stations and a 1.2 MGD treatment plant. The present sewer system serves 1,927 customers, or approximately 35% of the community.

Wastewater Regulations and Policies

Sewage Release Notification Regulation: Massachusetts state regulation 314 CMR 16.00 – “Notification Requirements to Promote Public Awareness of Sewage Pollution” became effective on January 21, 2022. The regulation addresses requirements for public notification for “partial treatment” events at treatment facilities and Sanitary Sewer Overflow (SSO) discharge releases that overflow into the surface waters of the Commonwealth. Provisions set forth in regulation 314 CMR 16 became “required and enforceable” as of July 6, 2022.

NPDES Permit: Concord submitted a Notice of Intent (NOI) on December 1st, 2022, to EPA to operate and discharge its wastewater treatment facility (WWTF) under a new medium-size treatment facility National Pollutant Discharge Elimination System (NPDES) General Permit. The USEPA and MassDEP, on February 7th, 2023, and February 28th, 2023, respectively issued to the Town authorization to operate the publicly-owned treatment works (POTW) and to discharge treated effluent to the Concord River under the terms and conditions of Concord’s Medium WWTF General Permit Authorization #MAG590030, effective April 1st, 2023. In 2023, there were no exceedances, and the WWTF was in full compliance with the Permit.

Sewer Pumping Stations

Sewer pumping stations carry wastewater from local networks of gravity flowing pipes (collection system) and then pump this wastewater to a central wastewater treatment facility located off of Bedford Road. The

size and complexity of each pumping station depends upon local land elevations, topography, and the volume of wastewater handled. The Lowell Road and Assabet Sewer Stations are the two largest facilities in Concord, designed to handle flows from the most densely populated and commercialized neighborhoods of West Concord and Concord Center. Six smaller neighborhood lift stations serve less populated areas of Town, with much more modest physical footprints.

In 2023, the Division procured the furnishing and installation of two standby power generators to serve the Park Lane Lift Station (30kW) and the Old Bedford Road Pumping Station (48kW). The bid was awarded to New England Generator, of Pembroke, MA who completed these upgrades thereby reducing risks of potential sewer overflows during localized power interruptions. The new standby generators are powered by natural gas in the event the stations lose electrical grid power.

Division crews continued to perform routine operation and maintenance of the eight operating sewer facilities.

Collection System

The sewer collection system is composed of over 34 miles of gravity and low-pressure force collection main (ranging in size 2-inch to 27-inch diameter) with manholes that allow for access and maintenance of this system. Approximately 50% of Concord’s sewer collection system is made up of clay pipes – much of it dating back to the original sewer system installed over 100 years ago. Concord continues to investigate the condition of this infrastructure and repair or replace it as needed to reduce preventable inflow and infiltration (I/I). Inflow and infiltration refers to stormwater and groundwater that flows into the sanitary wastewater collection system through illicit connections or leaking pipes.

Infiltration and Inflow Program

Inflow & Infiltration Plan:

In accordance with a MassDEP approved Infiltration/Inflow (I/I) Control Plan (2018), Division crews continued to conduct sewer inspection and cleaning using a specialized jetter/vacuum truck, as part of capacity, management, operations, and maintenance (CMOM) best management practices for sewer system operations. In 2023, the total amount of linear feet for sewer main pipe that was cleaned (jetted) by the

Division was approximately 32,573 linear feet.

The 12-month (rolling average) of wastewater flow processed through Concord’s wastewater treatment plant (through the December 2023 reporting period) was 1.15 MGD, just below the 1.2 MGD permitted capacity assigned to this facility. The combined total of the infiltration rate (of groundwater) and the inflow rate (stormwater) into the collection system was estimated at approximately 23.6% of the total sewer flow for the year. This rate falls within acceptable industry limits and well below the USEPA “excessive” rates benchmark value. In 2023, there were no Sanitary Sewer Overflow releases or partial treatment events identified within Concord’s service area.

Wastewater Treatment Plant Operations

Woodard & Curran, Inc. (Portland, ME) continues to operate the Concord Wastewater Treatment Plant (WWTP), located off of Bedford Street. They are operating in the 2nd year of a 4-year service contract.

The CPW – Water & Sewer Division oversees the plant and the services provided by Woodard & Curran to ensure day to day operation and maintenance is performed in a quality manner and according to federal and state regulations. In 2023, the facility and associated equipment ran reliably and in compliance with federal and state issued permits.

In the last few years, the facility has been operating near the permitted limit of 1.2 MGD (million gallons per day) approved by MASSDEP. This increase in flow is the result of the economic development of the Town. We are currently assessing and exploring options on how to increase the permitted capacity. This is usually a long and strenuous process because of the strict regulations set by the EPA and DEP.

Sewer Statistics	2023	2022	2021	2020	2019
Assabet Pumping Station					
Total Pumped (million gallons)	138.45	89.5	Un-	62.38*	88.18
Monthly Average (million gallons)	11.54	7.46	avail-	6.24*	7.35
Daily Average (million gallons)	0.38	0.25	able at	0.20*	0.24
Lowell Road Pumping Station					
Total Pumped (million gallons)	426.23	312.76	Un-	297.27	314.07
Monthly Average (million gallons)	35.52	26.06	avail-	24.77	26.17
Daily Average (million gallons)	1.17	0.86	able at	0.81	0.86
Bedford Street					
Total Pumped (million gallons)	8.57	7.84	7.90	7.41	7.33
Monthly Average (million gallons)	0.71	0.65	0.66	0.62	0.61
Daily Average (million gallons)	0.02	0.02	0.02	0.02	0.02
Collection System					
Number of Service Accounts	1,927	1,913	1,905	1,649	1889
Miles of Sewer Main	34.03	34.03	34.03	34.03	34.03
Main Pipe Inspected (lf.)	0	0	2,342	48,941	48,000
Main Pipe Replaced/Rehabilitated (lf.)	0	0	2,342	12	0
Rate per Unit (unit = 7.48 gallons)	\$0.13	\$0.12	\$0.1212	\$.1188	\$.1165

**Based on 10 months – station flow meter bypassed for rehabilitation project*

COMMUNITY DEVELOPMENT

DEPARTMENT OF PLANNING AND LAND MANAGEMENT

Megan Zammuto, Assistant Town Manager/Director of Planning and Land Management

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

feedback from the community. Ms. Hughes also received a technical assistance grant from the Massachusetts Housing Partnership to have zoning and Geographic Information Systems specialists assist the Board with the development of the draft zoning and zoning overlay district boundaries and MBTA Communities Guidelines compliance model. Senior Planner Erin Stevens created a dedicated MBTA Communities website that included a wealth of information, resources and an ever growing Frequently Asked Questions guide. Ms. Hughes and



PLANNING DIVISION

Marcia Rasmussen, Director of Planning & Land Management
Elizabeth Hughes, Town Planner
Ann Clifford, Senior Planner
Erin Stevens, Senior Planner
Heather Carey, Office Coordinator
Hayleigh Walker, Senior Administrative Assistant
Kim Johnson, Senior Administrative Assistant

2023 was a whirlwind year for the Planning Division with big projects, staff changes and lots to do! First, the Big Projects. It has to be the passage by the State of the MBTA Communities Multi-family Zoning Law. Starting in April, Town Planner Elizabeth Hughes received a technical assistance grant from the Citizens Housing and Planning Association to have a community engagement specialist assist the Planning Board a series of public forums to provide information on the new Law and begin to get

Ms. Stevens submitted a Community Planning Grant application and received \$25,000 to hire a consultant to perform the required Economic Feasibility Analysis of the proposed MBTA Communities Multi-family Zoning Bylaw to determine if the bylaw can include an affordability requirement greater than 10%.

The DPLM Director Marcia Rasmussen connected with the right people early in the year at the MBTA to discuss getting the West Concord Train Depot painted before the Town's 250th Celebration. In October, Town Planner Elizabeth Hughes contacted the MBTA contact to once again get this project rolling and was told that if the Town was able to provide the paint, crews with the MBTA would come out and get the job done. No way were we going to pass up this opportunity up! With the help from Senior Planner Ann Clifford, the paint colors were match, the paint ordered, and the job completed. The Depot looks great.

Now, the staff changes. After 36 years of amazing service to the Town of Concord, Director Marcia Rasmussen retired, but not before seeing the completion of the Bruce Freeman Rail Trail bridge over Route 2. Ms. Rasmussen's legacy of all the projects she worked on, all the plans she guided, and knowledge she has about the community and the people will be truly missed. The Planning Division also said good-bye to Senior Administrative Assistant Hayleigh Walker in August and in November welcomed Kim Johnson, who jumped right in to support the Planning Division staff and the Zoning Board of Appeals, Historical Commission, and Historic Districts Commission. And while not really a staff change, the Planning Division was sure excited with the happy news in November from Senior Planner Erin Stevens about the early arrival of twins!

Finally, the lots to do. With grant funding from the Massachusetts Historical Commission (MHC) and Community Preservation Committee (CPC), Senior Planner Ann Clifford secured the services of the preservation consultant Heritage Strategies, LLC, to assist the Historical Commission (CHC) and Historic Districts Commission (HDC) in developing a community-wide Historic Preservation Plan. She is working closely with the consultant, commissioners, stakeholders and the public to develop the plan, as well as managing the project and the state and local grants that funded it. Ms. Clifford collaborated with the CHC on an application to the CPC for funding to conduct an update to the survey of pre-1775 historic structures in Concord in accordance with current MHC standards. She helped the CPC monitor the finances of over 60 existing projects, close out over 30 projects, and review 17 new project proposals, during the transition from one town-wide accounting system to another. As part of the review process for 75 applications to the HDC and 17 demolition applications to the CHC, Ms. Clifford conducted research on structures to provide historical context, apply preservation standards, and help inform decision making. In addition, she provided cultural histories on Concord sites, structures, and traditions to other committees such as the 2025 Permanent Memorial Committee.

Senior Planner Erin Stevens provides direct professional support to the Transportation Advisory Committee, working with the members on a whole

host of transportation and mobility issues in the community. She also collaborated with Town staff on a successful Safe Routes to Schools grant that funded the purchase of two school zone speed signs that were installed on Thoreau Street for the Alcott School. The speed signs are feedback signs to alert drivers and record vehicle speeds. Ms. Stevens spent months working with Town staff on the development of a Request For Proposals to hire a consultant team to create a Transportation and Mobility Plan, which was just getting started in the fall of 2023. Another great project that Ms. Stevens initiated was successfully receiving a Community Transportation Technical Assistance Program to have the team from the State's Central Transportation Planning Staff do a study of the Route 2 crossings at ORNAC and Main Street for potential short term safety solutions to assist vulnerable users such as pedestrians and bicyclists safely cross over Route 2 at these intersections. The study was completed in August and proposed short-term interventions at each intersection to improve pedestrian safety based on existing conditions analysis, survey feedback and comments, and input from stakeholders. The bike share returned in April but with a special twist, Ms. Stevens coordinated with the Town of Acton to have a regional bike share, the Minuteman Bike Share! Bikes from any station between the two towns were able to be picked up and dropped off at any of the other locations. With the Bruce Freeman Rail Trail bridge over Rt. 2 open, this was a great boost for transportation, recreational rides, errands, and enjoyment of this great regional amenity.

Lastly, it is because of Office Coordinator Heather Carey and Senior Administrative Assistant Kim Johnson that the Planning Division is able to provide administrative staff support to multiple standing boards and committees including: the Zoning Board of Appeals (ZBA), Planning Board, Historic Districts Commission (HDC), Historical Commission and Community Preservation Committee (CPC), as well as support to the Bruce Freeman Rail Trail Advisory Committee (BFRTAC), the West Concord Advisory Committee (WCAC), and the Transportation Advisory Committee. Think about all the agendas, minutes, applications, projects, consultants, webpages, emails and phone calls Ms. Carey and Ms. Johnson coordinate, keep track of and handle in a year. For that, we are all thankful.

BUILDING INSPECTIONS

Paul Creedon, Building Commissioner/Zoning Enforcement Officer
 Gary Smith, Local Building Inspector
 Kevin Pickering, Local Building Inspector
 Tracy LaPierre, Senior Administrative Specialist
 John Alesse, Electrical/Wiring Inspector
 Wayne Caldwell, Plumbing/Gas Inspector

Building and Zoning Activity

The Building Inspections Division issued 1,046 building permits in 2023, compared to 950 last year. The overall construction value increased in the year 2023 to \$ 195.3 million compared to \$86.3 million in 2022. This is an increase in the value of construction of 126.3%. Of this total, \$73.5 million was for residential construction with \$121.8 million in commercial work.

The value of “new residential dwelling units” built in Concord went from \$22.5 million last year to \$17.5 million in 2023. This new residential construction value represents fourteen new detached single-family homes, four duplex units and four additional dwelling units (ADU), one commercial to residential unit for a total of 22 new housing units. Of these 22 new homes, twelve, or 55% were the result of “tear downs” (an act of demolishing a building, usually to build a new one on the same site)

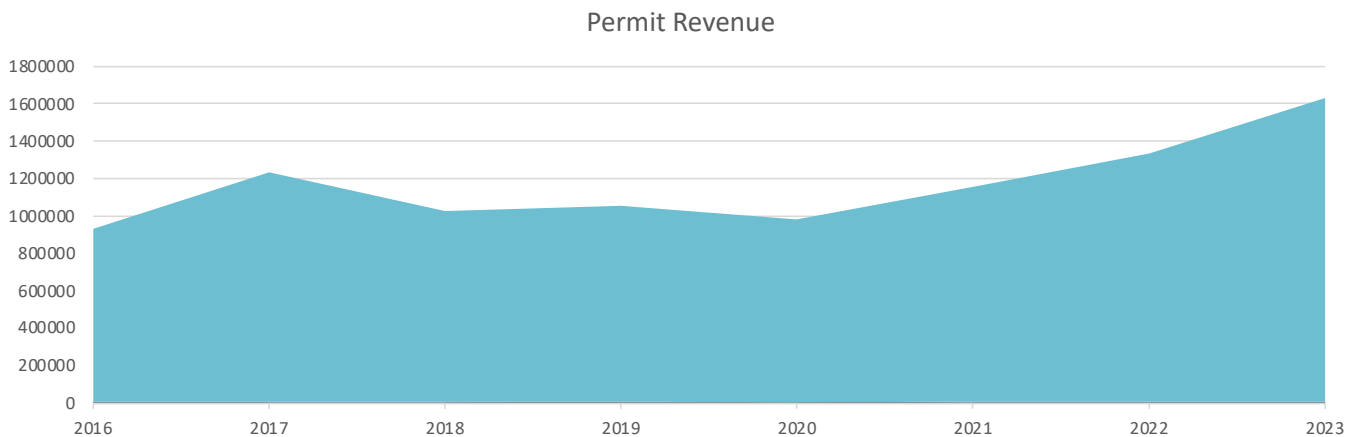
In 2023, the issuance of Mechanical permits increased by 16.4%, the number of Electrical Permits increased by 7.2% and Plumbing/Gas permits increased by 9.4%. Overall, 3241 permits

were issued with a 9.1% increase. The Building Division collected \$1,622,922 total in permit fees in 2023 versus \$1,329,495 collected in 2022. This is a 22% increase from last year.

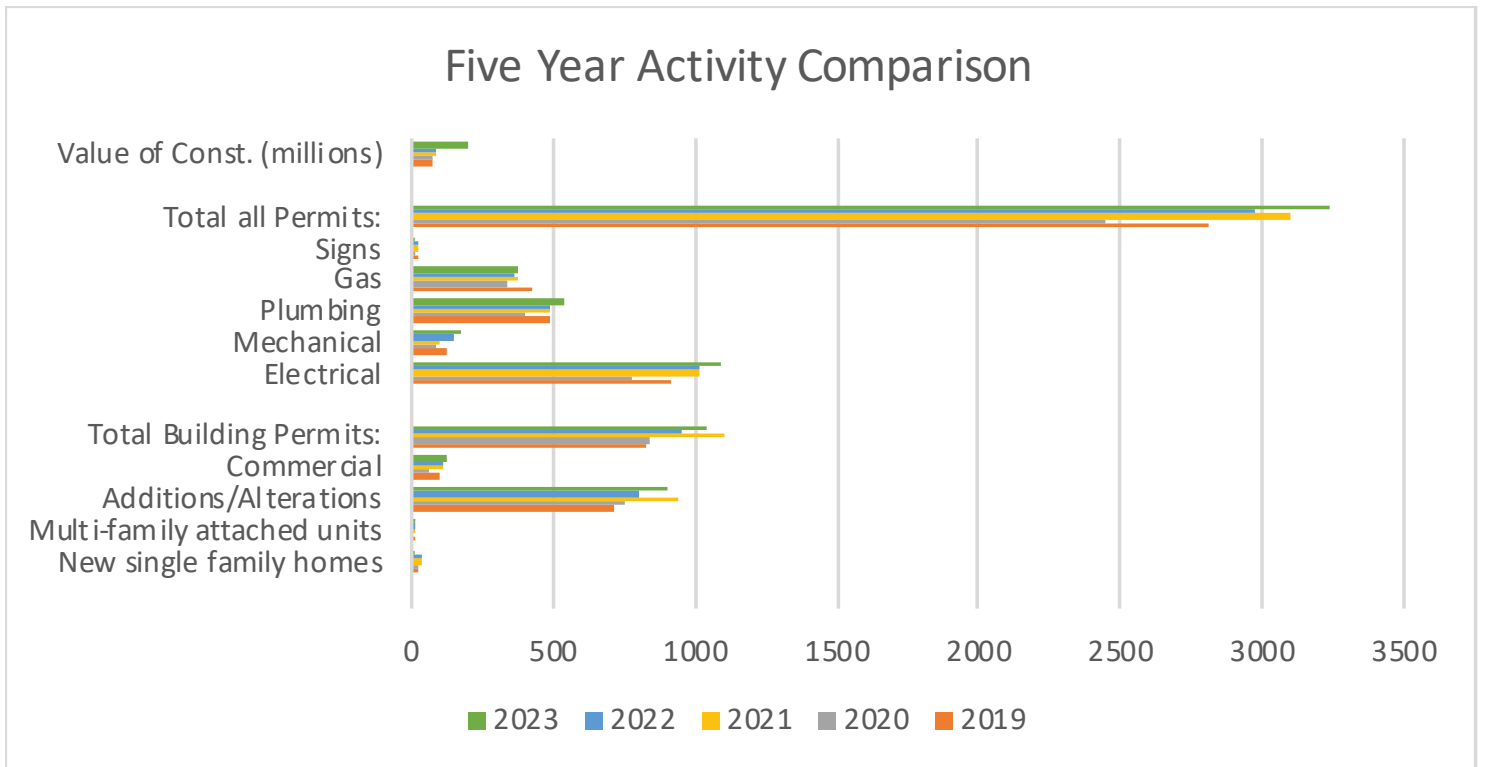
Staffing/Operations

Our staff is comprised of four full-time and two part-time personnel and is strongly committed to pursuing diligent Zoning and Sign Bylaw enforcement, as well as enforcement of the State Building code, which includes, but is not limited to handicap accessibility, structural integrity, fire safety, energy codes and many other regulations relative to public safety. Our staff provides technical assistance to property owners, builders, real estate professionals, other Town departments and staff, boards, as well as other committees in town. In addition to issuing building permits and conducting required onsite inspections, the building division staff spends an increasing amount of time reviewing sub-division proposals, special permits, site plans, variance requests, making zoning determinations and addressing zoning complaints. Staff also provides review and comment to the Select Board for annual license renewals, which include licensing for alcohol and beverage facilities and livery licenses.

Noteworthy projects completed and under construction this year include the following: A new Concord Academy Centennial Arts Center, the new Concord Public Middle School, and completion of Concord Children’s Center facility at 250 Old Bedford Road.



Number of permits issued	2016	2017	2018	2019	2020	2021	2022	2023
New single family homes	43	39	44	20	26	34	32	14
Multi-family attached units	6	4	6	6	0	8	2	4
Additions/Alterations	760	719	748	710	749	945	808	901
Commercial	100	88	86	97	61	116	108	127
Total Building Permits:	909	850	884	833	836	1103	950	1046
Electrical	865	996	945	916	780	1010	1013	1086
Mechanical	108	93	141	126	81	97	146	170
Plumbing	542	524	507	488	397	493	483	544
Gas	428	433	437	422	340	377	361	379
Signs	29	32	31	29	7	24	17	16
Total all Permits:	2881	2928	2945	2814	2441	3104	2970	3241
Value of Const. (millions)	84.7	96.7	72.2	70.9	74.8	84.4	86.3	195.3
Permit Fee Revenue	\$927,555	\$1,224,460	\$1,017,932	\$1,048,267	976,317	1,148,245	1,329,495	1,622,922



ZONING BOARD OF APPEALS

Theo Kindermans, Chair
 Ravi Faiia, Vice Chair
 Elizabeth Akehurst-Moore, Clerk
 Thomas Swaim, Associate Member
 Elizabeth Dwyer Leonard, Associate Member

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

In June, Theo Kindermans was elected as Chair, Ravi Faiia was elected as Vice Chair, and Elizabeth Akehurst-Moore was elected as Clerk. Elizabeth Dwyer Leonard joined the Board as an associate member in September. The Board is currently in need of one additional associate member.

In 2023, the Board held twelve (16) public hearings and conducted one (1) official site visit. The Board heard applications for one (1) appeal from a decision of the Building Inspector/Zoning Enforcement Officers, one (1) Variance, one (1) Comprehensive Permit, and thirty-five (35) Special Permits which included eight (8) renewals for previously granted Special Permits. Of these applications, thirty-four (34) Special Permits were granted, two (2) applications were withdrawn without prejudice at the request of the applicant, one (1) was denied, and two (2) applications were pending at the end of the year. (Some of these applications included multiple activities; therefore, the activity totals below may exceed the number of applications.)

Zoning Board of Appeals Application Activities

Change, alteration or extension of a nonconforming use, structure	5
Nonconforming single & 2-family structure (inc. by more than 50%)	10
Site plan approval (associated with a special permit)	3
Institutional, Educational or Philanthropic Use	4
Relief from design requirements	1
Relief from parking requirements	3
Relief from the height requirements	1
Parking of Commercial Vehicles	1
Special home occupation (new and renewal)	4
Additional dwelling unit/Two-family dwelling unit	2
Side Yard Setbacks	3
Work in the Flood Plain conservancy district	3
Combined Business/Residential Use	1
Bed & Breakfast or Tourist Home	4
Lodging for farm workers/Farm Product Sales/Stables	1
Relief from maximum floor area ratio	2
Fairs Bazaaras, Antique Shows, Suppers, and Dances	4
Personal Service Shop	1
Comprehensive permit	1
Special permits	39
Variances	1
Sign bylaw variances granted	1
Appeal of the decision of Bldg. Inspector denied	1

BOARD OF HEALTH

Mark Haddad, Esq. (Chair)
Jill Block
Kurt Herman
Dr. Randy Kring
James Whalen

In January, the Board reviewed the State Tobacco Sales Regulations that went into effect in December 2020, adopted by former Governor Charles Baker. Prior to that the Health Division and Board of Health had drafted a new local regulation, holding many well attended public meetings but decided to defer adoption for six months once Governor Baker enacted the State Regulation that addressed many of the same issues that the Board was trying to address on a local level. This all occurred during the height of the Covid-19 Pandemic and although both regulations (State and Local) had been enforced the entire time, staff felt it was time to move forward with either the regulation that was proposed or integrate the state regulation into the local guidance. Work commenced to integrate the state regulations into the local regulations resulting in increases to the fine structure for infractions among other changes, a public hearing was held in February, and by March, the new local regulations were approved. Other regulatory changes in 2023 included updating the rules and regulations governing the practice of body art to incorporate the practice of microblading (the application of ink under the skin with blades, often used to create the effect of eyebrows for example). This came about after a request by a local practitioner to establish a microblading studio in Concord. Using research from health department staff, the Board was educated on the requirements for safe application and this information was integrated into the existing body art regulation. The Board approved these new regulations in April, though ultimately, the applicant decided to locate her studio elsewhere, finding our requirements more arduous than she was willing to incorporate into her practice. Personnel changes to the Board of Health included the addition of two new members in December 2022 that had their first meetings in January 2023 – Dr. Randy Kring, a physician in the Emerson Hospital emergency department, and Kurt Herman

who brings a background in environmental engineering and geology. Dr. Kring enables the BOH to continue its linkage to the local hospital, and he has been of great assistance to the department in helping with vaccinations at the local shelter, and in assisting Melanie Dineen with Narcan access. Mr. Herman's expertise is especially welcome as the BOH monitors the cleanup process at 2229 Main Street and in local discussions regarding the future use of that site. Given the frequent role of the BOH in reviewing septic systems and private wells, this expertise is relevant and important to many of our informed deliberations. In June, the role of BOH Chair shifted from Jill Block to Mark Haddad. After Town Meeting, the Select Board liaison to the Board of Health shifted from Henry Dane to Mark Howell.

In 2022 our variance for the use of reusable containers at Debra's Natural Gourmet had been shared with the MA Department of Environmental Protection in the hope of promoting this practice on a broader level. This led to the participation of Jill Block and Melanie Dineen in a national call sponsored by Recycling Works, which is a group working to reduce solid waste nationally. Given that Federal Food Code is the basis for Massachusetts regulations and many other states, our variance can be a model applied in other localities across the country.

HEALTH DIVISION

Susan Rask, MS, RS, Public Health Director (retired)
Stanley Sosnicki, CEHT, Assistant Public Health
Director (retired)
Casey Mellin, Assistant Public Health Director
(joined the staff in October 2021)
Gabrielle White, Public Health Inspector
Karen Byrne, Administrative Assistant

The Health Division continues to evolve with the opportunities and changes that arrive in our post-covid era. A request for a more robust public health nursing program was headed by the Town with the approval of a Public Health Nurse position for FY 24 at the 2023 annual town meeting. Moira Carter joined the Health Division in late September as our Public Health Nurse and has been instrumental in working toward our Public Health goals and initiatives. Also in September, the longtime Public Health Administrator Karen Byrne retired. We were able to provide a celebration and wish Karen the best and are grateful for her 36 years of service to the Town. An office coordinator was hired in late December to fill this essential role and we are excited for Ebony Sodl to be a new addition to the Health Division. In the fall of 2023, the Office of Local and Regional Health released performance standards for local public health. This is part of the public health excellence program within the Department of public health. Performance Standards for Local Public Health | Mass.gov. State and local leaders are committed to the initiative to improve the public health services received by all residents in the Commonwealth. The Great Meadows Public Health Collaborative was created in 2021 with funding from the state. The Town of Concord receives nursing support, inspections, and general public health support from staff in the collaborative. Town staff have been and continue to work to the appropriate credentialing and training as outlined in the blueprint for public health published in 2019. As part of the initiative to provide the essential services, The Health Division added a part-time Sanitary inspector to help with inspections in FY 24 and continued to make progress toward online-permitting and record keeping. In our regulatory arena, the division worked with the Board of Health to update the Tobacco and Body Art regulations. Work has

commenced on the private well regulation and will continue into 2024.

Behavioral Health

In January 2023, the Health Division initiated the Concord Behavioral Health Collaborative. This group of stakeholders was originally organized to define appropriate expenditure of the opioid settlement funds. The collaborative consists of individuals representing Concord public schools, Concord fire, police, library, council on aging, Emerson hospital, and many individuals from our social services networks including Eliot services, DVSN, MOAR and Concord Adult and Community Education. This group continues to seek appropriate partners, any individuals or organizations who are interested in participating are encouraged to contact the Health Director. Specifically, we are looking for individuals with lived experience of substance use. Upon the group's inception it became very clear that mental health was the most immediate behavioral health concern. The group identified that there was a need for a mental health clinician, a job description was drafted and a contract with Eliot services is pending as of this report. A full-time dedicated mental health clinician for Concord residents will help to bridge the needs gap as individuals are working toward long-term care and wellbeing. The Town Managers office was a key contributor to helping to get this to happen as were all the data and input from the collaborative. Two staff members from the Great Meadows collaborative, Laura Duff and Keli Calo presented a Hidden in Plain Sight program at the Concord-Carlisle High School at the back to school night. Work continues to develop substance use prevention work in our community. The Health Division is seeking to establish a regional substance use prevention coordinator, funded by the opioid settlement monies. This position is in draft form and is pending Select Board approval. The tentative goal is to have a position in place for FY 2025.

Public Health Nursing FY24

The Public Health Nursing purpose is to prevent disease and decrease the development and transmission of health conditions that impact our residents, while assisting to support the overall health of our community. In late September 2023, Moira Carter was hired as Public Health Nurse in a

shared position for the towns of Concord and Maynard, working 25 hours per week for Concord and 15 hours for Maynard.

In partnership with West Concord Pharmacy, vaccine clinics for Seniors were offered through the Council on Aging and for Town employees. Influenza and COVID-19 vaccinations were provided to homebound residents upon request and are ongoing. Additionally, Public Health Nursing began supporting vaccine needs of residents of the Concord Emergency Assistance Shelter. The Health Division coordinated with the Recreation Department and the city of Malden to deliver the required vaccines for attendance at summer camp. Work continued in the fall to assess the ongoing vaccine needs for adults and children at the shelter and support access to appropriate care.

The Concord Health Division was approved as a Community Naloxone Program Affiliate Program, making naloxone (Narcan) and training in its use available to the community without cost. In partnership with the Great Meadows Public Health Collaborative, Narcan training was offered to Town employees on 11/7/2023. Narcan is currently available directly outside the Health Division office on the second floor at 141 Keyes Road. The Narcan is available to anyone who wishes to stop by. Training for the use of Narcan as an individual or a group is available upon request.

Public Health Nursing services have always included aiding in communicable disease case management and surveillance. Approximately 90 reportable infectious diseases are tracked for appropriate follow-up action through the Massachusetts Virtual Epidemiologic Network (MAVEN) in partnership with the Massachusetts Department of Public Health. In 2023 the confirmed, probable, and suspect cases amounted to a total of 582 cases reported through MAVEN for Concord residents. These disease cases were supported by the Public Health Nurse, as appropriate.

Environmental Health

The Health Division is very active in environmental health, enforcing the Massachusetts State Sanitary Codes. Inspections of on-site wastewater,

recreational camps, pools, bathing beaches and food establishments are ongoing. In addition to the routine and construction type inspections associated with permits, the Health Division received fifty-seven public health nuisance or other type of complaint in 2023. The most frequent type of complaints were housing complaints. A new housing code was promulgated by the state in May of 2023 which addressed some of the long outstanding discrepancies in the code, making it more specific. Also new this year was the addition of the mobile food permit application which was allowed by the passage of the food truck by-law in the 2023 Town Meeting. The Division worked with the economic vitality manager, Mimi Graney, to establish a process and efficient way for this type of business to get permitted and then operate in Concord. The Town enrolled in the FDA retail program standards and will be completing a self-assessment audit and training in 2024.

The Division continues to work as agents for the Board of Health in Lincoln. This is an agreement that has been ongoing for almost 20 years. This year the Health Division collaborated with the Lincoln Board of Health on outreach initiatives around radon including a public speaker and public health communications.

Work continued this year on White Pond water quality monitoring for cyanobacteria. Water sampling showed no significant risk to swimmers for the entire summer. We are cautiously optimistic that the A-Pod technology appears to be working.

Looking Ahead

Goals for FY25 include conducting a community health needs assessment, enhancing health communications, and wellness initiatives with a focus on mental health. The needs assessment This will help us to continue to make informed decisions on the needs and gaps in our community.

In the environmental Health side, the Health Division is seeking to develop a Food business working group in order to engage in conversation on food Safety with the Food Businesses. Our overall mission is to improve the Health of the Concord Community and through programs in partnership we aim to engage with all.

Permits	Applications	Transactions	Issued	Fees	Cash
Beach	4	3	3	\$250.00	\$0.00
Beaver Control Emergency (10 Day)	1	0	1	\$0.00	\$0.00
Body Art Apprentice	0	0	0	\$0.00	\$0.00
Body Art Establishment	1	1	1	\$125.00	\$0.00
Body Art Technician	0	0	0	\$0.00	\$0.00
Bodywork Facility	0	0	0	\$0.00	\$0.00
Bodywork Practitioner	0	0	0	\$0.00	\$0.00
Catering	20	15	15	\$755.00	\$0.00
Disposal System Installer	44	43	45	\$5,375.00	\$0.00
Disposal Works Installer	0	0	0	\$0.00	\$0.00
Farm Stand Limited Retail	7	4	3	\$600.00	\$0.00
Food Establishment	121	115	113	\$38,135.00	\$0.00
Food Establishment Plan Review	5	1	0	\$300.00	\$0.00
Form A - Soil Test For Septic System	38	26	0	\$8,625.00	\$0.00
Form B - Disposal Works(Septic) Construction	96	95	94	\$24,350.00	\$400.00
Form C - Request For Title 5 Building Review Onsite					
Sewage Disposal	85	75	0	\$6,035.00	\$85.00
Form S - Request For Title 5 Sewage Review	54	47	0	\$47,222.00	\$85.00
Funeral Director	3	2	1	\$120.00	\$0.00
Funeral Home	0	0	0	\$0.00	\$0.00
Hazardous Materials	28	33	31	\$2,830.00	\$0.00
Hot Tub / Spa	0	0	0	\$0.00	\$0.00
Hotel/Motel/Campsite	6	6	3	\$350.00	\$0.00
Ice Rink	0	0	0	\$0.00	\$0.00
Infectious/Biological Waste	0	0	0	\$0.00	\$0.00
Keeping Of Animals	79	86	83	\$4,250.00	\$0.00
Local Upgrade Approval - Form 9a	0	0	0	\$0.00	\$0.00
Milk And Dairy Application	0	0	0	\$0.00	\$0.00
Mobile Food Establishment	13	15	13	\$1,400.00	\$100.00
Recreational Camps For Children	16	19	20	\$9,125.00	\$0.00
Registered Title 5 Inspector	19	18	21	\$810.00	\$0.00
Request For Variance	0	0	0	\$0.00	\$0.00
Rubbish Hauler	4	4	3	\$400.00	\$0.00
Septage Hauler	19	18	18	\$2,250.00	\$0.00
Septic Inspector Registration Form	0	0	0	\$0.00	\$0.00
Special Event	0	0	0	\$0.00	\$0.00
Stable License	0	0	0	\$0.00	\$0.00
Submission Of Title 5 Inspection Report	0	0	0	\$0.00	\$0.00
Swimming Pool	32	30	30	\$3,825.00	\$0.00
Tanning Facility	0	0	0	\$0.00	\$0.00
Tanning Salon	0	0	0	\$0.00	\$0.00
Temporary Food	52	47	47	\$1,451.00	\$1.00
Title 5 Inspection Report	94	89	87	\$3,560.00	\$40.00
Tobacco And Nicotine Sales	14	14	14	\$2,800.00	\$0.00
Trenches	0	0	0	\$0.00	\$0.00
Well Drilling	14	14	14	\$1,250.00	\$0.00
TOTAL	869	820	660	\$166,193.00	\$711.00

Check	Waived	Online Payment	Refund	Payment Declined
\$250.00	\$125.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$125.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$70.00	\$0.00	\$685.00	\$0.00	\$0.00
\$625.00	\$0.00	\$4,750.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$200.00	\$1.00	\$400.00	\$0.00	\$0.00
\$2,275.00	\$2,550.00	\$35,860.00	\$0.00	\$0.00
\$0.00	\$0.00	\$300.00	\$0.00	\$0.00
\$5,425.00	\$0.00	\$3,200.00	\$0.00	\$0.00
\$12,800.00	\$2,226.00	\$11,250.00	(\$ -100.00)	\$0.00
\$2,125.00	\$340.00	\$3,825.00	\$0.00	\$0.00
\$47,137.00	\$88.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$120.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$340.00	\$211.00	\$2,490.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$50.00	\$0.00	\$300.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$900.00	\$50.00	\$3,350.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$300.00	\$50.00	\$1,000.00	\$0.00	\$0.00
\$1,685.00	\$1,520.00	\$7,440.00	\$0.00	\$0.00
\$45.00	\$0.00	\$765.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$400.00	\$0.00	\$0.00
\$250.00	\$0.00	\$2,000.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$375.00	\$970.00	\$3,450.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$70.00	\$1,980.00	\$1,380.00	\$0.00	\$0.00
\$1,120.00	\$0.00	\$2,400.00	\$0.00	\$0.00
\$200.00	\$0.00	\$2,600.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$175.00	\$0.00	\$1,075.00	\$0.00	\$0.00
\$76,417.00	\$10,111.00	\$89,165.00	(\$ -100.00)	\$0.00

PLANNING BOARD

Nathan Bosdet, Chair
Haley Orvedal, Vice-Chair
Linda Miller, Clerk
Andrew Boardman
Sue Felshin
Mark Giddings
Robert Almeida
Abigail Flanagan

Elizabeth Hughes, Town Planner
Heather Carey, Planning Office Coordinator

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

The Board met thirty times in 2023. Six of the meetings were hybrid (in-person and virtually), two site visits were in-person, and the rest of the Board's meetings were virtual. Meetings were recorded for broadcast on Minuteman Media Network's YouTube channel. In addition to their regular meetings, a hybrid public hearing was held in March for Zoning Bylaw amendments considered at Annual Town Meeting. Also, a series of meetings were conducted to address the MBTA Multi-Family Communities Act. These included 3 community-wide hybrid and virtual meetings and more than twenty MBTA Community Connection Hours and interest group sessions with the Planning Board Chair and Town Planner.

The Board began the year with one vacancy. Nathan Bosdet's term ended, and Haley Orvedal left the Board prior to her term ending. The Board welcomed new members, Rob Almeida and Abigail Flanagan, and one vacancy remained at the end of 2023.

Residential development

The Board provided recommendations to the Zoning Board of Appeals for the construction of a barn at 160 Adams Road, the construction of an addition at 300 Ministerial Drive, and a Planned Residential Development submitted by Quarry North Road LLC to create 6 housing lots with access from the Town of Sudbury at 48Y Fitchburg Turnpike. The Board began reviewing a 5-unit Planned Residential Development at 406 Old Marlboro Road that continues into 2024.

The Board received a Definitive Subdivision Plan application by EMS Development for the laying out of a new roadway and creation of 4 new building lots at 80X and 1053 Main Street. The public hearing on this application also continues into 2024.

In addition, the Board held public hearings for the name change of a private road and for a review under the Scenic Roads Bylaw for creation of a driveway access through an existing stonewall.

Unusually, only three "Approval Not Required" (ANR) plans were submitted to the Board for endorsement in 2023. This is compared to nine submissions in 2022, six in 2021 and sixteen in 2020.

