

# Community Development



## Department of Planning & Land Management

**Megan Zammuto, Deputy 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.

### Planning Division

**Elizabeth Hughes, Town Planner**

**Ann Clifford, Senior Planner**

**Christine Zale, Senior Planner**

**Heather Carey, Office Coordinator**

**Kim Johnson, Senior Administrative Assistant**

The Planning Division had a record busy year with exciting progress on various Big Projects and more new staff changes.

First, the exciting Big Projects progress. The Planning Board Chair Linda Miller and the Town Planner Elizabeth Hughes spent the first part of the year continuing to attend different Town board and committee meetings providing information and answering questions regarding the 2024 Annual Town Meeting Warrant Article for the MBTA Communities Multi-family Zoning, which was overwhelmingly passed at Town Meeting in April.

With the support of the Town's Community Safety Officer Inspector Ronald Holsinger, Assistant Town Engineer Justin Richardson, and Thoreau Elementary School Principal Justin Sparks, Ms. Hughes submitted, and the Town was awarded a \$16,000 Safe Routes to Schools Signs & Lines Grant to implement various signage and line painting improvements in the Thoreau School neighborhood to increase walking and bicycling safety to the school.

Ms. Hughes also applied for a MassTrails Grant, and the Town was awarded \$268,000 to further the design, engineering and permitting for the Assabet River Multi-use Bridge and Trail that will extend behind 300 Baker Ave. to the West Concord Commuter Rail Station. The MassTrails grant funds will be leveraged with \$200,000 in CPA funds to progress the plans to the 75% design stage of the MassDOT process, which allows the construction of the project to be programmed and funded through the State's Transportation Improvement Program.



Senior Planner Ann Clifford continues to work closely with the Concord Historical Commission (CHC) and Historic Districts Commission (HDC) members, a consultant and the community on developing a community-wide, cross-disciplinary Historic Preservation Plan for the 21st century. She is managing the project and the state and local grants that funded it. As part of the planning effort, Ms. Clifford prepared a Heritage Survey that went out to every Concord household. She collaborated with the CHC on an application to the CPC to fund a thematic survey of modern structures and neighborhoods which are some of the most significant and yet least documented historical and cultural assets of Concord. She helped the Community Preservation Committee (CPC) monitor the finances of over 50 existing projects totaling over \$5.5 million and reviewed 7 new project proposals. As part of the review process for 60 applications to the HDC and 13 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 served as an ex-officio member of the Warner's Pond Task Force, providing input and research on historical matters as requested.

In August, the Planning Division welcomed Senior Planner Christine Zale, who hit the ground running supporting the Planning Board, Zoning Board of Appeals and the Town Planner on managing various applications and assisting property owners and developers on application processes. Ms. Zale conducted an inventory of all the existing formula businesses in Concord Center, Thoreau Depot and the West Concord Business Districts and the West Concord Village District to verify that the number of formula businesses still meets the maximum number allowed in the Zoning Bylaw. She also conducted research of 16 different communities in Massachusetts on their Community Preservation Act programs and staffing needs to manage the CPA program.

Office Coordinator Heather Carey lent her artistic help to the Natural Resources Division by editing and converting their initial designs for interpretive panels of White Pond and Heartleaf Pond that were installed along the Bruce Freeman Rail Trail. These panels provide information on the formation of the ponds and their history, along with pictures and facts about wildlife and critters that call these ponds home. She also had the challenging task of updating the Town's Zoning Bylaw with help from a consultant to incorporate any zoning amendments approved by Town Meeting, which for 2024 included the MBTA Communities Zoning, two-family dwellings by special permit in Residence B district, update to the Floodplain Conservancy Overlay District and housekeeping amendments to OVER 65 sections of the Bylaw. In addition to managing all the outside consultant contracts, purchase orders, invoices, and payroll for the Division, Ms. Carey supported Ms.

Hughes and Ms. Zale with the 10 applications reviewed by the Planning Board and provided administrative support to the West Concord Advisory Committee (WCAC), the Transportation Advisory Committee (TAC) and the Regional Housing Services Office.

Senior Administrative Assistant Kim Johnson, who was assisting the Planning Division from a temp agency, became a full-time employee of the Town in April. Ms. Johnson supports Ms. Hughes, Ms. Zale and the Building Commissioner with the over 40 applications reviewed with the Zoning Board of Appeals and Ms. Clifford with the over 73 applications filed with the Historic Districts Commission and the Historical Commission. It can be pretty hectic sometimes making sure applications are complete, legal notices and abutter notifications are sent, information gets posted on the website, and draft decisions written, but she makes it happen with a smile and amazing customer service.

While furthering Town projects and goals, the amazing Planning Division team provides professional and administrative support to multiple standing boards and committees including: the ZBA, Planning Board, HDC, Historical Commission, CPC, the WCAC, and the TAC. Think about all the agendas, minutes, applications, projects, consultants, webpages, emails and phone calls the team handles in a year! For that, we are all thankful.

## **Planning Board**

*May 2023 to April 2024*

**Linda Miller, Chair**

**Andrew Boardman, Vice-Chair**

**Sue Felshin, Clerk**

**Mark Giddings**

**Rob Almeida**

**Abigail Flanagan**

*May 2024 to June 2025*

**Andrew Boardman, Chair**

**Mark Giddings, Vice-Chair**

**Rob Almeida, Clerk**

**Linda Miller**

**Sue Felshin**

**Abigail Flanagan**

**Pat Nelson**

**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 twenty times in 2024. Ten of the meetings were hybrid (in-person and virtually) and ten of the Board's meetings were virtual. Two of these meetings were joint meetings with the West Concord Advisory Committee. 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.

The Board began the year with one vacancy and welcomed a new member, Patricia Nelson.

### *Residential development*

The Board approved a Definitive Subdivision Plan application received in 2023 by EMS Development for the laying out of a new roadway and the creation of 4 new building lots at 80X and 1053 Main Street. The Board approved a Preliminary Subdivision Plan application for a 2-lot subdivision at 61B Walden Street and the Definitive Subdivision Plan application for the same address was received in December for review in 2025.

The Board did not receive any "Approval Not Required" (ANR) plans in 2024.

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 a 5-unit Planned Residential Development submitted by the Concord Housing Development Corporation at 406 Old Marlboro Road, and a height waiver for the construction of a new athletics practice facility at Middlesex School, 1400 Lowell Road. The Board also reviewed a combined business/residence project at 166 Commonwealth Avenue, however the applicant ultimately withdrew the application prior to the Board drafting its recommendation.

The Board approved the 2023 Site Plan Review application for the redevelopment of 768 Elm Street (the closed Papa Razzi Restaurant site) for a four multi-tenant commercial building. The Board also reviewed an application for increased lighting at 52 Main Street (Bank of America) which was withdrawn after the

applicant submitted revised lighting plans reducing the amount of new lighting.

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. After further discussion with the Zoning Board of Appeals, the project at 275 Forest Ridge Road was redesigned and review continues into 2025.

The Board approved a Special Permit application for a new formula business Bluemercury, Inc. at 4 Walden Street.

### *Zoning Amendments and Town Meeting Actions*

The Board reviewed draft language for potential Zoning Bylaw amendments at several meetings throughout the year for the 2024 and 2025 Annual Town Meetings. The Board moved four Zoning Bylaw Amendment warrant articles for 2024. The motions for Article 34 (Zoning Map and MBTA Communities Multi-family Zoning Overlay District), Article 35 (Two-family Dwelling Unit in Residence B Zoning District), Article 36 (Floodplain Conservancy District) and Article 37 (General Housekeeping) passed.

As part of the development of the MBTA Communities Zoning, the Board received a State Community Planning Grant to hire a financial planning consultant to conduct the required Economic Feasibility Analysis, which allowed for the adoption of zoning that includes a requirement that 20% of the multi-family units built under the MBTA Communities Zoning be affordable.

The discussion for 2025 Annual Town Meeting continued into 2025 and centered around potential amendments to the Floodplain Conservancy District, Site Plan Review, parking, additional dwelling units, general housekeeping, sign bylaw, accessory retail uses, and an affordable housing density bonus for Planned Residential Developments.

### *Other Activities*

With the assistance from a planning consultant funded through the Massachusetts Housing Partnership Technical Assistance Program, the Planning Board worked with the Town Planner and Town staff various departments and division to develop and adopt new MBTA Communities Multi-family Zoning Site Plan Rules & Regulations.

In February, the Board also completed and adopted new Scenic Road Bylaw Rules & Regulations.

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.

- > Discussed MBTA Communities Zoning and Mapping Requirement Guidelines.
- > Authorized the release of 41, 47, and 50 Sunnyside Lane from a Restrictive Covenant.

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. The Board 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 in other Town Committees by providing liaisons to the 2229 Main Street Advisory Task Force, Climate Action Committee, Economic Vitality Committee, MCI-Concord Advisory Board, Transportation Advisory Committee, West Concord Advisory Committee and various housing groups.

## **Building Inspections Division**

**Paul Creedon, Building Commissioner/Zoning Enforcement Officer**

**Gary Smith, Local Building Inspector**

**Kevin Pickering, Local Building Inspector**

**Tracy LaPierre, Office Coordinator**

**Pranvera Hoxha, Administrative Specialist**

**John Alesse, Electrical/Wiring Inspector**

**Wayne Caldwell, Plumbing/Gas Inspector**

### *Building and Zoning Activity*

The Building Inspections Division issued 928 building permits in 2024, compared to 1046 last year. The overall construction value decreased in the year 2024 to \$ 110.8 million compared to \$195.3 million in 2023. This is a decrease in the value of construction by 43.3%. Of this total, \$59.3 million was for residential construction with \$51.5 million in commercial work.

The value of “new residential dwelling units” built in Concord went from \$17.5 million last year to \$16.4 million in 2024. This new residential construction value represents 21 new detached single-family homes, 2 two-unit townhouse structures and three additional dwelling units (ADU), for a total of 28 new housing units. Of these 28 new homes, sixteen, or 57% were the result of “tear downs” (an act of demolishing a building, usually to build a new one on the same site)

In 2024, the issuance of Mechanical permits decreased by 17.6%, the number of Electrical Permits decreased by 3.3% and Plumbing/Gas permits decreased by 5.5%. Overall, 3004 permits were issued with a 7.31% decrease. The Building Division collected \$1,756,059 total in permit fees in 2024 versus \$1,622,922 collected in 2023. This is an 8.2% increase from last year.