Board members participated in two Housing Roundtables, which are quarterly meetings with various boards, committees and housing groups to discuss affordable housing in the community. Commercial, institutional, and other development

The Board made affirmative recommendations to the Zoning Board of Appeals for Special Permit with Site Plan Review for the construction of an addition at the Concord Center for Visual Arts at 37 Lexington Road, for a second story addition at 59 Walden Street, and for modifications to the parking layout for a new restaurant at 794 Elm Street.

Deliberations continue into 2024 regarding the application for a Special Permit with Site Plan Review for a combined business/residence at 166 Commonwealth Avenue and a Site Plan Review application for the redevelopment of 768 Elm Street (the closed Papa Razzi Restaurant site) for a multi-tenant commercial building.

In 2023, two Comprehensive Permits were filed in Concord, one at 292-294 Baker Avenue and the other at 275 Forest Ridge Road, for which the Planning Board has provided comments to the Zoning Board of Appeals and the Select Board.

Zoning amendments and Town Meeting actions

The Board reviewed draft language for potential Zoning Bylaw amendments at several meetings throughout the year for the 2023 and 2024 Annual Town Meetings. The Board moved two Zoning Bylaw Amendment warrant articles for 2023. The motions for Article 33 (Restaurant – Prohibited Uses -- Parking) and Article 34 (Mobile Food Establishment) passed. The efforts for 2024 Annual Town Meeting centered around the submission of four warrant articles: creation of MBTA Communities Multi-family Zoning, expanding opportunities for development of two-family dwellings by Special Permit to the Residence B Zoning District, minor amendment to the Floodplain Conservancy Bylaw, and general overall housekeeping amendments to the Zoning Bylaw.

Other activities

Throughout the year, the Board:

- Established their goals and priority projects for the next year and submitted a memo to the Select Board.
- Reviewed the Envision Concord Plan Action Items and updated the Board's Action Item matrix.
- Drafted, circulated, and received comments regarding Rules and Regulations for the Scenic Roads Bylaw.
- Reviewed Administrative and Procedure Policy #10: Town Board, Committee and Task Force Appointment Policy and provided comments to the Select Board.
- Discussed MBTA Communities Zoning and Mapping Requirement Guidelines.
- Authorized the release from a Restrictive Covenant for 55 McCallar Lane and 41, 47, and 61 Sunnyside Lane.
- Began a discussion with a consultant regarding current and best practices in Zoning for Parking requirements.
- Began a discussion regarding a review of the

Subdivision Rules & Regulations.

- Discussed the appointment process for members to the Historic Districts Commission with that Commission.
- Discussed a climate vulnerability assessment with the Town's Sustainability Director representing the Climate Action Committee.

In addition, the Board recommends members to the West Concord Advisory Committee, which is a subcommittee of the Planning Board, for nomination by the Select Board and it nominates a member to serve on the Community Preservation Committee and on the Historic Districts Commission. Members of the Planning Board serve on the following regional committees: MAGIC (Minuteman Advisory Group on Interlocal Coordination) and HATS (Hanscom Area Towns) and participate on other Town Committees by providing liaisons to the Comprehensive Sustainable Energy Committee, West Concord Advisory Committee and Climate Action Advisory Board.

CLIMATE ACTION COMMITTEE

Brad Hubbard-Nelson, Chair
Cheryl Baggen
Gavin Colbert
Courtney Eaton
Jerry Frenkil
Karen Gibson
Paul Kirshen
Michel McDonald
Janet Miller
Ben Slayden
Jake Swenson
Eric Simms, Sustainability Director
Mark Howell, Select Board Liaison

The Climate Action Committee (CAC) was established in 2023, to implement policies and practices to achieve the objectives of the Town's Climate Action and Resilience Plan (CAP) adopted in 2020. CAC replaces two previous committees, the Comprehensive Sustainability and Energy Committee (CSEC, established 2009) and the Climate Action Advisory Board (CAAB, established 2019), with initial membership coming from those committees. CAC responsibilities include: a) reporting on progress in greenhouse gas (GHG) emission reduction and other CAP goals; b) developing tools to educate the public and businesses about sustainable practices; c) developing customer focused incentives and programs to reduce emissions; d) identifying present and future climate vulnerabilities and implement adaptation strategies; e) implementing projects and initiatives for encouraging sustainable energy practices for the entire community, including residential, commercial, and municipal entities; and f) providing input to and adopting revisions to the CAP.

This report summarizes the work of CAC and the predecessor committees CSEC and CAAB during 2023. Given the numerous responsibilities outlined above, the committee must choose a subset to focus on, which complement the work of the Sustainability Director and CMLP. During CAC's first partial year, the committee discussed and got started with several work efforts, which are not completed yet.

Metrics & reporting progress towards CAP goals:
CAC started a work effort to quantify and report

the emissions inventory for the year 2022, working together with the Sustainability Director. The inventory uses data from several sources, including the Concord Assessors Database, municipal data from Mass Energy Insight, vehicle data from the Mass Department of Transportation, and the emissions inventory tool from Metropolitan Area Planning Council (MAPC). We plan to complete the inventory analysis in early 2024 and report the results to the Select Board and general public when they are ready.

Residential Engagement on Sustainability: Continuing CSEC work, the CAC maintains the Cooler Concord website (www.coolerconcord.org) to help residents to take sustainable action in their homes and lives. That website uses the MassEnergize web platform which has several features: a list of sustainable actions, with useful information for residents and links to information sources on CMLP and other sites; testimonials which users can leave on their experience with actions taken; an events calendar listing events related to sustainability in Concord and nearby towns, as well as online events, with notifications to users for upcoming events; some tracking of events users are taking to motivate others and see progress in GHG emission reduction. We have not been promoting the Cooler Concord site heavily, but plan to use it more extensively in the coming year.

Municipal Sector Emissions: Working together with the Sustainability Director, CAC is beginning a plan on updating municipal facilities, including schools, and looking for grant options to help fund them. This work awaits the hiring of a facilities manager to move forward.

Climate Vulnerability Assessment: During Spring of 2023 a proposal was developed by CAAB members for a town-wide climate vulnerability assessment. Climate change poses several hazards, notably the flooding of homes and infrastructure from extreme precipitation events which are becoming more frequent. These are both regional and local challenges. The proposal has been discussed with several Town entities to elicit their input and participation. Together with the Sustainability Director, the CAC is investigating grant funding opportunities for this work, including the Municipal

Vulnerability Preparedness 2.0 program, for which Concord needs to complete an equity-centered vulnerability plan in the near future.

Town Policy: During 2023, CAC and previously CAAB proposed or supported the following policy initiatives:

- In January 2023 Special Town Meeting, Article 1 confirmed the intention for Concord to apply to be part of the 10-community fossil-free new construction pilot program. The program was announced by the Commonwealth in 2022, and would prohibit new construction from including fossil-fuel infrastructure for heating or cooking. The article was sponsored by the Select Board, and passed by wide margin. The Town was notified of acceptance in December and goes into effect in Spring 2024.
- For Annual Town Meeting in April 2023, the CAAB proposed Article 23, Adoption of the Specialized Stretch Building Code. In 2022 the Mass Department of Energy Resources announced updates to the Stretch Building Code, and a small set of opt-in provisions referred to as the Specialized Stretch Code. The Article was sponsored by the Select Board and passed by large margin. The Specialized Stretch code takes effect this January 2024.
- For 2024 Annual Town Meeting, CAC has endorsed two Town Meeting articles: one to update the emission reduction goals for the Climate Action Plan to be consistent with the State's goals which were strengthened in 2022, and a second to amend the proposed Fossil-free bylaw (adopted for the 10-community pilot) to include major renovations and affordable housing.

Looking towards the future:

This coming year CAC will be continuing several of the projects described above, aiming to increase our impact and help residents, businesses and the Town meet its emissions reduction and resilience goals. Reducing emissions by 50% by 2030 – just 6 years from now – is a tall order but achievable and imperative. Our success in this endeavor will not only provide an example for other communities to follow, about which CAC intends to promote widely,

and in doing so preserve hope for younger generations in Concord and elsewhere.

This coming year CAC is planning for a community engagement campaign to educate residents on the benefits of heat pump technology, initially focusing on oil-heated homes. In this campaign we aim to complement the work of CMLP and its energy coaches, encouraging residents to get updated energy audits, plan weatherization steps and install or plan for heat pump installations in their homes. The CAP goal of 50% emission reduction by 2030 implicitly requires around half of Concord homes be heated with zero-emissions electricity in this decade. The focus on oil-heated homes is appropriate because those homes have higher heating costs due to the increasing price of fuel oil.

Additionally, CAC will be planning a couple of community events this year to bring residents, students, business owners and others together to learn, take action and be examples for others to follow. With an expansive charge involving all sectors (residential, commercial and municipal), there is more to be done in climate action than the Climate Action Committee can realistically accomplish on its own. So we welcome and encourage collaboration with outside groups, including students, grass-roots organizations, other committees and any citizen volunteers who would like to get involved.

NATURAL RESOURCES COMMISSION

Edward Nardi, Chair
Sarah Grimwood
William Kemeza
Gary Kleiman
Nicholas Pappas

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

Wetlands Protection Act: The NRC held 18 public meetings, which included review of 29 Notices of Intent, three Abbreviated Notices of Resource Area Delineation, and 14 Requests for Determinations of Applicability, for a total of 46 new applications. One Amendment was issued to a previously approved project, and five projects were issued Extension Permits. The NRC closed out many completed projects, issuing 19 Certificates of Compliance and four Partial Certificates of Compliance. Division staff reviewed 20 Administrative Approvals for very minor projects including limited tree and invasive species removal. Six Emergency Certificates were issued, including two for beaver flooding issues and beaver deceiver maintenance on Williams Road, two for beaver flooding issues and beaver deceiver maintenance at Middlesex School, and one for beaver deceiver installation at Massport. Two Enforcement Orders were issued for noncompliance with an Order of Conditions and filling in wetlands. The decision expected from DEP (OADR) on the MBTA appeal filed in 2021 was not issued.

NATURAL RESOURCES DIVISION

Delia R. J. Kaye, Natural Resources Director
Albert Comins, Natural Resources Assistant Director
William J. Holden, Land Manager
Karen T. Bockoven, Administrative Assistant

In addition to providing technical and administrative support to the Natural Resources Commission, Division staff are responsible for the stewardship of more than 1,500 acres of Town conservation and other town-owned land (including White Pond Reservation), maintaining over 37 miles of trails, and mowing 84 acres to maintain trails and open meadows. The Division's new compact utility tractor greatly enhanced the ability to effectively undertake land management projects including invasive species removal and conservation land mowing. Major invasive species removal efforts were undertaken at Punkatasset Preserve in an effort to slow the spread of invasive species into Estabrook Woods. Two densely infested areas, the potato patch and the orchard, were prioritized this year, with plans for subsequent efforts in the future.

Conservation land stewardship is made possible by the dozens of volunteers that participate in volunteer projects and events each year. Just over 30 projects with volunteer contribution were completed this year across 14 properties and trails, totaling almost 1,000 hours of volunteer time. Dedicated trail stewards removed 168 downed trees across trails, refilled mutt mitts and trail maps, conducted trail vegetation trimming, along with general monitoring and reporting. The annual Garlic Mustard Pull and Concord Cleanup were held again this year. Division staff and volunteers continued to manage six pollinator meadows at Baker Ave boat launch trail, Barrett's Mill Farm, Cousins Field, Heywood Meadow, and at the DPLM offices. Volunteers also assisted in developing pollinator kits, funded by a Garden Club grant, which were distributed at the Emerson Umbrella at its Earth Day celebration.

Two Eagle Scout projects were undertaken this year. The first project focused on constructing five new water bars at Punkatasset Preserve to improve trail

drainage and reduce erosion. The second project aimed at improving a roughly 800-foot section of the Emerson-Thoreau Amble, behind the Police/Fire station, with bog bridge installations and repairs. Old Calf Pasture Restoration: Division staff continued invasive species control oversight at Old Calf Pasture. Spot treatments of previously managed areas were again treated by Native Plant Trust, expanding areas of improved habitat for native flora and fauna, including the rare Britton's violet.

Warner's Pond: The Division contracted with EA Engineering, Science, and Technology Inc. to evaluate three possible alternatives to restoring the Warner's Pond System including modified dredging, dam removal, and no action. An alternatives analysis was completed in May which identified dam removal as the preferred alternative and a total of three community meetings were held in March, May, and November. EA continued its work under a new contract to develop thirty percent design plans for a project to remove the Warner's Pond dam. Hearing concerns from some in the community about the possibility of removing the dam, the NRC initiated the development of a Warner's Pond Task Force to evaluate all options for the pond system and recommend a course of action to the NRC by December 2024. The task force charge was revised multiple times through December and is expected to be finalized in early 2024.

White Pond: Working closely with the Health Division, the Division oversaw the contract for the innovative A-Pod technology to collect and remove cyanobacterial harmful aquatic blooms (cyanoHABs) from White Pond. Division staff also conducted water quality monitoring over the season. This is the second full season of the APod technology implementation, and the second season (since 2021) that health guidelines for cyanoHABs were not exceeded.

Grant Applications: The Division submitted three applications for Community Preservation Act funding: a request for \$30,000 towards purchase of two Sentinel APods to continue water quality improvement efforts at White Pond; \$60,800 towards the restoration of a 50foot section of failing

stone wall along Heywood Street; and \$72,500 for survey and design to replace degraded stairs used to access the Hillcrest conservation land.

Conservation Crew and Rangers: Ranger DeAnna Collins returned to educate multiple visitors to Estabrook Trail, White Pond, Punkatasset, Town Forest, Mattison Field, and other lands for compliance with posted rules and regulations. Shelby Guinard returned for a second season as a Conservation Crew member, joined by Mike Murray. Their primary duties consisted of mowing, trail maintenance, invasive vegetation removal, and general maintenance on conservation lands throughout Town. The Crew continued monitoring and hand pulling efforts to remove water chestnut from Hutchins Pond, Macone Pond, and Warner's Pond, and continued the cooperative effort with the Conservation Land Conservation Trust, Town of Lincoln, and OARS to remove water chestnut from Fairhaven Bay and the Sudbury River. Nearly six miles of trails were maintained through crew mowing, providing public access that otherwise would be difficult to navigate through brush, tall grass, and poison ivy. The crew constructed three new property signs, restored two signs, and constructed three additional signs for sensitive restoration areas at White Pond Reservation. Lastly, they contributed to a variety of volunteer invasives removal and trail building projects, proving to be critical contributors to these projects.

Cooperative Invasive Species Management Area (CISMA): Division staff continued working with other towns, organizations, and individuals in the Sudbury, Assabet, and Concord Rivers (SuAsCo) watershed to develop strategic regional plans for invasive species management in the watershed, and to promote collaborative approaches to achieve these priorities.

Conservation Restriction Stewardship Committee: The Conservation Restriction Stewardship Committee continued to assist the Division of Natural Resources with its land management responsibilities on the 80 plus parcels with Conservation Restrictions. This year the committee members completed twenty-one monitoring reports and continued debugging a new GIS system. Members of the CRSC during 2023 were Mary Ann

Lippert (chair), Annemarie Altman, Peter Blau, and Arthur Schwope (secretary).

Heywood Meadow Stewardship Committee: The HMSC continued to work on previously initiated projects. The 2005 Landscape Preservation Plan revision is complete and accompanying photos are being selected. Upon completion, the Committee will present the revised Plan to the Natural Resources Commission for approval. The Plan illustrates the HMSC's mission to balance the important historic and environmental qualities of the Meadow. This year was focused on maintaining the Meadow and finding ways to interpret the Meadow to the public. To this end small signs (paddles) with a brief commentary and QR code linked to a longer narrative are under development. The HMSC applied for CPA monies to rebuild the deteriorating retaining wall on the West Meadow near Mill Brook. This was a year of change for the membership of the Committee. Sadly, in April, long time member and former Clerk Murray Nicolson, passed away. In September, Sandy Smith who served as Clerk, Battery representative, and editor of the newly revised Landscape Plan resigned and was replaced by Battery Representative John Thompson. In December, Joanne Gibson and Susan Clark stepped down after several years as co-chairs and will remain as members. Peter Lee was elected as Chair, Cris Van Dyke will serve as Vice Chair, David Bell as Clerk, and John Thompson as Vice Clerk. Other members of the Committee include Lola Chaisson, Mary Clarke and Stan Lucks.

Trails Committee: The Trails Committee continues with its core mission of overseeing the maintenance and improvement of conservation trails, keeping them in good condition for walkers' enjoyment. Severe weather events caused considerable tree damage on trails that our chainsaw trained members cleared in record time. To assist with trails in the Hanscom Massport property, trail volunteers built a more substantial replacement bridge for one that had washed out. Special emphasis was given to restoration of the Old Rifle Range, with removal of debris and construction of retaining walls to protect historic target raising structures, development of informational signage, and relocation of a badly eroded hillside trail to an alternate wooded route. Two Eagle Scout projects

made improvements to trails with a set of water bars at Punkatasset Preserve and repairs to bog bridges on the Emerson-Thoreau Amble. Plans are being made to improve problem sections of trails at Hapgood Wright Town Forest, with relocation and erosion abatement.

Being vigilant of trail needs and correcting obstructions to assure walkers' safe access is a never-ending task handled by dedicated Stewards and Trail Committee members. Longtime member and committee co-founder Ken Miller retired from the committee, replaced by Bouke Noordzji. Committee members include Spencer Borden, David Clarke, Carlene Hempel, Bill Kemeza, Jonathan Keyes, Bouke Noordzji and Bob White (Chair).

Conservation Land Use Permits: A total of 19 permits were issued to various groups using Town conservation land for research projects, nature programs, and art installations.

FARMING AND COMMUNITY GARDENS

Agricultural Farming Agreements: The Division continues to work with local farmers to retain land in agriculture, overseeing 17 agreements over more than 220 acres of actively farmed land.

Marshall Farm: Several maintenance and improvement projects were completed at Marshall Farm including reskinning the smaller greenhouse with new plastic, replacing an old shed with a larger one, and paving half the driveway.

The eggplant crop did well this year while the tomato crop suffered from the rain. It was not a total loss, but the crop would have improved with drier conditions. Part of Rogers Field was utilized for butternut squash, which was also somewhat down due to the weather conditions. Rogers field, Harrington Park, and three other fields were used for rotational grazing of egg birds. This practice is vital to the soil nutrient levels and health of the chickens. The previous flock of egg laying hens was replaced with new birds of a different breed that are easier to raise and maintain, and meat chickens were also raised successfully. Some of the birds were lost to wildlife such as owls, hawks, and especially foxes. One acre of land was allocated for fresh cut flowers,

which are always in high demand.

Barrett's Mill Farm: Barrett's Mill Farm finished their 10th season in 2023 and signed another 5-year lease that will begin in March of 2024. The farm continues to be run by Melissa Maxwell and Lise Holdorf along with 12 - 15 seasonal crew members who work in the fields, high tunnels and farmstand. They grow certified organic vegetables including annual vegetables and perennial asparagus, fruit (watermelon and strawberries), and flowers, on 14.5 acres of tillable land. Barrett's Mill Farm continued to operate a farm stand open to the public 5 days a week and had a 223member CSA including eight discounted memberships to families using SNAP benefits and four donated memberships to Minuteman Arc and Dignity in Asylum. In addition, vegetables were donated weekly to the Boston Area Gleaners. The growing season was most notable for the large amount of rainfall. The rain impacted yields of summer crops such as eggplant, field tomatoes, and watermelon. Once again, the four high tunnels were a highlight of the season as they produced high quality and high yields of cucumbers, tomatoes and peppers, crops that do not typically like the cool wet weather. Other highlights of the season included great crops of sunflowers, green beans, and shishito peppers which are very popular at the farm stand and CSA.

Thoreau Birthplace: Gaining Ground, a non-profit farm that grows food for hunger relief with the help of community volunteers, cultivates land at the Thoreau Birthplace and adjacent Massport land. In 2023, its 29th growing season, the farm donated 123,000 pounds of organic produce and over 2,300 cut flower bouquets to 17 food pantries, shelters, emergency meal programs and schools in Concord, Lowell, Boston, and throughout the MetroWest. Gaining Ground now supplies 2,100 foodinsecure households each week during the height of the growing season. As of 2023, there are five hoop houses, 10 caterpillar tunnels, and 14 hedgerows on the property in addition to the timber frame barn. Gaining Ground continues to take part in the New England tradition of maple sugaring in February and March, this year harvesting over 1,500 buckets of sap and finishing 37.8 gallons of syrup to be donated. Typically farm staff work alongside 2,500 volunteers from April to November, educating schools,

corporate, faith-based and community groups, as well as individuals and families, about its hunger relief mission and regenerative, no-till farming methods.

Community Gardens: The longstanding tradition of the organic community gardens continues to thrive under the helpful guidance of volunteer coordinators Terry Marzucco, Rebecca Sheehan Purcell, and Michelle Wiggins at the Hugh Cargill Community Garden, Dale and Sally Clutter at the East Quarter Farm Community Garden, Sabrina Haber at Cousins Community Garden, and Carol Aronson and Mark Del Guidice at Rogers Community Garden. Coordinators assign garden plots, coordinate annual meetings and cleanups, and offer guidance to gardeners to produce beautiful and bountiful harvests. New gardeners are always welcome!

Cousins Field: Cousins had a successful gardening season in 2023. The ever-changing climate always gives something to challenge gardening skills, and this summer was no different. Despite the relentless rainy weather, gardeners again grew a variety of gorgeous flowers and delicious vegetables. Tomatoes and eggplants didn't flourish this summer, but other vegetables and flowers loved the rainier than normal conditions, and everyone loved having a break from constantly needing to water their plots. Ricky Marshall again plowed the garden in April so early crops could be planted. The four no-till gardens did well and more plots may be added. Working with Division staff, the invasive bishop's goutweed that borders the garden was cut back and covered in black plastic and wood chips in an effort to stop the spread of this fast moving, destructive weed.

East Quarter Farm: East Quarter Farm Community Garden (EQF) experienced a moderately successful summer season in the face of weather challenges and access to the field. The gardener population remained steady at around twenty-seven with families or individuals working various size plots including annual, perennial and no-till. This year, the farmer who traditionally tills EQF announced his retirement with little time to get a replacement, and CPW tilled the field in time for the season opening. Summer weather brought extremes: very hot temperatures as well as cool days with much rain which brought

WEST CONCORD JUNCTION CULTURAL DISTRICT COMMITTEE (WCJCDC)

Susan Beck
Carolyn Bottum, Chair
Helene Clayton
Jennifer Hurley-Wales
Susan LaChance, Clerk
Anne Mauk
Chris Randall

vigorous weed growth. The access path to the field was under water much of the season and on many days the simple bridge built to traverse collected water did not sufficiently provide access. Storms blew down trees, brush, and debris on the path, with the Division cleared away enough for gardeners to get to their plots. Although many gardeners fenced their plots, the abundance of plants all around allowed the deer to get enough food in other areas, and for the most part they stayed clear of EQF gardens. Despite these many challenges, gardeners worked their plots to produce a good harvest and retained a strong sense of community by stepping up to meet these challenges together.

Hugh Cargill Community Garden: This spring HGCC welcomed sixteen new gardeners. Regular heavy rains caused persistent flooding in the garden and kept many plots underwater for much of the growing season. A beaver dam on the Mill Brook caused early-season flooding on the north side of the garden. The drainage ditch along Walden Street helped move water from plots, but it was still a disappointing season for many. The drier plots did quite well, and no one had to water their crops. Deer pressure was less than in past years, but fencing was still critical for tender crops. Spring tillage was done by Brian Cramer from Hutchins Farm.

Rogers Community Garden: Rogers Community Garden had a wonderful wet year. Though it was a difficult year for tomatoes, many gardeners put in significant effort and enjoyed good yields of vegetables, herbs and flowers. The compost system was reorganized into a threebin system and there are plans to enhance a pollinator garden in the field next year.

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

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

The West Concord Junction Cultural District Committee (WCJCDC) serves to bring awareness to and promote the unique cultural, entrepreneurial, and historical character of the West Concord Junction Cultural District. Through our projects and collaborative outreach, we offer support to the arts and business communities to enhance quality of life in the District and to attract visitors to arts organizations and performance spaces, shops, restaurants, and recreational areas.

A primary focus this year has been to enhance the visibility of the business district and bring new visitors from Concord and beyond to their doors. First, we worked with businesses to create 38 profiles for the Office of Tourism's Visit Concord website. This effort included visiting each business, taking photographs, and assisting in writing vibrant and enticing descriptions of the business's offerings.

In addition, using funds from a grant from the Massachusetts Cultural Council, we produced a short video highlighting the District's eclectic attractions, including our specialty shops and both gourmet and casual restaurants, our public art including a number of murals, our graphic, musical, and dramatic arts institutions, our passive and active recreational areas, and our industrial history. The video is available to view on the Visit Concord website.

We participated in our business district's Discover West Concord Day and the Holiday Stroll, organized by local businesses and the West Concord Green Thumbs, by offering fun and meaningful activities for the whole family. For Discover West Concord Day in October, passers-by participated in "Leaf

Your Mark On West Concord" by creating beautiful painted leaves out of aluminum foil that were attached to the John Forbes Arch so they could flutter in the breeze. During the December Holiday Stroll, we handed out over 200 colorful jingle bells that Holiday Strollers attached to shoes, zippers, glasses, headbands, strollers, a wheelchair, and more in order to "Make a Joyful Noise." Adults and children alike also wrote "Wishes for the World," ranging from peace and kindness to ice cream and family, on ribbons that they then attached to the John Forbes Arch, replacing the foil leaves created earlier in the fall.



Two girls enjoy jingles given out at the Holiday Stroll.

In order to continue our support for public art in the Village District, we used a portion of our annual grant from the Massachusetts Cultural Council to provide financial support for a collaborative mural, coordinated by Art for All, celebrating the Bruce Freeman Rail Trail. The mural is a map of the Trail showing features of each town along the way as well as historical information about how the Trail came to be. It was designed by lead artist Mike Sprague and includes contributions from 100 community members including painters and photographers.

Finally, we continued a project begun in 2022 to highlight the District's industrial heritage with funds from the Massachusetts Cultural Council as well as local corporations Trashology, Green Labs Recycling, and Plug. The centerpiece of the project is a 24' x 8' mural on the side of 40 Beharrell Street depicting "a diverse group of people interacting with the local industrial spaces, transportation, housing, shopping and activities that helped West

Concord grow as a town more than a century ago," according to Edward Feather, who designed the mural and led a team of West Concord artists who painted it. The project was completed in 2023 with the addition of a plaque that details more about the mural along with a list of sponsors and artists who participated.

While an even bigger and better 2023 Porchfest with an expanded number and area of venues and many more musicians was planned, extremely rainy weather on both the day of the event and the rain date forced us to cancel both days. The very wet conditions would not only have dampened the number of people attending, but potentially ruined musical instruments and equipment. The Committee looks forward to bringing Porchfest back in June, 2024.

In July, the Committee and the Office of Economic Vitality and Tourism hosted a meeting with Michael Bobbitt, Executive Director of the Massachusetts Cultural Council, staff of the Massachusetts Cultural Council, and representatives from the cultural districts and arts communities of surrounding communities. Those attending toured the West Concord Junction Cultural District with its many murals, artist studios, and gallery spaces and held a discussion with Mr. Bobbitt and other Massachusetts Cultural Council staff about how we can collaboratively support the arts and culture in our communities.



Unveiling of the Bruce Freeman Rail Trail mural, May, 2023. – Margot Kimball (speaker), others are unidentified members of the public.

COMMUNITY PRESERVATION COMMITTEE

The annual term of service for Community Preservation Committee (CPC) members runs from June 1 to May 31.

2022/2023 Town Meeting Funding Cycle – CPC Members

Diane Proctor, Chair (Select Board Appointee)
Burton Flint, Vice Chair (Select Board Appointee)
Paul Boehm, Treasurer (Recreation Commission Appointee)
Andrew Boardman (Planning Board Appointee)
John Cratsley (Select Board Appointee)
Sarah Grimwood (Natural Resources Commission Appointee)
Eve Isenberg (Select Board Appointee)
Nancy Nelson (Historical Commission Appointee)
Charles Phillips (Housing Authority Appointee)

2023/2024 Town Meeting Funding Cycle – CPC Members

Burton Flint, Chair (Select Board Appointee)
Eve Isenberg, Vice Chair (Select Board Appointee)
Paul Boehm, Treasurer (Recreation Commission Appointee)
John Cratsley (Select Board Appointee)
Sue Felshin (Planning Board Appointee)
Sarah Grimwood (Natural Resources Commission Appointee)
Nancy Nelson (Historical Commission Appointee)
Ed Larner (Housing Authority Appointee)
Diane Proctor (Select Board Appointee)

Established under MGL c 44B, the Community Preservation Act (CPA) helps Massachusetts communities preserve open space and historic resources, create affordable housing, and develop outdoor recreational facilities to benefit the public.

Concord is one of 196 Massachusetts communities that have adopted the CPA and, accordingly, the town levies a one and a half percent surcharge on all real estate property tax bills and applies the proceeds to the Concord Community Preservation Fund. The CPC receives applications for grants each September and, following the CPC's evaluation of each application, submits a warrant article with the committee's spending recommendations to Concord's Annual Town Meeting for consideration. Under extraordinary special circumstances, like those encountered in 2022 and 2023, the CPC will

propose "out of cycle" grants for consideration at Special Town Meetings.

2023 Annual Town Meeting – Recommendations Approved

In the fall of 2022, the Committee received eleven new applications, one of which was withdrawn. There was a reduction of \$314,061 in available funding compared to the prior year, yet the Committee was able to meet all requests.

On January 3, 2023, the CPC voted to recommend an allocation of \$1,839,680 in CPA funds to ten projects, that were then included in a warrant article for consideration by the 2023 Annual Town Meeting. These funding recommendations were approved at the Town Meeting without alteration, as noted below. Grant Agreements and Memoranda of Understanding are in place for the following projects:

Community Housing Projects:

Town of Concord—Regional Housing Services Program. \$33,000 to support the Town's participation in the Regional Housing Services Program.

Concord Housing Development Corporation—Assabet River Bluff Housing Development. \$500,000 to support the development of five restricted affordable housing units on the recently acquired real property by the CHDC commonly known as Assabet River Bluff.

Open Space and Recreation Projects:

Town of Concord—Bruce Freeman Rail Trail. \$50,000 to provide additional amenities to enrich and enhance the user experience of the BFRT such as safety improvements at Junction Park, interpretive/contemplative improvements adjacent to the Concord Prison Cemetery site on the BFRT right of way and additional plantings and signage along the trail.

Town of Concord—Open Space and Recreation Plan Update. \$95,450 to hire a consultant to assist in the preparation of an update to the Concord Open Space and Recreation Plan.

Town of Concord—Warner's Pond Restoration Project. \$550,000 to design, plan and construct

ecological improvements and recreational opportunities at Warner’s Pond.

Historic Preservation Projects

Town of Concord—Cemetery Restoration Project. \$340,000 to restore thirty-five deteriorating stone walls and structures in Concord’s three historic cemeteries: Old Hill Burying Ground, South Burying Ground and Sleepy Hollow Cemetery.

Town of Concord—Civil War Soldiers’ Monument.

\$165,000 to preserve and conserve the Civil War Soldiers’ Monument and to replace the current tablet, adding the name of Private George W. Dugan, 54th Mass. Vols.

Town of Concord—Historic Preservation Plan

Project. \$50,000 to hire a team of preservation consultants to assist in the creation of a Historic Preservation Plan for the Town.

Town of Concord—Preservation of Historic Plans.

\$16,230 to provide for the conservation treatment and digitization of two plans of the Concord Water Works (1874-875) and seven sheets comprising Town Plans of Concord (1907-1910).

Administration

Town of Concord—Staff and Technical Support. \$40,000 for administration of the CPA. Funding provides staff support, legal and consulting services, public notices, copying and other administrative expenses.

Ongoing Projects

At year end, there are nineteen ongoing projects from previous years in addition to the ten new appropriations in 2023. Thirty six projects were completed and closed out in 2023.

Community Preservation Plan and Procedures Manual

A new Procedures Manual was adopted on January 3, 2023.

Warrant Articles relating to Junction Village, Special Town Meeting (January 2023) and Annual Town Meeting (May 2023)

The CPC previously granted funds for the Junction Village/Christopher Heights community housing

project. When that project was cancelled, the CPC submitted a warrant article for the Special Town Meeting in January 2023 to rescind prior grants for that project in the sum of \$1,044,255.76, and to appropriate that amount to the CPC Community Housing Reserve Fund. On January 3, 2023, the CPC voted to submit two related warrant articles for the Annual Town Meeting in May. The following CPC recommendations were approved at the 2023 Annual Town Meeting:

1. Appropriate \$1,044,255.76 for the development of affordable community housing to be expended under the direction of the recently created Concord Municipal Affordable Housing Trust (CMAHT).
2. Rescind a prior grant for the Junction Village Open Space project in the sum of \$250,000 and appropriate that amount to the CPC Open Space Reserve Fund.

2024 Annual Town Meeting Recommendations

The CPC held informational meetings in April and May of 2023 for potential applicants. In September, the Committee received nineteen new applications, all of which were eligible for 2024 Annual Town Meeting funding, but two of them were ultimately withdrawn. Requests for community housing funds significantly exceeded those of previous years, due in part to the creation of the CMAHT and the needs identified in the 2022 Housing Production Plan. Together, CPC members and applicants identified which housing projects were best funded by CPC and which were best funded by the CMAHT. Consequently, two community housing applications were withdrawn from CPC and submitted instead to CMAHT.

Fortunately, the funding projection of \$2.583 million exceeded the \$1.878 million in CPA funds requested by applicants. The Committee met seven times between September and December 2023 to interview applicants and evaluate projects. On December 5, 2023, the CPC voted to recommend that \$1,878,320 in CPA funds be appropriated for seventeen applications as a warrant article for the upcoming 2024 Annual Town Meeting.

HISTORIC DISTRICTS COMMISSION

Commission Members:

Luis D. Berrizbeitia, Chair
Melinda Shumway, Vice Chair
Katharine Mast, Secretary
Kate Chartener
Paul Ware

Associate Commission Members:

Walter Clay
Dennis Fiori
William Huyett
Timothy Whitney

As an early leader in the preservation movement in this state so rich with history, the Concord Historic Districts Commission (HDC) was established by the Massachusetts Legislature in May 1960 by a Special Act and charged with promoting “the educational, cultural, economic and general welfare of the public through the preservation and protection of buildings, places and districts of historic or literary significance...” within the districts. The HDC strives to preserve, maintain, and create physical structures and spaces that enhance Concord’s reputation as one of the most historically significant towns in the United States. Its six historic districts—the American Mile, Barrett Farm, Church Street, Hubbardville, Main Street, and Monument Square/North Bridge--deserve special attention because they contribute to our shared understanding of American history and quality of life.

The HDC is unusual in that it is a local community resource responsible for assets with national significance. It works cooperatively with applicants to discover, unveil, and apply design elements that preserve the unique historical and architectural character of the districts. This process is assisted by frequent consultations with the Concord Historical Commission such that actual historic references are considered. The Senior Planner assigned to the HDC provides insights into historic sites and structures, and the implications of the proposed changes from the perspective of Local, State, and Federal guidelines and regulations. The HDC also works constructively with prospective applicants from the public, private and non-profit sectors who bring preliminary designs for informal

discussions with HDC Commissioners. These conversations assist the applicant in understanding the opportunities and constraints relevant to the historic site, and the considerations that make an application successful. HDC meetings are always open to the public who are encouraged to comment on the applications.

The HDC follows objective standards from the Concord Historic Districts Act, Design Guidelines, Rules and Regulations, and Guidelines for Administration, as well as national guidelines for the treatment of historic properties. All these are public documents available on the HDC web site. Its volunteer members are appointed by the Select Board from nominees forwarded by the Select Board itself, the Planning Board, the Commission of Natural Resources, the Concord Free Public Library, and the Concord Museum. This process allows the HDC to represent a broad spectrum of the Concord community and to reflect its values and its aspirations for the historic present and the historic future of Concord.

As part of its mandate under the Historic Districts Act, the HDC regularly reviews applications for changes to exterior features which are visible from a public street, way or place, and issues Certificates of Appropriateness (COA). In 2023, the HDC held twenty-one (21) regularly scheduled public meetings at which seventy-five (75) applications for Certificates of Appropriateness were reviewed. The Commission approved sixty-five (65) Certificates, twelve of which were amendments to previous approvals, and five of which were for extensions of existing Certificates. Four applications were withdrawn without prejudice and five applications were denied. The Commission also conducted eleven (11) official (and many informal) site visits during the year.

- 9 COA involved major construction and major alterations such as new construction, demolition, or adding a new store front or terrace.
- 36 COA involved design changes such as doors, windows, fences, siding, chimneys, solar panels, heat pumps, etc.

- 15 COA involved minor modifications such as paint, shutters, benches, and signs.

During 2023, commission Member Luis D. Berrizbeitia served as Chair, Melinda Shumway as Vice-Chair, and Katharine Mast as Secretary. Ann Clifford served as Senior Planner for the Town of Concord to the HDC. Due to a change of residency and the completion of terms, the Commission bid farewell to Luis Berrizbeitia, Henry Moss and Paul Ware, whose years of commitment, hard work, expertise, and contributions to the HDC are recognized and appreciated.

HISTORICAL COMMISSION

Members:

Alan Bogosian, Chair
 Michael Capizzi
 Nancy Fresella-Lee
 Ryan Hanley
 Melissa Saalfield

Associate Members:

Francesca Cataldo
 Nancy Nelson

Highlights of 2023, the 50th anniversary year of the Concord Historical Commission, include:

Historic Preservation Plan

The Planning Division and Historical Commission received funding from the Community Preservation Committee and Massachusetts Historical Commission to create an historic preservation plan for Concord that supports integrated, cross-disciplinary goals set forth in the Envision Concord – Bridge to 2030 long-range plan and reflects national preservation priorities. In the two decades since the last Concord preservation planning document was written, dramatic societal and environmental changes helped reshape the approach to the practice of preservation. National preservation priorities include: 1) expanding the narrative to reflect a more complete and inclusive American story relevant to all; 2) supporting sustainability while preparing for and responding to climate change and extreme weather events; 3) addressing the housing crisis; and 4) encouraging economic vitality in the wake of the global pandemic. The project launched at the end of 2023 and will continue through 2024.