### **Staffing/Operations**

Our staff is comprised of five 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 related 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 spend an increasing amount of time reviewing sub-division proposals, special permits, site plans, variance requests, making zoning determinations and addressing zoning complaints. Staff also provide review and comment to the Select Board for annual license renewals, which include licensing for alcohol and beverage facilities and livery licenses.

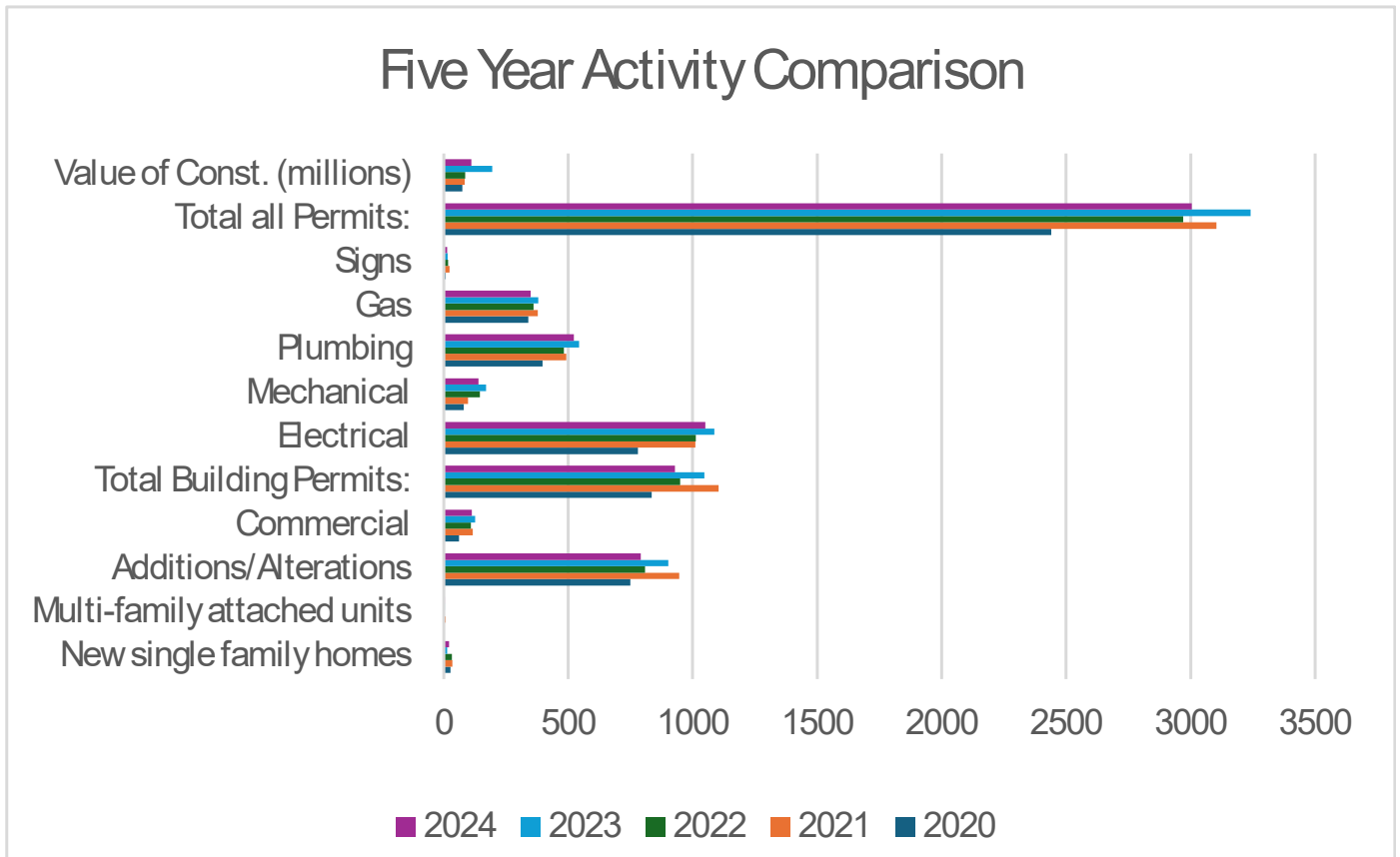
### **Noteworthy projects under construction this year include the following:**

Middlesex School 72,000 Sq. Ft. new athletic practice facility, referred to as the “Field House”, 768 Elm Street which involved demolition of an existing vacant building (formerly Papa Razzi) to construct a new commercial building with four tenant spaces that will include three restaurants and one bank, 794 Elm Street partial demolition of building to build a new Dunkin Donuts, continued construction of the new Concord Middle School.

# Zoning Board of Appeals

## 2024 Annual

Number of permits issued	2020	2021	2022	2023	2024
New single family homes	26	34	32	14	21
Multi-family attached units	0	8	2	4	4
Additions/Alterations	749	945	808	901	791
Commercial	61	116	108	127	112
<b>Total Building Permits:</b>	<b>836</b>	<b>1103</b>	<b>950</b>	<b>1046</b>	<b>928</b>
Electrical	780	1010	1013	1086	1050
Mechanical	81	97	146	170	140
Plumbing	397	493	483	544	522
Gas	340	377	361	379	350
Signs	7	24	17	16	14
<b>Total all Permits:</b>	<b>2441</b>	<b>3104</b>	<b>2970</b>	<b>3241</b>	<b>3004</b>
Value of Const. (millions)	74.8	84.4	86.3	195.3	110.8
<b>Permit Fee Revenue</b>	<b>\$976,317</b>	<b>\$1,148,245</b>	<b>\$1,329,495</b>	<b>\$1,622,922</b>	<b>\$1,756,058</b>



*May 2023 to April 2024*

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

*May 2024 to April 2025*

- Theo Kindermans, Chair**
- Ravi Faiia, Vice Chair**
- Elizabeth Dwyer Leonard, Clerk**
- Thomas Swaim, Associate Member**
- Vacant, 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, Variances and Comprehensive Permit applications as required pursuant to the Zoning Bylaw of the Town.

In May, Theo Kindermans was re- elected as Chair, Ravi Faiia was elected as Vice Chair, and Elizabeth Dwyer Leonard appointed by the Select Board as a full member and was elected as Clerk. The Board would like to thank Ms. Akehurst-Moore for her 9 total years on the Board as an Associate and full Member. The Board is currently in need of one additional associate member.

In 2024, a total of 47 new applications were submitted. The Board held twenty-three (23) public hearings and conducted three (3) official site visits. The Board heard applications for two (2) appeals from a decision of the Building Inspector/Zoning Enforcement Officers, four (4) Variances, two (2) Sign Bylaw Variances, two (2) Comprehensive Permits, and thirty-two (32) Special Permits which included three (3) renewals for previously granted Special Permits. Of these applications, twenty-four (24) Special Permits were granted, one (1) application withdrew without prejudice at the request of the applicant, four (4) were denied, and five (5) 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 - 2024*

**Public Health Division**

Change, alteration or extension of a nonconforming use, structure	10
Nonconforming single & 2-family structure (inc. by more than 50%)	12
Site plan approval (associated with a special permit)	2
Relief from the height requirements	1
Special home occupation (new and renewal)	1
Additional dwelling unit/Two-family dwelling unit	7
Side Yard Setbacks	3
Combined Business/Residential Use	2
Bed & Breakfast or Tourist Home	1
Fairs Bazaars, Antique Shows, Suppers, and Dances	4
Comprehensive permit	2
Special permits	32
Variances	4
Sign bylaw variances granted	2
Appeal of the decision of the Zoning Board Denied	2

The past year has been marked by a series of significant activities, collaborations, and initiatives that have

contributed to the mission of public health: to promote, prevent, and protect the health and well-being of our community. We are committed to advancing our role in ensuring a safer and healthier environment for all residents, in alignment with the foundational public Health Services.

### *Preventing Disease and Injury*

In January, we bid farewell to long-term Inspector Gabrielle White, who served our community with dedication. To ensure continued inspection services, we contracted with Boardman Animal Control to handle responsibilities related to animal inspections, rabies control, permit inspections, complaints, and barn book management. This partnership has enhanced our ability to prevent the spread of zoonotic diseases and maintain a strong system of oversight.

### *Promoting Health and Wellness*

A significant initiative this year was our continued work to establish the Concord Behavioral Health Collaborative, engaging with stakeholders throughout the community to implement evidence-based prevention practices. This collaborative group identified a critical gap in mental health services and requested the addition of a community-based clinician to support the mental health needs of Concord residents. In response, a contract was established with Eliot Community Human Services, and the Town Manager secured funding for the initiative. As a result, a Community Clinician, Juliet Jaye, was hired in November 2024 through Eliot. Juliet is currently accepting referrals and working to support the mental health needs of our community.

Additionally, this year we developed and rolled out the Deed Restriction Policy for Concord residents with on-site wastewater systems. This policy aims to ensure transparency and provide clear guidance on methods for determining design flow reviews, ensuring that wastewater systems are effectively managed, and environmental risks are mitigated. This policy directly supports our efforts to promote environmental health and sustainable practices.

### *Protecting the Health of Our Community*

Our team has remained steadfast in its commitment to protecting public health through ongoing environmental health inspections. We conducted thorough inspections across various areas, including septic systems, food establishments, animal-related concerns, housing, pools, recreational camps, and addressing general health complaints. These activities were crucial in minimizing risks and safeguarding community health.

### *Collaborating with Public Safety*

In line with our goal of providing comprehensive and effective public health services, we provided Clutter

Permits	2023	2024
Beach	3	4
Body Art	1	2
Catering	15	13
Disposal System Installer	45	47
Food Establishment	113	120
Form A - Soil Test for Septic System	30	55
Form B - Disposal Works(Septic) Construction	94	92
Form C- Title 5 Building Review	85	100
Form S - Request for Title 5 Sewage Review	54	79
Funeral Director	1	1
Hazardous Materials	31	36
Keeping of Animals	83	80
Mobile Food Establishment	13	6
Recreational Camps for Children	17	17
Registered Title 5 Inspector	21	22
Rubbish Hauler	3	8
Swimming Pool	30	27
Temporary Food	47	50
Title 5 Inspection Report	87	118
Tobacco and Nicotine Sales	14	14
Well Drilling	14	16

Image Rating Scale training to local police and fire departments. This training aimed to enhance housing inspections and foster better collaboration with public safety agencies. Through this initiative, we have strengthened our partnerships, ensuring more efficient and compassionate responses to housing-related health concerns.

### *Public Health Nursing*

The Public Health Nurse aims to prevent disease, reduce

Type of Complaint	#
Animal	6
Bathing Beach	2
Beavers	2
Dumpster	3
Food Safety	7
Housing	19
Indoor air quality	1
Noise	4
Nuisance	18
Odor	1
Septic Odor or Failure	8
Tobacco Sales Violation	2
Weights and measures	1
<b>Total</b>	<b>74</b>

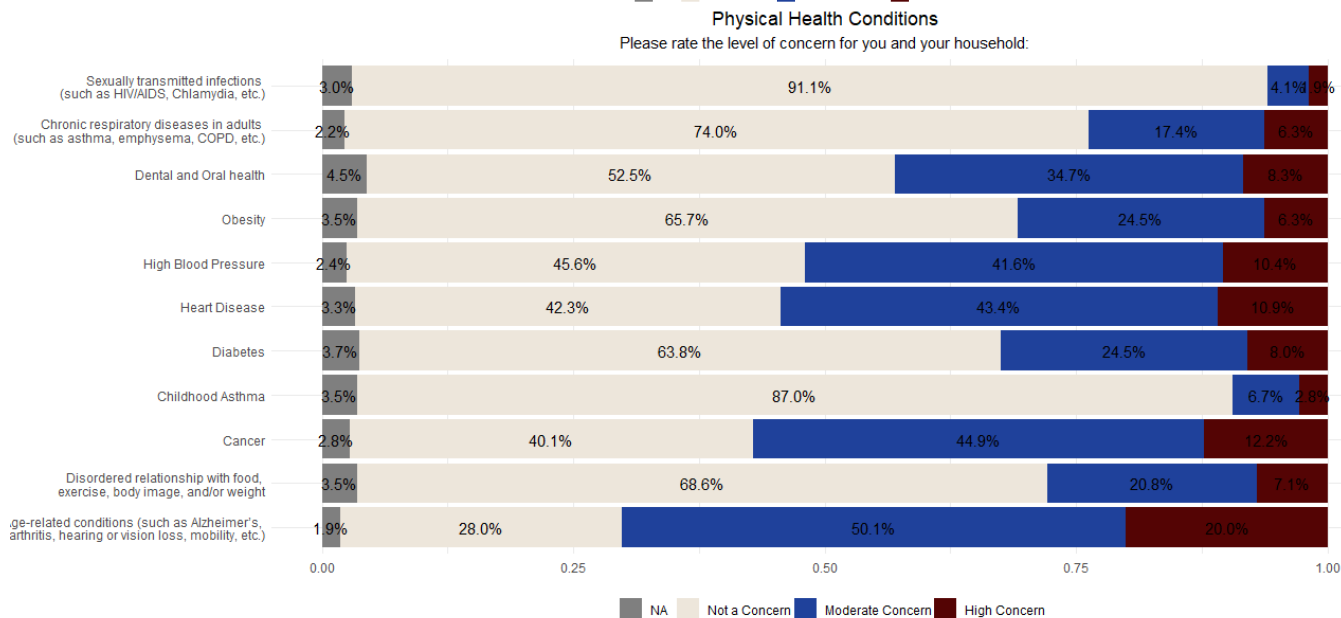
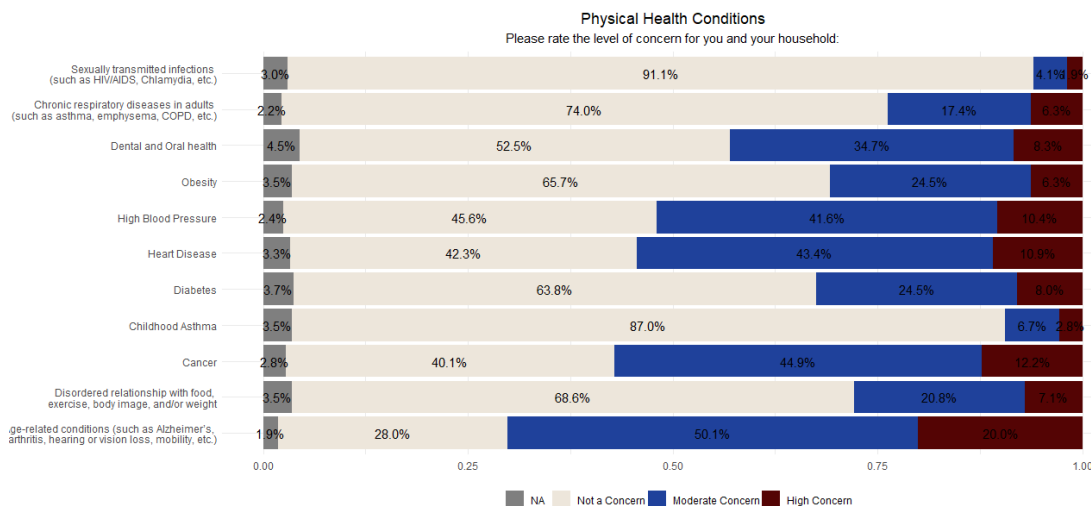
health risks, and support community health. Moira Carter, Public Health Nurse for Concord and Maynard, worked 25 hours per week for Concord and 15 hours for Maynard. The Town was able to host two interns from Boston University School of Public Health to assist with the work needed.

Public Health Nursing services include communicable disease case management and surveillance. In 2024, 633 cases of reportable infectious diseases were tracked through MAVEN, in partnership with the Massachusetts Department of Public Health, and supported by the Public Health Nurse.

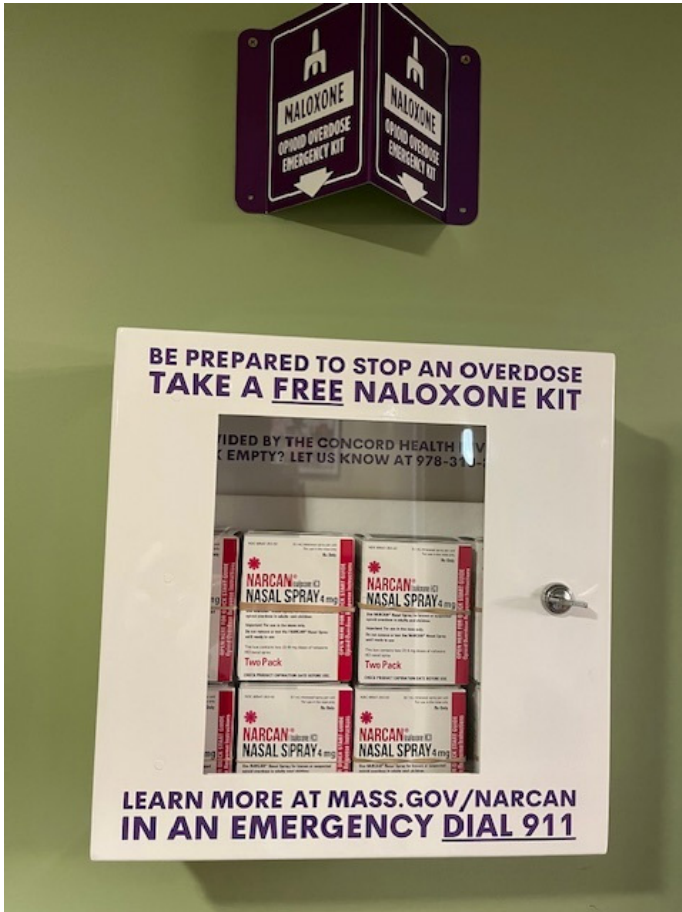
The Public Health Nurse also supported the Concord Health Division's Community Health Needs Assessment (CHNA), which surveyed over 500 residents. This assessment helps identify health needs and priorities for the community.

Communicable Diseases	# Cases*	Communicable Diseases	# Cases*
Calicivirus/Norovirus	2	Salmonellosis	3
Campylobacteriosis	12	Streptococcus pneumoniae	2
Cryptosporidiosis	2	Tuberculosis (LTBI)	35
Dengue Fever	1	Varicella	1
Encephalitis	1	Yersiniosis	1
Giardiasis	1	<b>Tick-borne Disease</b>	
Group A streptococcus	1	<b>Babesiosis</b>	6
Haemophilus influenzae	1	<b>Ehrlichiosis</b>	3
Hepatitis B	19	<b>Human Granulocytic Anaplasmosis</b>	14
Hepatitis C	3	<b>Lyme Disease</b>	85
Influenza	108	<b>Powassan virus infection</b>	1
Novel Coronavirus (SARS, MERS, etc)	327	<b>Spotted fever rickettsioses, including RMSF</b>	1
Pertussis (and other Bordetella species)	3	<b>Total Tickborne Diseases</b>	<b>110</b>
<b>Total Reportable Diseases</b>			<b>633</b>

\*includes confirmed, probable, and suspect cases



Efforts to prevent substance use and overdose included expanding access to naloxone (Narcan) through partnerships with the Concord Free Public Library and the Health Division office. The Public Health Nurse also hosted a Narcan training and participated in the Hidden in Plain Sight drug education program at local schools.



Health communication efforts included a dedicated Public Health Nurse webpage, participation in the Communications Subcommittee of the Concord Behavioral Health Collaborative, and presentations on health topics at the Council on Aging.

Mental health initiatives included participation in Emerson Hospital's Mental Health Working Group and support for the "Yellow Tulip Project" to reduce stigma around mental health. The Public Health Nurse also assisted with the Concord Free Public Library's Wellness Week during Mental Health Awareness Month.



**THE TOWN OF CONCORD HEALTH DIVISION  
SUPPORTS WELLNESS WEEK  
AND THE IMPORTANCE OF  
TAKING CARE OF YOUR MENTAL HEALTH**

MENTAL HEALTH IS JUST AS IMPORTANT AS PHYSICAL HEALTH. IT AFFECTS HOW WE THINK, FEEL, AND ACT. TAKING CARE OF OUR MENTAL HEALTH IS ESSENTIAL FOR OVERALL WELL-BEING.