Nomination to America’s 11 Most Endangered Places

In response to the proposed expansion of Hanscom Airport for private luxury jet infrastructure, the Historical Commission worked with Save Our Heritage to nominate the Minute Man National Historical Park and its historic environs for re-listing on America’s 11 Most Endangered Places.

Demolition Review Permits

The Concord Historical Commission

(Commission/CHC) received seventeen (17) applications for Demolition Review in 2023. Five (5) of these structures were found to be “historically significant” and required a public hearing. Three were determined to be “preferably preserved,” with a one-year delay imposed from the date of their public hearing. The Sanborn Middle School and one other property were found to be “not preferably preserved.” Properties currently under a one-year delay are 23 Revolutionary Road and 768 Elm Street.

Scenic Roads Bylaw

The Commission participated in the development of rules and regulations that will govern the implementation of the new Scenic Road Bylaw adopted in 2022.

Section 106 Review– Route 2A/The Battle Road

The Commission continued its review of the Mass DOT and Federal Highway Administration (FHWA) plans to provide traffic calming measures and pedestrian accommodations as part of the resurfacing of Route 2A/The Battle Road. The CHC submitted multiple letters to local, state, and national officials seeking to minimize changes that could compromise the structures and landscapes associated with Minute Man National Historical Park and archaeological sites yet to be excavated.

Section 106 Review – Minute Man National Historical Park – Great American Outdoors Act

The Commission continued its review of proposed extensive Great American Outdoors Act projects involving landscapes, structures, signage and archaeology at the Minuteman National Historical Park.

Historic Preservation Awards

In May, the Commission presented Preservation Awards to the following properties: 1780 House, 15 Monument; 19 Thoreau Court; 17 Laws Brook Road; 46 Hubbard Street; the Lorenzo Eaton House; 70 Monument Square; Hallowell Farm; Concord Academy; Buttrick Gardens; Sleepy Hollow Cemetery. Archaeologist Shirley Blancke received an award for lifetime achievement/preservationist of the year.

Wright Tavern - Preservation Restriction and Review

On behalf of the town, the Commission oversees preservation restrictions for several historic properties in Concord: Thoreau Farm, Our Ladies Church/Concord Youth Theater, 309 Garfield Road, and the West Concord Depot. The Massachusetts Historical Commission is currently reviewing a draft Preservation Restriction for the Wright Tavern, a National Historic Landmark. As a steward of this national treasure, the Commission reviewed proposed repairs and rehabilitation work at the Tavern owned by First Parish Church and will continue to monitor and review progress.

Survey of pre-1775 Structures

The Planning Division and Historical Commission applied to the Community Preservation Committee for funds to survey reported pre-1775 structures to inform preservation decisions, interpretive programming, heritage tourism and economic vitality for 2025 and beyond. This grant request will be decided at the 2024 Annual Town Meeting.

BRUCE FREEMAN RAIL TRAIL ADVISORY COMMITTEE

Richard Fahlander, Co-Chair
Nat Welch, Co-Chair
Deborah Adleman
Marybeth Barker
Adrienne Boardman
Tracy Hansen
Dorcas Miller
John Soden
Sam Stearns

The Bruce Freeman Rail Trail Advisory Committee (“BFRTAC”) focuses on protecting, preserving, and promoting the Bruce Freeman Rail Trail (“BFRT”). It solicits input and deliberates on the needs and interests of all BFRT stakeholders including, but not limited to those who are residents, non-residents, disabled, pedestrians, cyclists, abutters, and others. The BFRTAC provides recommendations to the Select Board and Town Manager. The BFRTAC was created in 2005 with its original charge to focus on planning and construction of the multi-use trail through Concord. In 2023 Phase 2B (which includes the bridge over Rt.2) was dedicated and Phase 2D (connecting the trail to Sudbury) was started.

BFRTAC members as of the end of the year are Nat Welch (co-chair), Adrienne Boardman (co-chair), Mary Beth Barker, Dorcas Miller, Sam Stearns, Brian Crouse (new), & Joanne Crowell (new). Members who ended their terms in 2023 included Richard Fahlander (co-chair), Tracey Hansen, Deborah Adleman, and John Soden. The Committee would like to extend thanks to these retired members for their years of service. In May, Adrienne Boardman and Nat Welch were elected as co-chairs.

Highlights, programs, and initiatives of the BFRTAC in 2023:

- Reviewed and supported the placement of an 8x24 foot mural: a map of the BFRT from Framingham to Lowell at Beharrell Street near the bike rental kiosk.

- The Phase 2B dedication took place on October 31st with a ribbon-cutting ceremony by local dignitaries and a large crowd in attendance.
- Advocated for immediate improvements at the pedestrian crossing at the West Concord MBTA station where two wheelchair users had gotten their front wheels stuck in the gap where the rails were. The MBTA upgraded the crossing to be ADFA compliant.
- Continued to solicit public input, including monthly meetings and site visits, on topics concerning Junction Park safety recommendations and the West Concord MBTA Crossing.
- The BFRTAC continued a partnership with Concord Prison Outreach and voiced support for a Concord Preservation Committee (CPC) application for the Concord Reformatory Cemetery project “Naming the Unnamed” which intends to create a contemplative sitting area and informational kiosk where the BFRT passes by the Cemetery.
- The BFRTAC worked with the Select Board to update the Committee’s charge to reflect its new mission and consolidate membership including addition of a member from the Commission on Disabilities.
- Monitored and advocated for the completion of Jerrow Park.
- Reviewed and approved various signage along the trail including interpretive and other signs.
- Regularly reviewed the bike share program which has a station near the MBTS parking lot.

Priorities for 2024 include:

- Figuring out how to implement the “long-term solution” for Junction Park:

separating wheeled users from other trail and Park users.

- Exploring how to fund an engineering and design project that would create an ADA-compliant connection between the BFRT and the new Concord Middle School.
- Gaining public input on trail usage and safety in the winter months to identify considerations and/or a recommendation to the Town of whether to clear snow or leave snow-covered.
- Continuing to evaluate how to address key safety issues including the use of e-bikes, speed limits, road crossing signals, and trail congestion.

The BFRTAC would like to extend thanks to the Town's staff who have supported our efforts throughout the year and to the Friends of Bruce Freeman Trail for their ongoing partnership and extensive support.

CONCORD LAND CONSERVATION TRUST

Concord Land Conservation Trust Trustees:

Polly Reeve, Chair
Frederic H. Mulligan
Jeff Wieand, Treasurer
John M. Stevens, Jr.
Lynn G. Huggins, Secretary
Thomas C. Tremblay
Joan D. Ferguson
Gordon H. Shaw, Trustee Emeritus
Jonathan M. Keyes

Concord Open Land Foundation Directors:

Thomas C. Tremblay, President
F. Robert Parker, Treasurer
Lynn G. Huggins, Secretary
Jeff Adams
Jane Gruba-Chevalier, Executive Director

The Concord Land Conservation Trust (P.O. Box 141, Concord, MA) is a tax exempt, 501(c)(3) charitable organization established in 1959. Membership is open to all. The Land Trust's mission is to conserve the natural resources of Concord and the town's traditional landscape of woods, meadows, and fields. Its programs complement other conservation efforts of the town, state, and national governments as well as other nonprofit organizations. The Land Trust works closely with its affiliate, the Concord Open Land Foundation.

In the fall of 2022, Sam Will joined the Land Trust as the Stewardship and Engagement Coordinator following a successful summer internship. Throughout her tenure, under the guidance of Executive Director Jane Gruba-Chevalier, she made significant contributions to several key projects, including revitalizing the Land Trust's Instagram presence (@concordlandconservationtrust), mobilizing CCHS student volunteers, revamping the website and developing GPS-based trail maps (changes forthcoming in 2024), and integrating a new land management conservation software package.

In 2023, dedicated volunteers contributed hundreds of hours in maintaining trail systems, managing exotic invasive plant species, and fostering



CLCT staff and volunteers built steps along the trail from Independence Rd. into Gowing's Swamp over the summer.

Left-Right: Sam Will, Molly Constable, Art Schwowe

plant-pollinator interactions. Trail Stewards cleared more than 65 trees from trails, laid 104 feet of boards (called bog bridges) over wet areas between Hallenbeck Land and October Farm Riverfront, and removed more than 20 bags of garlic mustard from trail systems during the annual town-wide pull. Weed Warriors cut back or removed eight different species of invasive plants across multiple Land Trust properties. River Stewards removed 965 bushels of water chestnut from the Sudbury River, opening up the waterway and protecting habitat. In collaboration with the Natural Resources Division and Concord Library's Fowler Branch, volunteers collected native seeds at Brooks-Hudson Meadow and conducted a winter seed sow alongside the Lincoln Land Conservation Trust.

Special projects involved grant funding from the Cooperative Invasive Species Management Area (CISMA) to continue the ongoing effort to remove buckthorn from the Fairhaven Overlook area of Wright Woods. Additionally, the Concord Garden Club provided a grant for planting self-heal

(*Prunella vulgaris* var. *lanceolata*) in the pathways on the Ferguson Land and Brengle-Ham Field. Noteworthy contributions came from The Fenn School boys, who pulled invasive bittersweet and porcelain berry at the Corey-Bourquin Field, as well as cut back invasive buckthorn along the trails in the Upper Spencer Brook Valley. Local high school student and Boy Scout, Tommy Dohoney, collaborated with the Land Trust to design and complete a new 1,000 ft trail segment at Miller Farm, helping to earn him the rank of Eagle Scout.

Collaborating with the Appalachian Mountain Club, Land Trust staff, trustees, and volunteers successfully installed 26 box steps and drainage at the trail leading from Independence Road into Gowing's Swamp, totaling an impressive 200 person hours over 12 days.

Trustees and staff conducted annual monitoring of conservation restrictions, ensuring protection of conservation values of forests, agricultural fields, and meadows. Members actively participated in Land Trust walks and events throughout the year, with a notable highlight being a well-attended talk by Dr. Robert Gegear of UMass Dartmouth on "Conservation of Native Pollination Systems" at Concord's Free Public Library.

Board member John Bemis retired as a director of COLF after a 16 year tenure. As a lifelong resident of Concord and an organic farmer, John brought a unique and valuable perspective to Land Trust deliberations. He was and continues to be a strong advocate for Concord's agricultural heritage, including shepherding the Right to Farm bylaw through the Town Meeting in 2011. He will continue to serve as an advisor to the organization on agricultural related matters.

At the annual meeting, Land Trust members approved amending the Trust instrument to increase the maximum number of Trustees from seven to eleven. This change enables COLF directors, actively involved in Land Trust meetings and decisions, to be elected as Trustees over time, granting them voting privileges. Thomas Tremblay, a COLF director, was unanimously voted as the first Trustee on the expanded board.

The Land Trust is governed by a dedicated volunteer board, with its operations primarily sustained through annual membership donations. We express gratitude to the generous residents of Concord who have donated land, conservation restrictions, and the funds necessary for acquiring and maintaining conservation land. As one of the oldest local land trusts in the country, we take pride in Concord's longstanding commitment to preserving a balance of land uses, reflective of New England town traditions. We hope all Concord residents treasure the open spaces preserved through their generosity. The Land Trust is unwavering in its commitment to protect and steward these special places for the perpetual enjoyment of Concord residents and all.

AGRICULTURE COMMITTEE

Liza Bemis (Co-Chair)
Melissa Maxwell (Co-Chair)
Dan Schmid, Happy Goethert
Stephen Verrill

Associate Members
Joe Rogers (Clerk)
Grace Scimone

The Agriculture (Ag) Committee provides a forum for matters of interest to farmers in Concord and reports to the Select Board on how best to support farming in Concord. The Ag Committee is comprised of five members, three of whom are actively engaged in the business of farming and two community members who have an active interest in farming referred to as “friends of farming”. The committee also has two associate members.

The extremely wet 2023 season made for tough conditions on Concord farms. Flooded fields, delays in planting and harvesting due to the weather, and large outbreaks of diseases that flourish in wet humid conditions brought extra challenges this season. Concord farmers rose to meet these trials the best they could, continuing to provide food, forage, and flowers to the community. But this season’s continuous rain coming on the heels of last season’s drought, was one fraught with stress and worry.



18th Annual Concord Ag Day on Main Street

2023 also saw the continuation of rising costs in agriculture. Many of the inputs farmers rely on such as potting soil, fertilizer, machinery, and seeds continued to climb as they had in 2022. The cost of living for farmers and farm crew members also continued to increase, necessitating higher hourly wages to be paid to farm workers and increased pressure on farm budgets already stretched thin due to crop losses from the weather.

The Ag Committee hosted a Spring Forum event at the Harvey Wheeler Center on April 26th titled “Turning the soil: the dirt on tillage and no-till.” The event included a presentation by Sam Glaze-Corcoran from UMass about what tillage is and a discussion with Concord farmers about tillage practices at Concord farms of varying sizes. The event was well attended by Concord community at large and by the local farming community from neighboring towns. The event was recorded by Minuteman Media and is available to watch on their YouTube channel.

The 18th annual Concord Ag Day Farmer’s Market was hosted by the Ag Committee in September of 2023. Eight farms participated as well as seventeen Concord non-profits. The event was very well attended and operated smoothly thanks to the Concord Police and Town offices coordination. With the help of volunteers from the community, as well as the generous donation from Vanderhoof Hardware of all the racer wheels and decorations, the expanded Scimone Farm veggie racetrack activities were able to be enjoyed by more families than ever before! In addition to the festivities on Main Street, the Concord Free Public Library partnered with the Concord Conservatory of Music to host a free outdoor concert on the library lawn in celebration of Ag Day. It was a wonderful community event!



A Veggie Racer ready to test the track.

CONCORD HOUSING AUTHORITY

Board of Commissioners
Stephanie Chrobak, Chair
Stephan Bader, Vice-Chair
Edward Larner, Treasurer
Richard Eifler, Vice-Treasurer
Bernice Fousek, Tenant Board Member

Executive Director
Jennifer Polito

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

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

The CHA operates 221 subsidized units in both Public Housing and Section 8 programs and currently serves more than 375 people. Our family and elderly units are scattered throughout the Town in over 20 locations. Tenant turnover rates for CHA units remain low and waiting lists for available units remains high, translating into lengthy times for the next unit availability.

Commonwealth Avenue Project – MassNAHRO Outstanding Agency Award

On September 18, the Concord Housing Authority proudly received an Outstanding Agency Award from Massachusetts NAHRO for their work on the Commonwealth Avenue Project. This project would

not be possible without the tireless efforts from CHA Board Member Rick Eifler.

In 2018, the Town of Concord purchased a parcel of land (Gerow property) on Commonwealth Avenue. By a town meeting vote, a small portion of the parcel was designated for affordable housing. A feasibility study was performed and concluded that the parcel proposed is not a buildable lot unless combined with existing CHA property. The CHA proposed a two-bedroom house on the parcel of land. The total projected budget at the time (March 2021) was \$466,345 and funding was secured through Town Affordable Housing Fund, Town of Concord CPC Fund, Town of Concord HOME Funds and Consortium HOME Funds.

In just a few short months (August 2021), due to the rapidly increasing construction costs, the architect estimated the project to cost \$706,345. The CHA requested an additional \$240,000 from the Town of Concord but was turned down by the Select Board in October 2021.

The CHA put out an RFP for the Acquisition and Development of the property which included the CHA responsible for the sewer connection using CPC funds of \$60,000 and awarded it to Habitat for Humanity of Greater Lowell in April 2022.



The CHA and Habitat for Humanity broke ground on November 30, 2022. The home is almost completed and soon a deserving family will call this house a home.



CHA Local Properties LLC Property Acquisition Program

In November 2023 CHA Local Properties LLC was awarded \$400,000 for its CHA Local Properties LLC Acquisition Program. With additional funding from the CHA – we are anticipating purchasing a 2-bedroom unit which will have a Project Based Voucher Subsidy in early 2024.

Resident Service Coordinator

In 2021 the Concord Housing Authority received a Resident Service Coordinator grant through the Executive Office of Housing and Livable Communities. In April 2023 we partnered with Minuteman Senior Services to provide these important services to our residents. Through this collaboration, Jaso Kuga was named our new Resident Service Coordinator. Our residents have been thrilled to have Jaso working with them. We've incorporated weekly events such as sing-alongs, meditation, yoga and much more!

Tenant Board Member

In January 2021 Governor Baker signed Chapter 358 the Acts of 2020 “An Act Enabling Partnerships for Growth” into law. Sections 70-72 and 88-91 of this law make changes to Chapter 121B regarding Tenant Board Members in Towns by providing for one member appointed by the Governor, three members elected by the Town, and one “tenant board member” to be appointed by the Town. The CHA notified all residents with roughly 10 submitted applications. In late April, the Select Board nominated Bea Fousek, a resident of Peter Bulkeley Terrace to a 5-year term. Tenant board members serve in the same capacity as all other board members who are elected and appointed by the Governor.

Two CHA Residents Receive Scholarships

In 1993 the New England Regional Council of NAHRO (NERC/NAHRO) established the Allan R. Andrews Scholarship Fund in memory of Allan R. Andrews who was the dedicated, creative and effective administrator of the Springfield, Massachusetts Redevelopment Authority. This year, the Concord Housing Authority had two residents receive this prestigious scholarship – Ms. Fatima Mezdad and Mr. Jason Lu. Fatima will be attending the Boston Islamic Seminary as a candidate for a

Masters' Degree in Islamic Religious Leadership. Jason Lu is a graduating senior from the Concord High School who will be attending Princeton University in the fall. On June 27 NERC/NAHRO held their Annual Scholarship Luncheon during their Annual Conference in Portland, ME. Unfortunately, Mr. Lu was unable to participate. Ms. Mezdad accepted the scholarship and thanked committee members.



CHA resident Ms. Fatima Mezdad receives the Allan R. Andrews Scholarship at the NERC/NAHRO Annual Scholarship Luncheon.

Capital Improvements

- Boilers at several state-funded family sites
- Porches at Everett Gardens Expansion
- 3 units with new kitchens, baths flooring to be completed in March 2024
- Mold Remediation

Upcoming Funded Projects

- Painting at 2-4 Bartkus Farm Rd.
- Fire panel upgrade

CONCORD MUNICIPAL AFFORDABLE HOUSING TRUST

Keith Bergman, Chair
Linda Escobedo, Vice-Chair
Michael Lawson, Clerk
Frank "Rich" Feeley
Kerry Lafleur

The Concord Municipal Affordable Housing Trust-- whose Board of Trustees consists of five members appointed by the Select Board, including one member of the Select Board and the Town Manager-- was established in 2021 by the Town's CMAHT Bylaw to provide for the preservation and creation of affordable housing in the Town of Concord for the benefit of low and moderate income households and for the funding of community housing, as defined in MGL c.44B, the Community Preservation Act. The Trust complements the Town's existing affordable housing efforts, entities and programs, and can act quickly when affordable housing opportunities arise if funding is available.

Housing Production Plan. The guiding affordable housing policy document for the Town of Concord is now the FY 2023-2028 Housing Production Plan (HPP), which was unanimously adopted by the Select Board and Planning Board in December 2022 and approved by the State in January 2023, with unanimous support of the Concord Housing Authority, Concord Housing Development Corporation, Concord Housing Foundation, and the Trust. As the Concord Housing Roundtable, those six boards plus the Community Preservation Committee are charged with coordinating implementation of strategies in the Housing Production Plan, and are convened quarterly by the Regional Housing Services Office to monitor progress. The Planning Board's proposed MBTA Communities Zoning bylaw to permit multi-family as a use by right at certain locations near commuter rail is a top priority for Roundtable partners, and the Trust supports the requirement that at least 10% of the units created-- or, if supported by the forthcoming economic feasibility analysis, 15% or 20%-- be affordable at 80% of area median income (AMI).

Implementing HPP priority production projects. The Trust seeks to implement the Housing Production Plan's production strategies to create affordable housing units in Concord and to advance HPP priority production projects by inviting applications for Trust funding on a rolling basis as each of those priority projects becomes ready to proceed. As described in the CMAHT Funding Guidelines adopted on September 26, 2023, the Trust will maintain and periodically update-- in coordination with its Roundtable partners-- a list of HPP priority production projects for which the Trust would allocate or reserve available and projected Trust funds, and invite priority project sponsors to complete and submit funding applications to the Trust on a rolling basis as each project becomes ready to proceed.

CMAHT approved Trust funding for the following projects in calendar year 2023:

- 135 Baker Avenue Buy Down - \$38,000 for a buy-down from 80% to 70% of AMI for the resale of 135 Baker Avenue to utilize the State's Universal Deed Rider and ensure this unit can continue to be counted on the Town's Subsidized Housing Inventory.
- CHDC's Small Grant Program - \$50,000 to the Concord Housing Development Corporation to continue for two years its program to provide financial assistance to preserve existing housing units occupied by income eligible households for health and safety purposes.
- CHA's Property Acquisition Program - \$400,000 to CHA Local Properties, LLC for the Concord Housing Authority's program to purchase an existing market rate 1- or 2-bedroom condominium to create an affordable rental apartment.
- CHDC's Buy Down Program - \$266,120 to CHDC for its program to create at least one unit of affordable housing through the buy- down or conversion of existing market rate unrestricted housing to restricted affordable housing.
- CMAHT has also budgeted Trust funds for the following projects expected to apply in FY 2024:

- CHDC: Assabet River Homes development – for CHDC to undertake development of 3 new affordable units on its 1-acre Assabet River Bluff property at 406 Old Marlboro Road. CHDC filed a Planned Residential Development application for this property with the Zoning Board of Appeals, and prepared a request for proposals to select a developer in 2024. The property was acquired at a \$1 million project cost (\$650,000 from the Trust) for 5 affordable units, including an existing 2-family structure.
- CHDC: Junction Village pre-development - for CHDC's pre-development expenses for the reboot of its 12.8-acre Junction Village property at 6X Winthrop Street acquired from the State. CHDC prepared a request for proposals to select a new developer in 2024. Chapter 117 of Acts of 2010 provides that “[s]uch land shall be used for housing, of which 100 per cent shall be deemed affordable housing as determined by the ranges established by [CHDC].” In its RFP, CHDC set “affordable” at 150% of AMI; and will require 25% of the units be at 80% of AMI.
- Town: 91 Main Street Surplus State Property – for the Town to pursue acquisition and pre-development of a 1.4-acre surplus State property at 91B Main Street, which—according to the Executive Office of Housing & Livable Communities-- might be acquired at low or no cost. EOHLIC suggests CMAHT earmark funds for due diligence work, and the Massachusetts Housing Partnership indicates it could provide support with RFP development.
- Town: NOVO Riverside Commons 40B development agreement - for the Town to fund financial provisions of an agreement to be negotiated with the developer of the 40B at 292-294 Baker Avenue, which might include a waiver of a portion of the sewer improvement fee for the project's affordable units (51--25%-- of total 201 rental units).

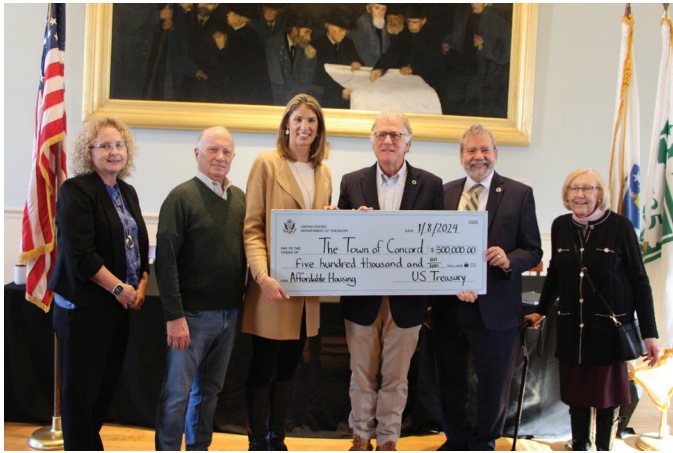
Chapter 40B and Subsidized Housing Inventory. In May 2023, Concord fell below its 10% goal under the State's Chapter 40B, and by year's end two comprehensive permit applications had been filed with the Zoning Board of Appeals to add a total

417 rental units, of which 105 would be affordable. Under Chapter 40B, a community's 10% goal is based on a numerator (the number of countable SHI units) divided by a denominator (the number of year-round housing units as determined by the latest decennial US Census). Concord's goal had been 10% of its 6,852 year-round units for 2010, or 685.2 units; but with 2020 US Census figures released on May 25th, its goal became 10% of 7,172 year-round housing units, or 717.2 units. And while Concord's 715 SHI units scored 10.43% of the 2010 Census total, they scored only 9.97% based on 2020's. As of December 13th, Concord reached 716 units, or 9.98%. Only half of those units are affordable at 80% of AMI; the rest are unrestricted. Concord also has 42 restricted units not counted on the SHI—35 moderate income, and 7 low income / non-SHI eligible. The Trust weighed in with comments on both of the new 40B developments—NOVO Riverside Commons at 292-204 Baker Avenue with 201 rentals (51 affordable), and Residences at Thoreau at 275 Forest Ridge Road with 216 rentals (54 affordable). If ZBA approves NOVO, SHI would increase to 12.77%. If both are approved, 15.78%. For every affordable unit, 3 unrestricted units are added. So there's still work to be done to increase the supply of affordable units at 80%, 100%, and 150% of AMI.

Funding for the Trust. Total revenues of \$4.1 million have been received since 2019, when Town Meeting began setting aside funds for the Trust—of which \$2,044,256 was added by the 2023 Annual Town Meeting's transfer of funds from prior appropriations for the now-defunct Christopher Heights at Junction Village project. Since 2019, some \$1.7 million has been committed for support or creation of 12 affordable units, leaving an uncommitted balance of \$2.4 million by calendar year's end. The Select Board voted on August 28, 2023 to encourage the Trust to pursue additional funding for next year by applying for CPA and ARPA funds, and the Trust is requesting \$500,000 from each. The Town and the Trust are also continuing to pursue state legislation for dedicated funding sources for the Trust, with several bills in play on Beacon Hill, including home rule petitions refiled by the January 2023 Special Town Meeting for a 1% real estate transfer fee and a building permit surcharge. Concord also supports

the LOHA (Local Options for Housing Affordability) Coalition's state-wide local option real estate transfer of fee of 0.5% to 2%. The Governor's \$4-billion housing bond bill, filed in October, includes a similar proposal—the first gubernatorial support for a transfer fee for affordable housing. If enacted, it would raise some \$2 million per year for the Trust.

The Trustees appreciate the continuing efforts of our Housing Roundtable partners—the Select Board, Planning Board, Concord Housing Authority, Concord Housing Development Corporation, Concord Housing Foundation, and Community Preservation Committee-- and are grateful for the support of the Town of Concord and the Concord community as a whole.



L-R – Town Manager Kerry Lafleur, Michael Lawson, Clerk, Congresswoman Lori Trahan, Keith Bergman, Chair, Rep. Carmine Gentile, and Linda Escobedo, Vice Chair at a check presentation ceremony. Frank “Rich” Feeley not present.

CONCORD HOUSING DEVELOPMENT CORPORATION

Lee Smith, President
Julie McClure, Vice President
Peter Lowitt, Treasurer
Ray Andrews
Dan Drazen

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

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

Over the last 17 years, the CHDC has made great strides in the pursuit of its mission. The CHDC has constructed and sold eight income-restricted units in the Lalli Woods mixed income housing development, contributed funds to create a lower level of affordability for several new housing units, allowing them to be counted on the town's subsidized housing inventory (SHI), and preserved the affordable housing restrictions on several units at Emerson Annex by purchasing, renovating and reselling the units. Most recently, the CHDC, in partnership with the Town and Concord Housing Foundation, purchased a single family home in Concord for conversion to a duplex of affordable housing as a Habitat for Humanity project – each home purchased by an eligible family in 2022.

The CHDC acquired a 1-acre property in 2022 as part of the Assabet River Bluff initiative, partnering with the Town and the open space organizations of Sudbury Valley Trustees and the

Concord Land Conservation Trust. The housing project was funded by the Concord Housing Foundation, the Concord Municipal Affordable Housing Trust and CPA funding. The project plans to create 5 units of affordable housing - 3 new units and improvement of an existing 2 family house. The CHDC has made substantial progress in 2023 on both the existing duplex – 406 Old Marlboro Road and the Assabet River Homes (the new construction). The CHDC completed renovations at 406 OMR including installation of fossil-fuel-free HVAC systems, applied for Project Based Vouchers for the units to subsidize the rental units, and is proceeding with required inspections. The CHDC has approved the site design, architectural plans and the landscape plans, which the consultant has used in filing the Planned Residential Zoning permit application. Permitting hearings have started and will continue into 2024.

The CHDC spent considerable time in 2023 talking to the community about Junction Village in a renewed effort to develop the property. Based on community input, the CHDC voted to issue a Request for Proposals seeking a “family” housing development on the site.

The CHDC has also continued its Small Grants Program in 2023, which helps low to moderate-income residents of Concord make repairs to their homes to improve health and safety. The Small Grant Program has two grant cycles annually, with a maximum grant amount of \$4,000. The grants are awarded based on the health and safety justifications of the requests, subject to availability of funds which has become an increasing challenge. Over the life of the program, the CHDC has awarded 65 grants for \$196,746, half to senior residents. Further information regarding the CHDC Small Grant Program is available on the Town website or from the Town Planning Office. The Concord Municipal Affordable Housing Trust generously provided a grant to fund the Small Grant Program in late 2023 which will enable the program to continue awarding grants for another two years.

The CHDC is an important part of Concord’s housing “family”, collaborating with the Concord Housing Authority, the Concord Housing Foundation and the Concord Municipal Affordable

Housing Trust to promote affordable housing in Concord and increase housing diversity. Concord remains an increasingly expensive town in which to live, and the need for affordable housing remains constant. We will continue to seek out and support responsible additions to the Town’s affordable housing inventory to help maintain and increase our housing choice diversity.

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

The Board typically meets monthly with meeting agendas and minutes posted on the Town’s website. Interested residents are welcome to attend meetings and get a sense of how the Board operates.

2229 MAIN STREET OVERSIGHT COMMITTEE

Paul Boehm, Chair
Carrie Flood, Vice Chair
Court Booth
Frank “Rich” Feeley
Kurt Herman
Pamela Hill
Gary Kleiman
David Ropeik
Karl Seidman

Background

The property at 2229 Main Street is a 46-acre site formerly operated by the defense contractor Starmet (formerly Nuclear Metals, Inc.). Starmet manufactured military equipment for the Army with a license by the Dept. of Energy to incorporate depleted uranium into their products. They also conducted research on other specialty metal products. Starmet’s manufacturing operations resulted in certain site contamination on the property. The site was placed on the U.S. EPA’s National Priorities List (NPL) in 2001 and Starmet sought bankruptcy protection in 2002. The site is currently a Federal “Superfund “site.

Environmental investigations, removal of wastes and cleanup have been occurring since early in the 1980s, first at the direction of the Massachusetts Department of Environmental Protection (MADEP) and later, after the site’s listing as a NPL site, jointly with the U.S. Environmental Protection Agency (USEPA).

Cleanup goals for the various areas of the site were established in 2015 through a court- approved “Record of Decision.” The cleanup assessments and methods were incorporated into the 2019 Consent Decree (CD) filed with the U.S. District Court. The CD binds the responsible parties, Textron, Inc. and Whittaker Corp., as well as the Federal Settling Parties, the U.S. Army and the U.S. Department of Energy to fund a trust fund to pay for the site remediation and to fund any additional cleanup required to achieve the “rigorous residential standards.” These standards are characterized by very low levels of residual chemical constituents, which technically allow for children and adults to

live at the site and to make the site available for any and all uses after cleanup.

In 2015, Concord Town Meeting voted to authorize the Select Board to acquire the property and then later to begin to reuse the site when cleanup “to a residential standard” has been accomplished. Since then, significant progress has been made toward clean-up of the site, including removal of contaminated soil from the site, isolation of the holding basin where contaminants were disposed, deconstruction and removal of the buildings and drums with chemical hazards stored on the site. The EPA has set up a website on this Superfund site and has been providing project updates on the progress made by their site contractor, de maximis, Inc.

The Superfund site has received attention from citizens and from the Town for decades. The citizens group CREW, and our “sister” committee, the 2229 Main Street Oversight Committee, have both been monitoring these cleanup efforts for many years. It is anticipated that the Town committee will continue to work with the cleanup contractors and the EPA. The Nuclear Metals/Starmet Property Re-use Planning Committee was formed in 2019 to assist the town with identifying possible ways to reuse the property for maximum public benefit. Their final report was issued in 2021.

In March of 2023 the Select Board approved a charge for a task force, the 2229 Main Street Advisory Task Force.

The Task Force - Purpose and its Work

The purpose of the 2229 Main Street Advisory Task Force is to recommend to the Select Board whether the Town should acquire the property at 2229 Main Street. Would this be a sensible business decision, and if so, how, when, and under what conditions would the Town acquire it? Nine (9) community members with diverse backgrounds in environmental science, economics, community planning, housing, economics, and law were appointed.

The Task Force is rigorously considering all relevant aspects of the decision-making process including:

- potential uses for the site,

- the health risk and safety of reuses.
- legal aspects of and the preferred pathway for any acquisition – title, liens, potential liability and mitigation,
- aspects of any potential ownership - costs, institutional controls, insurance, etc.
- risk communication and outreach to the public.

The Task Force is also providing information on the option of the Town not acquiring the site and the issues related to that potential outcome as well. The job of the Task Force is to thoroughly research these matters, seek public input, and then make recommendations to the Select Board.



In addition to support provided by Town staff, the Task Force has been fortunate to have access to additional resources provided by the Town, the MADEP, and the USEPA to accomplish its work. This support includes: a Technical Assistance Grant (TAG) from the MADEP with supplemental funding by the Town under which a consultant, Roux Associates, has been hired to examine safety and risk of uses of various parts of the property; funding of and access to a redevelopment consultant SKEO, courtesy of the U.S. Environmental Protection Agency; and funding from the Town for research

and advice from Town Counsel, Mina Makarios of Andersen & Krieger, LLP.

The Task Force has been meeting bimonthly since May 2023 and held its first Public Forum on November 9, 2023. A report to the Select Board containing the results of its research, deliberations and recommendations is scheduled for delivery on October 31, 2024.



46-acre site at 2229 Main Street.

WHITE POND TASK FORCE

The members of the White Pond Task Force respectfully submit this report to the Town of Concord Select Board.

Introduction

White Pond is a 40-acre Great Pond in the Town of Concord. The pond is an ecological, scenic, and recreational resource that must be protected for future generations to enjoy. The Town of Concord owns 34% of the frontage on the pond. The Commonwealth of Massachusetts holds fishing rights with access via a state road and boat launch adjacent to the Town Beach. The remaining pond frontage is privately held.

The land owned by the Town of Concord is used for recreation at the Town Beach and open space at Sachem's Cove. Recent changes in the White Pond watershed such as the acquisition of the Town Beach as well as planned extension of the Bruce Freeman Rail Trail and the Cold Brook Crossing development call for the establishment of the best practices needed to protect the pond and the watershed.

The White Pond Task Force began the work set out in the Charge in January 2023. Throughout the year the Task Force has held regular meetings and has researched the primary challenges facing the pond and the watershed. This was accomplished by soliciting the expertise and opinions of the relevant Town staff, outside consultants, and other town committee members as well as by soliciting public input via an online survey.

The Task Force made every effort to include the largest group of stakeholders possible.

The following list of prioritized recommendations was developed based on the feedback and information the Task Force has received over the past year.

White Pond Task Force Mission Statement
Protect White Pond's ecological health and scenic beauty for the enjoyment of this and future generations.



Recommendations

1. Support the deployment and maintenance of the A-pods.
2. Continue testing of water quality to assess swimming safety.
3. Support funding of the Conservation Ranger program focused on compliance with the Town's Conservation Land Regulations, with increased ranger time at Sachem's Cove on summer weekend days.
4. Enforcement of parking laws on the State access road/surrounding roads/neighborhoods, and the checking of White Pond membership at the parking lot entrance (versus membership checks at the town beach during the swimming season).
5. Support improved public outreach including the addition of permanent signage in Sachem's Cove with information about available swimming facilities at the Town Beach and the adverse ecological impacts of the destruction of vegetation, addition of nutrients via human and dog waste, etc. Continue to send the "Homeowners Guide to Living Near White Pond" to new residents on the pond regarding appropriate care and maintenance of their properties to maintain pond health, e.g., reduced use of fertilizers and the addition of plantings. (Please see examples of desired permanent signage in the attached addendum)
6. Continue to evaluate the stocking of Rainbow

Trout due to impact on Phytoplankton and potential increase in cyanobacteria blooms.

7. Support maintenance of the pond's ecological health with the off-season deployment of trash receptacles and portable toilets at the Town Beach, funding for DPW maintenance of the state boat ramp run-off mitigation, and maintenance of erosion controls on town-owned land, including new native plantings as appropriate.
8. Support the update of the town-wide wastewater management plan including a review of the potential for sewerage systems that are near the shore on the north side of the pond.

Future White Pond Team

Establish White Pond Committee (structure TBD) to meet periodically as a coordinating body with the goal of continuing the White Pond Task Force Charge and Mission reporting to the Select Board.



Addendum

The photos included are for reference only. These photos are examples of permanent signage noted in Recommendation 5.

ECONOMIC VITALITY COMMITTEE

Mimi Graney, Economic Vitality Manager

Among the objectives of Envision Concord 2030 was the creation of the Economic Vitality Manager position to build organizational capacity. The mission is to “address the Town’s economic development goals, working with the business community, artists and cultural organizations, healthcare institutions, managing its village centers, and promoting tourism.” This role was filled in April 2023 with the hiring of Mimi Graney.

Much of the work in the first eight months was foundation setting with the building of working relationships, review of existing plans and studies, and developing an understanding of the commercial environment of Concord. Through this process a work plan and budget were developed to provide a framework for economic vitality efforts.

The Economic Vitality Manager provides staff support to the Economic Vitality Committee, West Concord Junction Cultural District, and Concord Center Cultural District, while closely coordinating with Tourism Manager. Because economic vitality is a cross-sector endeavor, there is close coordination with other town departments as well as a variety of local and regional initiatives. The Manager regularly participates in meetings of the Concord Business Partnership as well as programming of the Concord Chamber of Commerce.

In keeping with the goals of Envision Concord, work began with four key goals:

Goal 1: Renew and improve Concord’s village centers as vital pedestrian-friendly, economic, and social hubs that enable community engagement on a wider scale.