TAKE TIME TO DO THINGS THAT YOU ENJOY, SUCH AS READING A BOOK, TAKING A WALK, OR HAVING A RELAXING BATH. PRIORITIZING SELF-CARE CAN HELP REDUCE STRESS AND IMPROVE MOOD.

CONNECT WITH OTHERS. HAVING A SUPPORT SYSTEM IS CRUCIAL FOR GOOD MENTAL HEALTH. REACH OUT TO FRIENDS, FAMILY, OR A MENTAL HEALTH PROFESSIONAL IF YOU NEED TO TALK OR RECEIVE GUIDANCE.

EXPLORE THIS TABLE FOR MENTAL HEALTH RESOURCES FOR YOU AND YOUR FAMILY

**Public Health**  
Prevent. Promote. Protect.

Vaccination efforts included flu and COVID-19 clinics for seniors and town employees, homebound vaccinations, and childhood vaccination catch-up clinics for emergency assistance shelter residents, in collaboration with West Concord Pharmacy and the state. Connections to primary care for shelter residents were also supported.

*The Great Meadows Public Health Collaborative (GMPHC)*

The Town of Concord is proud to be an active member of the Great Meadows Public Health Collaborative (GMPHC), which was established in 2022 through Massachusetts' Public Health Excellence Grant. This collaborative strengthens local public health capacity and ensures access to core public health services across its seven member communities: Bedford, Carlisle, Concord, Lincoln, Sudbury, Wayland, and Weston.



The mission of GMPHC is to enhance public health protections, programs, and outcomes by fostering collaboration, pooling resources, and increasing staff capacity and expertise. Since its inception, GMPHC has successfully leveraged grant funding to hire a regional team, including a Shared Services Coordinator, two Regional Public Health Inspectors, a Regional Health Communications Specialist, and, most recently, a Regional Substance Use Prevention Coordinator funded through pooled Opioid Abatement funds. Two specific

events for 2024 included the Hidden in Plain Sight program at Concord-Carlisle High School, Sanborn Middle School, and Peabody Middle School. This program equips adults with tools to recognize signs of youth substance use and engage in proactive conversations. Additionally, Concord participated in the regional Gun Buyback events held on October 5th and 26th. These events, funded through pooled municipal contributions, offered residents the opportunity to exchange firearms for gift cards, reducing firearm-related risks in our community. By working together through GMPHC, Concord and its partner communities are building a stronger, more resilient public health system that protects the health and well-being of all residents

## 6 WAYS TO PROTECT YOURSELF FROM TICK BITES

**EDUCATE YOURSELF**  
Know where to expect ticks, what environment they thrive in and the symptoms of a tick bite

**WALK ON TRAILS AND AVOID TALL GRASS**  
Ticks hide in tall grasses and brush, avoiding these areas decreases exposure to ticks

**USE A DEET-BASED REPELLENT**  
Regularly apply repellent on any exposed areas of skin (follow label instructions)

**CHECK BODY, CLOTHES, AND PETS FOR TICKS**  
After being outdoors conduct a full body check. Use a mirror or ask someone to check areas that are hard to see

**WEAR CLOSED TOE SHOES & LIGHT-COLORED CLOTHING**  
Light colored clothing allows you to better spot ticks that may be attached to your clothes

**TUCK PANTS INTO SOCKS**  
The best way to avoid ticks is to leave a minimal amount of skin exposed. Tucking pants into socks seals off potential crevasses that ticks can crawl into and hide

**IF BITTEN BY A TICK**

- Use tweezers to grab tick and slowly pull upward
- Immediately clean the area with soap & water or rubbing alcohol
- Save the tick for testing if possible, place in sealed bag and label with name, date, and site of bite

**FOR MORE INFORMATION, VISIT**  
[www.TickEncounter.org](http://www.TickEncounter.org)  
[www.CDC.gov/Lyme/Prev](http://www.CDC.gov/Lyme/Prev)

Scan code for resources from MA DPH

Great Meadows  
PUBLIC HEALTH COLLABORATIVE

### *Health Division 2025 and Beyond*

As we look ahead, we remain committed to continuing our work to prevent disease, promote healthy lifestyles, and protect the health of our community. We are excited about the opportunities in the coming year, including our work to disseminate our public health needs assessment. We will work with all our stakeholders to develop a community health improvement plan based on key findings from the assessment. We will continue to work with other Town Departments such as Recreation, Concord Library, Public Safety, CPW and in the community with Emerson Hospital, Concord Public Schools, charitable and faith-based organizations, Concord businesses. We look forward to strengthening our public health efforts through collaboration, transparency, and innovative approaches.

## Board of Health

### Members:

**Dr. Randy Kring (Chair)**

**Dotty Bernard**

**Portia Keady**

**David Ropeik**

**James Whalen**

The Concord Board of Health had a productive and impactful year in 2024, with several key initiatives and responses that furthered our commitment to public health and safety in the community.

A major accomplishment was the passage of the **new Well Regulation**. This regulation updates and enhances Concord's approach to ensuring the quality and sustainability of the private well water supply. By establishing clear standards for well construction, testing, and maintenance, this regulation provides a vital framework for protecting our natural resources and ensuring access to clean water for residents. Key changes included the permitting of irrigation and geothermal wells.

In addition, the Board of Health adopted the **Nicotine-Free Generation Tobacco Control Policy**. This important policy prohibits the sale of nicotine products to anyone born after January 1, 2004. In so doing, the Board of Health aims to curb the rise of nicotine addiction among youth and prevent the next generation from suffering the adverse health effects of nicotine use. With this policy, Concord continues its efforts to safeguard the health of future generations by promoting a tobacco-free environment.

In early September, the Board of Health convened an emergency meeting to address the growing concerns surrounding **Eastern Equine Encephalitis (EEE)**. With the detection of mosquitoes carrying the virus in Concord mosquito samples, the Board responded swiftly to keep the community safe. The meeting focused on enhancing public awareness of EEE risks, recommending preventative measures such as mosquito control efforts, protective actions for residents, and encouraging personal precautions. The Board also worked closely with local authorities to monitor the situation and take appropriate steps to ensure public safety during the heightened risk period.

The Board of Health welcomed two **new members** in May. Dottie

## Nicotine-Free Generation Policy

- 1 Focuses on prevention for the next generation;
- 2 Allows access to tobacco for all existing adult tobacco users;
- 3 Gives retailers time to adjust, as the market only declines marginally each year;
- 4 Denormalizes nicotine use as the number of users decreases; and,
- 5 Widens the gap between children and those who can be legally sold tobacco

Bernard and Portia Keady replaced Mark Haddad and Jill Block, both of whom had fulfilled the two three-year term limits. We want to thank Mr. Haddad and Ms. Block for their service and dedication to the Town. In November, we welcomed David Ropeik to the Board of Health, replacing Kurt Herman, who moved to Carlisle. We are grateful for Kurt's valuable contributions over his tenure, and we are excited to have David bring his knowledge and experience to the Board as we continue our efforts to promote the health and well-being of Concord residents.

Looking forward to 2025, the Board remains dedicated to advancing public health, addressing emerging health concerns, and continuing to support policies that improve the overall well-being of the Concord community. We thank our residents for their ongoing engagement and support as we work together to maintain a healthy and safe town for all.

## PREVENT TICK & MOSQUITO BITES!

WEAR LONG-SLEEVED SHIRTS,  
LONG PANTS AND SOCKS



AVOID BEING OUTSIDE AT DUSK  
AND DAWN - PEAK MOSQUITO  
ACTIVITY TIMES



CHECK  
YOURSELF



FOR TICKS  
ONCE A DAY

REPAIR  
WINDOW SCREENS -  
KEEP MOSQUITOS OUT!



REMOVE STANDING  
WATER WHERE  
MOSQUITOS  
CAN BREED



USE CDC RECOMMENDED  
INSECT REPELLANT AND TREAT  
CLOTHING WITH PERMETHRIN



For more information go to:  
[www.greatmeadowspublichealth.org](http://www.greatmeadowspublichealth.org)

## Economic Vitality Division

### Mimi Graney, Economic Vitality Manager

The Economic Vitality Manager supports the Economic Vitality Committee, Concord Cultural Council, and West Concord Junction Cultural District Committee while collaborating closely with the Tourism Manager. This role involves partnerships with local organizations including the Concord Business Partnership and the Concord Chamber of Commerce as well as coordination with other town departments.

*“Economic vitality” differs from “commercial development”:*

- > **Scope:** Economic vitality takes a holistic view of the local economy, while commercial development focuses on physical spaces for business.
- > **Strategies:** Economic vitality is more incremental and uses grassroots approaches like workforce training and placemaking; commercial development relies on land acquisition, zoning changes and tax incentives.
- > **Stakeholders:** Economic vitality engages widely diverse groups to foster inclusive community benefits with local government in a partnership role, while commercial development is typically led by developers and investors with local government in a regulatory role.
- > **Metrics:** While both measure success through economic indicators like new business openings and increases in tax revenues, economic vitality includes qualitative measures like diversity, social cohesion and quality-of-life measures.

### Key Goals and 2024 Achievements

#### Revitalize Village Centers

- > **Age-Friendly Business Initiative** - Expand accessibility and inclusion within Concord’s business districts. The project secured grant funding, engaged community members, created an evaluation check-list, and surveyed older residents and visitors.
  - Key findings: Older people support local businesses, with more than 90% under age 80 shopping. Approximately 15% of respondents aged 60–90 visit Concord businesses daily, highlighting the social and economic ties with local businesses. Providing more benches was the most requested improvement.
- > **Public Art** - Build capacity and equity in public art commissioning focus on using creative placemaking as a tool for economic vitality and community engagement.
  - “Freedom’s Silhouette” by Liz Helfer was commissioned and installed in Monument Square. Funding provided by the New England

Foundation for the Arts, Metropolitan Area Planning Council, and Mass Cultural Council. Five companion site activation projects included the Wright Tavern Pub Choir, Robbins House artmaking workshops, and band concert.

- West Concord Junction Cultural District Projects: Installed a poetry phone, artist-decorated switchboxes, and launched plans for a 2025 sidewalk art loop.
- Concord 250: Facilitated installation of creative wayfinding map at the Visitors Center.

#### > Infrastructure:

- Streetscape upgrades improved pedestrian safety and accessibility in Concord Center. Frequent communication with town staff helped minimize disruptions during the project.
- Benches Project. Secured funding and led effort for the installation of teak benches in and around Concord Center in the spring of 2025.



#### Deepen Understanding of Concord’s Business Landscape

- > **Agriculture:** With assistance from summer college intern Zacharian Elmasri, a comprehensive profile of Concord’s farms and agricultural resources was developed.
- **Key Insights:**
  - **Land Use:** Approximately 10% of Concord’s land is engaged in commercial farming, compared to only 3% of land zoned for other business uses.
  - **Agricultural Preservation:** Long-standing efforts to protect agricultural land have been crucial for the continued success of Concord’s farms.

- **Agritourism:** Farm stands represent a significant opportunity to position agriculture as a centerpiece for Concord's tourism industry.
  - **Farmstead Protection:** Ensuring the protection of farmsteads—housing and operational structures—is critical for maintaining Concord's agricultural base and managing generational transitions in farming.
- › **Sewer Improvement Fee Study:** Analysis of sewer improvement fees was conducted and presented to Concord's Water & Sewer Division and the Economic Vitality Committee.
- **Key Findings:**
    - **High Fees:** Concord's wastewater capacity limitations are reflected in the high fees assessed.
    - **Impact on Small Businesses:** Very small food businesses face fees disproportionate to their size and actual water usage.
    - **Recommended Adjustment:** Encouraging these businesses to utilize the Public Works Commission's option to pay based on actual rather than estimated usage would better align fees and open smaller retail spaces to a broader range of tenants.
    - **Zoning Policy:** In collaboration with the Economic Vitality Committee and the Planning Board, two critical zoning changes were proposed for 2025 Town Meeting:
    - **Parking Requirements:** Advanced a warrant article to remove new parking requirements for changes of allowable uses within existing business district properties.
    - **Retail in Industrial Zones:** Advanced a warrant article to allow retail as an accessory use in industrial zones.

### Foster a Business-Friendly Community

- › **Web Portal:** A centralized resource on ConcordMA.gov for businesses launched.
- › **Newsletter:** A new monthly e-newsletter reached 612 subscribers with a 57% open rate.
- › **Business Support:** Assisted 23 businesses and worked closely with local organizations.

### Build Capacity for Economic Development

- › **Cultural Sector:** Supported the transition of Concord Center cultural district management and strengthened local committees.
- › **Food Safety:** ARPA-funding used to launch grants and training program for farmstands and mobile food vendors to be executed first quarter of 2025.
- › **Regional Partnerships:** Continued collaboration on economic development initiatives, including the MCI-Concord redevelopment.

### 2025 Priorities

- › Execute the **Food Safety Program** and distribute

grants.

- › Complete the **Age-Friendly Business Toolkit**.
- › Identify opportunities for **Agritourism** promotion.
- › **Support policy changes** on sewer fees and zoning to support small businesses.
- › Enhance **cultural districts** and develop events like "Third Thursdays."
- › Grow the **business newsletter** audience.

## Economic Vitality Committee

### Role of the Committee

The Economic Vitality Committee (EVC) was created in 2019 to strengthen the sustainability of local business districts and the cultural, historic, and civic assets in Concord. The EVC seeks to integrate economic vitality goals through collaboration with other town departments and committees. The committee's purpose is to examine ways the Town can attract, sustain, and promote local businesses in Concord's four existing business districts. The EVC also explores ways to promote and encourage tourism, collaborates with related committees and town departments, and seeks external revenue sources. The committee recognizes the importance of the arts, culture, and historic resources in supporting tourism and economic vitality.

The EVC is composed of 10-13 members, including representatives from the Concord Business Partnership, the Concord Chamber of Commerce, the Town's Economic Vitality Director and Tourism Manager, local business owners/managers, commercial landlords, and citizens with relevant background. The EVC advocates for the business community, identifies obstacles to attracting and retaining businesses, connects tourism with commerce, and articulates the impact of potential land uses on tourism and commerce. The EVC also hosts forums, provides annual reports to the Select Board, and collaborates with the 250th Committee.

Both the Town's Tourism and Economic Vitality Managers are member of the EVC. The Committee receives monthly reports from both managers that inform the committee and help the EVC align its action with the Town's needs to support the business community

### Key Accomplishments in 2024

#### Strategic Planning:

The committee established four strategic categories to focus its work: Communications/Marketing, Recruitment & Retention of Businesses, Policy & Regulations, and Concord 250 with members leading each team.

#### Sewer Improvement Fees:

The EVC reviewed an analysis of sewer improvement fees and communicated with members of the committee

regarding the challenges of wastewater capacity. In 2025 the committee will work with the Public Works Commission to explore options to adjust impacts on micro businesses disproportionately assessed sewer improvement fees.

### **Zoning Policy:**

The EVC worked with the Planning Board to draft and advance for the 2025 Town Meeting proposed zoning changes:

- > To remove parking requirements for changes of allowable uses within existing business district properties.
- > To allow retail as an accessory use in industrial zones.

### **Business Recruitment and Retention:**

The committee began developing a plan to identify and support “good fit” businesses in the town centers. They plan to audit business vacancies, create customer profiles, and match potential businesses with community needs. To support this effort a retail business survey was developed that will be distributed in the first quarter of 2025.

### **Advocacy:**

Throughout the year the EVC kept abreast of issues impacting small businesses and heard reports on the 250th and specific industries such as Concord’s agricultural sector. Where advocacy was needed, such as for the Municipal Empowerment Act before the Massachusetts legislature or to the MCI Advisory Committee assessing Concord’s interest in commercial development, the EVC provided written communication to reflect the committee’s concerns.

## **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**

### *Natural Resources Management*

In addition to providing technical and administrative support to the Natural Resources Commission, which includes reviewing permit applications; preparing and issuing permits and enforcement orders; performing site inspections; maintaining Commission records; investigating and documenting violations and overseeing restoration activities as needed, and advising the public and applicants on wetlands-related matters, 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). Stewardship includes maintaining over 37 miles of trails, and mowing

84 acres to maintain trails and open meadows. Major invasive species removal efforts were undertaken at Macone Park and Heywood Meadow this year. At Macone Park, the primary focus was to eradicate Japanese knotweed near Mill Brook and throughout the park through a girdling method, herbicide injection, and bi-weekly mowing. Heywood Meadow’s focus was primarily manual removal of glossy buckthorn, but also multiflora rose and honeysuckle in the roughly 2-acre wooded area just north of Mill Brook, an effort carried out by a hired contractor, volunteers, and staff. One hundred daffodils were also planted in Heywood Meadow in anticipating of the 250<sup>th</sup> celebration next year.



*Knotweed management at Macone Park*

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 10 properties and trails, totaling almost 800 hours of volunteer time. Dedicated trail stewards removed 91 downed trees across trails, refilled mutt mitts and trail maps, conducted trail vegetation trimming, and constructed and installed 3 new property signs. The annual Garlic Mustard Pull and Concord Cleanup were held again this year. Chainsaw Trail Stewards and staff received their triennial chainsaw training with the Game of Logging. 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 Concord-Carlisle High School for the 2024 Earth Day celebration.

### **Old Calf Pasture Restoration:**

Division staff continued invasive species control management at Old Calf Pasture. Spot treatments of previously managed areas were treated by Native Plant Trust and staff, expanding areas of improved habitat for native flora and fauna, including the rare Britton’s violet.

### **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. This is the third full season of the A-Pod technology implementation, and the third season (since 2021) that health guidelines for cyanoHABs were not exceeded.

**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, as well as assist on stewardship initiatives. Tomás Brockett-Delgado and Elsa Crotty were the Conservation Crew members for the 2024 season. 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 two new property signs and restored five signs. 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 112 parcels with Conservation Restrictions. This year, committee members walked twenty-eight of these parcels and wrote reports documenting the state of the property and any issues found. Members of the CRSC during 2024 were Mary Ann Lippert (chair), Annemarie Altman, Peter Blau, Ellen Glendon, and Arthur Schwope (secretary).

**Heywood Meadow Stewardship Committee:**

The HMSC finalized the 2023 Landscape Preservation Plan update with photographs, completing the effort to capture the HMSC’s mission to balance the important historic and environmental qualities of the Meadow. As a means to inform the public about the historic nature of Heywood Meadow, and its ecological role in the Mill Brook watershed and as a natural pollinator meadow, the Committee produced a small paddle information sign, with an accompanying map on its rear, and attached it to an existing post on the Meadow. The sign has a QR code link to the HMSC website which provides further background and environmental data. The Committee continued to advocate for safety improvements at the Heywood and Walden Street intersection. Finally, the three wood benches in the Meadow were beautifully refinished by volunteer Michael Sprague. Committee members include Peter Lee (chair), Cris van Dyke (Vice-chair), David Bell (Clerk), John Thompson (Vice-clerk), Susan Clark, Mary Clarke, Joanne Gibson, and Stan Lucks. Sarah Strong joined the Committee, replacing Lola Chaisson who has moved out of Concord.

**Trails Committee:**

The Trails Committee continued with its core mission of responsibility for maintenance and improvement of conservation property trails, keeping them in good condition for walkers’ enjoyment. All tree damage obstructing trails was cleared in rapid response by our chainsaw trained members. Numerous projects were completed in collaboration with Land Manager Will Holden: Trail relocations and water bar applications were completed to eliminate steep erosion-prone routing; Damaged bog bridges were reset or replaced, and slippery bridge ramp conditions alleviated with application of a hardware cloth cover for traction; A footbridge by the Old Calf Pasture damaged by spring flooding was repaired and levelled by constructing more secure piers and resetting the deck; bicycle racks were installed at three entrance locations around White

Pond Reservation to assist users' compliance with the "no bicycle use" policy; a post-and-beam design kiosk was constructed to replace the dilapidated signboard at Punkatasset Preserve.

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. The Trails Committee overseeing this activity includes members Bob White (Chair), Spencer Borden, David Clarke, Carlene Hempel, Bill Kemeza, Jonathan Keyes, and Bouke Noordzji.