A.) With a grant award from the Massachusetts Community Compact, an Age-Friendly Business Initiative is poised to launch in January 2024 to expand accessibility and inclusion within Concord’s business districts with particular attention to the needs of older residents and visitors. The project will support individual businesses, nonprofits, and other public facing spaces to make their establishment

more accessible to older adults, to share the best practices of Concord’s venues as a model for others through the creation of an Age-Friendly Business Strategies Toolkit, and build cross-sector relationships between businesses, Town staff, Senior Center, and town committees such as the Disabilities Commission and Council on Aging.

B.) Concord secured a place in the Making It Public (MIP) for Massachusetts Municipalities Program presented by the Metropolitan Area Planning Council and New England Foundation for the Arts. Over three months Town staff received training on best practices to commission public art that are in alignment with the principles of fairness, transparency, and accountability in public procurement. Through the program Concord secured funding to release a Call for Temporary Public Art for Monument Square to be installed in Autumn 2024. In addition, technical assistance was provided to develop processes and draft contracts for other public art such as those commissioned by the West Concord Cultural District Committee.

C.) Improvements to the roadway and streetscape of Commonwealth in West Concord negatively impacted area retailers and restaurants over eight months of 2023. Local Love was a promotional campaign executed in collaboration with the West Concord Business Group and Fowler Library to boost sales during the construction period.

D.) Collaborating with the West Concord Junction Cultural District, the businesses of that neighborhood were spotlighted with profiles on the VisitConcord.org website and a “sizzle reel” video.

Goal 2: Deepen understanding of the business-oriented environment of Concord

A.) A detailed business inventory was created to establish baseline data across all commercially zoned properties in Concord to determine patterns in business use, support business recruitment, and identify development opportunities. This data was correlated with the Town’s Assessors database.

B.) A Sewer Improvement Fee is issued by Concord’s Water & Sewer Division when a change of use, renovation or new construction adds additional

volume to the Town's Sewage Treatment plant. A study was drafted to understand the impact of the fee on small businesses and commercial development.

Goal 3: Foster a business-friendly community to support commercial success throughout town and to attract and retain a constant workforce.

A.) One-on-one assistance was provided to fourteen business and commercial property owners.

B.) Communication is maintained regularly with the Concord Business Partnership, Concord Chamber of Commerce, as well as Concord250 Committees.

Goal 4: Build local civic and government capacity for economic development with a special focus on (a) related arts, cultural and tourism activities, (b) medical and healthcare specialties, and (c) "green" and environmental businesses.

A.) To facilitate the Food Truck ordinance approved at Town Meeting in 2023 new procedures were developed for the approval of mobile vendors and to assist those seeking to bring a food truck to public or private property. By the end of 2023, the Health Division issued annual permits to eight food trucks who were then eligible to participate in events town-wide.

B.) With additional staff capacity Concord now has representation to represent town interests such as District Day with Representative Lori Trahan, the Middlesex 3 Coalition and Meet Boston.

Top Priorities for 2024 include an updated section on the town website with resources for businesses, executing the Age-Friendly Concord Business Program, overseeing the selection and installation of the temporary art for Monument Square, working with the Economic Vitality Committee to identify policy changes for the 2025 town warrant to support economic vitality, and building capacity to provide one-on-one assistance for small businesses.

TOURISM 2023

Beth Williams, Tourism Manager

The Tourism Manager provides staff support to the Concord Center Cultural District, Economic Vitality Committee, Concord250 Marketing Committee and serves as one of 2 Concord representatives for the 250th Intermunicipal agreement with Lexington, Lincoln, and Arlington. She collaborates closely with the Economic Vitality Manager. She is a Board member for the Concord Chamber of Commerce, and the Greater Merrimack Convention and Visitor Bureau.

Overall staffing numbers at the Visitor Center grew to 22 with the addition of 3 new tour guides. Staff serve in several different capacities as attendant, tour guide, clerk, and Ambassador at the Minute Man National Historical Park (MMNHP). New staff members include Jeff Driscoll (retired NPS ranger), Natalie Samulka (Concord Academy Senior) and Matt Beres (receiving his MA in History). 2023 annual revenue increased to over \$45,000 a gain of \$5k over 2022 and more than double 2019 pre-covid and pre-hiring of the Tourism Manager. Advance sales continue to grow with both National and International Tour Groups. Collette Tours brought 10 groups to Concord over the months of September and October, and they have already started booking for the 250th anniversary celebrations in 2024, 2025 and 2026. WorldStrides is another large tour and education company that brings over 20 buses each year with the focus on educational travel.

The Tourism Manager attends Discover New England's annual summit and secures groups planning 12 months out and beyond.

Three Visitor Center staff continued to serve as Ambassadors at the MMNHP North Bridge Visitor Center. This partnership has provided benefits to the Town in the opportunity to talk to the many visitors at the North Bridge Visitor Center. Our staff can provide information which directs them to explore more of Concord, recommending shopping, dining, and other attractions' offerings.

An updated Tourism Benchmark study was

completed by Chris Pappas, a consultant from Open the Door. This document in 2023 celebrated the successful completion of more than 75% of the 2019 document. Notable new and updated deliverables included beginning a yearly visitor survey, increased press announcements/stories and increased partnerships. The recommendation was made for the Tourism Manager to attend Discover new England and IPW (International Pow Wow) trade shows to cultivate business for the upcoming 250th anniversary.

The monthly tourism huddle has grown to include an average of 15-20 participants across all sectors with the most noted reason for attending is “partnerships with other organizations”! By increasing opportunities for sharing and dialog, we can pair up for more successful events and promotions such as partnering between Concord Academy and the Umbrella Arts Center or between the Concord Museum and the Old Manse. In 2023, this group started meeting in person once again with many attractions and organizations hosting us. We also added in guest speakers, ranging from the Director of the Mass Office of Travel and Tourism to the new contractor hired to do an historic preservation project for Concord.

In 2023, a new walking tour partnership was formed with the Concord Armory National Guard. Be one of the first to explore Concord’s 1915 armory and learn about the near 400-year history of the Massachusetts Army National Guard, the oldest component of the United States Armed Forces. Hear stories of remarkable service and view the objects that witnessed war. The tour will also offer participants a special glimpse into the Massachusetts National Guard Museum while it prepares to open to the public. Concord may be famous for April 19, 1775, but its service to the Commonwealth and Nation continue to this very day.

Another new and exciting initiative was the Explore and Learn pass, a partnership with the Concord Museum. This joint ticket offered visitors admission to the Concord Museum and a spot on the Daily Concord Walking tour. The concept of joint ticketing stems from both the Envision Concord Plan as well as the Tourism Benchmark Studies of 2019 and 2023.

The Town of Concord was thrilled to host a tug of war in advance of the famed Army/Navy Game at Gillette Stadium in December! Concord250 committee members came out in force at 7am in winter to cheer on the teams and spread the word about the upcoming celebrations.

In 2023, the Tourism Division began a series of Interpreter Training sessions. Speakers included Sandra Petrolinus, author of “To Make This World Right” and Marvin Alonso Greer, who led us in a conversation about interpreting hard history. In attendance over the 2 sessions were over 50 interpreters from 10 different organizations, ranging from the Concord Museum, Orchard House, Thoreau Farm, Thoreau Society, Robbins House, the Old Manse and more.

SCHOOLS

JOINT SCHOOL COMMITTEES

CONCORD-CARLISLE REGIONAL SCHOOL COMMITTEE

Alexa Anderson
Court Booth
Tracey Marano, Chair
Carrie Patel
Cynthia Rainey
Carrie Rankin
Sharon Whitt, Vice-Chair

NEW MEMBERS OF THE REGIONAL SCHOOL COMMITTEE

Carrie Patel was welcomed to the Regional Committee as a new Carlisle representative.

CONCORD SCHOOL COMMITTEE

Alexa Anderson, Chair
Court Booth
Tracey Marano
Cynthia Rainey
Carrie Rankin, Vice-Chair

METCO REPRESENTATIVES

Domingos DaRosa for CCRSD
Ayesha Lawton for CPS

STUDENT REPRESENTATIVES, CCHS STUDENTS

Zariah Alves
Harry Crowley
Felicity Zhang

Statement of Appreciation from the Joint School Committees

As School Committee members, we want to share our deep and genuine gratitude for the time, effort, creativity, determination, and thoughtful care that our Superintendent, district leaders, teachers, and staff dedicate to our students every day.

We also wish to share our appreciation for the efforts of the METCO Representatives as well as the CCHS Student Representatives and we extend our thanks Carlisle resident Sara Wilson for her service to the Regional School Committee.

Most of all, we want to thank the citizens of Carlisle and Concord for their ongoing support of the schools, and to all the parents and community members who volunteer their time on behalf of Concord-Carlisle High School (CCHS) and Concord Public Schools (CPS).

Mission and Core Values

Members of the School Committee use the vision articulated in the District's mission statement and core values to guide decisions. The mission of the Concord Public Schools and the Concord-Carlisle Regional School District is to educate all students to become independent lifelong learners, creative thinkers, caring citizens, and responsible contributors to our increasingly diverse global society. The core values of excellence, engagement, perseverance, inclusion and innovation are reflected in the 2018-2023 District Strategic Plan, the 2023-2028 District Strategic Plan (which was implemented in the fall of 2023), as well as the programs, services and activities which support student learning.

Implementation of the 2023-2028 District Strategic Plan

Following a comprehensive planning process that was driven by a 50-member stakeholder group that included faculty, students, school committee members, parents, community members and school administrators, the school committees voted to adopt a 2023-2028 District Strategic Plan that outlines a shared vision for both Districts. The

plan builds upon the previous five-year plan and features efforts in key areas such as reducing student stress, maintaining academic excellence and work related to cultural proficiency and awareness.

The strategic plan is utilized to guide and prioritize decision making regarding teaching and instruction, curriculum, budgets, and planning for facilities amongst other matters. Also, it will include provisions for analysis and review of the plan's on-going success as well as for on-going input from the public.

Diversity, Equity, Inclusion and Belonging 2022-2027 Strategic Plan Implementation

The Districts continued efforts to implement the Five-Year Strategic Plan for Diversity, Equity, Inclusion, and Belonging that is included in the overall District Five-Year Strategic Plan. This plan builds upon the previous work to create an equitable, inclusive, and anti-racist environment in CPS and CCRSD which date back to the establishment of the PreK-12 Cultural Competency Committee in 2017. Areas of focus include professional development, student and family engagement, transparent communication, institutional accountability, and for teachers and staff, hiring, mentoring, and retention.

School Enrollments (As of 10/1/23)

Concord Public Schools enroll 1,801 total students, with 1,186 in grades K-5 enrolled at the three elementary schools, and 615 enrolled in grades 6-8 at Concord Middle School. This represents a decrease in enrollment from 1,891 students in 2021. The Superintendent and School Committee carefully monitor enrollment projections. There are a total of 122 students participating in METCO with 78 students in grades K-8 and 44 at CCHS.

The Concord-Carlisle Regional High School enrolls 1,230 students, with 886 students from Concord and 273 from Carlisle. These figures reflect a decrease of 55 students from Concord and a decrease of 20 students from Carlisle from the 2022 enrollments. These levels set the percentages for the regional agreement at 76% Concord and 24% Carlisle.

The total number of students in grades K-12 for the two Districts totals 3,138 which includes staff

enrollments but does not include out of district special education students.

FY24 Operating Budgets

The School Committees seek to develop budgets that meet the needs of our students and teachers while being sensitive to the impact on taxpayers. The School Committees work with District leaders to discuss funding priorities and cost drivers as well as to discuss budget recommendations with the Finance Committees in Concord and Carlisle as appropriate. Ultimately, Concord and Carlisle residents approve the budgets at Town Meetings.

During 2023, the FY24 operating budget of \$45,047,176 was approved for Concord Public Schools which represents a 4.74% percent increase from the previous year's budget. For the Regional District, an FY24 operating budget of \$37,811,098 was approved which represents a 3.48% percent increase from the previous year's budget.

The approval of the budgets for both CPS and CCRSD is the culmination of a multi-month process that begins with the submission of the annual School Improvement Plans that are developed and guided by the Districts' strategic plan and includes input from teachers, parents, and administrators.

MCAS Test Scores at Pre-Pandemic Levels

The School Committees and District Leader were pleased to share the latest MCAS scores that highlighted student achievement in every subject and grade level were back or within a couple of points of pre-pandemic scores. The test results were from the first fully administered tests since 2019. Highlights included:

- Average student achievement in every subject - ELA, Math, and Science - is back or almost back (within 5 points) to pre-pandemic levels,
- Student achievement at every grade level is back or almost back (within 5 points) to pre-pandemic levels,
- Student achievement in every subgroup is back or almost back (within 5 points) to pre-pandemic levels. Our subgroups include students with disabilities; English Language Learners; low income; Black; Latino; Asian; and,

Multi-ethnic,

- Student Growth Percentiles (SGP) increased in every subject in a range from 2% - 10%; and,
- All five schools have an accountability level of, “not requiring assistance,” because they are all, “meeting or exceeding targets.”

The School Committees and District leaders will continue to look at the trends and patterns as they review the results. They will also analyze the grade level and school data to determine if there are gaps in the curriculum and will analyze the student level data to support those students who scored at the “partially meeting” or “not meeting” performance levels. In addition, the MCAS data will be added to the Beginning of the Year (BOY) assessment data as part of the Multi-Tiered Systems of Support structures in our schools to ensure individual students receive the supports they need to close learning gaps.



The Division I Champions CCHS Boys Soccer Team with Superintendent Hunter and the members of the Concord and Concord-Carlisle School Committees

CONCORD MIDDLE SCHOOL BUILDING COMMITTEE

Dawn Guarriello, Co-Chair: Community Volunteer
Pat Nelson, Co-Chair: Community Volunteer
Alexa Anderson: School Committee Representative
Court Booth: School Committee Representative
Heather Bout: Community Volunteer
Justin Cameron: Concord Middle School Principal
Robert Conry: Assistant Superintendent of Finance/
Operations, CPS/CCRS
Gail Down: Interim Finance Director
Peter Fischelis: Community Volunteer
Jon Harris: Concord Budget Director
Mark Howell: Concord Select Board Representative
Russ Hughes: Facilities Manager, CPS/CCRS
Tim Hult: Community Volunteer
Laurie Hunter: Superintendent of Schools, CPS/
CCRS
Kelly Lafleur: Town Manager
Charlie Parker: Community Volunteer
Chris Popov: Community Volunteer
Matt Root: Community Volunteer
Eric Simms: Sustainability Director
Stephen Stasheski: Community Volunteer with
construction experience

Background

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 the Town Meeting and the Special Election.

Due to inflation and supply chain issues, estimated construction costs at the end of Schematic Design were more than \$5 million higher than the costs approved at the Town Meeting and the Special Election. The CMSBC completed an extensive value management exercise and coordinated with the

Concord Select Board and the Concord Finance Committee to discuss an approach for the construction budget issue. Following that process, a Special Town Meeting was held on January 19, 2023, followed by a Special Election on February 16, 2023. Concord residents approved a measure that increased the construction budget by up to \$7.2 million.

Following the public approval for the new budget, the CMSBC conducted a comprehensive bidding process to select a general contractor. At the conclusion of that process, the CMSBC voted to recommend awarding CTA Construction Managers as the General Contractor for the middle school building project. That recommendation was forwarded to the Concord Town Manager, Kerry Lafleur, who negotiated a contract with CTA for the project.

A groundbreaking ceremony was held on May 17 at the Sanborn Middle School which is the site where the new middle school building will be located. Building Committee members invited all residents to attend and help celebrate the project's process. On December 8, the CMSBC, students, and community members celebrated the completion of steel erection with a topping off ceremony. The project remains on schedule and within budget as of 12/31/23.

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:

- Construction: May of 2023-January of 2024
- Punch list and Move in: January of 2025-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.



Last steel beam put in place at Topping Off Ceremony



The new middle school's front entrance

MINUTEMAN VOCATIONAL TECHNICAL SCHOOL

Kevin Mahoney, Interim Superintendent Minuteman



Achieves All In-District Enrollment 2 years in a Row!

For the second time in the district's history, all ninth-grade students in the fall of 2023 resided in Minuteman's member towns. In the past, Minuteman admitted students from both member towns and non-member towns, with tuition funded on a per-pupil basis by their respective communities. As of September 2023, about 93% of all grades 9-12 students reside in the nine member-town communities of Acton, Arlington, Bolton, Concord, Dover, Lancaster, Lexington, Needham, and Stow. Thirteen students from Concord are part of the class of 2027. 41 Concord students are part of the overall student body of Minuteman.

Minuteman Students Bring Home the Gold in SkillsUSA!

In June 2023 nine Minuteman students and four faculty members, traveled to Atlanta Georgia to compete in SkillsUSA National Leadership and Skills Conference. SkillsUSA is a national group that strives to teach workplace, personal, and technical skills to students of all levels across the country to prepare them to be outstanding citizens, contributing to the community and the workplace. Minuteman has had a very active SkillsUSA chapter for decades with 54 students participating in the 2022-23 school year. For the second year in a row, Minuteman won the national gold medal in the Career Pathways Showcase: Natural Resources, Agriculture, and Food! Minuteman came in 9th in the nation for their Entrepreneurial presentation.

Juniors and Seniors out on Co-op

Juniors and Seniors at Minuteman are eligible for Co-Op. Co-op students can work at job sites within the scope of their career majors. The co-op is open to seniors all year and for juniors, it is open from January through June. 100 students were out on Co-Op during the school year of 2022-23. Two of those students reside in Concord. Students were working for the following businesses: Abcam, Tony's Auto Service, D&R Electric, P.J. Dionne, Marquis Tree Services, A9 Green, Lexington Golf Club, Lilac and Rose Baking Co, Goddard School, Kistler and Knapp, Builders, Magic Garden Lincoln, and W. Electrical Services. The Co-Op opportunities continue to grow year over year for future students.

Grants to Support High School and Adult Students

Minuteman Regional Vocational Technical School District received \$354,000 for Metal Fabrication & Joining Technologies. The school will train students for high-demand metal fabrication and joining technologies occupations. The school will expand and deepen its curriculum, add industry-recognized credentials, increase secondary enrollment in existing programs, and offer post-secondary opportunities for adults enrolled in the Minuteman Technical Institute (MTI).

Minuteman Regional Vocational Technical High School received \$500,000 in funding which will provide the high school with technology and equipment to support expanding the Animal Science/Veterinary Science vocational program. The equipment will open opportunities for students to additional industry-recognized credentials and hands-on learning with state-of-the-art training tools.

MTI Continues to See Success!

Minuteman Technical Institute (MTI) offers 10-month and 15-week courses in various career trades for adults looking to gain technical skills in a new, high-demand profession. The 2022-23 year brought great growth through the Governor's Career Tech Institute Expansion, and since then MTI has been awarded just over \$3M.

Through new and continued partnerships with MassHire, North Atlantic States Carpenters Training

Fund, AET Labs, Rolls Royce Naval, and the International Facilities Management Association to name a few, MTI collaborates and develops programming to meet workforce demands.

MTI students gain recognized industry credentials in OSHA and Hot Works and hours toward state licenses. A partnership with IFMA (International Facility Management Association) has led to the development of a Facilities Management program and directly addresses the need in the greater Boston area for certified Facilities Managers.

Currently, MTI is running eight of its nine programs and is at 74% capacity, the highest since COVID, and enrollment remains open through September 29, 2023. 22% of our students are female, while 88% are male.

100% of Cosmetology program students who sit for the State Board of Cosmetology and Barbering exam pass on the first attempt. 98% of Welding students who take the American Welding Society certification tests pass on their first attempt. 97% of the Carpentry Pre-Apprentice program students are employed upon completion of the program and are retained beyond their first 30 days.

Minuteman Seniors are off to college and work!

The class of 2023 had a graduation rate of 100%. With 64% of students heading to either a two-year or four-year college and 36% heading into planned apprenticeships, trade school, or joining the workforce. The graduating class of 2023 graduates are attending schools such as Clark University, WPI, MIT, Emerson, The New School, Johnson and Wales University and Maine College of Art, and several more. Minuteman looks forward to watching students have continued success in the future as alumni.

District Budget

The approved district operating and capital budget for fiscal year 2024 is \$30,316,325, a 4.50% increase over the previous year. Bolton's share is \$1,199,459, which is an increase from the previous year (of \$305,745) and includes operating, capital, and debt assessments.

THE SCHOLARSHIP FUND OF CONCORD AND CARLISLE

Executive Committee

Travis Minor - Chair
Hannah Bruno - Assistant Chair,
John Sweeney - Treasurer
Albert Powers - Assistant Treasurer
Rebecca Loprete - Secretary

Trustees

Marc Caruso
Maura Kenneally Clark
Molly Q. Eberle
Chris Law
Devra Feshbach-Meriney
Priscilla Guiney
Joe Laurin
Guida Mattison
Elaine Rabb
Paul Ressler, Steve Payne
Kathleen Snook

Associate Trustees

Chris Carr
Sandy Eisenbies
Aaron Joncas
Jessica Minty
Tom Rutledge
Ingrid Sutter

Trustee Emeriti

Ken Anderson
Elaine DiCicco
David Gould
Lucy Miller
Priscilla White Sturges



*The Scholarship Fund of Concord and Carlisle:
 (back row) Guida Mattison, Maura Clark, Kathleen Snook, Christopher Carr, Paul Ressler,
 Sandy Eisenbies, Ingrid Sutter, Christopher Law, and Bee Loprete
 (seated front row) Devra Feshbach-Meriney, Joe Laurin, Al Powers, Travis Minor,
 Hanna Bruno, Jessica Minty, Marc Caruso
 (not in photo: Priscilla Guiney, John Sweeney, Molly Eberle, Elaine Rabb, Aaron Joncas,
 Steve Payne, Tom Rutledge)*

The Scholarship Fund of Concord and Carlisle (formerly known as the Concord-Carlisle Scholarship Fund) was established in 1966 to provide need-based grants to deserving young men and women from Concord or Carlisle to obtain additional educational opportunities after secondary school. The Fund is a tax-exempt charitable trust. Recipients must either live in or have attended school in either town.

The Scholarship Fund of Concord and Carlisle celebrated its 50th anniversary in 2016. Grateful for the continued support from the townspeople of Concord and Carlisle, we look forward to the next 50 years of supporting our young men and women who aspire to higher levels of education.

The Fund is administered by a 23-member volunteer board of trustees. Scholarships are financed through an annual appeal, through a student-staffed phonathon, and by income generated from memorial gifts, bequests, and named funds. For more information about The Scholarship Fund, please see the website: thescholarshipfundofcc.org

In 2023, the trustees awarded \$363,065 supplemented by \$39,085 from The Scholarship Fund's affiliated organizations, bringing the total to \$402,150 awarded to 67 high school seniors and in-college students. Since its inception, The Scholarship Fund has assisted over 1,500 students.

The Scholarship Fund of Concord and Carlisle Trustees are pleased to announce that the following students have been awarded scholarships for the 2023-2024 academic year.

- Scholarships marked with one asterisk are managed by the Scholarship Fund of Concord and Carlisle.
- All other scholarships are managed by the named affiliate organization.

Scholarship Recipients

The Abby Memorial Scholarship* Darren Simmons	The CCHS Class Of 1962 John F. Donovan Scholarship* Name withheld by awardee request	Name withheld by awardee request
The Adrian A. Martinez Memorial Scholarship* Autumn Mendonca Isatu Fofanah Nabil Huseni Name withheld by awardee request	The Charles A. Robichaud Scholarship* Miana Hamel The Charles E. Manion, Jr. Memorial Scholarship* Gabriel Suhm The Charles Evans Scholarship* Alicia Kearney	The David Prifti Memorial Scholarship* Dallas Jackson
The Albert L. & June B. Powers Scholarship* Grace Maione	The Charles K. Yeremian Memorial Scholarship Kira Johnson	The David S. Soleau Memorial Scholarship* Dimitrios Apollos The Diane Kenneally Memorial Scholarship* Chiara Petracek
The Anthony “Tony” Logablo Scholarship Tucker Norton	The Charles W. & Nancy I. Dee Memorial Scholarship Name withheld by awardee request	The Elaine DiCicco Scholarship* Emma Wilcoxson The Elizabeth A. Mattison Memorial Scholarship* Elizabeth Walsh Stavros First
The Anthony Halls-Keenan Smith Scholarship* Obiageli Akubude	The Christopher Hentchel WIQH Scholarship Dallas Jackson	The Elizabeth V. McAllister Memorial Scholarship* Madeline Maione The Essie Golden Memorial Scholarship* Name withheld by awardee request
The Arthur (“Art”) & Lee Milliken Memorial Scholarship* Felicity Clamp The Barbara Schips Miller Scholarship* Grace Maione The Bean Family Scholarship* Name withheld by awardee request	The Clair Day Memorial Scholarship* Samara Reid The Cornerstone Initiative Scholarship of the Community Chest: Advancing Racial Justice & Equity Ariana Mostoufi	The Farnham W. Smith Memorial Scholarship* Mitiku Hoyt-Rouse The Garden Club of Concord Scholarship Name withheld by awardee request
The Bobby Gray Memorial Scholarship* Dallas Jackson	The Concord Lions Club Scholarship Name withheld by awardee request Madeline Maione	The George W. Berry Scholarship* Name withheld by awardee request
The Carlisle Police Association Scholarship Henry Allen	The Concord Police Relief Association Scholarship Name withheld by awardee request	The Guido S. D’Asti Memorial Scholarship* Kalise Wynter
The Casper C. Jenney & Eleanor M. Jenney Memorial Scholarship* Alexandra Newman Jasper Clarkson Kathryn Butts Name withheld by awardee request	The Concord Women’s Club/Ruth Bullerwell Scholarship*	The Harvey Wheeler Memorial Scholarship* Nevaeh Glenn

The James E. Shepherd Memorial Scholarship* Madeline Maione	The Mary Ann P. Lee Memorial Scholarship Whitney Asamoi	Name withheld by awardee request The Rotary Club of Concord William L. Eaton Memorial Scholarship Ariana Mostoufi
The Janet Babb Memorial Scholarship* Name withheld by awardee request	The Mary Connorton Memorial Scholarship* Autumn Mendonca	The Sally Lanagan Memorial Scholarship* Richard Dorsey
The Janet Gates Peckham Memorial Scholarship* Name withheld by awardee request	The Mary F. McHugh Memorial Scholarship* Name withheld by awardee request	The Scholarship Fund of Concord and Carlisle Scholarship* Aisha Tasso Alicia Kearney Andrew Bistras August Geraci Dallas Jackson Denkeis Hunter Dimitrios Apollos Elisha Ortiz Elsa Couvillon Emma Wilcoxon Felicity Clamp Hazel Nichol Henry Allen Jeb Morgan Joshua Simard Kaden Lewis Kalise Wynter Kayla Almonte Kira Johnson Lily Sills Luna Cabrera Madeline Maione Mahera Malek Maria Sanderson Marjorie Hadda Maxamilian Hamel Maxwell Wong Melia Cook-Wright Miana Hamel Mitiku Hoyt-Rouse Naomi Schuman Nathaniel White Nevaeh Glenn Raimy Little Robert Nichol Ryan Igo Samara Reid
The Jeanne A. Toombs Memorial Scholarship* Kira Johnson	The Maura Roberts Memorial Scholarship* Morgan Palmer	
The Jiro & Tama Ishihara Memorial Scholarship* Lily Sills	The Middlesex Savings Charitable Foundation Scholarship Madeline Maoine The Nick Ressler Memorial Scholarship* Name withheld by awardee request	
The John B. Finigan Memorial Scholarship* Alexandra Newman	The Norman E. & Joan M. Dee Scholarship* Miana Hamel	
The Joyce T. Woodman Memorial Scholarship* Henry Allen	The Norton A. Levy Memorial Scholarship Andrew Bistras	
The Katrina J. Przyjemski Memorial Scholarship* Elsa Couvillon	Richard J. Sederstrom Memorial Scholarship Name withheld by awardee request	
The Kay Chambers Scholarship* Kaden Lewis	The Rivercrest-Deaconess-Newbury Court Scholarship Chiara Petracek	
The Knights Of Columbus Scholarship* Marjorie Haddad	The Rotary Club of Concord Capt. Thomas J. Hudner, Jr. Scholarship Elizabeth Walsh	
The Margaret Haggerty Memorial Scholarship* Jeb Morgan	The Rotary Club of Concord Richard L. Hale Scholarship Miana Hamel	
The Marguerite Purcell Memorial Scholarship* Jeb Morgan	The Rotary Club of Concord Thomas R. Huckins Memorial Scholarship	
The Mark Teverovsky Memorial Scholarship* August Geraci		

Sofia Congram
Stavros First
Name withheld by awardee request

Henry Allen
The Wilson Flight Scholarship*
Jasper Clarkson

The Seitaro & Shina Ishihara
Memorial Scholarship*
Henry Allen

The Winstanley Scholarship*
Name withheld by awardee request

The Tameji & Chiyo Yoshimura
Memorial Scholarship*
Andrew Bistras
The Teresa (“Teri”) D. Hale
Memorial Scholarship*
Kalise Wynter

The Thomas Hart Memorial
Scholarship*
Maria Sanderson
The Town of Concord George F.
Flavin Scholarship
Morgan Palmer

The Town of Concord Guy P.
DiGiovani
Alexandra Newman

The Town of Concord Ruth E.
Helsher Scholarship
Tucker Norton
The Trudy Biernson Memorial
Scholarship*
Samara Reid

The Trustees Scholarship*
Tucker Norton

The Video Revolution, Ralph & Ellie
Grossi Scholarship*
Dallas Jackson

The Vinod Jalan Memorial
Scholarship*
Obiageli Akubude

The Wells A. Hall Memorial
Scholarship*
Morgan Palmer

The William W. Anderson
Memorial Scholarship*

CONCORD CARLISLE ADULT & COMMUNITY EDUCATION

Advisory Committee

John Ballantine, Carlisle
Ron Bernard, Concord
Paula Casey, Concord, Chair
Claudia Feeney, Concord
Marla Iyasere, Concord
Kimberly Kossman, Concord
Barbara Magee, Concord
Carol Murphree, Carlisle
Steven Reznek, Concord

Concord Carlisle Adult & Community Education (CCACE) is a self-sustaining branch of Concord-Carlisle Public Schools, dedicated to lifelong learning for all ages. CCACE connects local citizens through collaborative community outreach, classes and educational events. Our aim is to provide unique programming that will inspire joy and nurture passions.

CCACE offers three main areas of programming: Adult & Continuing Education classes, Driver Education, and Instrumental Music School of Carlisle and Concord. We are a self-sustaining entity within the school district, meaning we support our programs through fees; we receive no funding from the school district nor the towns of Concord or Carlisle.

We were thrilled to see registration numbers remain strong this year across all of our programs. Through our Adult & Continuing Education classes we offer a wide variety of programs for adults including one-night and ongoing workshops. These programs include our Armchair Travel series where community members share stories and pictures of their travels; History & Culture looking at the rich history of our area and beyond; Village University which offers courses for mature learners who are seeking stimulating study and conversation about interesting topics; and more. We try to appeal to a broad range of citizens' interests. Many familiar courses remained in demand over the past year including world languages, financial planning, health and wellness, writing, test preparation, and more.

In July 2022, CCACE brought Parent Education under our umbrella when the Center for Parents & Teachers (CPT) closed their doors. While CPT was a fully grant-funded organization, we are tasked with making these programs sustainable which means charging families for them. The Concord-Carlisle Community Chest graciously extended the grant money that would have been awarded to CPT to CCACE instead to help us in our first year of planning and implementation. We offered ten programs to the community and had 173 registrations. Programs included Teach Children to Manage their Time, Space and Materials, Helping Our Children Develop a Sense of Security in This World of Upheaval, A Parent's Guide to TikTok, Cell Phones & Parenting - Oh My!, Bullying, Cyberbullying and the Effects of the Pandemic on Children, Building Resilience and Managing Big Emotions, Your Teen & Money, Handling Gender-Neutral Pronouns with Style, and How to Talk to Your Adolescent about Healthy Eating & Weight. As we continue to work with these programs, our goal is to offer a mix of programs with high-level presenters that appeal to parents of all ages.

We also piloted a new English Language Learner (ELL) program for adults in July 2022, also largely supported by a Cornerstone grant from Concord-Carlisle Community Chest. We started with just eight students, split over two levels of instruction and were up to twenty-eight students over three levels and a conversation group by the end of the winter-spring 2023 semester, with the support of a grant from Middlesex Savings Charitable Foundation. We found a vibrant and growing community of students, many of whom live, work and play in Concord, and are hungry to learn the language. From the beginning, our hope has been that by learning to communicate better in English, our students would feel more confident and successful in their everyday lives.

Many of our adult education programs have remained online which continues to be the preference of instructors and students. We evaluate every class on a case-by-case basis and discuss the best format for that class with the instructors. One of the benefits from this is the opportunity to partner

with Community Education programs from around the Greater Boston area in ways we could not have done previously, to expand our offerings. This has allowed us to offer programs on subjects that we did not previously have instructors for and that we historically had not received sufficient enrollment for, because many of these classes are online allowing for expanded geographic access.

We had just over 2300 registrations for Adult & Continuing Education in FY23 from 1213 students. Seventy two percent of our students live in Concord or Carlisle. Non-residents are also welcome to participate as their participation broadens our range of educational services and extends the necessary cost sharing. Overall, we had students from 108 different towns, across 18 states, and one student from outside of the country.

Driver education promotes and teaches safe driving attitudes, defensive driving skills, and respect for the rules of the road. It prepares students for the Registry of Motor Vehicles license exam; and it strives to prevent or reduce accidents and fatalities that involve young drivers. Driver Education includes: 30 classroom hours, 12 hours of behind-the-wheel instruction, 6 hours of in-car observation, and one 2-hour parent/guardian class, attended by at least one parent. The program is a requirement for anyone under 18 who wants to take the driver's license test, and therefore a necessary expense for most students. We also offer optional practice road tests and sponsor students for road test appointments.

Over 270 new students participated in the program last year. In the last year, we have seen an increase in requests for driving lessons from adults, including adults who are new to the country and need a Massachusetts license, senior adults who need to retake the road test for various reasons, and individuals of all ages learning to drive for the first time.

The Instrumental Music School of Carlisle and Concord (IMSCC) provides individual music lessons for students of all ages. IMSCC's faculty, made up of educators who are also professional musicians, provide expert instruction to school-age students as well as adults. Students at beginner levels benefit

from learning basic techniques early on that will pave the way for steady progress in their studies. Advanced students study repertoire in depth, hone their technical skills, and prepare for performances and auditions. Students of all ages and levels benefit from the opportunity to engage in playing music themselves, affording them a deeper appreciation of music across the genres. We had over 260 students registered in private music lessons throughout the school year.

All of these programs are made possible by over one hundred and twenty-five community educators, including volunteers, instructional subcontractors, and part-time employees. In FY23, we were able to award over \$12,000 in scholarships to 31 families, representing 35 students, through the generosity of the Concord-Carlisle Community Chest and community donations. The average scholarship awarded was \$275, with program fees ranging from \$25 to over \$825. More than half of the grant money we received went to students enrolled in Driver Education, and we were able to help a couple of adults seeking continuing education, as well as seven students taking private music lessons.

Our programs continue to grow and evolve as we adapt to the needs of the community. We work to bring in a fresh selection of Adult & Continuing Education programs each semester, as well as bringing back the popular favorites. As we emerge from the pandemic, we still have various walking groups running three days a week to keep our community active. We love finding new instructors who can share their passion and knowledge with us and it is a bonus when they are from Concord or Carlisle. Our Driver Education program has been busy with students taking lessons seven days a week. We have added small group music lessons in IMSCC for new fourth and fifth grade students to help the new musicians learn more about their instruments.

HUMAN SERVICES

SENIOR SERVICES DIVISION / COUNCIL ON AGING

Eileen Bogle, Interim Director

The mission of the Concord Council on Aging (COA), is to improve the quality of life of Concord's residents 60 years of age and older by assisting them to maintain their health, independence, and dignity. This is accomplished by providing activities and services that enhance physical, social, emotional, intellectual and spiritual well-being. The COA also engages family and friends and local resources to ensure that residents may remain full participants in the life of the Concord community.

The COA continues to strive to fulfill this mission by offering comprehensive programs and services, supported by the dedicated Council on Aging Board, staff and volunteers.

2023 census data indicates that there are 5527 Concord residents 60 years of age and older, reflecting an eight percent increase from the January 2022 Town Census. As in prior years, it is notable that residents aged 60 and older represent approximately 33.5% of the total population of Concord, more than double the statewide average of 16.2%.

With more than 2500 residents connecting with the Council on Aging in the past year, the following is a sample of the types of programs that engaged:

- 201 fitness classes were offered during the year both in person and hybrid.
- 354 people borrowed 858 pieces of durable loan equipment.
- 344 special events were hosted.
- 173 educational programs were delivered.
- 197 seniors began participating for the first time.
- 220 seniors used the van service and received 7566 rides.
- 604 seniors were assisted by Outreach/Social Services with nearly 9,000 service interactions.

Coronavirus Impact

2023 was notable for COA program re-emergence with options for virtual, in person and hybrid programs evolving. The use of technology continued to be a focus for staff and participants with an increased awareness for the importance of the many ways a Senior Center connects with residents. COA van transportation resumed with much enthusiasm as ridership returned to pre-Covid levels.

Outreach and Social Services

Our professional staff provides support, advice, assessment, consultation, and referrals to seniors and their support network of family, friends, and neighbors while adhering to strict standards of confidentiality. Calling on their extensive and specialized knowledge of resources, the staff assists with the navigation and management of the physical, emotional, cognitive and financial aspects of life. Strong working relationships with various town departments including, but not limited to, the police and fire departments and the Board of Health as well as local medical providers, aging service access points, housing authorities and agencies that distribute public benefits, are maintained to provide comprehensive services.

Our geriatric health nurse works in collaboration with the social services and outreach team to provide support and in partnership with the board of health, local pharmacies and local medical providers to coordinate programs and town wide vaccination clinics.

This outreach, social services and wellness team provides an extremely comprehensive array of services to address relevant needs of older residents. Support groups led by the COA Social Services Supervisor meet weekly and offer the opportunity to address issues of isolation, caregiving, and anxiety. During 2023, support groups were an ongoing and vital aspect of social services.

Wellness and Fitness

COA wellness and fitness opportunities such as yoga, aerobics, tai chi, and strength & flexibility

classes continue as essential elements to the overall health of Concord seniors. In 2023, these programs were offered in person at the COA with options for virtual participation. Weekly health clinics and screenings, as well as educational programs resumed with a primary focus on in-person participation. Both hearing loss and vision loss support groups continued as virtual programming offering information and resources as needed

Social, Recreational, and Educational Opportunities

The opportunity to interact with peers, stay intellectually active, and feel valued and needed by the community is recognized as key to emotional and physical health. A typical week provides the opportunity to sign up for informational programs, day trips, classes, movies, parties, computer and cell phone tutoring, discussion groups, art workshops, book groups, cooking classes, games, and music classes. Working with community partners, programs such as Ask a Lawyer, the SHINE program and AARP tax assistance are vital to the COA community. We continue to seek ideas from participants towards the goal of enhancing program options. A monthly newsletter is produced by staff that details the many choices of activities and services.