### **Warner's Pond Task Force:**

The Task Force was formed in early 2024 to review all feasible management options at Warner's Pond. The Task Force held sixteen public meetings, and one public forum. Assisted by facilitators Toby Berkman and Rachel Freed from the Consensus Building Institute, the Task Force developed decision-making criteria informed by Envision Concord – A Bridge to 2030, to determine what is best for the Warner's Pond system and the community. The group invited experts from the Division of Ecological Restoration and OARS to better understand dam removal and water quality issues at Warner's Pond, respectively. The Task Force then developed three subcommittees to evaluate dam removal, dredging, and short-term management actions, and these subcommittees developed proposals for consideration by the full committee. A second public forum will be held early in 2025 to inform the public of what has been learned to date, and to garner feedback on the alternatives. Following the public forum, the Task Force will develop a set of recommendations for the NRC, with the goal of improving the ecological health and recreational capacity of the Warner's Pond system in line with community objectives. Task Force members include 11 voting members: Vickie Alani (upstream abutter), Paul Boehm (Recreation Commission), Malcolm Bryant (at-large), Jeff Collins (OARS), Christine Denaro (downstream abutter), Keith Hannon (Friends of Warner's Pond), Mark Howell (Select Board), Bill Kemeza (Natural Resources Commission), Elizabeth Morrison-Howe (at-large), David Owen (Concord Scout House), and Sven Weber (Public Works Commission), as well as five ex officio (non-voting) members: Ann Clifford, Senior Planner (Historic), Bruce Curliss (Hassanamisco Band of Nipmuc), Delia Kaye/Bert Comins (Natural Resources Director/ Assistant Natural Resources Director), Samiksha Poudel (Concord Public Works – Engineering), and Jeffrey Quick (Department of Correction).

### **Conservation Land Use Permits:**

A total of 22 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.

#### **Barrett's Mill Farm:**

Barrett's Mill Farm finished their 11th season in 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 farm stand. 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 five days a week and had a 195 member CSA including 20 memberships purchased by the Boston Area Gleaners through USDA's LFPA (Local Food Purchase Assistance Cooperative Agreement) program, six discounted memberships to families using SNAP benefits and two donated memberships to Minuteman Arc. In addition, vegetables were donated weekly to the Boston Area Gleaners. In 2024 Barrett's Mill Farm worked with the Division of Natural Resources to secure a grant and install a new bedrock well to improve the accessibility, quantity, and quality of irrigation water on the east side of the property. This year was an excellent growing season and crop highlights included high tunnel greens, watermelon, flowers and sweet potatoes.

#### **Marshall Farm:**

Main highlights include corn for the first time in 20 years. which was a success and we have plans to do more next season; one acre of cut flowers; 1,000 chickens rotated over the fields; the beginnings of a customer/play area in front of farm; and a new hoop house for chickens for the winter months. All winter squash grew well.

#### **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, adjacent Massport land, and at a newly leased parcel within the Minute Man National Historical Park. In 2024, its 30th growing season, the farm donated 137,500 pounds of organic produce and over 2,800 cut flower bouquets to 17 food pantries, shelters, emergency meal programs and schools in eastern Massachusetts. Gaining Ground now supplies 2,100 food-insecure households each week during the height of the growing season. As of 2024, there are 5 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 2,000 buckets of sap and finishing 50 gallons of syrup to be donated. Typically farm staff work alongside 3,000 volunteers throughout the growing season, 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 long-standing tradition of the organic community gardens continues to thrive under the helpful guidance of volunteer coordinators Johanna Hunter, 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!

### **East Quarter Farm:**

EQF opened for the season on May 4, 2024, with mostly returning gardeners but a few new additions. The new farmer was very responsive and arranged for the tilling almost as soon as requested, so gardeners were ready to go as soon as the weather permitted. The warm spring allowed gardeners to get a good start on the season and some wet weather created early lush growth. The summer got very dry eventually, but the creek held out to the end of the season with water conservation efforts. Insect pests were at a minimum for the first time in recent memory, and the lush growth of the surrounding woodlands kept the deer at bay. Rabbits, however, were great in number and ate low leafy greens, carrot and beet tops and other vulnerable plants having made their way inside the fences. We were grateful that some of the care and upkeep of the garden and its equipment were shared by a few gardeners who will eventually take over these duties. The interest in no-till gardening was strong so an additional section will be devoted to no till in 2025. At the closing workday we added more pallets to the boardwalk anticipating a possible muddy spring. It was a very good season not only because of the abundant harvest, but also because many gardeners helped each other out, investing in the overall success of EQF.

### **Hugh Cargill Community Garden:**

Our community garden enjoyed the best growing season we’ve had in years. Regular rainfall and moderate temperatures helped nurture an abundant harvest. We invested in soil tests, made site-wide organic fertilizer recommendations, and offered a bulk amendment purchase to gardeners. A generous donation of an electric lawnmower from EcoQuiet Lawn Care made it easier to keep our paths and edges mown. Volunteers kept the garden in good shape with cover cropping, tarping, and managing invasives. This fall we seeded a large native wildflower meadow. Extra produce was donated to the Maynard Food Pantry.

### **Rogers Community Garden:**

The Rogers Community Garden never looked as good as it did in 2024. Between good weather and enthusiastic gardeners we had a beautiful season. And it was the year of the butternut squash for many. It should also be noted that our group came together to assist a few fellow gardeners who had physical challenges during the summer. Watering, weeding and end of season cleanup assistance. A wonderful example of community. We are looking forward to our ten-year anniversary in 2025.

### *Environmental and Educational Activities*

The Division continues to sponsor the longstanding tradition of early morning Conservation and Climate Coffees on the first Tuesday morning of most months at 7:30 a.m., joined by the Sustainability Director in 2023. 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, climate, and the environment.

## **Natural Resources Commission**

**Sarah Grimwood, Chair**

**William Kemeza**

**Gary Kleiman**

**Nicholas Pappas**

**James Smith**

The Natural Resources Commission (NRC) and Division of Natural Resources 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 a critical role in open space planning, protection, and stewardship pursuant to its authority under the Conservation Commission Act (MGL Chapter 40 Section 8c).

### *Wetlands Protection Act:*

The NRC held 20 public meetings in 2024 to review 50 permit applications for work within wetlands jurisdiction and to confirm wetland boundary locations, as well as issue Certificates of Compliance closing out completed projects, Extension Requests, Emergency Certifications, and review restoration activities under Violation Notices and an Enforcement Order. Projects reviewed in 2024 included new single family homes, additions, commercial development, environmental remediation, pools, septic replacements, MMNHP trail improvements,

a new athletic field house at Middlesex School, invasive species removal work, and utility projects. The decision expected from DEP (OADR) on the MBTA appeal filed in 2021 was not issued.

Category	2024
Notices of Intent (NOI)	27
Amended NOI	1
Abbreviated Notice of Resources Area Delineation	4
Request for Determination of Applicability	18
Extension for Order of Conditions	5
Certificate of Compliance (COC)	21
Partial COC	7
Administrative Approval	28
Emergency Certification	2
Enforcement Order	1
Violation Notice	3
Building Permit Signoff	928
Protected Tree Impact and Removal Permit	23

The NRC also completed deliberations around the Warner’s Pond Task Force that began in the fall of 2023, and established a Task Force with a mission to review alternatives, explore any other feasible options, and recommend a course of action forward that improves the ecological health and recreational capacity of the Warner’s Pond system. The Task Force is charged with recommending a course of action that reflects community criteria identified in Envision Concord – Bridge to 2030: (i) History + Character, (ii) Livability + Values, (iii) Mobility + Accessibility, (iv) Environmental Sustainability, and (v) Fiscal Sustainability.

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.

## Tourism Division

### 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 the 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 in 2024 became the Board Chair for the Greater Merrimack Convention and Visitor Bureau.

Overall staffing numbers at the Visitor Center grew to 25 with the addition of several new staff. 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 Doug Ellis (Concord Minuteman), Jake Antriasian (HS student) Matt Ahern (MA National Guard) and Callie Nairus. In addition, in November we hired Gail Sheehan as a new clerk to assist with our growing operation. She is overseeing accounts payable, turnovers, deposits and budgeting.

The Tourism Division maintains both a general fund and a revolving fund. Tour Guide salaries and merchandise are fully funded by the revolving and result in positive growth year over year.

2024 annual revenue to the revolving account increased to over \$60,000; a gain of \$15k over 2023, the highest annual recorded revenue.

The largest financial gains came from merchandise sales. Adding products from Concord Based Minuteman Pewter as well as items with the Concord250 Logo were the sales leaders.

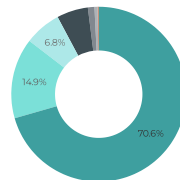
The Tourism Manager attends Discover New England’s annual summit and secures groups planning 12 months out and beyond. In 2024 the Tourism Manager also attended the IPW trade show for International Tour Operators. Held in LA, the Tourism Manager partnered with the Mass Office of Travel and Tourism to host a booth and held one on one meetings with over 40 travel professionals. A press conference was also held to celebrate the upcoming 250th anniversary

## Visit Concord: Overall Analytics Jan 1, 2024 - Dec 31, 2024

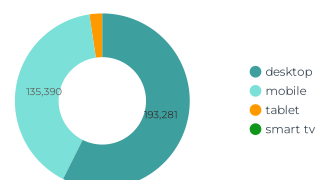
### Overall Website Traffic Vs Previous Year

Total Users	Sessions	Pageviews	Avg. Views Per User	Engaged Sessions	Engagement Rate	Avg. Session Duration
110,546	144,613	336,670	3.05	89,126	61.63%	02:52
↑ 74.8%	↑ 77.8%	↑ 58.1%	↓ -9.6%	↑ 67.9%	↓ -5.6%	↓ -10.3%

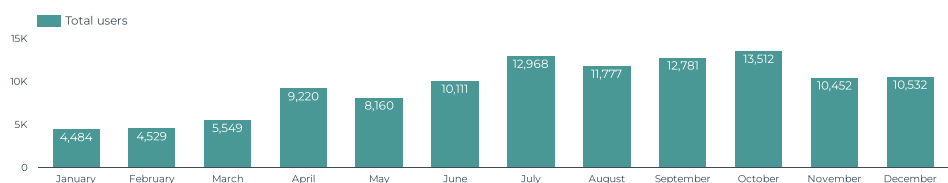
### Traffic By Channel



### Traffic By Device



### Users by Month - Last 12 Months



*Press*

Hosted individual and Familiarization press tours. Highlights were Zoey Goto, who writes for the National Geographic UK and BBC travel, Deb Stone, who wrote a spectacular piece for GoWorld Travel Magazine, Jon Marcus of the Boston Globe who got us on page 1 with a feature in Sunday Travel and Dave Ryan who featured the Concord Minutemen on a page one feature! Joe Palumbo and Beth Williams, along with our Lexington counterparts hosted 2 large international press tours from Korea and Germany.

*New Tours*

In 2024, Tour guides created the Civil War and Beyond 1775 Tour

Concord Tourism introduced two new walking tours, developed through primary research, valuable input from experienced tour guides, and a commitment to deepening visitors' understanding of Concord's diverse history. These tours shed light on lesser-known stories and perspectives, offering a more comprehensive narrative of the town's past. By expanding its offerings, Concord Tourism continues to engage and educate visitors while highlighting the rich and multifaceted heritage that makes Concord unique.

*Bike Share*

The 2024 bike share was the most successful year yet, achieving revenue of over \$4,000 and recording over 600 rides for more than 900 hours of riding! In 2023 those numbers were less than half. Tandem was our vendor for 2022 and 2024 and the success has grown with new vendor, better maintenance, more awareness and the addition of the adaptive bikes. In 2025, a new grant will allow for a 4 Town Minuteman Bike share – a much broader and better opportunity. A shared streets grant will fund 3 years with Acton as the lead Community.

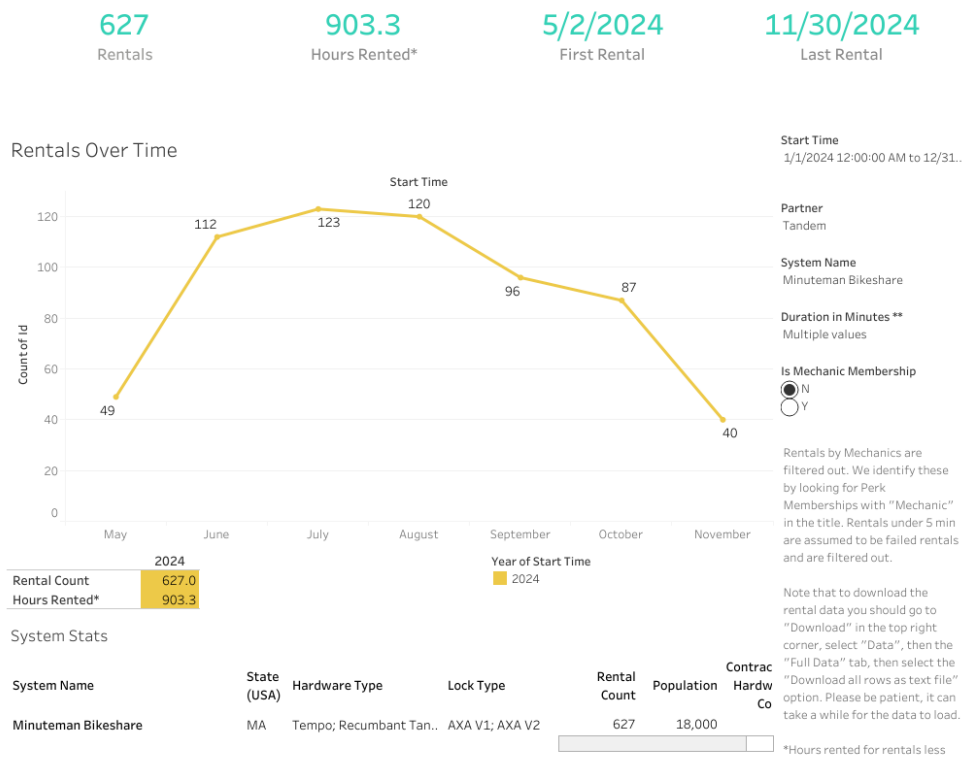
*250 Related*

Worked closely with the IMA team, and Concord's procurement staff to launch a successful bid for an Event Producer for Concord 250. The Bid was awarded to Anthem and they have produced event schedules, press announcements and are assisting with public safety, volunteer management and transportation.

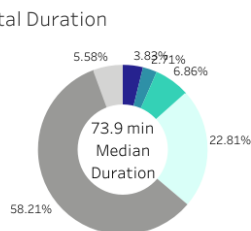
Met regularly with public safety teams across the IMA towns, MEMA and MBTA to plan a transportation schedule that will help safely get visitors from outside our area into our area, without needing personal vehicles. A bid was launched in December 2024.

As a member of the Concord250 marketing and communications team, meet regularly to identify

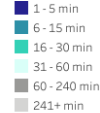
Rentals: Overview



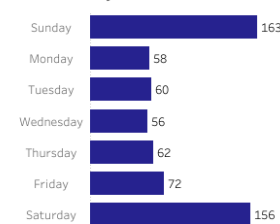
Rental Duration



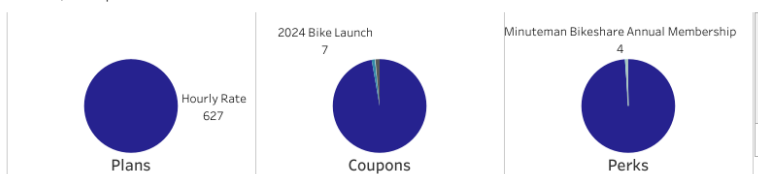
Duration in Minutes Cat..



Rental Day



Plans, Coupons and Perks



constituents, what their needs are, and how best to communicate to them. Hosted 2 Concord250 for business meetings to inform the business community about 250 events and what parking, road closures and situations may affect their operations.

*Grants*

- > Received 25,000 from MOTT for the 250th program, Patriot’s of Color. This grant will fund the creation of a video, live workshop presentation as well as Patriot’s of Color Walking Tours.
- > Working with Mimi Graney, Economic Vitality Manager, completed the Making it Public Project with funds from New England Foundation for the Arts and MAPC. A new art installation, Freedom’s Silhouette was installed in Monument Square.

CONCORD TOURISM REPORT 2024

# Social media

The VisitConcord social media platforms have achieved significant results, increasing engagement and visibility for Concord’s attractions, events, and local businesses. Through consistent posting, engaging content, and strategic campaigns, these platforms have expanded the audience reach, fostered community involvement, and effectively promoted Concord as a must-visit destination.



**Views breakdown**

Jan 1, 2024 – Dec 31, 2024

**Total**  
**10,263**

**3-second views** ⓘ

**1.6K** ↑ 852.8%

**1-minute views** ⓘ **Watch time** ⓘ

**88** ↑ 100% **7h 35m** ↑ 1.2K

Top content by views

Boost content See all conten

**Views** ⓘ  
**10.3K**

<p><b>celebrating Indigenous Peoples Day</b></p> <p>New - just added Indigenous People...</p> <p>Fri Oct 4, 10:46am</p> <p>891 ❤️ 9 0 ➡ 4</p>	<p><b>WALKING TOURS</b></p> <p>Check out our event filled Concord Visito...</p> <p>Mon Sep 30, 7:35am</p> <p>872 ❤️ 6 0 ➡ 1</p>	<p><b>Happy December! Wait, when did it get ...</b></p> <p>Mon Dec 2, 7:56am</p> <p>523 ❤️ 7 0 ➡ 1</p>	<p><b>Our own Stefanie Cloutier was feature...</b></p> <p>Mon Jul 22, 6:41am</p> <p>522 ❤️ 27 0 ➡ 1</p>	<p><b>Hello November (almost). Check out...</b></p> <p>Wed Oct 30, 9:35am</p> <p>343 ❤️ 1 0 ➡ 1</p>
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## 2229 Main Street Advisory Task Force

**Paul Boehm, Chair**

**Carrie Flood, Vice Chair (deceased)**

**Court Booth**

**Frank “Rich” Feeley**

**Kurt Herman**

**Pamela Hill**

**Gary Kleiman**

**Pam Rockwell**

**David Ropeik**

**Karl Seidman**

### *Task Force Purpose*

The purpose of the 2229 Main Street Advisory Task Force is to recommend to the Select Board whether the Town should acquire the property at 2229 Main Street. A Charge was developed by the Select Board in early 2023 to direct the Task Force’s work.

<https://www.concordma.gov/DocumentCenter/View/42284/2229-Main-Street-Advisory-Task-Force-Charge---Approved-March-27-2023?bidId=>

This work builds on the foundation provided by the NMI-Starmet-Re-use-Planning-Committee-Final-Report, but the additional engagement of Town Counsel on legal issues and an outside consultant, Roux Associates for human health risk, enabled a much more detailed investigation of each of these areas.

### *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. 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. 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 Task Force's Work*

The members of the 2229 Main Street Advisory Task Force began their work in May 2023 and submitted their **final report** on December 16, 2024

<https://www.concordma.gov/DocumentCenter/View/51679/2229-MSATF-Final-Report>

In conducting their work, Task Force Members were assigned to thoroughly research each of four workstreams and bring those results to the entire Task Force for discussion. The job of the Task Force was to thoroughly research these matters, seek public input, and then make recommendations to the Select Board. The Task Force hosted a public forum on June 4, 2024 to discuss our findings and to seek further input from the public. In addition to the possible ownership of the site, the Task Force carefully examined several options, inclusive of the option of the Town not acquiring the site and the issues related to that potential outcome as well.

1. **1-Legal Issues:** With Town Counsel's assistance, the Task Force has identified all of the important legal issues that need to be resolved and found that there are suitable pathways for their resolution to the benefit of the Town. These issues include understanding, identifying, or resolving/negotiating:
  - Site ownership-Property Title
  - Property Liens
  - Potential Methods of Town acquisition
  - Liability Issues and risks, which may relate to: known pollutants on the site, presently unknown 'legacy' pollutants, maintenance of Institutional Controls, the possibility of future claims or regulatory developments, and other liabilities that exist on all Town properties
  - Legal risk mitigation methods

The Task Force found that strong liability protections can be available to the Town through several mechanisms that the EPA affords municipalities who acquire Superfund sites. Such protections are only established and enforceable as a result of legal negotiations.