Transportation

Our vans provide local transportation Monday through Friday for seniors who no longer drive or who have temporary limitations. In addition to providing transportation around town to medical appointments, banks, pharmacies, grocery stores, hospitals, etc. we continue to provide transportation to the Annual Town meeting and for voting on Election Day. We typically have two vans on the road daily to meet demand.

Volunteers

Volunteers greatly enhance and support the Concord COA offering approximately 4500 hours of their time and dedication. This dedication allowed the COA to offer more programs and activities. The variety of volunteer offerings include Harvey's Treasure Chest Gift Shop whose proceeds are used to sponsor COA events; the volunteer seamstresses, blood pressure clinic volunteers, host desk volunteers, musical offerings, volunteers to drive to medical appointments; the

Art Space Committee volunteers who curated eight exhibitions in 2023 that delight all who enter. Additionally, with support of volunteers, the COA offers technology tutoring and 58 donated refurbished laptops. The weekly lunch is possible with the help of volunteers who support the staff to ensure that a hot and tasty meal is offered each Wednesday. The lockbox program with the Concord Police and Fire Departments is also supported by longtime COA volunteers. In the planning stages for the upcoming year is the development of a volunteer handyman program.

Community groups partner with the COA to enrich programs throughout the year including the Friends of the Aging, the Lions Club, the Rotary Club, Concord schools, and youth groups, the Garden Club, the National Charity league of Middlesex County, the Concord Service Squad are among a few of the organizations that are integral to the COA's vitality.

With much appreciation and gratitude, we thank our volunteers' efforts and talents, supporting our ability to offer a rich mixture of programming.

Publicity and social media

Conscious of the many ways that seniors connect with technology, the COA uses interactive technologies like X, Facebook, and You Tube to build awareness of and serve as a reminder of the energy and offerings at the COA. As the population shifts from paper -first to digital first, the COA manages the task of USPS mailed monthly newsletters and electronically mailed ones.

Financial Support

In addition to receiving funding from the Town's General Fund, the COA is grateful to the following funding sources for their commitment to Concord seniors.

Concord-Carlisle Community Chest: Grant allocations provide partial funding for the Social Service Supervisor, and Outreach Coordinator
Executive Office of Elder Affairs: The Formula Grant, based on the number of seniors in our community, provides full or partial funding for the following positions: Geriatric Health Nurse, Outreach Coordinator, and Activity Coordinator.

Harvey Wheeler Treasure Chest Gift Shop: Thanks to the many residents who donate quality goods for re-sale, the patrons who shop there, and the many dedicated volunteers, proceeds are used to support many COA programs.

COA Gift Account: We are grateful to the many people who choose to donate to the COA gift account. With the assistance of donations, we can provide scholarships for the cost of an event or trip to seniors who could not otherwise afford to attend.

COA Staff and Board members

The dedicated COA staff are remarkable individuals who share a common goal of providing excellent service to Concord residents. In 2023, Director Ginger Quarles retired, and Assistant Director Lauren Barretta also left her position. The strength of the staff is such that the quality of excellence stayed constant throughout these leadership changes.

The COA Board, which acts in an advisory capacity to the Director, consists of nine full members appointed for three-year terms and two associate members appointed for one-year terms by the Town Manager. Members of the COA Board serve as liaisons to the following committees: Disability Commission, Housing, Board of Health, Concord After Sixty, Public Works, PEG Access and Minuteman Senior Services. Board members for Fiscal Year 2023 were: Christina Kendrick (Chair), Gracia de la Cruz (Secretary), Harold Carmel, Julia Gallagher, Kathryn Hanley, Teresa Stokes, Paul Levine, Susanna Bedell and Tracey Zellmann. Linda Escobedo serves as the liaison from the Select Board and Bernice Fousek serves as the liaison from the Concord Housing Authority.

COMMUNITY SERVICES

Bonny Wilbur,
Community Services Coordinator

The Community Services Coordinator (CSC) provides information and referrals to residents seeking financial and social services support. She assists residents in accessing a broad range of local, state, and federal support related to parenting, food insecurity, finances and budgeting, housing, legal assistance, and physical and mental health. She also manages programs throughout the year in support of low-income families. Services are confidential and open to all Concord residents under the age of 60.

The CSC works collaboratively with many local, state, and federal agencies and organizations. Locally, she partners with Concord Recreation (financial aid for childcare and camp), the Concord-Carlisle Community Chest (supports residents in numerous ways, including through their When In Need fund, as well as a camp scholarship program), Concord's Hugh Cargill Trust (financial support), the Silent Fund (camp scholarships as well as holiday support), Open Table (combating food insecurity), Gaining Ground's Food For Families (fresh produce throughout the summer), the Freemasons of Corinthian Lodge (significant financial support during the holidays and year-round assistance to children through their Masonic Angel Fund), and Concord Cares (help with heating costs). She also works in close collaboration with Concord's houses of worship, as well as the Society of St. Vincent de Paul.

Other nearby agencies working in collaboration with this office include First Connections, Household Goods, Minute Man Arc for Human Services, Domestic Violence Services Network, Eliot Community Services, Advocates, Inc., Beacon Santa, and the Salvation Army. At the state and federal level, the CSC collaborates with the South Middlesex Opportunity Council, MA Department of Transitional Assistance, the Statewide Head Injury Program, the Project for Assistance in Transition from Homelessness, MA Department of Developmental Services, National Alliance on Mental Illness, MA Women, Infants

and Children Program, MassHealth, MA Rehab Commission, and MassHire.

On March 1, 2023, the MA Department of Housing and Community Development (DHCD) opened an emergency homeless shelter at the former Best Western Hotel in town. The social services agency, Making Opportunities Count (MOC), was contracted to provide on-site case management, and coordinate direct care. The CSC, together with a number of other town departments, as well as the Concord-Carlisle Community Chest, worked together to help MOC facilitate a smooth transition from hotel to emergency shelter. DHCD plans to lease all rooms at the Best Western on an annual basis.

The CSC manages a Back-to-School Backpack Program which provides donated school supplies and backpacks to students in need. This year, students living at the Best Western shelter were included in the program. A total of 75 backpacks were donated. The McWalter Volunteer Insurance Agency provided the majority of new backpacks and school supplies for needy children for the start of their new school year.

The CSC also manages camp scholarship programs offered by Concord's Silent Fund and the Concord-Carlisle Community Chest. In 2023, a total of \$17,500 was awarded in camp scholarships, allowing 25 children from low-income families to attend camp.

During the holiday season, the CSC collaborates with the Concord-Carlisle Community Chest on the annual Holiday Gift Card Program. Gift cards amounting to \$990 were donated by town employees, local merchants, and Concord residents. As in past years, the Freemasons of the Corinthian Lodge provided the majority of the gift cards, this year donating \$6,000 in holiday support. In addition, the Silent Fund provided cash gifts totaling over \$10,000 to 99 low-income households.

The CSC attended many meetings and trainings throughout the year. She is a member of the Concord Public Schools' Mental Health Team, in addition to the Regional Outreach Coordinators' Group. She joined the Municipal Immigration

Support Network in 2023. She is a member of Concord's Behavioral Health Collaborative, as well as the Concord At Risk team, comprised of representatives from the Department of Public Health, the Council on Aging, and Concord's Police Department. In addition, she joined the Library Social Work Collaborative and attended a training titled The Housing Crisis and Migrants in MA: What Librarians Should Know.

She was invited to speak at the Society of St. Vincent de Paul's monthly meeting regarding her role in town, and how the St. Vincent de Paul volunteers can best coordinate their efforts to assist needy residents. The CSC also presented to library staff on her role, and how public libraries can best connect residents in need to town resources. She also contributed to the Concord Municipal Utilities Residential Assistance and Collections Round Table on how town departments can best coordinate efforts to assist residents in arrears on their electric bills.

The CSC also attended three Public Advocacy Trainings, sponsored by the MA Law Reform Institute. The first was on Helping Individuals with Disabilities Understand and Advocate for their Rights. The second focused on Assisting Families Experiencing Homelessness. And the third was titled The End to Extra COVID SNAP Funds: What to Do.

She also attended a meeting sponsored by the MA Municipal Association titled A Guide to Affordable Housing: Separating Fact from Fiction. She attended an Emerson Health Community Benefits Open Forum which provided updates on how Emerson Hospital is coordinating with DHCD to provide healthcare to the families at the Best Western shelter. In addition, she attended a webinar training on MassHealth Renewals for Children and Families. She attended an information session sponsored by the National Alliance on Mental Illness on The New Community Behavioral Health Centers for Those in Mental Health or Substance Use Crisis. And she attended a "Quarterly Tea" with the MA Office on Disability where Service Animals in Public Settings was discussed.

Finally, she attended the grand opening of Kiwi Recovery, an outpatient addiction and mental health

treatment center for adolescents and young adults, which opened in Concord this year. She also attended the opening of a newly renovated, state-funded, 3-bedroom handicap unit in town, managed by the Concord Housing Authority.

The Town of Concord Social Services Resource Guide, produced by this office, is available on the Town's website at <http://www.concordma.gov/community> and hard copies are available in various locations throughout the town.

The Community Services Coordinator's office is located at 55 Church Street. Residents are welcome to contact Bonny Wilbur, Community Services Coordinator, via email at bwilbur@concordma.gov or by phone at 978-318-3034 for assistance.

CONCORD LOCAL CULTURAL COUNCIL

Betsy Levinson, chair
Anita Tekle, treasurer
Tooey Rogers, clerk
Ha Richmond
Amy Beamer
Robert Gross
Hilary Taylor

The local Cultural Council had a very busy season in 2023 as the local arts community reemerged from the COVID pandemic. We received 47 applications for grants, a figure that was up significantly from the previous years. The Massachusetts Cultural Council awarded Concord \$7,000 which is the same amount as in previous years. The Town of Concord, through the Town Manager's office, added to the state grant by giving the LCC \$2,000. That figure is consistent with past years as well. The 47 applications sought \$29,705 in grant funds. Concord applicants, who have preference, requested \$16,605.

This year, due to the effects of the pandemic, some organizations were not able to have their programs and thereby did not apply for reimbursement, so we had \$14,329 to give out. Our goals remain

consistent: to support local arts organizations in all areas, from chorus performances, to theater, literature, dance, children's concerts and art exhibits and a wide range of adult programs. We delight in reading all applications because they all reveal the depth and vigor of the arts community in Concord and surrounding towns. New last year was a reception for grant recipients in May at the Concord Art Association, and we intend to continue this in the spring of 2024 as a way to increase our visibility. We feel a strong arts community adds to Concord's economic vitality.

In 2024, we hope to see a larger grant from the state and from the town. With an increase in the number of applications, we would like to increase our ability to support local arts. We meet in the fall, starting in September with a back-to-work gathering, then three or four meetings after the deadline for grant submissions. We make our final decisions in December, and send out letters of grant amounts to those applicants we approve, as well as rejections to those organizations that do not meet the guidelines established by the Mass Cultural Council. We are eager to support the arts community and look forward to the 2024 applications.

CONCORD COMMISSION ON DISABILITIES ANNUAL REPORT 2023

During 2023 the Commission on Disabilities continued to follow our two main purposes of being a resource to the Town and businesses as well as helping resolve concerns of our citizens.

Town of Concord

The Commission focused its concerns around safety in two areas, the Sudbury Street crossing next to the library and Junction Park's use as a thoroughfare for bikes using the Bruce Freeman Rail Trail. We took part in the assessment of the Sudbury Street crossing held by the Town's Director of Transportation and supported several options to keep the crossing safer including a raised crosswalk and a crossing light. The Town is currently considering the next steps for this situation. In terms of Junction Park, the Commission has long standing concerns about the safety of all people using the park for recreation. There has not yet been a collision involving a bike, but one could mean serious injury for both the recreational user as well as the bike rider. There have been a number of design options offered, and in the fall the Town sponsored an outdoor meeting to review placement of planters and how they might calm traffic. This review included two members who use adaptive mobility devices or bikes, and they gave valuable perspectives on how the placement would or would not work. At this time, the Town has put the planters on hold until spring.

Businesses

The Commission put together a questionnaire about which businesses offered the best accessibility and which were not very accessible. This was completed by members and provided some valuable information. We want to be a resource to businesses who may want advice about how to solve their accessibility difficulties. We also supported Mimi Graney and her Age Friendly Concord survey. Many needs and wants of older adults align closely with those of people with disabilities, so the Commission expects to continue to support Mimi's efforts.

Citizens

The Commission responded to and worked to resolve a variety of issues brought to it by citizens.

The most concerning is still not resolved, that being safety of the railroad crossing, especially in West Concord where a gentleman using a wheelchair has gotten stuck in the gap in the tracks on two occasions. The MBTA has made improvements up to ADA specifications, however the gap is still wide enough to allow the front wheels of a wheelchair (or walker, stroller, high heel, etc.) to get caught. We continue to focus on this concern and work with the Town to seek a better resolution. The Commission also focused on concerns of people with hearing loss who need better access at public meetings. Equipment has been purchased and the Town is working to educate staff members in how to use the equipment. An issue we worked on along with the Acton Commission on Disabilities is transportation home for people with disabilities after they are transported to the Emergency Department at Emerson Hospital. The social work staff at Emerson can assist with this issue if people have no way to get back home. We were contacted by members of the public on two issues, a school bus drop-off for a visually impaired child and a concern about access at a Concord restaurant. We worked to understand and resolve these issues.

Finally we were contacted by the Acton adaptive bike program to provide information on the adaptive bikes they have available at Nara Park.

HUGH CARGILL TRUST COMMITTEE

Robert Abraham, Co-Chair
Elisabeth Brosens, Co-Chair
Katharine Berger
Lucy Rosborough
Hester Schnipper

In 2023, the Hugh Cargill Trust Committee (HCTC) continued to implement the mission of the Trust, established over 212 years ago by Concordian Hugh Cargill. The Trust meets monthly and its purpose is to provide short-term emergency financial assistance to residents of the town. The Committee acts on behalf of the Select Board in receiving and reviewing requests for assistance and in distributing funds in accordance with the provisions of the Trust. Concord residents request aid by leaving a phone message at the Town House: 978-318-3100, ext. 2030 or by email at hctc@concordma.gov. All requests are confidential.

The HCTC is also responsible for distributing financial support from several other funds in addition to the Hugh Cargill Trust. These funds include the Concord Municipal Light Plant (CMLP), Concord Cares, the Property Tax Relief Fund and the Silent Fund. A total of \$139,388 in donations was received in 2023 for all funds and a total of \$127,552 was distributed. These generous contributions are crucial to the Committee's efforts to meet the ever-increasing needs of Concord residents. The breakdown for each fund follows below:

- **Hugh Cargill Trust:** Private donors gave \$59,692 to the Hugh Cargill Trust Fund in 2023. The Committee approved approximately 80 grants totaling \$30,866 from this fund, and \$5,000 was transferred to Concord Cares. Typically grants were made for the payment of rent, medical expenses, water, telephone, and car insurance.
- **CMLP Fund:** The Concord Municipal Light Plant donated \$10,000 to the CMLP Fund. Approximately 30 grants totaling \$9,104 were made in 2023.
- **Concord Cares:** A total of \$2,219 was granted to 6 Concord citizens in need of emergency fuel

assistance. Requests are granted by the Committee as well as by the Community Services Coordinator, the Police Department, the Fire Department, and the Council on Aging.

- **Property Tax Relief Fund:** In 2023, the Select Board designated the HCTC to incorporate the roles and responsibilities of the Tax Relief Committee, which was disbanded. The HCTC administers the fund from monies raised in response to the annual appeal. Donations to this fund totaled \$37,360 in 2023, approximately 60 residents received a reduction in their real estate tax bill, and the total tax relief given in 2023 was \$73,125.
- **Silent Fund:** In 2017 the Select Board designated the HCTC to administer the Silent Fund. This fund supports summer camp tuition for Concord children as well as gifts during the winter holiday season. \$23,900 was distributed by the Silent Fund to over 100 families in 2023.

The Committee continues to make known its existence and its mission through local communications such as the Concord Bridge and the Adult & Continuing Education publications, the Community Services Coordinator, the Concord Housing Authority, the Council on Aging, the Recreation Department, the Community Chest, Open Table, local clergy, and other local groups.

In light of the current economic conditions, the Committee anticipates 2024 to be another difficult year for many residents. We welcome private donations to continue the mission of providing short-term, emergency assistance to Concord residents. Donations may be sent to the Hugh Cargill Trust Committee at the Town House, P.O. Box 535, Concord, MA 01742. Checks may be written to the Town of Concord. If you would like to make a donation specifically to one of the funds mentioned above, please be sure to note the fund name on the Memo line of the check. All contributions are tax-deductible.

CONCORD FREE PUBLIC LIBRARY COMMITTEE

Members

Laura Klein (Chair)
Lindsay Howard
Sara Pacelle
Pamela Ressler
Farhanah Sheets
James Vahey
Mary-Wren vanderWilden
Dee Clarke (Associate Member)

The Library Committee is appointed by the Select Board. Committee members serve for staggered three-year terms and work with the Library Director to help maintain the Library's financial stability and well-being, provide short-term and long-range planning support, support policy development and update existing policies, as needed. The Library Committee also works to enhance patrons' experience using the Library, consider and implement new technologies to enhance services, and facilitate the work of the Library staff. The Committee promotes the Library's leadership in organizing active programming for all ages and supports community sustainability efforts through education and organizational practice.

Director

In December 2021, we welcomed Emily Smith as the new Library Director. We appreciated Emily's enthusiasm and expertise throughout 2023, particularly as the Library expanded its services and programming and expanded into its new and renovated spaces including a new Makerspace.

New Makerspace

The Innovation & Communications staff were excited to open the Workshop makerspace to the public beginning Saturday, June 10. This space was made possible by the generous support of the Concord Free Public Library Corporation. The Makerspace offered many different programs over the last 6 months and the Library Committee offered full support.

150 Celebration

The Library celebrated its 150th anniversary. The celebration kicked off with a joint exhibition

between the William Munroe Special Collections and the Concord Museum called "A Perpetual Invitation: 150 Years of Art at the Concord Free Public Library". Special Collections worked in deep collaboration with the Concord Museum to bring together this incredible exhibition. Congratulations to all. On October 1st, there was a celebration at the Town House, a parade and speakers at the Library. State and Town officials, as well as representatives from Library groups, and keynote speaker John Palfrey (President of the MacArthur Foundation) spoke. The event was very well attended. Congratulations to the Library staff and all who organized and supported this wonderful town event. Finally, a new Special Collections exhibition was opened in newly renovated Munroe Gallery about the history of the Library, specifically the renovations to the buildings and the staff over the past 150 years.

Library Hours

In late 2022 and for all of 2023, the Library reopened on Sundays. This returns the Library fully to pre-Covid operating hours. The Library Committee congratulates all Library staff on the tremendous job everyone has done supporting the community during this difficult time.

Library Policies

In our role as an advisory board to the Library Director, the Library Committee reviewed and approved revisions to several Library policies in 2023. Policies were updated in order to reflect current best practices and to ensure that policies evolve with the changing physical space of the Library, emerging technologies, and the needs of the Concord community.

In 2023, the Committee supported the opening of the Workshop makerspace as well as the new meeting rooms and community spaces. We also approved updates to policies related to the Workshop and meeting rooms usage as well as circulation, direct-to-your-home service, use of the teen lounge, and photography. We also collaborated with Library staff on the development of a new Collection Development policy. This serves as the basis for Library decisions related to selecting, curating, and weeding items from the Library's collection, including the Library of Things. The

Committee also worked with the Library Director to discontinue policies that were no longer needed or covered by other new policies.

All Library policies are published on the Library's website.

Strategic Plan

The Library Committee worked on updating the Strategic Plan this year for the Library which runs until 2026. Starting in 2025, we will undertake a broader strategic planning process incorporating the use of new Library space and enhanced services, such as the Workshop makerspace. The Committee will start gathering input and feedback from the Library staff and the community on programming and services available in the new Library space that will help define the strategic plan for 2026 and beyond.

Committee Members

In the summer of 2023, Krysten Morganti and Kathleen Reidy rolled off the Library Committee after many years of service. We extend our deepest

gratitude to Krysten and Kathleen for their work with the Committee and their dedication to the Library and the town of Concord. In September, we welcomed two new Committee Members, James Vahey and Pam Ressler, and Associate Member Dee Clarke.

We are grateful to the Library Corporation for continuing to participate in our monthly meetings through a Trustee representative. This collaboration between the Corporation and Committee ensures that the Library is best positioned to meet the needs of our community, which was especially important throughout the expansion project this year. They are welcome guests and valued partners.

We are also grateful to the community members, observers, and speakers who have attended our meetings this year to ensure that the Library continues to meet the needs of our patrons and our Town. Open meetings are held on the third Tuesday of the month at 6:30 in the Trustees Room at the Main Library or on Zoom. We welcome and encourage interested members of the community to attend.



October 1, 2023 Concord Free Public Library's 150th Anniversary: Library Staff, Friends of the Library, and others

Left to Right – Back: Stephan Bader, Anne Irza-Leggat, Barbara Gugliuzza, Ricky Sirois, Erick Gordy, Emily Lobono, Anke Voss, Andi Graceson, Laura Mills

Left to Right – Middle: Lara Wilson, Michelle John, Emily Smith, Jan Turnquist, John Boynton, Sofia Ghannam, Madhavi Obbani, Christiana Urbano, Jessie Hopper, Rachel D'Amore-Bonish

Left to Right – Front: Karen Ahearn, Hector Arana-Ruano, Matt Boger, Richard Fahlander, Rebecca Lemaitre

CONCORD FREE PUBLIC LIBRARY ADMINISTRATION

Emily Smith, Library Director

The Concord Free Public Library celebrated 150 years of serving the Concord community this year. On October 1, 2023 the Main Library was festooned with fall leaves, flowers, and greenery from Concord residents' gardens, artfully installed by Jeanne Hamilton and Stephanie Haims of the Concord Garden Club, recreating the decorations at the original dedication 150 years ago. This momentous occasion was commemorated by Concord Selectboard Chair Henry Dane reading a proclamation, as well as State Representative Simon Cataldo and State Senator Mike Barrett presenting a Joint Resolution declaring it Concord Free Public Library Day across the Commonwealth. Library Trustee John Boynton portrayed Ralph Waldo Emerson and Orchard House Executive Director Jan Turnquist portrayed Louisa May Alcott as they led a parade of Minute Men and citizens from the Town House through the center of town to the Main Library Lawn. Parade goers carried celebratory posters and flags made in the library's Workshop. Additional remarks were shared by Library Committee Chair Laura Klein, Friends of the Library Vice President Matt Boger, and Library Corporation President Sherry Litwack. John Palfrey, President of the MacArthur Foundation, provided an inspirational keynote address in support of democracy. The festivities continued with cake, music by the Concord Carlisle High School Pep Band, and activities including mailing commemoratively post-marked vintage postcards.

The Library also celebrated the anniversary year with a blockbuster after-hours party. Staff created book lists of best sellers from the past 150 years and Randall Warniers of the Friends led a lecture on 150 years of cinematic history. A humorous selfie station provided opportunities to take photos with William Munroe, Louisa May Alcott, Ralph Waldo Emerson, and Henry David Thoreau sporting sunglasses and celebrating the irreverent theme of "Getting Lit Since 1873."

Circulation

Library patrons checked out a combined total of 397,675 items in 2023. Staff created monthly themed displays highlighting collections and services, and added a new bulletin board to spotlight museum passes and Friends

programs. The puzzle swap, community puzzle table, magazine exchange, and summertime theme weeks saw high participation. A new Circulation Selectors group launched, allowing more staff to select adult fiction books. Staff also established the Library Staff Green Team, which contributes to the Sustainable Libraries Initiative Certification process, the new Library Climate Corner Newsletter, and helped migrate to new eco-friendly receipt paper.

Reference Services

The Reference Department offered research assistance, programs, technology assistance, notary services, and inter-library loan services. Librarians answered 3,591 reference questions, booked 2,033 meeting room reservations, and assisted 1,337 patrons with technology questions. Over 3,000 patrons attended 120 in-person and virtual programs including the annual Concord Festival of Authors, weekly Thursday Morning Meditation, theater productions, lectures and storytelling events. Staff wished Deborah Yong well in her retirement, celebrated the promotion of Reni Cunningham to Circulation Supervisor, and welcomed librarians Michelle John and Bethany Doane-Sharma.

Innovation and Communication

In June 2023, the Innovation and Communications department launched public access to the Workshop, a free, all-ages makerspace open to all Minuteman Library card holders. In its first 6 months of operations, the Workshop has loaned more than 700 tools to the community, from 3D printers to sewing machines to Cricut™ cutting machines. The Workshop also hosted more than 1,800 patrons at over 100 hands-on workshops and classes. The Library's board game collection was expanded, providing more than 700 games for Concord patrons of all ages to be borrow and take home.

Youth Services

The Children's Library continued to expand on its offerings for families in 2023 and enjoyed an especially busy year. In October alone, 60 programs served almost 2,000 attendees. Staff welcomed new Head of Youth Services Sara Dempster and Danielle Arana as Library Assistant. Over 5,000 children (including weekly campers from Concord Recreation) participated in programs about sustainability, engineering, and improvisation as part of the 2023 Summer Reading program, entitled "Find Your Voice". The popular "Read

to Bead” incentive allowed 563 children to track their reading! The Teen Lounge welcomed 862 teens for programming in 2023. CFPL bid a fond farewell to Cary Stough and welcomed Erick Gordy as the new Teen Librarian. Under Erick’s guidance, the popular Dungeons and Dragons program has expanded, and a Teen Advisory Board was convened to provide opportunities for teens to advise on library programs, services and collections. Other weekly programming dedicated to teens featured opportunities for study and relaxation, board and video gaming, crafting, and volunteering. The Teen Lounge continues to be a popular hangout spot and averages 25 daily visitors.

Fowler Branch Library

In 2023, Fowler staff partnered with local businesses, organizations, and town departments to celebrate events including Spring into West Concord, Discover West Concord Day, and the West Concord Holiday Stroll. Working with the Visitor Center, staff promoted the Local Love campaign. Fowler engaged the community by inviting staff from Police, Public Health, and Council on Aging to story times and by starting new book clubs with Minute Man Arc and Art for All. Fowler also hosted three art shows curated by ArtScape featuring work by local artists of all ages and experiences. Additionally, Fowler staff took over management of the volunteer-powered home delivery program called Direct-to-You.

Fowler celebrated the tenth anniversary of the Seed Lending Library, honoring the library’s longstanding commitment to sustainability. Working with the Concord Pollinator Health Advisory Committee, the CCHS Green Team, the Concord Land Conservation Trust, Verrill Farm, and others, Fowler hosted two hugely popular Winter Seed Sows. Over the course of the year, staff and patrons added to, watched, and learned from the pollinator garden in Fowler’s backyard. As members of the Green Team, staff found other ways to promote sustainability, and collaborated with the Transportation Advisory Committee, Mothers Out Front, and Art for All on the first annual fall Bike Rodeo.

Special Collections

Special Collections staff served over 800 patrons on-site and answered over 650 reference questions. Staff presented at the Thoreau Society’s 81st

Annual Gathering, the Concord Town History & Guide Training course, a Northeastern University student group, the Library Corporation Next Chapter, the Concord Council on Aging, and more. Curator Anke Voss also presented at the American Literature Association Conference on a panel titled “Alcott in the Archives: Utilizing Collections.”

Special Collections curated three major exhibitions through the year, including “Daniel Chester French: Art & Enterprise in Concord,” “A Perpetual Invitation: 150 Years of Art at the Concord Free Public Library” (hosted at the Concord Museum in honor of the Concord Free Public Library’s 150th Anniversary), and “Connecting the Community: An Exhibition to Celebrate the 150th Anniversary of the Concord Free Public Library” (a special exhibition highlighting the Library’s buildings, services, and staff history). Special Collections also hosted eleven lectures and presentations, including the film premiere: “Ralph Waldo Emerson: Give All to Love,” with a total attendance of over 1,000.

Special Collections added several noteworthy acquisitions to its holdings, including a page from Henry David Thoreau’s manuscript “Life without Principle,” a plaster plaque by Daniel Chester French, a letter from E.W. Bull to George Brooks regarding Franklin Sanborn and John Brown, several significant additions to the Munroe Family Collection, and manuscript and research materials relating to The Fitzgeralds and the Kennedys, a 1987 book written by Doris Kearns Goodwin.

Conclusion

As we wrap up our anniversary year, I would like to extend my gratitude for the generous support of the Concord community, as well as our Library partner organizations and volunteers, including the Concord Free Public Library Corporation, the Friends of the Concord Free Public Library, and the Library Committee. The CFPL is known as the “cultural heart of the community” and the Library simply could not do what it does without the fantastic staff who are the “blood” pumping through the heart. It is my honor and my pleasure to work shoulder to shoulder with those staff to serve this community.

CONCORD FREE PUBLIC LIBRARY CORPORATION

Sherry F. Litwack, President
Richard D. Briggs, Jr., Treasurer
Pamela Gannon, Clerk
Jeffrey W. Adams
Cristina Coletta Blau (through October 2023)
John W. Boynton IV
Diana W. Clymer (through June 2023)
Theodore Hanselman
Erika Prah (through June 2023)
Yumi Yasutake (beginning September 2023)
Elise Woodward (beginning September 2023)

The Concord Free Public Library Corporation is a Massachusetts charitable corporation created by the Massachusetts Legislature in 1873 for the purpose of forming and maintaining a public library in Concord, which it undertakes to do in collaboration with the Town and the Library Committee. For more information on how the Library works, go to the Library's website: <https://concordlibrary.org/about/how-we-work>

The primary responsibility of the Library Corporation is to preserve, maintain, protect, improve, and enhance the buildings and grounds of the Main Library in Concord Center and the Fowler Branch in West Concord as well as to preserve, protect, develop, interpret, and share its Special Collections. In FY 2022-2023 the

Corporation contributed nearly \$700,000 to the Library for buildings and grounds, books and materials, equipment, staff development, and Special Collections. The majority of these funds come from the Annual Fund and income from the Corporation's Endowment. Funding for large projects, such as a major expansion, are raised through a capital campaign.

Two Trustees retired this past year, Diana Clymer after twenty-three years and Cristina Blau after seven years of dedicated service. We are grateful that they have both agreed to remain active on committees. Erika Prah moved to Chicago, but we greatly appreciated her help with DEI initiatives when she was on the Board. We were also pleased to welcome two new Trustees, Yumi Yasutake and Elise Woodward.

This was a very special year as we celebrated the 150th Anniversary of the founding of the Library and the partnership between the Town and the Library Corporation. On October 1st, we gathered first at the Town House for proclamations from town and state officials and heard excerpts from Emerson's Library Dedication speech on October 1st, 1873. We then marched to the Library, led by the Minutemen, and heard remarks from the leaders of the three Library groups as well as a keynote speech from John Palfrey, the President of the MacArthur Foundation, followed by fun activities and cake.



Trustees at the Dedication of the Munroe Gallery

*Left to Right – Back: Rick Briggs,
John Boynton, Jeff Adams*

*Left to Right – Front: Yumi Yasutake,
Elise Woodward, Sherry Litwack,
Ted Hanselman, Pam Gannon*

The William Munroe Special Collections sponsored a wide variety of Anniversary programs and exhibitions. Highlights included the film premiere of “Celebrating Ralph Waldo Emerson,” the Concord Museum exhibition “A Perpetual Invitation: 150 Years of Art at the Concord Free Public Library,” the Munroe Gallery exhibition “Connecting the Community: An Exhibition to Celebrate the 150th Anniversary of the Concord Free Public Library,” and the publication of A History of the Concord Free Public Library 1873-2023 as well as programs on May Alcott, Daniel Chester French, and Henry David Thoreau. Notable acquisitions included materials from the Munroe Family Collection and manuscript and research materials relating to the book The Fitzgeralds and the Kennedys written by Doris Kearns Goodwin in the Reference Room of the Library.

The Munroe Gallery was renovated this year to improve the lighting, display cases, and the hanging system. During the Anniversary, the Trustees realized that no space had ever been named in honor of the Library’s founder, William Munroe. We thought it would be fitting to name the Gallery after him since he was the one who is responsible for art being a part of the Library, and this has evolved into our world-renowned William Munroe Special Collections.

The Workshop opened on October 1st. This hands-on learning space has been enthusiastically embraced by the community. People of all ages can create their own projects or take classes to learn how to make a wide variety of things. Equipment includes 3-D printers, laser cutters, sewing machines, and much more. It is fun to note that the most innovative area of the Library is in the oldest section since it is in the historic house from the 1700s that was incorporated into the Library as part of the expansion. The demand has been high and the Corporation is working with the Library Director to increase its support.

Our Sustainability Implementation Committee has been making good progress on the initiatives in the Library’s Sustainability Plan. We are proud to be a member of the Sustainable Libraries Initiative and a model for other libraries. You can view the 10-year plan and our progress on the

Library website: <https://concordlibrary.org/news-events/library-news/the-library-corporations-sustainability-plan>

As Trustees of the Williams Scholarship Fund, made possible by a bequest from Charles H. S. Williams in the 1800s, we continue to award grants to several college students pursuing studies in the arts. This year’s recipients included scholarships for Sonia Vader (Visual Arts) and Sophie Richardson (Music); Honorable Mention to Sofia Travis (Music), Clara Lewis (Visual Arts), and Elisabeth Parker (Visual Arts); and continuing scholarships for Kincaid DeBell (Visual Arts), Ruby Massengale (Visual Arts), and Samara Reid (Visual Arts) We were able to once again host a salon to highlight and celebrate the talents of these arts scholars.

We were excited to welcome our first Writer-in-Residence, George Jreije. He conducted several workshops and programs with a variety of age groups as well as one-on-one coaching in writing. He also worked on an upcoming book to be published in 2024.

The annual Leslie Riedel Lecture for Young People featured popular author and illustrator, Chris Van Dusen.

It is gratifying to see so many people using and enjoying all of the new spaces as well as the beloved, traditional ones. We are happy to report that this community resource – free and open to all – is thriving.

Respectfully submitted,

Sherry F. Litwack
President, CFPL Corporation

THE FRIENDS OF THE CONCORD FREE PUBLIC LIBRARY

The Friends of the Concord Free Public Library is a nonprofit, charitable 501(c)(3) organization that is dedicated to supporting the Library and promoting its vital role in our community. We are grateful to those who visit us to check out books and other materials, attend our wide variety of programs, shop at our book sales or in the Friends book shops at the Main Library and at the Fowler Branch, and enjoy sitting on the shaded Main Library lawn for a concert or for a get-together with friends. We also greatly appreciate those who donate gently read books as well as audio/visual materials by bringing them to the Main Library, and we treasure our volunteers who put in countless hours year-round sorting donated books, helping to plan and staff Friends programs and events, and supporting our book sales in June and December, the proceeds of which go back to the library for its continued programming.

Some 749 Friends enjoy benefits including access to a Holiday Book Sale presale, news of library happenings, program announcements, and notices of member events. The members elect the Board of Directors at the Friends' annual meeting each May. The Board's twelve members are led by a president and vice president and take on various responsibilities such as publicity, book sales, membership, the poetry and music series, and other programs and events.

Our 2023 highlights include the following:

- In recognition of the library's 150th anniversary, the Friends and the Corporation hosted After-Hours at the Library in October to benefit the new makerspace there. The event drew more than 250 people who delighted in an evening of music, art, puppetry, theater, and storytelling while partaking of delicious food and drink.
- Our Virtual Films at Fowler program continues to be a success, running year round and providing access 24/7 to streamed movies from Kanopy, always free with your library card.
- Our Poetry at the Library Series featured ten award-winning poets from near and far who brought laughter and joy to their audiences. Among them was Jordan Escobar, who writes about the way the land has shaped us and how we continue to change with it.
- We marked another successful fall Concord Festival of Authors event, chaired by the Friends and co-hosted with partner organizations in Concord. The Friends presented this year's Ruth Ratner Miller Memorial Award for Excellence in American History to Professor Robert Gross, author of *The Transcendentalists and their World*.
- The Friends' music programs included a concert to kick off the summer reading program, a bluegrass music event on the lawn during Concord Ag Day, and three world-class concerts in the Rotunda of the Main Library.
- Families enjoyed a Sunday afternoon Friends program of games and snacks in February.
- The Friends' annual Summer and Holiday book sales set new records, raising more than \$60,000 and providing an enjoyable experience for browsers and buyers of all ages. We are always surprised and pleased by the distances some people cover to attend our events or visit the bookshop, with guests hailing last year from places including Upper New York State, Connecticut, and even the UK.
- The Friends book shops located near the Children's Library in the main library and in the entrance to the Fowler branch stock a variety of gently read books for readers of all ages, plus CD's and DVDs, and offer a self-check-out system.
- Besides selecting donated books for our sales and shops, we deliver a variety of books to the family shelter at the former Best Western and contribute books to Open Table Pantry and to other organizations such as More Than Words in Waltham, a youth-run bookstore supporting and empowering young adults who are in the foster care system.

- All Library Museum Passes for free or reduced admission, unless otherwise indicated, are funded by the Friends. Current passes are for the Boston Children’s Museum, the Museum of Fine Arts, and the New England Aquarium, and many other attractions.
- The Friends funds professional development opportunities for our dedicated Library staff members.
- As is often the case, when the library needs additional help during an event, such as its pumpkin decorating program last fall, it turns to the Friends for volunteers.

Funds for the Library’s programs come from generous Friends members, sales of donated books, and purchases of *Historic Concord & the Lexington Fight* by David French, originally published in 1942 and since updated several times and published by the Friends. The book is available at the Concord Visitor Center and the Minuteman National Historical Park Visitor Center.

The Friends always welcomes new members. To learn more or to join the Friends, please pick up a brochure at the Library or visit us online (<http://www.cfplfriends.org/>). You can follow us on Facebook (www.facebook.com/concordlibrary-friend) or e-mail us at friends@concordlibrary.org

RECREATION DEPARTMENT

The Concord Recreation Department is a leader in providing activities that enhance personal development, promote healthy lifestyles, and encourage community involvement. The Department stood true to its mission this year, proudly supporting, and promoting community through wellness and play. As a dedicated group of professionals, we strive to promote lasting experiences, while creating fun, unique, inclusive opportunities in excellent facilities. Concord Recreation is a self-supporting operation that strives to keep pace with a growing community to deliver the highest quality customer-focused programs, events, and services. Concord Recreation is proud to offer the community a variety of services ranging from the Carousel Preschool, the Beede Swim and Fitness Center, school year childcare, summer camp, youth and adult sports, special events, permitting of Town playing field/courts, White Pond Beach operation, and the outdoor pool at Emerson Park.

Employee Updates

2023 brought a lot of changes to Concord Recreation's staffing and promoted DJ Fimiani from Recreation Supervisor to Assistant Director of Recreation and Interim Director of Recreation in October in lieu of the departure of Adam Lapointe, Assistant Director of Recreation, along with the departure of Cathi Ellis, Beede GM, and Anna McKeown, Director of Recreation.

Concord Recreation's dedicated 200+ employees remain responsible for the continued growth and success of the Department. We are excited to share that we have three new members of our 16-person full-time team. Additionally, we will start 2024 with one full-time position being posted and looking for an Aquatics Program Specialist who will oversee swim lessons and swim team. We extended job offers to a new Recreation Supervisor looking to have him start in January, his name is Joe Durant, and he comes from Southborough Recreation. Concord Recreation is continuing its search for the Beede Center General Manager.

Connor Mullin joined the Concord Recreation team as a full-time Recreation Supervisor in March of 2023. In his prior roles, Connor came to Concord



5th grade girls track champions!

Recreation from an outdoor experiential education non-profit camp in Portola, California. In this position, He taught elementary students in various types of science and outdoor recreation. He was promoted to coordinator and in the new role, spent more time interfacing with teachers and administrators to tailor their programs to meet the needs of their students. He also coordinated retreats for teenagers and adults, with a focus on team building and community development. Connor obtained his Master's in Recreation, Parks, and Tourism from West Virginia University in December 2022. Welcome, Connor!

Will McClements joined the Beede team in September of 2023 with nearly a decade of experience in aquatics and swim lesson planning as well as sales, recruitment, and retention. Will worked for the YMCA of Greater Boston as one of their Senior Aquatics Directors. During his tenure with the Y he oversaw several different branches aquatics programs. He developed association wide training procedures and rebuilt three swim lesson programs post pandemic. Welcome, Will!

After a lengthy search for this new position, Robert (Bob) Beatty joined the Beede Center team as the Recreation Facilities Coordinator. Bob was tasked with promoting the highest efficiency and customer service level of all service functions throughout the assigned portfolio in an Area. Oversaw service responsibilities for multiple communities. Provided on the job training, coordinated maintenance systems, technical training and determined solutions



Saturday Pickleball

to service team and technical/mechanical issues. Worked with the VP-Property Operations, Area Director, Regional Managers/District Managers and Asset Quality to make recommendations and analyze plans, projects and budgets. Welcome, Bob!

Recreation Facilities Strategic Plan

Concord Recreation was awarded \$75,000 from the Community Preservation Committee at the 2022 Annual Town Meeting. These funds were used to pay for a consulting team to update the Town's 2014 Recreation Facilities Strategic Plan. The Department awarded the contract to Weston and Sampson who will oversee the project with a goal to be complete by fall of 2023. The consultant worked with recreation staff, Recreation Commission members, Town Departments, and other community stakeholders to plan and execute a robust assessment of needs while engaging in a hands on, collaborative public participation process. The result of the planning effort will be a document that is produced to provide the Town with a roadmap that prioritizes and guides annual capital planning through a lens of strategic and prioritized needs and actions. The Plan will be supported by a subcommittee inclusive of representatives from the Facilities Department, Public Works Department, Natural Resources Department, Finance Department and two volunteers from the Recreation Commission. The final draft of the plan was discussed at Recreation Commission meeting in December 2023 for approval.

Recreation Department Highlights 2023

- Concord Recreation rolled out a new group and aqua fitness membership called the Fitness Punch Pass. The membership provides access to the different aquatics and land based group fitness classes we offer. We currently offer packages of 4, 8, and 12 classes that can only be used during the session it was purchased for. This was rolled out Fall 2023 and by December 2023, we sold 73 passes for a total of \$6,126. (August 2023)
- Concord Recreation Youth Basketball League had over 283 participants and over 40 volunteers up from 181 and 25 in 2022. (February 2023)
- Recreation Ski and Snowboard program for Elementary (grades 2-5) and Middle School (grades 6-8), had a total of 200 students participate, up from 157 in 2022. (February 2023)
- Concord Recreation ran another successful Shamrock Ball welcoming over 450 children and parents for a formal night of dancing, raffles, and fun. (March 2023)
- The annual Egg Hunt welcomed over a thousand people who collected 20,000 candy-filled eggs over the course of the event. (April 2023)
- Concord Recreation provides learning, care, and fun for 150-175 children every day after school hours. Our childcare programs serve children ages 2.9 -10 years old who are supported by 35 educators for the length of the school year. (May 2023)
- Concord Recreation's Camp Three Rivers served 1525 campers in 2022 up from 1260 campers in 2021. In total, there were 40 camp staff hired who proved to be a diverse and committed team of counselors and specialists making the camp a huge success. (June-August of 2023)
- Concord Recreation also opened its doors to 22 children from the Elm Street Shelter at the Best Western Hotel. Over \$30,000 was given in financial assistance in kind from the Recreation department and not reimbursed by any

financial accounts, we also absorbed approximately \$10K in financial assistance and not pulling from scholarship funds.

- Concord Recreation was a proud recipient of a 2023 Concord-Carlisle Community Chest grant totaling \$17,543. The grants provided financial assistance to those who qualified in order to attend Concord Recreation summer camps, the school year childcare programs, free lifeguard/swim lesson trainings, and mobile fitness classes. The Department continues to be grateful for the financial support offered by the Chest. (June 2023)
- Concord Recreation had another successful summer at White Pond Beach. We had 476 memberships (down from 523 in 2022) and sold 1439 day passes to visitors ages 3+ (up from 1129 in 2022). The most popular check-in times were between 10A-11A and 4P-5P. We employed 31 staff to operate the beach. We also tiered memberships to Individual (resident/non-resident), Couple (resident/non-resident), and Family (resident/non-resident). We ran four 2-week swim lesson sessions for WP members. (July 2023).
- Concord Recreation facilitated the popular Summer Concert Series at West Concord's Rideout Park, bringing in 4 local bands who played free concerts for all to enjoy. (July and August 2023)
- Concord Recreation facilitated our second annual Family Night at White Pond Beach with about 50 people in attendance. Participants enjoyed a late afternoon swim, ice cream, games with DJ Mike Pride, and more. (August 2023)
- Concord Recreation values the diversity of the Concord population and embraces its reflection in our Carousel Preschool program. Currently, out of the 32 children enrolled in the preschool, we have 17 children whose primary language is not English. The languages spoken at Carousel by the students include Chinese or Mandarin, Japanese, French, Spanish, Russian, Romania, Tamil, Bulgarian and Pashto. (October 2023)

- The childcare program participated in the Family Trees project at the Concord Museum. Planning of these trees starts early and commences with a student field trip to the museum. For 2023, the Carousel Preschool chose the book *The Artist* and worked with the Council on Aging to design the tree. The Afterschool Program chose the book *Invisible Things* (November 2023)
- Concord Recreation ran a pivot for the annual Holiday Tree Lighting and Parade. Due to bad weather and cold temperatures, Concord Recreation cancelled the annual parade and held pictures with Santa, snow-globe bouncy house, WIQH (CCHS radio station), some vendors, and hot chocolate with cookies in the Hunt Gymnasium to give community members a chance to see Santa! (December 2023).

Financial Assistance

A large thank you to the Concord-Carlisle Community Chest and the Alcott School Turkey Trot who continue to support Concord Recreation with funds that provide financial assistance to residents in need. In 2023, the Department awarded \$40,927.85 to 18 families in need for various programs running during the 2022/2023 and 2023/2024 school year.



Youth Basketball League Grades 4-5

BEEDE SWIM & FITNESS CENTER

The Beede Swim & Fitness Center, located on the campus of the Concord-Carlisle Regional High School, hosts an 8-lane lap pool, a warm water pool, a children's pool, a diving well, and plentiful poolside spectator seating. There are two 1,600-square-foot fitness rooms; one for weight training and one for cardiovascular exercise. In addition, the facility includes men's and women's locker/shower rooms, family changing rooms, and staff office space. The facility is open approximately 100 hours each week throughout the year welcoming an average of 250 members per day. The Beede Center strives to balance the recreational needs of the community with its obligation to be financially self-supporting.

Membership

The Beede Center's varied membership plans offer unlimited access to state-of-the-art aquatic and fitness facilities. Annual, monthly, 3-month and 10-visit options let users create the perfect membership to fit their individual or family needs. Additionally, members receive up to a 40% discount on aquatics and fitness programs, year-round. As of December 31, 2023, the Beede Center has 915 monthly recurring memberships along with 1159 3-month sales, 129 10-punch pass sales, 828 member-guest passes and 2630 single, couple, and family guest pass sales.

New Employees

As noted in the Concord Recreation Annual Report, the Beede Swim and Fitness Center welcomed two new full-time employees in 2023 and had the departure of two full time employees, Cathi Ellis and TJ Liakos.

Will McClements joined the Beede team in September of 2023 with nearly a decade of experience in aquatics and swim lesson planning as well as sales, recruitment, and retention. Will worked for the YMCA of Greater Boston as one of their Senior Aquatics Directors. During his tenure with the Y he oversaw several different branches aquatics programs. He developed association wide training procedures and rebuilt three swim lesson programs post pandemic. Welcome, Will!

After a lengthy search for this new position, Robert (Bob) Beatty joined the Beede Center team as the Recreation Facilities Coordinator. Bob was tasked with promoting the highest efficiency and customer service level of all service functions throughout the assigned portfolio in an Area. Oversaw service responsibilities for multiple communities. Provided on the job training, coordinated maintenance systems, technical training and determined solutions to service team and technical/mechanical issues. Worked with the VP-Property Operations, Area Director, Regional Managers/District Managers and Asset Quality to make recommendations and analyze plans, projects and budgets. Welcome, Bob!

New Beede Swim and Fitness Center General Manager will begin January 2024.

Beede Swim and Fitness Center Shutdown 2023, Beede Swim and Fitness Center faced an unexpected and difficult shutdown of all 4 pools, lap, dive, warm-water, and children's for a total of 72 days. In April 2023, the Beede Center was forced to close all pools for a multitude of reasons including but not limited to, combined chlorine levels too high, high levels of phosphates, a combination of the butterfly valve issues, and prominent not working properly. Beede management made the decision to close the pools while extensive air and water testing was conducted, prominent switched out, new accutabs for the pools installed, new VFDs for all pools installed. We were able to push out all



Otters Swim team

3-month memberships, month-to-month memberships, annual memberships, 10x pass memberships, all aqua fitness classes were canceled and participants given vouchers for future classes. This closure forced the cancelation of Otters Swim Team and Spring 2 swim lessons. Beede was able to reopen their doors on July 8. Swim classes, aqua classes, and rentals started back up and ready for the Fall session.

Beede Swim and Fitness Center Highlights 2023: Beede added the Fitness Punch Pass membership. This gives people the flexibility to choose which group/aqua fitness classes they want to attend all different group fitness classes. Beede offered 4, 8, or 12 time passes to be used during the session it was purchased for. ((August 2023).

- The Beede Swim and Fitness Center celebrated its 17th birthday by offering a month of promotions and raffles, including a reduced joining fee. (April 2023)
- Optima Synchro, a group that specializes in synchronized swimming for all ages, set up their group via rental agreements and set up private synchro classes. (October 2023)
- Successfully completed the annual maintenance shutdown week focusing on cardio and weight rooms. Weight room was revolutionized to max space availability. The pools remained open due to Spring closure. (August 2023).
- The Beede fitness team offered its first paddleboard yoga classes at White Pond. The classes were well attended and will return in 2024. (Summer 2023)
- Beede welcomed Lexington HS as a consistent renter due to their pool closures. They practice 2-3x/week in closing hours. (November 2023)
- Beede hosted it's first ever Mermaid Swim in which the event sold out with over 60 families (September 2023)
- Beede also hosted it's first ever Diwali Celebration with over 50 families registered. (November 2023)

- Emerson Pool hosted several birthday parties throughout the summer (Summer 2023).
- Beede hosted a popular Winter Break Vacation Program, offering a fun experience for 70 children over the school break. (December 2023)
- The Sleepy Hollow 5k attracted more than 100 runners for the 5k and fun run combined! (October 2023)

Facility Updates

Post 2023 shutdown, the Beede Center continued to focus on ways to be more sustainable and efficient in its practices. We added new CO2 monitoring systems in the maintenance room, boiler room, and pit. All 4 pools have new VFDs for continual maintenance and proper levels of chemicals, new motor for the warm water jets, new tubing for children's pool and dive well plus inspections on chlorinators, HVAC, and air quality. New policy and procedures are now in place for pool maintenance with chemicals and backwashing along with a much more robust testing schedule and communication among guards.



Egg hunt

CONCORD PUBLIC CEREMONIES & CELEBRATIONS COMMITTEE

Susan McCrory - Chair
Michael Benn - Vice Chair
Alyssa Erhartic - Clerk
Nancy Crowley
Margaret Laneri
Holly Legault
Rob Norton
Nick Purinton
Tim Taylor (resigned July, 2023)

SUMMARY

The CPCCC is a committee both laden with and beholden to tradition. It seeks to execute the Town's commemorative public events - several of them historic in nature - in such a way that the unique character, collective priorities, and proud history of Concord are well reflected and honored.

During the calendar year 2023, the Committee coordinated preparations for and directed six discrete events: the Honored Citizen ceremony (March 19); Meriam's Corner (April 8); the Patriots Day Parade (April 17); Dawn Salute (April 19); Memorial Day (May 29); and Veterans Day (Nov. 11). The Committee also contributed to preparatory efforts for the Town's first-ever formal celebration of Juneteenth. Although comparatively small, that gesture of collaboration and sharing of knowledge and resources is an important one for it highlights the need and willingness of the CPCCC to assess its practices and improve and/or expand upon them.

Highlights of the Committee's activities in 2023 included the naming of Ms. Phebe Ham as Honored Citizen, renewed and robust participation in the Patriots Day Parade, the return of a horse and rider to reenact Samuel Prescott's sending out the alarm on the morning of April 19 (Dawn Salute), and two smoothly-run events commemorating Concord's fallen soldiers and living veterans (Memorial Day, Veterans Day).

With the dual goal of streamlining past practices and anticipating the vast expansion of efforts required in 2025 for the 250th anniversary of the start of the American Revolution, the CPCCC voted

into practice 15 new "criteria for inclusion" for prospective units wishing to participate in the Patriots Day Parade. For some residents those criteria proved controversial and unwelcome. They served nevertheless to codify and clarify the process by which prospective marching units both apply and become approved for participation based on their appropriateness to the stated concept and purpose of the Patriots Day Parade. The criteria adopted in 2023 may evolve over time as they are considered for use in 2024 and 2025.

Looking ahead to both 2024 and 2025, the CPCCC Chair oversaw the development and recent inauguration of an online application for participation in the Patriots Day Parade. This digital information-capture system represents a major step forward in the efficient processing of data related to prospective marching units. It is already being used by the newly-formed Parade Committee tasked by the Concord250 Executive Committee with managing and executing the 2024 and 2025 Patriots Day Parades.

In addition, the Committee has begun to liaise with Concord's Interfaith Council to secure the participation of local faith leaders well in advance of scheduled events and, in doing so, allow that responsibility and privilege to be shared and represented by a variety of faith traditions.

Another important initiative voted on by the Committee for 2024 is a critical look at the content and formatting of long-standing scripts used at each public event with the goal of condensing, fact-checking, and streamlining text as needed.



Dawn Salute

CONCORD-NANAE NETWORK JAPANESE SISTER CITY RELATIONSHIP

John Cratsley
Sue Curtin
Junko Kargula
Jim Terry
Lee Flight
Nancy McJennett
Jack Nevison
Holly Cratsley
Court Booth
Mike Lawson

After a pandemic-imposed hiatus of four years, the Concord Nanae Network (CNN) was delighted to welcome a delegation from our Sister City in Hokkaido, Japan, for four days in October of 2023. The group consisted of five middle school students, three high school students, and three adults, including Concordian Jack McCarthy, our representative in Nanae's Town Office, an English teacher, and a Nanae town official.

Our visitors were enthusiastically welcomed by generous host parents and their children, who served as school guides for our younger guests. The students shadowed their Concord counterparts to classes and some after-school programs and were able to give a presentation each about Japan at the high school and Thoreau Elementary School. When not in school, the Japanese enjoyed activities with their host families and a special tour of the North Bridge, led by Dr. Sue Curtin of CNN.

The highlight of the visit was the celebration of the 25th anniversary of the Sister City relationship. The event began with a dinner at Concord Art, followed by a walk to the Town House, accompanied by the Concord Minute Men. Thanks to a Zoom link with Nanae, the chair of the Select Board and Nanae's mayor signed documents reaffirming the relationship, while a crowd of Concord Sister City supporters looked on and applauded. Underlining the importance of such relationships, the event was also attended by Vice Consul Minoya and Consul Honda from the Japanese Consulate in Boston.

All too soon, host families and visitors gathered at

the Fairyland parking lot to await a bus to Boston. Plans are in the works for a return visit in 2024, and for potential adult trips to Japan in the future. CNN thanks Dr. Laurie Hunter, Superintendent of Schools, Tracey Marano of the School Committee, and teachers and principals at CCHS, CMS, and the Thoreau School for their help with the visit. Last but not least, we thank the ten families who opened their homes – and hearts – to our Japanese guests.



A celebratory toast with Select Chair Henry Dane, Nanae Town Official Masaki Niwata (far left) and Vice Consul Minoya at the Town House ceremony.

PEG ACCESS ADVISORY COMMITTEE

Vince Carlson Chair
Megan Carroll Clerk
Cory Atkins
Irwin Hipsman
Cynthia Rainey, School Committee Representative
Terri Ackerman, Concord Select Board Liaison
Jason Bulger, MMN Liaison
Julie Manoogian, MMN Production Manager
Tim Goddard/Ryan McLane, Carlisle Ex-Officio Member
Christina Kendrick, Concord Council on Aging Liaison



Members of the 2023 PEG ACCESS ADVISORY COMMITTEE

This report by the PEG Access Advisory Committee (PAAC) covers the PAAC's efforts from January 1, 2023, to December 31, 2023. This committee's meetings were held virtually, in-person, and hybrid, and were recorded by Minuteman Media Network (MMN) as part of pandemic extensions and new legislation still pending to the Open Meeting Law. MMN is the Town-run local public access cable TV studio and service which brings public, education, and government (PEG) local programming to Concord and Carlisle. See the related annual town report for MMN for more details.

Purpose of the PAAC

The charge of the PAAC is to:

1. Monitor the effectiveness of Concord's PEG access services, now provided by MMN;
2. Help the Select Board ensure that PEG access services conform to requirements of the Comcast / Concord franchise agreement;

3. Safeguard the public's interest in community television through policies promoting fairness, equal access, and non-discrimination;
4. Promote quality telecommunication services that reflect the interests and concerns of Concord residents; and
5. Assist the Select Board in adapting to new technologies – from traditional local cable TV to current telecommunication services.

2023 PAAC Updates

Town committees relied heavily on MMN to record and post Zoom-enabled committee meetings for their members' and the public's benefit. MMN maintained playlists for its YouTube channel organized by committee and topic, making the search for a video relatively simple. Concord citizens found engagement with Town government, and the arts and education communities easier because they could watch and participate from their living rooms. MMN's YouTube subscribership base rose above 1000 by the end of 2023.

MMN posted the meeting videos on the Internet quickly, making committee research easier than waiting 30+ days for minutes to be approved. The PAAC continued to test new methods for preparing committee minutes automatically. This included use of Zoom's AI Companion late in the year. This potentially makes the process easier for committee clerks and improve the quality. It may also make it possible for the MMN staff to spend more time on educational and other types of public service programming.

The PAAC reviewed the MMN 2023 budget and capital plan, supported the 2022 PEG Budget Warrant Article 44 at Town Meeting, and adopted new 2023 goals. PAAC members provided input to the Town on its new 5G small cell wireless installation policies, a new residential assistance program for municipal broadband services, and on the Town's efforts to promote assisted hearing services for Town meetings. The PAAC continued to analyze Comcast subscribership and complaint data. The PAAC continued its Comcast contract renewal activities in conjunction with the Buske Group consultants. This included sponsorship of 4 public

focus groups and a Town survey of cable TV and Comcast's quality of service. The contract is for a 10-year term beginning in April 2024.

2023 PEG Access Program Awards

At its June 2, 2023 meeting the PAAC presented its 2023 PEG Access Program Awards, in the form of signed certificates, to the staff of Minuteman Media Network in recognition of their fine efforts to bring high-quality public, education, and government videos to Concord and Carlisle. Community-created public access TV videos are the heart and soul of local TV programming. Watching the meetings and programs on MMN's TV channels on Comcast and the MMN YouTube channel kept people entertained and informed on local matters in the comfort of their own homes and in public gathering places. Individual award recipients are noted in the IT/MMN section of this Report

For more information, visit the PAAC web page: <https://concordma.gov/2012/PEG-Access-Advisory-Committee> or the MMN web page: <https://concordma.gov/2335/Minuteman-Media-Network-MMN>

VETERANS' SERVICES

Dick Krug, Veterans Services Officer

The Veterans' Services program is mandated according to Massachusetts General Law, Chapter 115 and is administered under State guidelines to provide information, advice and assistance regarding benefits to veterans and their families. Every city and town in the Commonwealth is required to have a benefits program for its resident veterans and their dependents, as well as a Veterans' Services Officer. The Veterans' Services Officer must be a war-era veteran and be available to provide assistance. The veterans agent is required to attend initial training on veterans benefits and annual training conducted by the Massachusetts Department of Veterans Services. The agent also must be certified every three years as a Veterans Service Officer (VSO) and within one year of hire. This certification must be maintained per Massachusetts General Laws. The Town is reimbursed by the State for 75% of benefits paid under this mandated program. With the support of the Commonwealth's House, Senate and Executive Office, Massachusetts is now recognized as having one of the most comprehensive veterans' programs in the nation.

The Office of Veterans' Services, located at 55 Church Street (second floor), advocates and provides critical services to those who have worn the uniform and their loved ones. At the start of the civil war in 1861, the state legislature formalized assistance provided to needy veterans by establishing M.G.L. Chapter 115 benefits and the Department of Veterans' Services to oversee Chapter 115 distribution in a constant effort to improve benefits and keep the up to date. Current benefits extend to "natural disasters" where benefits may apply to a loss resulting from a hurricane, blizzard, tornado or the current pandemic. The Veterans' Service Officer will help Veterans complete their application for Chapter 115 benefits which offers a need-based program of financial and medical assistance for Veterans and their dependents. The mission of the Veterans' Services Officer has grown to encompass the full range of VA federal benefits, rehabilitation,

employment and educational opportunities, military records, tax exemptions, housing and shelter assistance, annuities, funeral assistance and care and decoration of veterans' graves.

Financial assistance to qualified veterans and their dependents is provided, in accordance with State and federal regulations.

Our veteran population is dropping very rapidly but from 2001 to 2024 we have tens of thousands of new veterans in the Commonwealth. This increase is due to: Women Veterans, Latino Veterans and African American Veterans. This is a very small amount returning compared to veterans that returned from WWII.

Program Implementation

The Veterans' Services Officer (VSO) responds to daily calls requesting information, advice and assistance. With so many veterans and their families facing profound challenges related to their service and the current economy due to the covid pandemic, the VSO has become more important than ever.

The VSO often helps veterans obtain assistance from veterans' organizations as well as other local, State and federal organizations, such as Concord Community Services, Concord Council of Aging, Social Security, local food pantries and farmer markets. The VSO reviews legislation, regulations, and precedents, and studies veterans' medical records and service history to evaluate and determine validity of claims. The VSO provides assistance in the area of housing placement for veterans and their dependents, job rereferrals, medical and educational, as well as, referrals to alcohol/drug rehabilitation programs. The VSO does home visits for the purpose of filing of benefits. He assists veterans obtaining discharges and other military records. The VSO also works with funeral directors to ensure proper veterans' burials, ensures proper identification and maintenance of graves. Currently there are five individuals receiving financial assistance for qualifying Chapter 115 benefits. This number changes annually as the veteran may have moved, gained employment, change in assets or passed away.

The VSO has been networking with local civic groups, senior citizen groups and area veterans' organizations as well as families of service members currently deployed. In the past he has worked with students and presenters at Veterans' Day and Memorial Day exercises, served as a guest speaker in some high school and elementary school classes as well as for Rotary Club of Concord, the Lions Club of Concord, Concord Deaconess, and Concord Park Assisted Living.

The Town of Concord is proud of the Commonwealth for continuing its tradition of leading the nation in supporting our veterans, military members and their families. Chapter 115 benefits aids those who have supported America during some of the country's most difficult times by looking at a broad range of issues and providing resources to help them build a bright future. Chapter 115 addresses issues from job training and education to affordable housing and the uniform provision of veterans services.

For information or assistance on Veterans' Services please call 978-318-3038 or e-mail dkrug@concordma.gov. For information about services, events, and other veterans' organizations please visit Concord's web page at www.concordma.gov/clerk/veterans.htm.

REGISTRAR OF VETERANS GRAVES

Harold Nichols, Registrar

There were 36 interments of United States Veterans in Concord cemeteries in 2023. The names of the Veterans, their respective wars, date of burials, and place of burial are as follows:

<u>VETERAN'S NAME</u>	<u>PERIOD OF DUTY</u>	<u>INTERMENT DATE</u>	<u>CEMETERY</u>
Raymond F. Sundstrom	World War II	January 9, 2023	Sleepy Hollow
Jonathan R. Fadiman	Peacetime	January 13, 2023	Sleepy Hollow
Matthew A. McGrath	Peacetime	January 19, 2023	St. Bernard's
John J. Ford Jr.	Peacetime	January 24, 2023	St. Bernard's
Rocco Senese	Korea	February 23, 2023	St. Bernard's
Edward G. Toomey	Vietnam	March 25, 2023	St. Bernard's
Chester F. Sadlow	World War II	April 1, 2023	St. Bernard's
Sidney H. Wanzer	Korea	April 2, 2023	Sleepy Hollow
Lloyd F. Grace	World War II	April 6, 2023	Sleepy Hollow
Kenneth W. Marriner Jr.	Korea	April 21, 2023	Sleepy Hollow
Joseph L. Andrews Jr.	Vietnam	April 28, 2023	Sleepy Hollow
John R. Mannheim	Korea	April 29, 2023	Sleepy Hollow
Franics X. Van Houten	Vietnam	May 17, 2023	Sleepy Hollow
James S. Craig	World War II	June 17, 2023	Sleepy Hollow
Richard B. Bulkeley	Peacetime	June 29, 2023	Sleepy Hollow
Richard F. Halloran	Peacetime	June 29, 2023	St. Bernard's
John J. Hutchinson	Vietnam	July 18, 2023	St. Bernard's
Joseph M. Rotondo	Vietnam	July 21, 2023	Sleepy Hollow
Keith D. Heefner	Peacetime	July 26, 2023	Sleepy Hollow
John Wesley Fiske	Korea	July 26, 2023	Sleepy Hollow
Leo A. Bennett Jr.	Vietnam	August 2, 2023	St. Bernard's
George Mitchell Eckel	Vietnam	August 4, 2023	Sleepy Hollow
Robert H. Wheeler	World War II	August 12, 2023	Sleepy Hollow
Nicholas L. Chandler	Vietnam	August 13, 2023	Sleepy Hollow
George K. Clark	Vietnam	August 23, 2023	Sleepy Hollow
Walter J. Miles Jr.	Peacetime	August 23, 2023	St. Bernard's
William E. Carroll	Peacetime	August 24, 2023	St. Bernard's
Alfred L. Murphy	World War II	September 1, 2023	Sleepy Hollow
Roger A. Fricke	Vietnam	September 9, 2023	Sleepy Hollow
Rodney P. Andrews	Korea	September 20, 2023	Sleepy Hollow
Roger C. Boyd	World War II	October 4, 2023	Sleepy Hollow
Christopher Raker	Vietnam	October 7, 2023	Sleepy Hollow
Paul R. Fitzgerald	Vietnam	October 14, 2023	Sleepy Hollow
Harry M. Fackert	Peacetime	October 20, 2023	Sleepy Hollow
Paul M. Richter Sr.	Vietnam	October 24, 2023	St. Bernard's
Peter P. Orlando	World War II	December 29, 2023	St. Bernard's

DIVERSITY, EQUITY, AND INCLUSION COMMISSION

Andrea Foncerrada, Co-Chair
 Joe Palumbo, Co-Chair
 Kristen Hagerty, Clerk
 Nancy Brown
 Rose Cratsley
 Josh Lee
 Roberto Munro
 Ji Orloff
 Jimi Two Feathers

Purpose

The purpose of the Diversity, Equity, and Inclusion Commission (DEI) is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. The Commission shall also critically consider intersections among these groups to facilitate learning, understanding, and unity. The goal is for everyone who lives in Concord, works in Concord, attends school in Concord, participates in a Concord faith community, or visits Concord for whatever reason to be welcomed, valued, respected, and heard.

Our Work This Year

Focus Statement from 2023 Action Plan
 The Town of Concord's DEI Commission is dedicated to dismantling systemic bias, removing barriers, and showcasing the imperative need and transformative results of our work.

Two FOCUS Areas

- The long-term charge is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. The Commission will also critically consider intersections among these groups to facilitate learning, understanding, and unity.
- To realize these goals, over the course of the next twelve months, the Commission will focus its efforts on supporting the BIPOC (Black,

Indigenous, and People of Color) and LGBTQIA+ communities. During this time frame, the Commission aims to achieve the following specific objectives:

1. Engage with Chamber of Commerce to offer training & professional support
2. Facilitate the increase of cultural programming
3. Celebrate the LGBTQIA+ Community through Concord Pride
4. Engage with public safety on various ways to educate & support
5. Partner with the Town Manager to Review and Provide Input on the potential DEI Director hire
6. Research Town-wide Incident Reporting System

The long-term charge is to increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and to promote inclusion throughout the town. The Commission shall also critically consider intersections among these groups to facilitate learning, understanding, and unity. However, in the next twelve months, the Commission will focus on the BIPOC and LGBTQIA+ communities.

The graphic is a 2x3 grid of focus areas for the DEI Commission. At the top, it reads 'TOWN OF CONCORD DIVERSITY, EQUITY & INCLUSION COMMISSION'. The grid contains the following items:

- BIPOC LGBTQIA+ FOCUS**: A purple and pink logo with the text 'BIPOC LGBTQIA+' and the word 'FOCUS' below it.
- CHAMBER OF COMMERCE**: A red icon of a storefront with a sign, with the text 'CHAMBER OF COMMERCE' below it.
- PUBLIC SAFETY**: A red shield icon with a scale of justice, with the text 'PUBLIC SAFETY' below it.
- TOWN GOVERNMENT**: A red icon of a domed building, with the text 'TOWN GOVERNMENT' below it.
- CONCORD PRIDE 2024**: A rainbow flag icon, with the text 'CONCORD PRIDE 2024' below it.
- CLIMATE and CULTURE**: A red icon of a tree and a building, with the text 'CLIMATE and CULTURE' below it.

At the bottom of the graphic, it says '2023-2024 ACTION PLAN' in large white letters. To the left is the official seal of the Town of Concord, and to the right is a circular logo for 'BUILDING A WELCOMING COMMUNITY' with the text 'TOWN OF CONCORD DIVERSITY, EQUITY & INCLUSION COMMISSION'. A QR code is located in the bottom right corner.

FINANCE

FINANCE COMMITTEE

Chair: Parashar Patel
Vice Chair: Eric Dahlberg
Members: Suresh Bhatia
Peggy Briggs
Kathy Cuocolo
John Garofalo
Greg Guarriello
Amrith Kumar
Donald Kupka
Lindsey Lis
Dee Ortner
Karlen Reed
Christine Reynolds
Quazi Sadruzzaman
Lois Wasoff

Finance Committee Membership: The Finance Committee consists of fifteen members who are appointed by the Town Moderator to represent a diversity of age, gender, precinct, financial circumstances, and professional backgrounds. Each member is appointed for a three-year term, with five terms expiring each year at the close of the Annual Town Meeting. During their appointment, no member can serve as a Town officer or member of any other Town board.

Finance Committee Responsibilities: The Finance Committee was established in 1922 to advise the town on financial matters. Its role has been further defined by Town Meeting several times since then. The Finance Committee's current responsibilities include:

- Establishing a budget guideline prior to November 30 each year for the Town Manager and the School Committees;
- Conducting public hearings on finance-related warrant articles before Annual and Special Town Meetings;
- Publishing an annual report highlighting its recommendations on all finance-related warrant

articles under which an appropriation or expenditure of money or the disposition of any property of the Town may be made;

- Publishing a 5-year projection detailing what the total tax burden is likely to be on the citizens of the Town;
- Managing the Town's appropriated Reserve Fund, voting to disburse money from this fund, upon the request of the Town Manager, when unforeseen or extraordinary events occur.

To fulfill its responsibility of financial oversight, the Committee assigns members to observe one or more other Town Committees. This enables the Finance Committee observers to ask questions, gain a thorough understanding of the potential financial impact of initiatives under consideration throughout the town and report back to the Committee.

Operating Budget Guideline Process: Each year, the Finance Committee publishes a budget guideline for each of our Town's three primary budgeting entities: Town Government, the Concord Public Schools, and Concord's portion of the Concord Carlisle Regional High School. The guideline specifies the increase to the current operating budgets available for the operating budget of the next fiscal year. These guidelines advise the Town and School Administrations, the Select Board, and the School Committees as to what the Finance Committee believes achieves the right balance between maintaining excellent services while also maintaining stable and sustainable property tax increases. Spending subject to guidelines is approximately 75% of the overall Town and School budgets.

The Finance Committee usually sets the guidelines in a two-step process. Preliminary Guidelines are usually voted on after the Committee hears initial presentations from the budgeting entities about their financial performance in the current fiscal year and their anticipated needs for the upcoming fiscal year. That information is evaluated in the context of

the metrics that the Committee has already developed by looking at publicly available data measuring external factors such as projected inflation and individual income growth. Final Guidelines are set after further input from the budgeting entities.

This year, the Finance Committee completed its work defining the metrics against which spending increases must be considered, determining, based on publicly available projections from the non-partisan Congressional Budget Office, that for fiscal year 2025 projected inflation (for the goods and services relevant to the budgeting entities) is 3.66%; projected nominal personal income growth per capita is 3.35%; and projected real personal income growth per capita (net of inflation) is 1%. The schools and the town provided information about their current fiscal performance and anticipated needs for fiscal year 2025. Unfortunately, the information necessary to evaluate the impact on the taxpayers was not available as of the time that the Preliminary Guidelines were scheduled to be set. Revenue growth figures (which are a critical part of determining the levy limit) were not available sufficiently in advance of the meeting and were at a preliminary stage. The Committee also did not receive the information necessary to calculate how specific increases in spending subject to the guidelines would increase the tax rates.

For those reasons, the Finance Committee did not issue Preliminary Guidelines this year. Instead, the Committee asked the budgeting entities to develop their budgets at a “level services” level as defined by the metrics already set by the committee. Based on revenue estimates and preliminary budget estimates for FY 2025, the Finance Committee established final FY 2025 guidelines at a meeting held on November 27, 2023.

In setting the guidelines, the Finance Committee seeks to limit operating cost increases to meet the goal of fiscal sustainability over the long term. The criteria for these limits include: maintaining adequate levy capacity to avoid Proposition 2½ overrides; maintaining an adequate Free Cash balance to retain favorable bond ratings; and working to minimize tax increases so that taxpayers are not burdened beyond what they can reasonably

afford. In addition, the Finance Committee seeks to ensure a good value for its citizens in the expenditure of their taxes.

FY25 Operating Budget Guideline: The Fiscal Year 2025 Final Guidelines for increases in spending by the budgeting entities (the Town, Concord Public Schools (CPS) and Concord Carlisle Regional School District (CCRSD)) are for a 3.66% total year-over-year increase for spending subject to guidelines, with increases of 4.45% for the Town (including the operating budget and Tier 1 Capital), 3.26% for CPS, and 3.26% for CCRSD.

The Finance Committee arrived at this Final Guideline by considering several factors:

- 3.66% is the highest rate of the metrics established by the Committee to inform overall increases for spending subject to guidelines.
- All operating units (Town, CPS, and CCRSD) are being provided with the same 3.26% increase for spending subject to guidelines because:
- Budgets were in early stages, and it is not definitively clear that any unit has greater or lesser needs than others.
- Unlike recent prior years, there is no "catch up" needed for one operating budgets unit over another. In recent prior years, catch up was needed for the Town after spending cuts related to the COVID 19 pandemic. As discussed below, the situation is different for the Town's Tier 1 Capital spending.
- 3.66% represents a blended rate of a 3.26% increase for each of the operating units (Town, CPS, and CCRSD) and a 26.38% increase for Town Tier 1 Capital. This means that the blended rate for the Town is 4.45% (3.26% for Town Operating expenses and 26.38% for Town Tier 1 Capital). In dollars, this means that the Town's spending subject to guidelines (not including Town Tier 1 Capital) would increase from \$31,711,833 to \$32,745,639. CPS spending subject to guidelines would increase from \$45,047,176 to \$46,515,715 and CCRSD spending subject to guidelines would increase

from \$22,302,834 to \$23,029,906, making total School spending subject to guidelines for Fiscal Year 2025 \$69,545,620.

- In considering the increase in Town Tier 1 Capital, the Committee considered that Tier 1 Capital is treated differently for the Town than it is for the Schools. For the Town, Tier 1 Capital is included in the spending subject to guidelines. For the Schools, there is a separate warrant article for capital spending, which typically totals \$900,000, so School capital spending has not been subject to guidelines. The Town's Tier 1 Capital budget had been cut significantly during Covid, so this is in part to make up a portion of that deficit. Although the percentage increase seems large, it is on a relatively small base of \$1,725,000 which is \$220,000 lower than Fiscal Year 2019 spending. The Town's total recommended Tier 1 Capital spending for Fiscal Year 2025 is \$2,180,000.

BOARD OF ASSESSORS

Brendan Kemeza-Chair
Mera Tilley-Vice Chair
David Karr
Yanni Tsitsas
Arry Charles

ASSESSING DIVISION

Meredith Stone, MAA, Town Assessor
Michael Gibbons, Assistant Assessor
Carolyn Dee, Office Administrator
Lee Phelan, Data Collector
Vacant-Administrative Specialist

The Assessing Division of the Finance Department is responsible for the fair and accurate listing and assessment of all Real Estate and Personal Property for taxation purposes, in accordance with state statutes and regulations. The Division assists taxpayers in determining eligibility for Property Tax Exemptions and in understanding the basis for all property assessments. The Division also carries out the valuation of all real property under construction as of each June 30, determines the applicability of the Supplemental Assessment Law for newly constructed property receiving a Certificate of Occupancy during the year, and examines all property sales during the year for inclusion in the annual sales analysis. The Division is responsible for the commitment of 16,957 motor vehicle excise tax bills during the year, based on data received from the Registry of Motor Vehicles, and assists taxpayers with the adjustment of excise bills throughout the year as vehicles are added and removed from registration.

The Town Assessor, three full-time staff and one part-time staff member assist the Board of Assessors. The Board, consisting of five members and up to three non-voting associate members, appointed by the Town Manager, is the

decision-making body with respect to all property valuation determinations.

Property Valuation-FY23 Recertification Year
Massachusetts General Law requires the Town to value property, for tax purposes, as of January 1st preceding the start of the July 1 Fiscal Year for which property taxes will be levied. Once every five years, the Department of Revenue (DOR) certifies the valuation of local assessments at “full and fair cash value” with an on-site examination. This process is referred to as the “Certification Year”. The four intervening years are “Interim” years, during which the DOR review of required annual valuation adjustments is by a desk analysis. Fiscal Year 2023 as a Recertification year. For the Division, the work is the same for an interim year, but without the process of on-site DOR examination.

On November 20, 2023, following a public hearing, a tax rate of \$13.13 for Residential and \$12.24 for Commercial, Industrial, and Personal Property was adopted by the Select Board. The FY2024 property tax rate was approved by the Department of Revenue on November 29, 2023. The FY2024 values are based on an assessment date of January 1, 2023, and a market value analysis using calendar year 2022 “arms-length” sales. The Town’s total taxable property value increased 16 % from FY2023 to FY2024.

The goal of the Assessing Division is to value properties as equitably and consistently as possible.



Assessors Office, 24 Court Lane

Assessments by Property Use (Form LA-4)

<i>Class Type</i>	<i>Class Code</i>	<i>FY 2023</i>		<i>FY 2024</i>	
		<i>Parcel Count</i>	<i>Total Value</i>	<i>Parcel Count</i>	<i>Total Value</i>
Single Family	101	4,611	\$6,226,365,918	4,623	\$7,185,189,700
Condominium	102	898	617,465,702	902	659,500,600
Miscellaneous	103,109,140	54	141,705,600	54	161,726,200
2-Family	104	96	83,784,050	93	88,639,050
3-Family	105	2	2,125,000	1	1,384,700
Apartments	111-125	27	237,580,900	27	268,994,700
Vacant Land	130,132,106	279	48,769,112	277	54,863,012
Commercial	300-393	321	439,551,700	322	468,626,800
Industrial	400-452	29	27,620,404	29	29,558,604
Forest Land (Ch. 61)	601-602	12	66,422	12	60,981
Agricultural (Ch. 61A)	700	29	889,466	26	1,119,411
Recreation Land (Ch. 61B)	800	9	9,734,210	8	9,309,210
Mixed Use	012-043	27	185,105,345	27	212,751,545
Personal Property	501-508	<u>239</u>	<u>64,759,520</u>	<u>266</u>	<u>71,056,870</u>
Total		6,684	\$8,085,523,349	6,713	\$9,212,781,383

Residential Property Tax Exemption-Massachusetts General Law Chapter. 59 Section 5C

In August, The Select Board voted to implement a Residential Exemption for FY24. The Division began an outreach to ensure that everyone who was potentially eligible had the information needed to apply for the Residential Exemption. The early deadline was November 1, 2023, to be included on the 3rd and 4th quarter tax bills. The final deadline to apply is on or before April 1, 2024.

Applications received after April 1, 2024, will not qualify for FY24. Eligibility to qualify for the Residential Exemption is the property must be owned and occupied by the applicant to receive one

exemption. Even if the applicant owns multiple properties in Concord.

The Select Board voted to adopt a 10% shift for the Residential Exemption. The average residential assessed value for FY24 is \$142,971. Multiply this value by the tax rate of \$13.13 and the exemption amount for FY24 is \$1,877.21. Below is a chart of Tax Rate with and without Residential Exemption and the impact.

Information concerning the Residential Exemption can be found on our website, www.concordma.gov/assessing

Fiscal Year 2024 Real Estate Tax Impact of Residential Tax Exemption (RTE)

RTE Qualifying Residential Property Tax											
Non-RTE Qualifying Residential Property Tax						RTE Qualifying Residential Property Tax					
Value	Rate w/o RTE	Estimate d Bill w/o RTE	Rate w/ RTE	Estimate d Bill w/ RTE	*Variance (Increase)	Value	Rate w/o RTE	Estimate d Bill w/o RTE	Rate w/ RTE	Taxable Value w/ RTE	*Variance (Savings)
500,000	12.24	6,120	13.13	6,565	445	500,000	12.24	6,120	13.13	357,029	4,688
873,179	12.24	10,688	13.13	11,465	777	873,179	12.24	10,688	13.13	730,208	9,588
1,000,000	12.24	12,240	13.13	13,130	890	1,000,000	12.24	12,240	13.13	857,029	11,253
1,500,000	12.24	18,360	13.13	19,695	1,335	1,500,000	12.24	18,360	13.13	1,357,029	17,818
1,950,000	12.24	23,868	13.13	25,604	1,736	1,800,000	12.24	22,032	13.13	1,657,029	21,757
2,000,000	12.24	24,480	13.13	26,260	1,780	2,000,000	12.24	24,480	13.13	1,857,029	24,383
2,146,000	12.24	26,267	13.13	28,177	1,910	2,146,000	12.24	26,267	13.13	2,003,029	26,300
2,500,000	12.24	30,600	13.13	32,825	2,225	2,500,000	12.24	30,600	13.13	2,357,029	30,948
3,000,000	12.24	36,720	13.13	39,390	2,670	3,000,000	12.24	36,720	13.13	2,857,029	37,513
3,500,000	12.24	42,840	13.13	45,955	3,115	3,500,000	12.24	42,840	13.13	3,357,029	44,078
4,000,000	12.24	48,960	13.13	52,520	3,560	4,000,000	12.24	48,960	13.13	3,857,029	50,643
4,500,000	12.24	55,080	13.13	59,085	4,005	4,500,000	12.24	55,080	13.13	4,357,029	57,208
5,000,000	12.24	61,200	13.13	65,650	4,450	5,000,000	12.24	61,200	13.13	4,857,029	63,773
5,500,000	12.24	67,320	13.13	72,215	4,895	5,500,000	12.24	67,320	13.13	5,357,029	70,338
6,000,000	12.24	73,440	13.13	78,780	5,340	6,000,000	12.24	73,440	13.13	5,857,029	76,903

* Difference between taxes without RTE and taxes with RTE
 ~\$2.1M is the value where taxes will be increased even if the exemption is received
NOTE: ALL TAX RATES ARE APPROXIMATE PENDING DOR APPROVAL

TRUSTEES OF TOWN DONATIONS

Frederick Miller, Chair
Eric Macy
Gavin Morrissey
Jennifer Ubaldino

*Prepared by Colleen Rhinhart,
Deputy Treasurer-Collector*

Citizens of Concord today continue to benefit from the remarkable generosity of those who preceded them. Our community is strengthened in important ways by the consideration of our forebears. Beginning more than 250 years ago, various funds were established according to the wishes of the donor. Generally, these wishes addressed specific needs such as scholarship funding, library materials, health and environmental concerns, and beautification of the Town.

For those individuals making their estate plans, the Trustees would be pleased to respond to inquiries about creating a new trust and/ or adding to an existing fund.

During FY2023, the Trustees received \$107,006.56 in Interest Earnings, net of fees. Receipts totaled \$1,007,670, for lot sales and perpetual care, including \$885,250 for the sale and perpetual care

for a mausoleum. and recorded (\$110,949.58) due to proceeds of sales.

The Trustees distributed at total of \$553,541.38, including:

- \$462,728.63 of cemetery lot sale proceeds to the Town's Cemetery Fund for FY23;
- \$22,000.00 from Hugh Cargill and the Silent Fund;
- \$4,893.75 for maintenance of Chamberlin Park; and
- \$63,919.00 for scholarships and income according to the terms of the various trusts, including \$18,146.07 for capital maintenance at Beede Pool & Fitness Center.

Additional disbursements include investment management fees of \$20,128.16, charged monthly. Advisory and investment management fees were paid to Morgan Stanley, who currently serves as Trustee investment advisor.

Morgan Stanley is retained to manage the portfolio, in accordance with the Investment Policy adopted by the Trustees, a copy of which is available on the Town's website. The annualized rate of return to June 30, 2023 (fiscal year reporting period), net of fees, is as follows:

PORTFOLIO RATE OF RETURN			
as of June 30, 2023			
<i>Annualized, net of fees</i>			
	One Year	Three Years	Since Inception
Concord	9.96		-0.35
Custom Benchmark One	9.88		-2.60
Custom Benchmark Two	9.88		-2.61
Custom Benchmark Three	10.25		-2.44
Custom Benchmark One	60% MSCI ACWI; 40% BC US Gov & Corp (%)		
Custom Benchmark Two	33% SPX/ 10% EAFE/ 7% EM/ 40% Bond (%)		
Custom Benchmark Three	43% R3000/ 10% EAFE/ 7% EM/ 40% Bond (%)		

The Trustees of Town Donations Investment and Distribution policies are available at <https://concordma.gov/240/Trustees-of-Town-Donations>.

The Trustees have established the target portfolio asset allocation as follows:

Large cap stocks	30%-55%
Mid cap stocks	0%-10%
Small cap stocks	0%-10%
International (developed)	0%-20%
International (emerging)	0%-10%
Fixed Income	35%-50%

As of June 30, 2023, the market value of assets was recorded at \$10,668,142.13, an increase of 14.7% from the prior year.

A listing of disbursements made by the Trustees during FY 2023 includes:

- \$22,000 from the Silent Fund & Hugh Cargill Trust transferred to the Select Board, distributed by the Select Board to individuals in need (Fund #1 & Fund #3);
- \$3,291.06 from Public School Donations, bequests of John Beaton and John Cummings to benefit students in Concord public schools. (Fund #4)
- \$3,567.98 from the bequest of Cyrus Stow (1878) to benefit the Concord-Carlisle High School (Fund #5);
- \$14,383.54 from the William M. Prichard bequest (1899) to benefit students in Concord public schools (Fund #6);
- \$7,998.34 from the Sarah E. A. Richardson Fund (1926) and the Estate of Mary E. Gross to benefit Emerson Hospital (Funds #7 and 10);
- \$2,735.00 from the Anna M. Holland Funds for college tuition scholarship awards made in conjunction with the Concord-Carlisle Scholarship Fund (Funds #8 & 9);
- \$240.00 from the George F. Flavin Scholarship for college tuition scholarship awards made in conjunction with the Concord-Carlisle Scholarship Fund (Fund #23);
- \$458.65 from the bequests of Edward B. Caiger (1960) and Edith F. Sellors (1984) for the

Concord Free Public Library to purchase books (Funds #25 and 26);

- \$310.00 from the Ruth E. Helsher Scholarship for college tuition scholarship awards made in conjunction with the Concord-Carlisle Scholarship Fund (Fund #28);
- \$4,893.75 from the Anne B. Chamberlin Park Fund (1970) for support of the maintenance of the park area that stretches between Lowell Road and the Mill Brook in Concord Center (Fund #30);
- \$586.18 from earnings on the Sleepy Hollow Cemetery Fund to support the Cemetery division (Fund #32);
- \$462,728.63 in lot sales transferred to the Cemetery division and in lot repurchases from Cemetery Donations, Sleepy Hollow Cemetery (Fund #33);
- The transfer from earnings on the Cemetery Perpetual Care Fund, transferred to the Town's Cemetery Fund and used for support of the Cemetery maintenance costs (Fund #34) for FY22 has not been received by the Town, a check will be written in FY24 and reported in FY24, and no earnings were approved for FY23;
- \$3,393.18 from earnings in Cemetery Donations, St. Bernard's Cemetery, transferred to Holy Family Parish and used to support cemetery maintenance costs (Fund #35);
- \$500.00 from the Maureen Taggart Memorial Fund for a student award conferred by the Recreation Commission and a charitable donation to an organization selected by the student (Fund #36);
- \$8,700.00 from the Guy P. DiGiovanni Family Scholarship Trust for academic scholarship awards made in conjunction with the Concord-Carlisle Scholarship Fund (Fund #39) and
- \$18,146.07 from the Beede Center Endowment to support operation and maintenance of the Beede Center (Fund #40).

The Town of Concord Trustees of Town Donations administers the following funds:

1. Silent Fund

A trust fund for the benefit of the poor of Concord, established in 1731, income therefrom to be used for the aid of said poor, as directed by the Board of Selectmen of Concord.

2. Hugh Cargill Fund

Income paid annually to the Board of Selectmen of Concord and added to funds administered by the Hugh Cargill Committee for the aid of Concord residents in need.

3. Hugh Cargill Trust

A trust fund for the benefit of the poor of Concord, income therefrom to be used for the aid of said poor, as directed by the Board of Selectmen of Concord.

4. Public School Donations

Bequest of John Beaton and John Cumming.
John Beaton: to improve the schooling of the youth.
John Cumming: benefit to a school, Town of Concord and to be under the direction of the Selectmen.

5. High School Donations

Bequest of Cyrus Stow in 1878, the net income to be expended by the School Committee for said Town for the benefit of the high school.

6. Manual Training School Donations

Bequest of William M. Prichard, income to be used for the purpose of manual training, industrial arts, mechanical drawings, and domestic science and in furtherance of those subjects.

7. Sarah E. A. Richardson Fund

Bequest of Sarah E. A. Richardson in 1926 of \$12,000 to be held as a permanent fund, the income thereof to be used by the Trustees of Town Donations for the Town of Concord for the assistance of people suffering from physical disabilities in a hospital, or as the Trustees of Town Donations shall deem best.

8. & 9. Anna M. Holland Fund

Income to be used for:

A. Frederic M. Holland Scholarships: Higher Education for boys and girls over 16, who have been students in the Concord High School.

B. Anna M. Holland Scholarships: Higher education for young women over 16, residents of Concord who have attended school in Concord for at least two years.

10. Mary E. Gross

Income to be paid to Emerson Hospital of Concord.

11. Shade Tree Donations

Bequest of Reuben N. Rice in 1886 of \$2,000 and Samuel Hoar in 1904 of \$1,000, the principal to be invested and the income thereof annually expended in planting and the care of shade or ornamental trees in the public square, or on the highways and streets of Concord.

12. Adelaide Fowler Tree Fund

To be held as trust fund for 100 years or for such less periods as the Board of Selectmen or the Trustees of Town Donations may deem advisable, income thereof to be used by it for the setting out and care of trees and shrubs.

13. Hapgood Wright Semi-Centennial Trust Fund

Gift of Hapgood Wright, August 25, 1885. Income to be used for the semi-centennial celebration of the incorporation of the Town of Concord until the third centennial year of the incorporation of the Town of Concord.

14. Hapgood Wright Centennial Trust Fund

Gift of Hapgood Wright in 1916 for the benefit and improvement of the Town or the citizens of Concord as determined by a two-thirds vote of Town Meeting.

Part A. \$1,000 principal, the earnings therefrom above the initial principal to be available as of 1985 and at each 100 years thereafter;

Part B. \$1,000 principal, the earnings therefrom above the initial principal to be available as of 2035 and at each 150 years thereafter.

15. Nineteenth of April Donations

Bequest of Ebenezer R. Hoar in 1895 to be safely invested and the income added to the principal, and in the year 1925, and in every 25th year thereafter, so much of the then existing accumulations of income as the town shall think fit, shall be used for the celebration of the Nineteenth of April 1775, and the surplus, if any, for such educational purposes as the Town may determine. The principal, however, to be always kept intact.

16. Melvin Fund

Bequest of James C. Melvin in 1917, the sum of \$2,000 to provide income to be used in connection with the 19th of April celebrations.

17. The Colonel James Barrett Fund

Bequest received in 1936. Income to be accumulated for periods of 60 years to be spent as Selectmen designate.

18. Charles Hosmer Walcott Fund

Legacy from the Estate of John Walcott, income to be used by the School Committee for a prize for papers of historical or other subjects relating to Concord.

19. Fanny E. Wheeler Fund

Bequest from Fanny E. Wheeler, parcel of land situated at the junction of Sudbury and Assabet rivers containing 7.9 acres more or less and having thereon "Egg Rock" so called. Bequest subject to the restriction that no building of any kind shall ever be erected or placed on said premises. Also a bequest of \$1,000 the income therefrom to be used for the care and maintenance of said premises.

20. Martha R. Hunt Legacy

Remainder of the legacy from Martha R. Hunt of \$1,000 income to be expended for the improving, repairing, and renovating on grounds, fences, and structures of the Old Hill Burying Ground.

21. Mary Stone Eaton Fund

For the benefit of the people of Concord who are physically disabled in a hospital.

22. Harriet Louise Eaton Fund

For the benefit of the people of Concord who are physically disabled in a hospital.

23. The George F. Flavin Scholarship Fund

This fund created by bequest in 1984, the income to be used exclusively for the higher education of worthy boys and girls who are graduates of the Concord-Carlisle High School.

24. Edward B. Caiger Fund

The income of this fund, by bequest in 1960, is used for prizes for high school seniors.

25. Edward B. Caiger Library Fund

Bequest received in March 1978. Principal to remain intact and income to be paid to the Concord Free Public Library.

26. Edith F. Sellors Library Fund

Bequest by Edith F. Sellors in 1984. Trust fund to be administered by Board of Public Library Trustees, the income thereof to be expended in each year for the purchase of books for the library, in addition to those provided from town appropriations or other funds. By decision at the 1984 Annual Town Meeting (article 54) "to authorize the Trustees of Town Donations to hold, manage and administer such legacy in accordance with said will."

27. Political Science Scholarship Fund

This fund created by a gift in 1963, the income to be used for the benefit of a girl, in the graduating class of Concord-Carlisle Regional High School, most interested in the science of government.

28. Ruth E. Helsher Scholarship Fund

This fund created by bequest in 1965, the income to be used for the higher education of boys and girls who are graduates of the Concord-Carlisle Regional High School.

29. Eleanor Baldwin Fenn Memorial Fund

Gift from the League of Women Voters of Concord, June 1980, to be supervised and invested by the Trustees of Town Donations. The gift is required to be retained as principal. The income each year will be awarded to a member of the Concord-Carlisle Regional High School graduating class who has demonstrated an ongoing personal commitment to servicing the community. The Scholarship and Awards Selection Committee at the high school shall choose the recipient. If there is no qualified recipient, the income for that year shall be divided

and presented to the award recipients over the next three years. This award is given in beloved memory of Eleanor Baldwin Fenn who devoted her life to active, informed, concerned citizenship throughout the community.

30. Anne B. Chamberlin Park Fund

Gift in March 1970, from the Chamberlin family, of which a sum up to \$2,000 may be spent for plans and construction of a path from Lowell Road to the Town land on the westerly side of Mill Brook. The balance of such sum to be held in trust, the income to be expensed on direction of the Natural Resources Commission, or its successor, toward the maintenance of the path and its borders.

31. John Upshire Smith Memorial Fund

A trust fund for the benefit of the needy of Concord, income therefrom to be paid to the Silent Poor Fund.

32. Sleepy Hollow Cemetery Fund

Income to be paid annually to the Town Treasurer, to be used by the Cemetery Department.

33. Sleepy Hollow Burial Lot Fund

Payments for lots purchased in Sleepy Hollow Cemetery; principal and income to be paid to the Town of Concord annually.

34. Cemetery Donations - Sleepy Hollow Cemetery

Funds paid for perpetual care on lots in Sleepy Hollow Cemetery; income paid to the Town Treasurer quarterly for the maintenance of Sleepy Hollow Cemetery.

35. Cemetery Donations - St. Bernard's Cemetery

Donations for care of lots in Saint Bernard's Cemetery. Income to be paid to St. Bernard's annually.

36. Maureen Taggart Memorial Award

The Recreation Commission established the Maureen Taggart Memorial Award in January 1985. The award is open to any high school student, public or private, who is a resident of Concord or Carlisle, and who has demonstrated a loving and giving spirit through voluntary service in the community. The recipient will have the privilege of

designating a deserving organization and/or individual to receive a financial grant in Maureen's name. The recipient's name will be placed on two plaques - one at the Harvey Wheeler Community Center, and the other at the school of the chosen student. The citizens of Concord and Carlisle and any faculty member or student of the candidate's high school will make nominations. Nomination forms are available at the Concord Recreation Department, the local high schools, the two Concord libraries and the Carlisle Library. Nominations should be sent to the Recreation Department. Submittal deadline is April 1.

37. Concord Scholarship Fund

A Fund established to receive gifts to be used for scholarships to further the education of Concord residents. Gifts should be made payable to the Town of Concord and the fund is to be administered by the Trustees of Town Donations to be called "Concord Scholarship Fund." Gifts are tax deductible as a charitable contribution on individual tax return.

38. Concord's 350th Birthday Fund

Funds received from the Town of Concord. The Board of Selectmen voted to use remaining funds raised for the Town's 350th-birthday observance to set up a permanent trust fund for the "maintenance and improvement of the Monument Square Flagpole, related lighting, and flags." The principal and interest can be expended on the authorization of the Board of Selectmen.

39. DiGiovanni Family Scholarship Trust

Initial funds received April 1999 from Guy P. DiGiovanni, the income to be paid to the Town Treasurer annually and, through June 30, 2011, to be used by the Concord Recreation Commission for the funding of summer camp scholarships for program managed by the Concord Recreation Department. After June 30, 2011, the donor revised the purpose of the fund; income will be applied to academic scholarships for Concord students attending college.

40. Beede Center Endowment

The Special Town Meeting of November 5, 2007 acted under Article 4 to transfer to the custody of the Trustees a gift of \$300,000 from the Alfred Sawyer Trust for the purpose of establishing an endowment for the Beede Swim and Fitness

Center. The Town Meeting vote further stipulated that the principal was to remain intact and the income was to be made available upon request of the Town Manager for the operation and maintenance of the Beede Center. Subsequently, the gift was accepted by the Board of Selectmen on December 27, 2007 with further condition of the Sawyer Trustee that use of the endowment income would be restricted to capital expenses. \$55,000 was applied for such purpose in fiscal year 2014.

Other funds under management by the Trustees of Town Donations:

Alfred H. Sawyer Trust Gift

Article 4 of the Special Town Meeting of November 5, 2007 also transferred to the custody of the Trustees of Town Donations “the sum of \$1,700,000 or any other sum that may be accepted by the Board of Selectmen from the Trustees of the Alfred Sawyer Trust to create an expendable fund for sustainable energy and other resource conserving initiatives for town buildings, said funds to be expended under the direction of the Town Manager, in accordance with certain terms and conditions to be agreed upon by the Board of Selectmen and the trustees of the Alfred Sawyer Trust.”

On December 21, 2007, the Board of Selectmen

executed a Memorandum of Agreement with the Trustees of the privately held Alfred Sawyer Trust and on January 3, 2008 the sum of \$1,730,437.58 was received into the custody of the Town of Concord Trustees of Town Donations. Subsequently, the sum of \$15,507.80 has been received into the fund as supplemental distributions from the Sawyer Trust trustees

As this is an Expendable Trust which initially was expected to have a payout period extending five to seven years, the Town of Concord Trustees of Town Donations placed the funds in a short-term bond fund account. In August 2013, the remaining funds were transferred into a money market account, an action taken in view of the diminished return available on the short-term bond fund account and the expected short-term horizon for disposition of the remaining balance of the Sawyer Trust gift account balance. Through June 30, 2023, \$268,244.33 has been earned on the funds under the custody of the Trustees of Town Donations and added to the Sawyer Trust gift account by the Trustees.

Through the end of fiscal year 2023, 72 energy conservation projects in various town-owned buildings have been funded. Activity since inception and for the most recent fiscal period ended June 30, 2023 is as follows:

ALFRED SAWYER RESOURCE CONSERVATION FUND			
	Fiscal Year 2023	Since Inception	
Market Value, BEGINNING	\$ 78,256.47	\$ 1,730,437.58	
Add:			
Additions to trust capital	\$ -	\$ 15,507.30	
Income	\$ 3,175.30	\$ 214,335.03	
Realized Gains	\$ -	\$ 53,909.30	
Less:			
Project funding - transfer to Town	\$ -	\$ (1,932,757.44)	
Mark Value, ENDING	\$ 81,431.77	\$ 81,431.77	

Treasurer's Report for the Year Ended June 30, 2023

Combined statement, all funds

Beginning Balance @ June 30, 2022		Book Value	Market Value
Bank of America	\$ 88,927.01		
First American Government, US Bank	\$ 75,037.04		
Mass Municipal Depository	\$ 72,658.23		
Total cash accounts		\$ 236,622.28	\$ 236,622.28
Equity - stock and mutual funds		\$ 5,723,631.11	\$ 5,215,852.10
Fixed Income		\$ 3,985,515.62	\$ 3,851,784.01
TOTAL ASSETS @ June 30, 2022		\$ 9,945,769.01	\$ 9,304,258.39

FY2023 RECEIPTS:

Interest & Dividends	\$ 127,134.72	
Asset Appreciation	\$ (110,949.58)	
Total Interest and Dividends		\$ 16,185.14

Other receipts:

Cemetery lots	\$ 463,485.00	
Cemetery Perpetual Care	\$ 544,185.00	
Other revenue	\$ -	
Total Other Receipts		\$ 1,007,670.00

TOTAL Gross Receipts \$ 1,023,855.14

Less

Investment mgmt. fees	\$ (20,128.16)	
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TOTAL NET RECEIPTS \$ 1,003,726.98

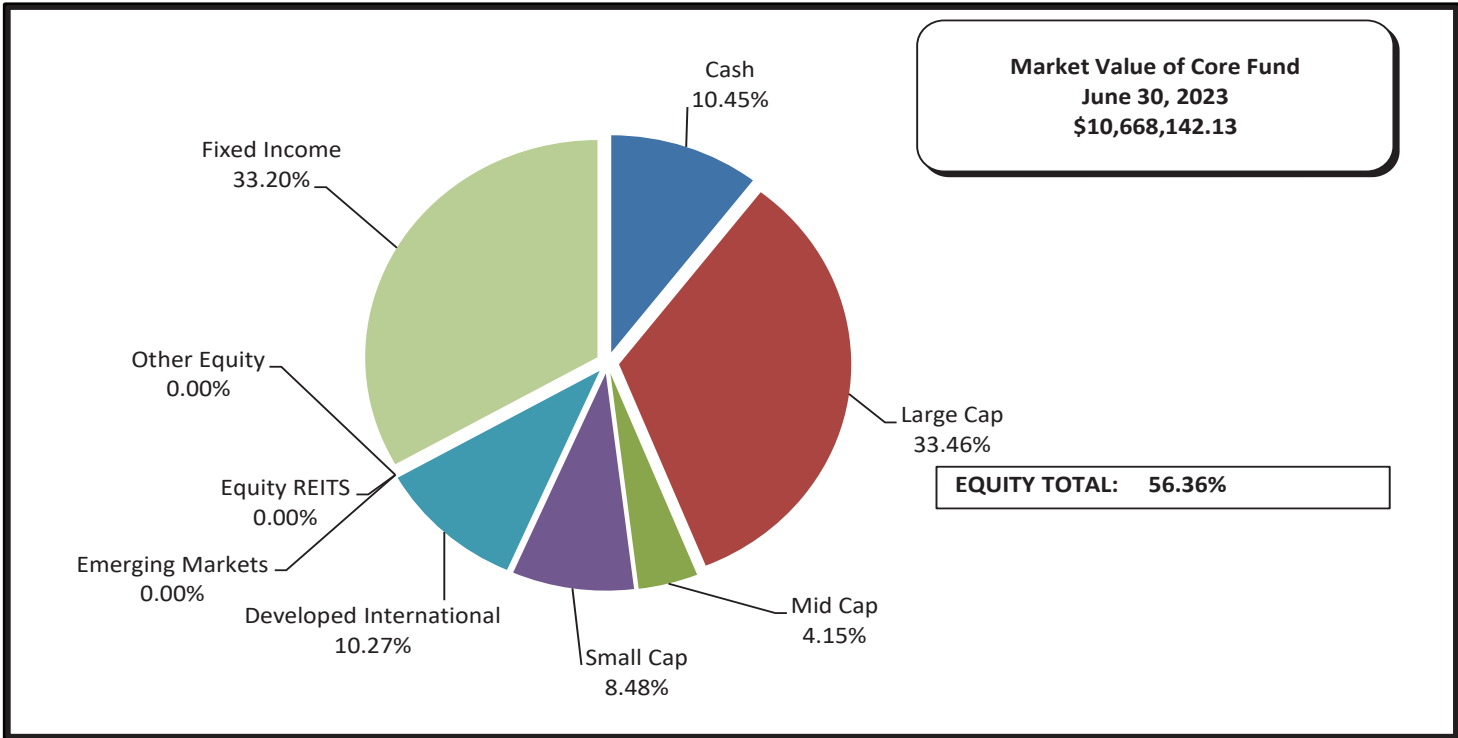
FY2023 DISBURSEMENTS

Distributions from income & gains	\$ 90,812.75
Cemetery lot sale proceeds to Town, current year	\$ 462,728.63

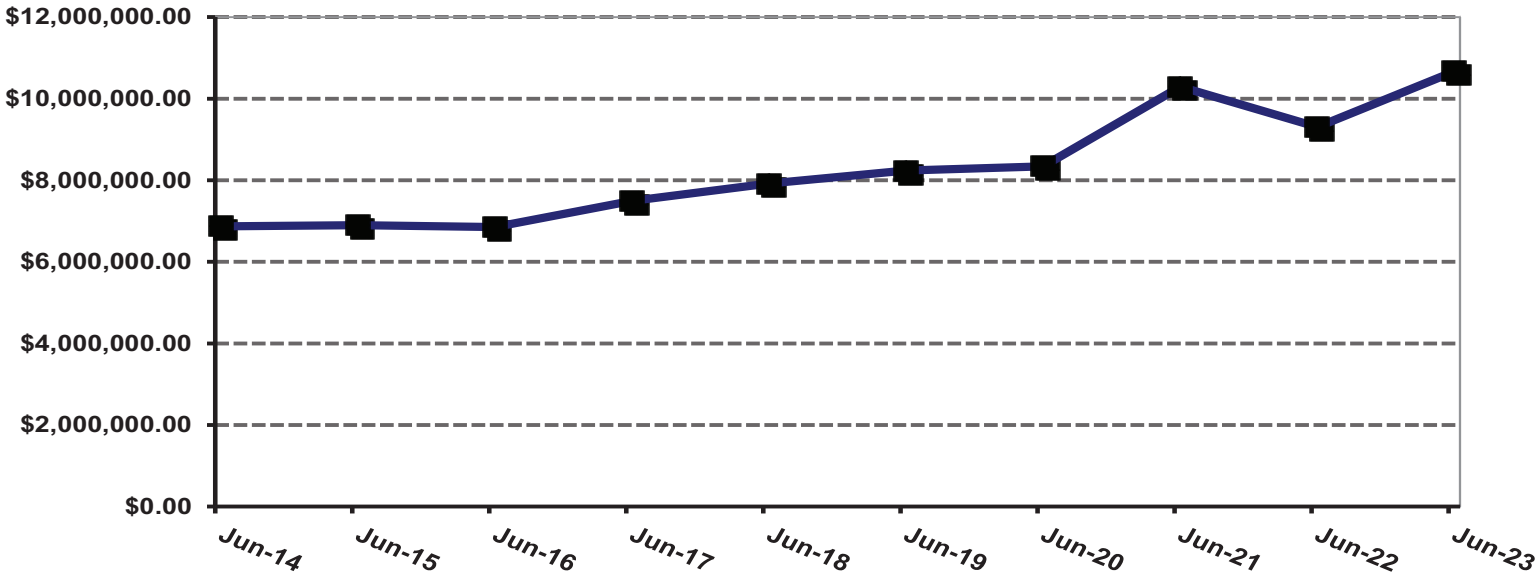
TOTAL DISBURSED \$ 553,541.38

FY2023 NET ACTIVITY (RECEIPTS LESS DISBURSEMENTS) \$ 450,185.60

Ending Balance @ June 30, 2023		Book Value	Market Value
Bank of America	\$ 637,433.49		
First American Government, US Bank	\$ 443,119.70		
Mass Municipal Depository	\$ 34,066.16		
Total cash accounts		\$ 1,114,619.35	\$ 1,114,619.35
Equity - stock and mutual funds		\$ 5,646,446.78	\$ 6,011,788.47
Fixed Income		\$ 3,634,888.48	\$ 3,541,734.31
TOTAL ASSETS @ June 30, 2023		\$ 10,395,954.61	\$ 10,668,142.13



**Assets at Fiscal Year End to June 30, 2023
 (10-YEAR HISTORY)**



Trust Fund Assets: Transaction Summary, FY2023- as of June 30, 2023

Fund #	Fund	Book Value 6/30/22	Market Value 6/30/22	Interest MTD	Received MTD	Disbursed MTD	Realized Gain (loss)	Book Value 6/30/23	Market Value 6/30/23
1	Silent Fund	198,250.92 Principal 275,677.06 temp restricted 1,158.42 Expendable	552,933.29	5,111.46	0.00 0.00 0.00	0.00 15,000.00 0.00	(5,299.81)	198,250.92 255,377.25 6,269.88	622,915.24
2	Hugh Cargill Fund	600.00 Principal 1,778.35 temp restricted 196.69 Expendable	2,473.87	27.70	0.00 0.00 0.00	0.00 0.00 0.00	(28.73)	600.00 1,749.62 224.39	2,864.51
3	Hugh Cargill Trust	117,519.88 Principal 290,403.38 temp restricted 29,366.54 Expendable	425,539.72	4,704.80	0.00 0.00 0.00	7,000.00 0.00 0.00	(4,878.17)	117,519.88 278,525.21 34,071.34	484,628.97
4	Public School Donations	22,384.65 Principal 60,550.38 temp restricted 1,225.68 Expendable	82,454.39	905.49	0.00 0.00 0.00	3,291.06 0.00 0.00	(938.85)	22,384.65 56,320.47 2,131.17	91,662.90
5	High School Donations	24,523.72 Principal 65,453.41 temp restricted 1,377.63 Expendable	89,674.86	982.89	0.00 0.00 0.00	0.00 3,576.98 0.00	(1,019.10)	24,523.72 60,857.33 2,360.52	99,692.46
6	Manual Training	98,010.76 Principal 264,177.57 temp restricted 5,505.04 Expendable	360,322.24	3,956.01	0.00 0.00 0.00	0.00 14,383.54 0.00	(4,101.79)	98,010.76 245,692.24 9,461.05	400,561.06
7	Sarah E. A. Richardson fund	52,601.49 Principal 141,691.95 temp restricted 2,849.55 Expendable	193,254.91	2,121.06	0.00 0.00 0.00	0.00 7,712.95 0.00	(2,199.22)	52,601.49 131,779.78 4,970.61	214,838.34
8	Anna M. Holland Fund #1	38,586.13 Principal 14,441.98 temp restricted 972.88 Expendable	60,899.68	581.00	0.00 0.00 0.00	0.00 1,665.00 0.00	(602.41)	38,586.13 12,174.57 1,553.88	68,591.72
9	Anna M. Holland Fund #2	24,129.42 Principal 8,904.22 temp restricted 606.52 Expendable	39,209.61	361.93	0.00 0.00 0.00	0.00 1,070.00 0.00	(375.27)	24,129.42 7,458.95 968.45	44,164.88
10	Mary E. Gross	1,946.50 Principal 5,238.96 temp restricted 108.38 Expendable	7,150.95	78.47	0.00 0.00 0.00	0.00 285.39 0.00	(81.37)	1,946.50 4,872.20 186.85	7,949.60
11	Shade Tree Donations	409.14 Principal 1,208.60 temp restricted 185.86 Expendable	1,731.56	19.40	0.00 0.00 0.00	0.00 0.00 0.00	(20.12)	409.14 1,188.48 205.26	2,004.98
12	Adelaide Fowler Tree Fund	1,128.70 Principal 6,154.74 temp restricted 2,601.43 Expendable	9,257.89	106.35	0.00 0.00 0.00	0.00 0.00 0.00	(110.27)	1,128.70 6,044.47 2,707.78	10,719.66
13	Hapgood Wright Semi-Centennial	1,207.80 Principal 15,109.96 temp restricted 9,025.74 Expendable	23,753.16	272.67	0.00 0.00 0.00	0.00 0.00 0.00	(282.72)	1,207.80 14,827.24 9,298.41	27,503.64
14A	Hapgood Wright Centennial Trust (1985 and each 100 years)	1,000.00 Principal 11,931.60 temp restricted 7,673.33 Expendable	19,297.99	221.69	0.00 0.00 0.00	0.00 0.00 0.00	(229.86)	1,000.00 11,701.74 7,895.02	22,345.03
14B	Hapgood Wright Centennial Trust (2035 and each 150 years)	1,000.00 Principal 966,151.19 temp restricted 669,858.30 Expendable	1,533,181.85	17,612.59	0.00 0.00 0.00	0.00 0.00 0.00	(18,261.59)	1,000.00 947,889.60 687,470.89	1,775,261.81
15	Nineteenth of April Donations	2,000.00 Principal 15,745.76 temp restricted 4,993.93 Expendable	25,431.00	244.66	0.00 0.00 0.00	0.00 0.00 0.00	(253.67)	2,000.00 15,492.09 5,238.59	29,448.42
16	Melvin Fund	291.42 Principal 1,465.14 temp restricted 491.45 Expendable	2,307.88	24.19	0.00 0.00 0.00	0.00 0.00 0.00	(25.08)	291.42 1,440.06 515.64	2,672.38
17	Colonel James Barrett Fund	1,000.00 Principal 5,022.39 temp restricted 2,271.03 Expendable	7,767.90	89.23	0.00 0.00 0.00	0.00 0.00 0.00	(92.52)	1,000.00 4,929.87 2,360.26	8,994.41

Trust Fund Assets: Transaction Summary, FY2023- as of June 30, 2023

Fund #	Fund	Book Value 6/30/22	Market Value 6/30/22	Interest MTD	Received MTD	Disbursed MTD	Realized Gain (loss)	Book Value 6/30/23	Market Value 6/30/23
18	Charles Hosmer Walcott Fund	122.72 Principal 1,715.67 temp restricted 1,009.26 Expendable	2,667.05	30.64	0.00	0.00	(31.77)	1,683.90	3,088.16
19	Fanny E. Wheeler Fund	3,000.00 Principal 76,782.30 temp restricted 49,677.61 Expendable	121,248.87	1,392.86	0.00	0.00	(1,444.18)	75,338.12	140,393.32
20	Martha Hunt Legacy	251.78 Principal 743.61 temp restricted 114.21 Expendable	994.83	11.94	0.00	0.00	(12.38)	731.23	1,151.89
21	Mary Stone Eaton Fund	6,447.74 Principal 28,338.89 temp restricted 11,845.26 Expendable	43,674.24	501.71	0.00	0.00	(520.20)	27,818.69	50,570.13
22	Harriet Louise Eaton Fund	5,087.90 Principal 23,245.65 temp restricted 9,960.64 Expendable	35,865.37	412.01	0.00	0.00	(427.19)	22,818.46	41,528.29
23	George F. Flavin Scholarship	5,658.13 Principal 2,156.42 temp restricted 203.12 Expendable	8,934.78	86.26	0.00	240.00	(89.44)	5,658.13	10,068.21
24	Edward B. Caiger Fund	1,000.00 Principal 1,011.15 temp restricted 234.63 Expendable	2,773.14	24.16	0.00	0.00	(25.05)	986.10	3,211.32
25	Edward B. Caiger Library Fund	2,113.52 Principal 5,633.46 temp restricted 122.45 Expendable	7,679.91	84.67	0.00	308.11	(87.79)	2,113.52	8,535.76
26	Edith F. Sellors Library Fund	1,053.75 Principal 2,713.75 temp restricted 62.73 Expendable	3,783.08	41.21	0.00	0.00	(42.73)	1,053.75	4,206.12
27	Political Science Scholarship	1,210.62 Principal 1,199.80 temp restricted 131.97 Expendable	3,086.56	27.35	0.00	0.00	(28.36)	1,171.44	3,574.25
28	Ruth E. Helsler Scholarship	5,132.29 Principal 198.94 temp restricted 26.99 Expendable	11,873.27	57.65	0.00	310.00	(59.77)	5,132.29	13,392.25
29	Eleanor Baldwin Fern Memorial	1,710.62 Principal 1,829.97 temp restricted 405.75 Expendable	4,891.88	42.46	0.00	0.00	(44.02)	1,710.62	5,664.86
30	Anne B. Chamberlin Park Fund	20,000.00 Principal 277,329.34 temp restricted 69,529.17 Expendable	355,128.17	3,947.03	0.00	4,893.75	(4,092.47)	273,236.87	405,537.53
31	John Upshire Smith Memorial	483.00 Principal 1,674.97 temp restricted 524.53 Expendable	2,545.81	28.88	0.00	0.00	(29.95)	1,645.02	2,947.79
32	Sleepy Hollow Cemetery Fund	4,892.83 Principal 8,835.26 temp restricted 207.34 Expendable	11,762.03	149.93	0.00	586.18	(155.46)	4,892.83	12,939.52
33	Sleepy Hollow Burial Lot Fund	6,782.54 Principal 4,670.20 temp restricted 415.76 Expendable	9,023.60	127.69	0.00	462,728.63	(132.40)	7,538.91	10,447.35
34	Cemetery Donations - perp. care	1,968,508.46 Principal 2,951,509.81 temp restricted 73,118.24 Expendable	4,461,467.11	53,721.17	544,185.00	0.00	(55,700.71)	2,512,693.46	5,165,799.85
35	Cemetery Don. - St. Bernard's	20,059.81 Principal 49,974.11 temp restricted 1,122.66 Expendable	68,013.54	765.57	0.00	3,393.18	(793.78)	20,059.81	74,822.52

Trust Fund Assets: Transaction Summary, FY2023- as of June 30, 2023

Fund #	Fund	Book Value 6/30/22	Market Value 6/30/22	Interest MTD	Received MTD	Disbursed MTD	Realized Gain (loss)	Book Value 6/30/23	Market Value 6/30/23
36	Maureen Taggart Memorial	7,972.66		0.00	0.00	0.00		7,972.66	
	Principal	21,112.81		313.35	0.00	500.00	(324.89)	20,287.92	
	temp restricted Expendable	38.78	28,836.57		0.00	0.00		352.13	32,811.26
37	Concord Scholarship Fund	1,200.00		0.00	0.00	0.00		1,200.00	
	Principal	1,269.47		30.68	0.00	0.00	(31.82)	1,237.65	
	temp restricted Expendable	382.52	3,184.00		0.00	0.00		413.20	3,686.99
38	Concord's 350th Birthday	3,386.39		0.00	0.00	0.00		3,386.39	
	Principal	6,467.44		111.15	0.00	0.00	(115.25)	6,352.19	
	temp restricted Expendable	477.46	12,132.72		0.00	0.00		588.61	14,049.60
39	Guy P. DiGiovanni Fund	110,500.00		0.00	0.00	0.00		110,500.00	
	Principal	135,623.19		2,696.12	0.00	8,300.00	(2,795.47)	124,527.72	
	temp. restricted Expendable	4,468.72	209,853.41		0.00	0.00		7,164.84	233,361.20
40	Beede Center Endowment	300,000.00		0.00	0.00	0.00		300,000.00	
	Principal	147,490.44		4,980.46	0.00	18,146.07	(5,163.98)	124,180.39	
	temp restricted Expendable	15,420.23	458,195.70		0.00	0.00		20,400.69	509,533.94
	TOTAL	9,945,769.01	9,304,258.39	107,006.56	1,007,670.00	553,541.38	-110,949.58	10,395,954.61	10,668,142.13

Market Value 6/30/22	Interest		Received		Disbursed		Realized		Book Value 6/30/23
	Income Distributable	MTD	Net Receipts	MTD	Net Gain	Gain (loss)	Total		
July	-1,490.81		17,571.25		0.00		16,080.44		
August	-275.71		2,865.00		0.00		2,589.29		
September	21,040.03		13,747.50		0.00		34,787.53		
October	-2.40		10,615.00		0.00		10,612.60		
November	-601.11		5,320.00		62.50		4,781.39		
December	25,894.68		17,667.50		0.00		43,562.18		
January	-686.10		2,400.00		343.75		2,057.65		
February	-1,355.98		-8,435.00		0.00		-9,790.98		
March	24,498.94		750.00		2,974.22		28,223.16		
April	-1,803.78		803,150.00		-118,701.15		682,645.07		
May	1,360.10		10,300.00		984.38		12,644.48		
June	40,428.70		-421,822.63		3,386.72		-378,007.21		
	107,006.56		454,128.62		-110,949.58		450,185.60		

CONTRIBUTORY RETIREMENT BOARD

Peter J. Fulton, Chair (elected member)
 Anthony M. Ansaldi, Jr. Town CFO
 (Select Board's appointed member)
 Mary Barrett, Town Accountant (ex officio member)
 Eric Macy (5th member appointed by the Board)
 Brian J. Whitney (elected member)

Linda Boucher, Executive Director

The Concord Retirement Board administers the Contributory Retirement System, a multi-employer pension board that includes the Town of Concord (including non-teaching staff of the Concord K-8 School Department), the Concord-Carlisle Regional School District non-teaching staff and the Concord Housing Authority. The system covers all employees working at least 25 hours per week in regular employment, except for teaching personnel (who are members of the State Teacher Retirement System). The Town Accountant, by statute, is a member ex officio of the Retirement Board. The Town Treasurer is the Treasurer of the Retirement System. Staff of the Concord Town Treasurer and the Town Accountant provide administrative support for the System.

The Retirement System operates on a calendar year fiscal period. Legally, the Concord Retirement Board is a state agency rather than a town committee. Its work and financial records are supervised by the Public Employee Retirement Commission Administration (PERAC), a state agency located

within the Massachusetts Department of Revenue, Executive Office of Administration and Finance.

The Concord Retirement Board is one of 104 local Boards operating under one set of statewide rules and one benefit structure established by Massachusetts General Laws Chapter 32. Its responsibility is fiduciary to the members and beneficiaries of the Concord Retirement System.

The PERAC Annual Report for the year ending December 31, 2021, reported the following data regarding Concord's system:

<u>Annualized rate of return</u>	<u>Concord Board</u>	<u>Composite (all boards)</u>
1 year (2022):	-11.27 %	-10.84 %
10 years (2013-22):	7.53%	8.18 %
Historical (1985-2022):	8.30 %	8.99 %

As of the most recent actuarial valuation (January 1, 2023), Concord's funded ratio (assets compared to system actuarial liabilities) was 93.9%, up from the prior year's 93.8%, and nearing the system high of 96.0% as of January 1, 2008, before the market collapse of late 2008 and early 2009. Total assets and accrued liabilities as of January 1, 2023 and 2022 were reported as follows:

	1-Jan-23	1-Jan-22
Actuarial Accrued Liability (AAL)	\$239,913,404.00	\$227,797,995.00
Actuarial Value of Assets (AVA)	\$225,252,027.00	\$213,727,863.00
Unfunded Actuarial Accrued Liability (UAAL)	\$14,661,377.00	\$14,070,132.00
Discount Rate (assumed earnings rate)	6.5%	6.5%
Funded Ratio	93.9%	93.8%

The actuarial value of assets is a derivation that spreads investment gains and losses (results above and below the assumed rate of return, the rate at which future liabilities are discounted to present value) over a four-year period. Thus, for example, the investment gains in 2022 that resulted from exceeding the 6.50% discount rate are divided equally into four parts, with one-quarter (one part) recognized in calendar year 2022 results and the other quarter parts recognized in 2023, 2024 and 2025. Thus, AVA may depart from the Market Value of Assets (MVA) – but PERAC regulations require that the ratio of MVA to AVA can be no more than $\pm 10\%$.

The following changes were made in the non-economic assumptions used to prepare the January 1, 2023 actuarial valuation:

- The Board granted a one-time additional 2.0% cost-of-living adjustment on \$14,000 which increased the retiree payroll by \$86,000 (0.7%) for one-year and increased liability by \$797K (0.3%).
- All other assumptions and methods were maintained from the prior valuation.

The funding schedule increased by one year, amortizing the remaining unfunded liability by 2029. The funding schedule determines the annual employer contributions to be paid by the Town of Concord, the Concord-Carlisle Regional School District, and the Concord Housing Authority.

Of the 104 Boards comprising the Massachusetts Retirement System, Concord's funded ratio ranked 11th highest on the listing published as of October 1, 2023, down from 9th highest last year, as reported by PERAC. As of 1/1/23, just three of the 104 boards in the MGL Chapter 32 public employee pension system were using a discount rate lower than 6.5% (Andover, Leominster & Wellesley), and three others were using a discount rate of 6.50%, like Concord (GLSD, Maynard & Needham). Ninety-seven (97) boards were using discount rates higher than 6.50%. Of the eight boards with higher funded ratios, 6 reported that the discount rates used in the most recent actuarial valuation range was higher than 6.50%. Use of a lower

discount rate increases the present value calculation of future liabilities and therefore tends to lower the reported funded ratio. Since the valuation of January 1, 2010, the Concord Board has lowered its assumed rate of return from 7.75% to the current 6.50% rate, reflecting its expectation of achievable future investment returns.

The funding schedule is subject to revision based on the results of each actuarial valuation study. The investment results of calendar year 2023 will be reflected in the next planned valuation with an effective date of January 1, 2024.

At January 1, 2023, system membership was 569 Active Members, 242 Inactive Members and 358 Retired Members.

The Retirement System maintains the following fund balances:

The Annuity Savings Fund contains the accumulated contributions plus earnings of active member employees and terminated employees who have not withdrawn their balances. By law, interest earnings to be credited to the individual member account within this fund (and the Annuity Reserve Fund) is set by the state for the calendar year at the average passbook savings rate of the prior year, not at the earnings rate actually realized by the System.

The Annuity Reserve Fund contains the accumulated contributions and earnings of members receiving retirement or disability payments. Accumulated balances are transferred to this fund from the Annuity Savings Fund upon a member's retirement.

The Special Military Services Fund contains employer appropriations for certain armed services veterans who qualify for additional benefits under Massachusetts law.

The Pension Fund receives and maintains the employer contributions. Retirement benefits funded by employer contributions are disbursed from this fund.

The Pension Reserve Fund receives excess investment income (if any) after allocations are

made to all other funds. This fund also receives any pension assessments made against federal grants and any forfeit of accumulated interest by a member withdrawing from the system before 5 years (all annuity account interest is forfeited) or ten years (50% of annuity account interest is forfeited).

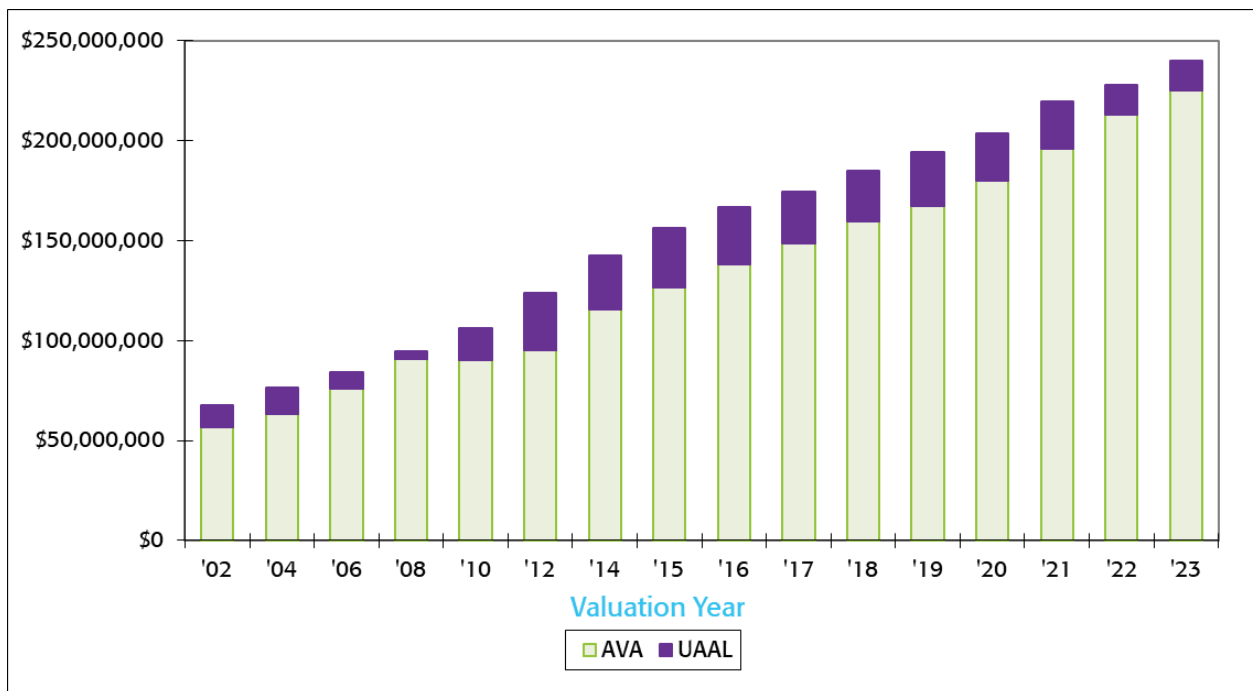
The Expense Fund receives and disburses monies associated with the Retirement Board's

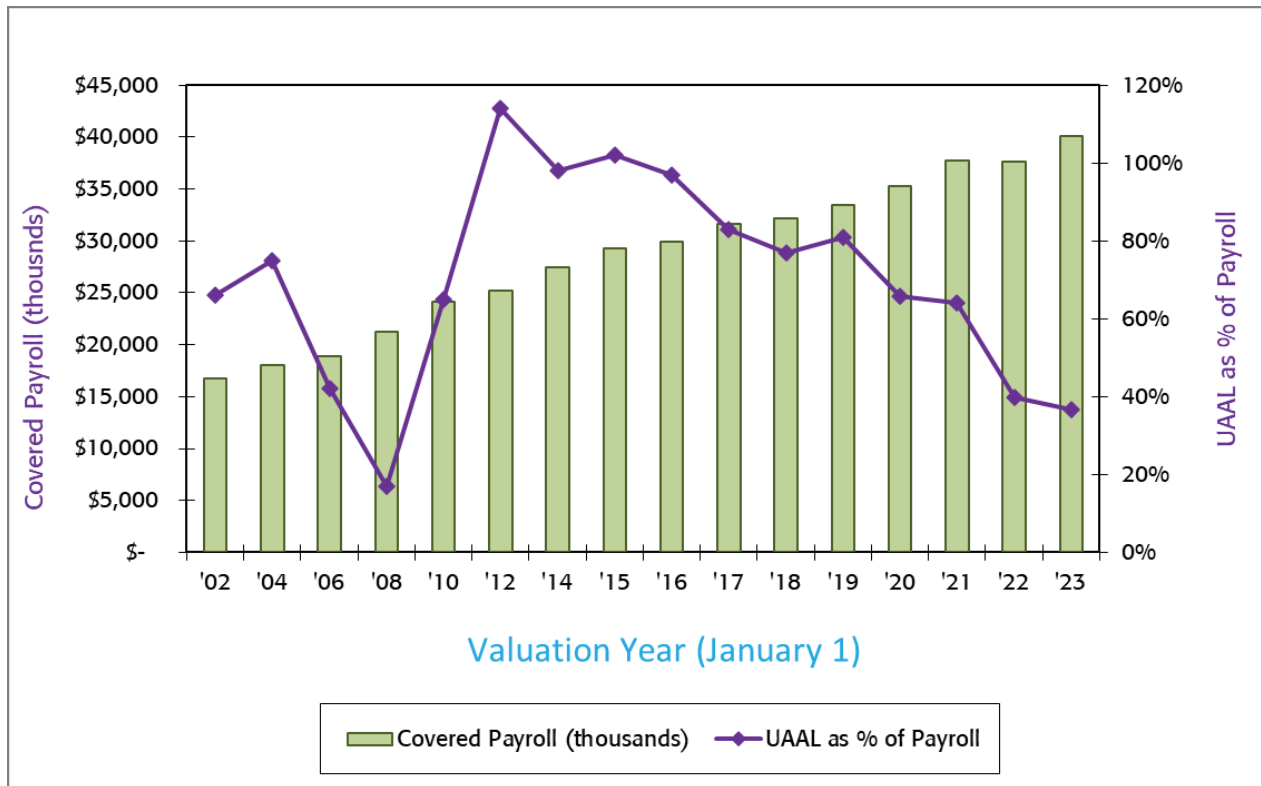
administrative expenses.

Based upon calendar year financial statements published by the Concord Retirement Board and audited as part of the Town's annual audit, a three-year comparison (2019-2021) of total assets by fund is shown below:

**Audited Financial Data
at December 31, 2022**

	2020		2021		2022	
Annuity Savings Fund	\$	33,698,719	\$	34,120,288	\$	35,639,782
Annuity Reserve Fund	\$	10,246,246	\$	11,433,578	\$	11,482,467
Military Service Fund	\$	4,506	\$	4,510	\$	4,515
Pension Fund	\$	4,926,100	\$	2,730,925	\$	143,887
Pension Reserve Fund	\$	<u>152,757,484</u>	\$	<u>185,954,060</u>	\$	<u>157,616,337</u>
TOTAL AT MARKET VALUE	\$	201,633,055	\$	234,243,361	\$	204,886,988





****Graphs can be found on Page 17 of the January 1, 2023 Actuarial Valuation Report Prepared by Stone Consulting, Inc.***

TREASURER-COLLECTOR

Colleen Rhinhart, Deputy Treasurer-Collector
Rich Delorey, Assistant Treasurer

The Treasurer-Collector division of the Finance Department is responsible for the receipt, investment and disbursement of all Town funds, billing and collection of all taxes, curbside collection subscriptions, utility and parking violation collections, miscellaneous billing, and debt management. This division serves as custodian-treasurer for the Concord Retirement System.

Short-term Investments

For the year ended June 30, 2023, interest earnings on short-term investments of all Town funds totaled \$3,241,649.30. The General Fund, which supports the Town and Schools operating budgets, earned \$1,700,708.81. These earnings represent an average return for the fiscal year of 1.37%, up from the previous year's return of .07%. Interest earnings funded approximately 2.6% of the \$124.7 million General Fund budget for the fiscal year that ended June 30, 2022. Interest earnings funded about .14% of the \$118.2 million General Fund budget for the previous fiscal year.

Tax Collection

Property tax collections during FY23 totaled \$103,079,713 net of refunds. This is 4.07% more collected than the previous year. The delinquency rate on the FY23 tax levy was .5% as of June 30, 2023, the twenty-eighth consecutive year in which this rate has been under 1.5% and the third consecutive year it has been under 1%. The total dollar amount of property taxes outstanding on the tax collector's records (all years) was \$682,988 at the end of FY23.

During FY23, \$175,589 of unpaid property taxes was transferred to Tax Title accounts, including \$294 in utility liens. A Tax Title is a legal procedure involving advertisement of the delinquency and the recording of a priority lien against the deed to protect the Town's claim for taxes owed. \$298,973 was collected during the year on Tax Title accounts, along with \$107,158 in penalty interest. Tax Titles bear a penalty interest rate of 16% per annum. At June 30, 2023, 33 properties were in Tax Title status, amounting to accumulated unpaid taxes of \$615,064

Interest earned FY23	
Allocated by Fund	Amount
General Fund	\$1,700,708.81
Municipal Light Operating Fund	25,573.28
Land Acquisition Fund	601.83
Water Fund	365,280.95
Sewer Fund	264,634.31
CPA Fund	110,360.71
CMLP Depreciation Fund	306,034.93
CMLP Underground Fund	74,151.49
Pension Reserve	16,782.87
Contributory Retirement Fund	87,689.45
General Stabilization Fund	183.06
Student Activity	404.73
Beede Swim & Fitness Center	123,071.88
53G Fund	154.34
Parking Fund	865.28
CPS Capital Stabilization	1841.94
CPS Tech Stabilization Fund	29.95
Emergency Response Stabilization Fund	4093.11
Middle School Stabilization Fund	124,123.37
Affordable Housing	34,427.34
Arts Lottery Fund	635.67
TOTAL	\$3,241,649.30

(compared to 40 parcels and \$720,292 at June 30, 2022).

Debt and Credit Rating

In fiscal year 2023, one Bond was issued, as detailed below:

Bond Issuance

\$58,250 million Bond

Issue date: June 15, 2023
 Payable: January 15, 2024 through
 January 15, 2053
 Maturity date: 1 - 30 years
 True Interest cost: 3.883610%

Capital Borrowing Project May 31, 2023 Bond Issue

Fund 30 Town Capital Projects
Town Meeting
Article

Non-Exempt GF Debt:	Town Meeting Article	Town Meeting Authorization	Bond Principle Proceeds	Bond Principle Account Number	Bond Premium Proceeds	Bond Premium Account Number
AC438	ART29 ATM21 CPS CAPITAL BUDGET	\$ 900,000.00	\$ 900,000.00	0030-300-0438-4910-0000	\$ 382,000.00	0030-410-411-1150-4940-0000
AC1147	ART20 ATM2022 CPW KEYES RD ROOF REPLACEMENT	\$ 581,250.00	\$ 200,000.00	0030-426-426-1147-4910-0000		
AC1148	ART20 ATM2022 EMERSON PSKTBALL CRT RESURFACING	\$ 150,000.00	\$ 150,000.00	0030-122-137-1148-4910-0000		
AC1149	ART20 ATM2022 GEROW PARK IMPROVEMENTS	\$ 200,000.00	\$ 200,000.00	0030-122-137-1149-4910-0000		
AC1150	ART20 ATM2022 CPW TRAFFIC IMPROVEMENTS	\$ 382,000.00	\$ -			
AC1151	CPW PAVEMENT MGMT ART10 ATM2022	\$ 2,000,000.00	\$ 2,000,000.00	0030-410-411-1151-4910-0000		
AC1152	CPW CULVERT&BRIDGE REPAIRS ART10 ATM2022	\$ 772,000.00	\$ 772,000.00	0030-410-411-1152-4910-0000		
AC1153	CPW Vehicle/Heavy Equipment ART10 ATM2022 HWY MAINT	\$ 180,000.00	\$ 142,000.00	0030-410-422-1153-4910-0000		
AC1154	ART19 ATM2022 CPS Capital Borrowing	\$ 900,000.00	\$ 900,000.00	0030-300-300-1154-4910-0000		
AC1162	CPW VEHICLES&HVY EQUIP ART10 ATM2022 PARKS & TREES	\$ 182,000.00	\$ 144,000.00	0030-410-490-1162-4910-0000		
	Total Non-Exempt GF Debt		\$ 5,408,000.00		\$ 458,000.00	
Exempt GF Debt:						
AC437	ART1 STM JAN2022 NEW MS CONSTRUC/ARTS STM JAN2023	\$ 110,016,000.00	\$ 49,192,000.00	0030-122-123-0437-4910-0000	\$ 808,000.00	0030-122-123-0437-4940-0000
	Total Exempt GF Debt		\$ 49,192,000.00		\$ 808,000.00	
	ENTERPRISE CAPITAL PROJECTS					
Water						
AC380	ART28 ATM2016 WATER SYSTEM IMPROVEMENTS	\$ 14,650,000.00	\$ 1,650,000.00	0061-450-450-0380-4910-0000	\$ 350,000.00	0061-450-450-0380-4940-0000
AC409	ART43 ATM19 WATER MAIN REPLACEMENT	\$ 4,000,000.00	\$ 2,000,000.00	0061-450-450-0409-4910-0000		
	Total EF Debt		\$ 3,650,000.00		\$ 350,000.00	
	Total Issued		\$ 58,250,000.00		\$ 1,616,000.00	

Article	Item	Amount
29-2021	CPS Renovations I	\$ 900,000.00
19-2022	CPS Renovations II	\$ 900,000.00
20-2022	Municipal Building Keyes Roof Repairs	\$ 200,000.00
20-2022	Emerson Basketball Court Improvements	\$ 150,000.00
20-2022	Gerow Park Improvements	\$ 200,000.00
10-2022	Pavement Management	\$ 2,000,000.00
10-2022	CPW Culvert & Bridge Repairs	\$ 772,000.00
10-2022	Vehicles & Heavy Equipment (Highway)	\$ 142,000.00
10-2022	Vehicles & Heavy Equipment (Park & Tree)	\$ 144,000.00
5-STM-2023	New Middle School Construction	\$ 49,192,000.00
28-2016	Water System Improvements	\$ 1,650,000.00
43-2019	Water Main Replacement	\$ 2,000,000.00
	Total Issued:	\$ 58,250,000.00

Moody's Investors Services reaffirmed Concord's Aaa credit rating prior to the bond sale. The Town's credit rating has retained this Aaa rating since 1987.

53G Fund

In accordance with Massachusetts General Law Chapter 44, Section 53G as adopted by the Concord Board of Appeals, the Natural Resource Commission, and the Planning Board, it may be determined (due to a proposed project's size, scale, complexity, potential impact or use of land) that the review of a permit application warrants the assistance of outside consultants. Project applicants must pay for the services provided by the independent advisor. Funds provided by the applicant for this purpose are deposited with the Town Treasurer in an account separate from other monies. Expenditures made from the account may be made without further appropriation and used only for the review of a specific project whose funds have been received from the applicant. Upon completion of consultants' services required by the governing body, all funds (plus interest) remaining in the projects' balance are returned to the applicant.

The review of a few project applications proposed in Fiscal Year 2023 necessitated the expertise of outside consultants. The following table summarizes the activity in the 53G Review Fund for the fiscal year ending June 30, 2023.

Acct #	Project	Beginning Balance 7/1/2022	Funds Received	Funds Disbursed	Ending Balance 6/30/2023
0263	1440 Main St. Earth Removal	\$277.47	\$2.23	\$279.70	\$0.00
1187	37 Lexington Rd (Center for Visual Arts)	\$0.00	\$5,854.38	\$3,240.00	\$2,614.38
1177	Napoli Mausoluem	\$0.00	\$5,097.73	\$4,750.00	\$347.73
	Total	\$277.47	\$10,954.34	\$8,269.70	\$2,962.11

ACCOUNTING DIVISION

Mary Barrett, Town Accountant

The Accounting Division of the Finance Department is responsible for maintaining the financial records of the Town, preparing periodic and annual financial statements, overseeing, and processing the Town bills for inclusion in the disbursement warrants for approval by the Select Board, providing financial reporting services to other Town Departments, coordinating, managing the annual Town Audit, and interfacing with the Financial Audit Advisory Committee. Other duties include issuing 1099s, maintaining the chart of accounts and the vendor file, certifying availability of contract funds, monitoring, and retaining records of all contracts including State/Federal grants. In addition, the Accounting Division is designated as the systems administrator for the Town's financial reporting application. Finally, this group ensures that statutory reports follow standards set by the State, by the Government Accounting Standards Board (GASB) and local by-laws.

The Town Accountant serves as Ex-Officio board member of the Concord Contributory Retirement System.

During FY2023, one of our primary directives was preparing for the implementation of the Town's new ERP financial reporting system - MUNIS. Countless hours were spent working with our MUNIS consultant, reviewing processes, and participating in training while still addressing our regular workload.

In FY2023, the Accounting Division processed 39 accounts payable warrants, reviewed over 22,800 invoices, generated approximately 9,800 checks and wire transfers, mailed out 90 1099s, and generated over 625 journal entries. Received a clean opinion from our audit firm for the FY2022 Town Audit.

Town of CONCORD, LONG-TERM DEBT STATISTICS

Direct Debt - FY06 to FY20

@ June 30	Assessed Value	Outstanding Long-term Debt		Popula- tion	per capita income	% of Assessed value		Debt per capita		Debt per capita as % of per capita income	
		Gross	Net			decen- nial census	decennial census	gross debt	net debt	gross debt	net debt
2006	\$5,207,535,371	\$29,542,533	\$19,758,290	16,993	\$51,477	0.57%	0.38%	\$1,739	\$1,163	3.38%	2.26%
2007	\$5,309,253,833	\$55,091,156	\$31,052,480	16,993	\$51,477	1.04%	0.58%	\$3,242	\$1,827	6.30%	3.55%
2008	\$5,498,736,316	\$62,606,176	\$39,739,546	16,993	\$51,477	1.14%	0.72%	\$3,684	\$2,339	7.16%	4.54%
2009	\$5,264,591,702	\$71,479,238	\$49,853,220	16,993	\$51,477	1.36%	0.95%	\$4,206	\$2,934	8.17%	5.70%
2010	\$5,026,552,229	\$79,599,890	\$59,831,473	16,993	\$51,477	1.58%	1.19%	\$4,684	\$3,521	9.10%	6.84%
2011	\$5,045,140,030	\$80,557,680	\$57,138,277	17,668	\$67,374	1.60%	1.13%	\$4,560	\$3,234	6.77%	4.80%
2012	\$5,090,058,629	\$75,393,732	\$53,893,601	17,668	\$67,374	1.48%	1.06%	\$4,267	\$3,050	6.33%	4.53%
2013	\$5,054,970,094	\$70,984,036	\$50,782,417	17,668	\$67,374	1.40%	1.00%	\$4,018	\$2,874	5.96%	4.27%
2014	\$5,130,493,662	\$70,598,766	\$48,544,694	17,668	\$67,374	1.38%	0.95%	\$3,996	\$2,748	5.93%	4.08%
2015	\$5,412,298,562	\$62,596,727	\$41,730,402	17,668	\$67,374	1.16%	0.77%	\$3,543	\$2,362	5.26%	3.51%
2016	\$5,841,889,295	\$58,382,966	\$39,391,306	17,668	\$67,374	1.00%	0.67%	\$3,304	\$2,230	4.90%	3.31%
2017	\$5,973,716,402	\$54,309,398	\$36,661,977	17,668	\$67,374	0.91%	0.61%	\$3,074	\$2,075	4.56%	3.08%
2018	\$6,144,650,300	\$54,911,022	\$34,086,831	17,668	\$67,374	0.89%	0.55%	\$3,108	\$1,929	4.61%	2.86%
2019	\$6,447,033,517	\$48,891,639	\$35,841,833	17,668	\$67,374	0.76%	0.56%	\$2,767	\$2,029	4.11%	3.01%
2020	\$6,685,261,125	\$46,382,640	\$33,874,331	17,668	\$67,374	0.69%	0.51%	\$2,625	\$1,917	3.90%	2.85%

“Net debt” is tax-supported, net of self-supporting debt issued for the water, sewer and electric funds.

EQV and Debt: The Town’s Equalized Valuation (EQV) is the full and fair value of property in Concord and is set by the state biennially. This EQV is used in various state formulas for some state grant allocations. The value set at January 1, 2020 is \$7,134,203,400. By state law (MGL c. 44, § 10), the Town’s debt limit is capped at 5% of its EQV. The Town’s gross outstanding debt of \$46,382,640 as of June 30, 2020 is 0.65% of EQV.

TELEPHONE DIRECTORY
AMBULANCE, FIRE AND POLICE EMERGENCY – 911

Call this Department/Entity:	For questions on:	Phone:
AFTER HOURS EMERGENCIES	Electricity, highways, parks, sewer, snow removal, trash, trees, water	318-3400
Assessing	Assessments, Abatements	318-3070
Board of Appeals	Zoning Appeals, Special Permits & Variances	318-3295
Board of Health	Health, Sanitation, Septic Permits/Title V	318-3275
Building Inspector	Building Permits, Electric Permits, Plumbing & Gas Permits, Plot Plans, Home Occupation Permits, Zoning Enforcement	318-3280
Minuteman Media Network	Local Public Access Television	318-3052
Comcast Cable (Westford)	Cable Television sales and service	692-6500
Community Services Coordinator	Financial assistance, counseling, legal services, domestic violence resources, after school and camp support, employment, fuel assistance, parenting support groups	318-3034
Council on Aging	Senior Activities, Information & Transportation	318-3020
Fire Department	Routine Fire & Ambulance Business, Burning Permits	318-3488
Historic Districts Commission	Historic Districts	318-3299
Concord Housing Authority	Affordable, Subsidized & Elderly Housing	369-8435
Human Resources	Town Personnel Information & Job Openings	318-3025
Library	Main Library	318-3300
	Circulation Desk	318-3301
	Fowler Branch Library	318-3350
	Children's Services	318-3358
	Reference Services	318-3347
Light Plant	Electric Service & Operations	318-3101
Natural Resources	Electric, Water & Sewer Final Readings; Electric New Accounts	318-3154
Planning & Land Management	Conservation Land/Environment, Wetlands	318-3285
	Planning, Land Use, Zoning, Affordable Housing Lotteries	318-3290
Police	Routine Police Business and Animal Control Officer	318-3400
Public Works	Administration	318-3206
	Cemeteries	318-3230
	Engineering/Road Permits	318-3210

TELEPHONE DIRECTORY

	Highways/Snow & Ice Removal	318-3220
	Parks & Trees	318-3230
	Trash, Recycling & Yard Waste Information	318-3240
	Water & Sewer Operations (see Town Accountant for Billing)	318-3250
Recreation Department	Recreation Programs, After/Before School, Carousel, Terrific Tuesday, Hunt Gym	287-1050
	Beede Swim and Fitness Center	287-1000
Retirement Board	Town Retirement System Information/Benefits	318-3068
School Department	Ripley Administrative Offices/Superintendent's office	318-1500
	Alcott Elementary School	318-9544
	Thoreau Elementary School	318-1300
	Willard Elementary School	318-1340
	Peabody Middle School	318-1360
	Sanborn Middle School	318-1380
	Concord-Carlisle Regional High School	318-1400
Select Board	Concord-Carlisle Adult and Community Education	318-1432
	Committee Appointments; Alcoholic Beverage Licensing	318-3001
Town Accountant	Accounting	318-3060
	Utility Billing (Light, Water, Sewer)	318-3062
	Water & Sewer New Accounts	318-3062
Town Clerk	Births, Deaths, Marriages; Dog Licenses; Business Certificates; Elections; Voter Registration	318-3080
Town Manager's Office	General Administration	318-3000
	Public Information Officer	318-3052
	Facilities Manager	318-3132
Treasurer/Collector	Ambulance Bills; Parking Tickets; Property & Excise Tax Bills; Trash Collection & Recycling Subscriptions; Electric, Water & Sewer Bill Payments	318-3050
Youth Services Coordinator	Assists with programs and services for youth and families	318-3043
Veterans Agent	Veterans' Information/Referrals/Benefits	318-3038

To find out if a public meeting has been canceled, visit the Town's web site at www.concordma.gov. Also visit the web site for a calendar of municipal events and meetings, and for general information about the Town.

REFLECTING BACK, MOVING FORWARD

FRONT COVER: Highlights from 2023, Glory to George event, 150th Concord Free Library anniversary parade, 125th Concord Municipal Light Plant anniversary celebration, Stand Up for Ellen event, and middle school ground breaking.

PATRIOTS' DAY PARADE 2023

BACK COVER: Reenactors cross the North Bridge.

COVER DESIGN

Jan Collén Tkal, Jan Collén Design

PHOTOS CREDITS

Donna McIntosh	Pg 13
Concord Municipal Light Plant	Pg 20
Fire Department	Pg 76
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Many thanks to all who have contributed to the 2023 Annual Town Report. A special thanks to the Concord Select Board, Town Manager's Office, and all those who helped to make this report a success. This report was prepared using Adobe InDesign and other software and typeset in Adobe Minion Pro. The Annual Town Report is also available at www.concordma.gov. InDesign layout services provided by Mike Tusino, Capital Strategic Solutions.

Donna M McIntosh, Editor



REFLECTING BACK, MOVING FORWARD

FRONT COVER: 2023 was a time for reflection and celebration. Planning is in full swing for Concord250, with events kicking off in anticipation of the anniversary of the Revolution in 2025. The 150th anniversary of the Concord Free Public Library, and the 125th of the Concord Municipal Light Plant commemorated their histories and celebrated the creativity and innovation that continue to shape them as vibrant, essential community institutions, evolving to meet the needs of each new generation of Concordians. On a sunny day in May, cheers rose as shovels broke ground on the new middle school, expected to open in 2025.

BACK COVER: Crossing the North Bridge at the 2023 Patriots' Day Parade.