2. **Safety and Health Risks:** Through a rigorous independent study conducted by Roux Associates, the consultant to the Town, with oversight by the Task Force, a "post-cleanup" human health risk assessment (HHRA) was conducted. Using projected post-cleanup conditions at the Site and actual data from areas that have been cleanup, Roux and then, after review, the Task Force concluded that, assuming the cleanup proceeds as planned, all parts of the site, with certain use restrictions in place based on "Institutional Controls", will meet all state and federal health and safety standards for human health risks based on residential reuse.  
The HHRA process builds in many layers of

"conservatism" to assess whether Site cleanups are highly protective of human health. The HHRA methodology purposefully includes conservative assumptions unlikely to actually occur. The Task Force is confident that the HHRA was performed using well-established methodologies to evaluate potential human health exposures and risks.

3. **Needs and Reuses:** Through extensive interviews, conducted research, updating information, and building on to the "Master Plan" from the 2021 Reuse Report, the Task Force assessed both public and private sector need/demand for various uses to ensure that options would not only be feasible, but also desirable. Possible uses include both municipal and private development to meet these needs as well as a large unique ecological habitat that would provide conservation areas for passive recreation. In its recommendation, the Task Force suggested that, even though current estimates are that the Site will not be available for development until 2029/2030, planning for Site reuse should begin in the near future in parallel with the legal negotiations.

Several different ownership scenarios are possible, depending on the Task Force's recommendations and on the Select Board's decisions on acquisition. The acquisition decision and details about subsequent ownership would probably have the largest impact on potential redevelopment uses.

4. **Ownership Obligations and Cost:** In order to determine and report on the Town's obligations and potential costs of ownership, the Task Force examined:
  - The responsibilities of managing and ensuring compliance with the Institutional Controls (ICs) established as part of the site's clean-up plan.
  - The estimated costs in managing the ICs as described in Section 12 of this report.
  - The likely infrastructure improvements needed and associated costs for Concord to prepare the site for reuse regardless of the specific uses that are derived from Site planning (i.e., roads and sidewalks stormwater and wastewater systems, and distribution networks to connect to water, electric and telecommunication services).
  - Additional Town operating costs to maintain new town-owned infrastructure at the site and to provide town services to uses at the site.
  - Potential tax revenues from private reuse; and
  - Grant and other funding sources that Concord might be able to access to offset any costs associated with acquiring and owning the site.

## *Final Recommendation*

On October 15, 2024, the Task Force voted unanimously to make the following recommendation to Select Board:

*"The 2229 Main Street Task Force recommends that the*

Select Board move forward on the path towards potential acquisition of the 2229 Main Street property. In order to both take advantage of the opportunities for meeting the multiple needs of the Town as well as to more fully control the use of the property, the Task Force recommends that, while final remediation is still underway at the site, the Select Board should:

- 1) Formally express to the EPA an interest in potentially acquiring the property,
- 2) Direct Town Counsel to enter into negotiations with the EPA and DOJ and other parties to determine whether terms and conditions regarding financial matters and liability protections that the Select Board deem favorable to the Town can be achieved.
- 3) In parallel to the legal negotiations, include the Site in a multi-site planning process through which the specific uses and costs of development at the 2229 Main Street property can be determined.”

This is essentially a “conditional recommendation” to acquire the Site at a later date to be determined and under certain conditions, i.e., when all of the legal, financial, and other determinative detail become fully known and are acceptable to the Select Board. These details can only be fully clarified through proceeding with formal discussions and negotiations with the Federal and State agencies and potentially with private parties.

The Task Force provided the Select Board with a detailed timeline and a list of next (2025) steps as well as actions needed over the next several years, potentially leading to the actual acquisition of the Site.

The Task Force presented its final report on December 16, 2024, the report is available on the website.

## Possible Acquisition of the 2229 Main Street Site Property

A Report to the Concord Select Board

December 16, 2024

by

2229 Main Street Advisory Task Force

### Task Force Members

Paul Boehm, Chair  
 Carrie Flood, Vice Chair  
 Frank (Rich) Feeley, Clerk  
 Court Booth  
 Kurt Herman  
 Pamela Hill  
 Gary Kleiman  
 Pamela Rockwell  
 David Ropeik  
 Karl Seidman

Town Staff  
 Christopher Carmody  
 Megan Zammuto

Select Board Liaison  
 Terri Ackerman



## Concord Community Preservation Committee

The annual term of service for Community Preservation Committee (CPC) members runs from June 1 to May 31.

### 2023-24 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)**

### 2024-25 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)**
- William Kemeza (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 200 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.

### 2024 Annual Town Meeting – Recommendations Approved

In the fall of 2023, the Committee received nineteen new applications, two of which were ultimately withdrawn. Requests for community housing funds significantly exceeded those of previous years, due in part to the creation of the Concord Municipal Affordable Housing Trust (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. On December 5, 2023, the CPC voted to recommend an allocation of \$1,878,320 in CPA funds to seventeen projects in a warrant article for consideration by the 2024 Annual Town Meeting. The following funding recommendations were approved at the Town Meeting without alteration:

### **Community Housing Projects:**

Concord Municipal Affordable Housing Trust. \$500,000 to transfer to the CMAHT to be expended under the direction of the Trust for the purpose of assisting with the development of affordable community housing.

Town of Concord/Planning—Regional Housing Services Program. \$33,500 to support the Town's participation in the Regional Housing Services Program.

### **Open Space and Recreation Projects:**

Town of Concord/Planning—Assabet River Bridge Trail Design and Permitting. \$200,000 to support the design and permitting phase of a multi-use bridge over the Assabet River in West Concord, connecting the regional Bruce Freeman Rail Trail and existing trails on the west side of the river with trails and public sidewalk on the east side of the river.

Town of Concord/Natural Resources—Hillcrest Conservation Land Steps Replacement. \$72,500 to survey, design and develop cost estimates for replacing the steps used to access Hillcrest Conservation Land from Hillcrest Drive that are currently degraded and unsafe.

Town of Concord/Natural Resources—White Pond A-Pod Program. \$30,000 to continue water quality improvement efforts at White Pond by purchasing two (2) Sentinel A-Pods and contracting for their operations.

Town of Concord/Natural Resources—Heywood Meadow Wall Restoration. \$60,800 to rebuild a 50-foot section of failing stone wall along Heywood Street.

Concord Prison Outreach—Bruce Freeman Rail Trail—Concord Prison Cemetery Naming the Unnamed. \$45,000 to construct a sitting area within the Bruce Freeman Rail Trail right of way that incorporates an informational panel to memorialize the men buried in the adjacent Concord Reformatory Cemetery.

Concord Public Schools—Athletic Fields/Concord Middle School. \$250,000 to support the replacement of Concord Middle School athletic fields in connection with the ongoing middle school building project, by offsetting the need to borrow funds previously approved by Concord Town Meeting to fund the middle school building project in full.

### **Open Space/Recreation and Historic Preservation Project:**

Concord 250 Permanent Memorials Subcommittee/Town of Concord—250 Trees for the 250th Initiative. \$125,000 to plan and fund the commemorative planting of two hundred fifty (250) trees by the Concord Public Works Department in celebration of the 250th anniversary of the Battle of Concord.

### **Historic Preservation Projects:**

Concord Art Association – Historic Structures Preservation at 37 Lexington Road, \$173,833 to rehabilitate and preserve the historic structure at 37 Lexington Road by installing a sprinkler system, repointing a chimney, and rehabilitating interior spaces and finishes including the following: studio ceiling, bathroom floor, and studio wall.

51 Walden, Inc.- Ventilation, Air Conditioning, Painting and Roof Repair at 51 Walden Street. \$195,000 for ventilation, air conditioning, paint and roof repair at 51 Walden Street

Town of Concord/Planning/Historical Commission – Historic Preservation Survey of Reported Pre-1775 Structures. \$50,000 to hire a historic preservation consultant to conduct survey work on pre-1775 structures to inform preservation decisions, interpretive programming and heritage tourism.

Town of Concord/Archives – Preservation and reproduction of Historic Town Documents. \$8,000 to provide for the conservation treatment, digitization and print reproduction of two (2) historic documents: a broadside of the Declaration of Independence (1776) and the Non-Importation Covenant (June 27, 1774).

The Robbins House – Ongoing preservation needs of the Robbins house. \$30,687 to rehabilitate and preserve the Robbins House and its grounds by replacing a gutter and trim, staining the exterior, restoring windows, installing storm windows, rebuilding a walkway and reinforcing a joist.

Concord Scout House, Inc. Concord Scout House Floor Restoration Project. \$35,000 to replace the floor of the hall of the Concord Scout House with materials to match the existing floor.

Town of Concord/CPW – Cemetery metal structures assessment. \$22,500 funds to hire consultants to evaluate metal structures in Concord's three (3) historic cemeteries: Old Hill Burying Ground, South Burying Ground and Sleepy Hollow Cemetery.

## Administration

Staff and technical support. \$46,500 for administration of the CPA. Funding provides staff support, legal and consulting services, public notices, copying and other administrative expenses.

### *Ongoing Projects*

At calendar year end, there are thirty ongoing projects from previous years in addition to the nineteen new appropriations in 2024. Seven projects were completed and closed out in the calendar year 2024.

### *2025 Annual Town Meeting – Recommendations*

In September 2024, the CPC received seven new applications, all of which were eligible for 2025 Annual Town Meeting funding. The \$3,146,386 estimated total available for appropriation at the upcoming Town Meeting exceeded the \$1,505,500 in CPA funds requested by applicants. The CPC held site visits and interviewed applicants; it is currently discussing final recommendations and drafting the warrant article for consideration at the 2025 Annual Town Meeting.

## Historic Districts Commission

### *Commission Members:*

**Dennis Fiori, Interim Chair**

**Kate Chartener, Vice Chair**

**Katharine Mast**

**Melinda Shumway**

**Timothy Whitney**

### *Associate Commission Members:*

**Louis Caldarella**

**Walter Clay**

**Kristen Dahlmann**

**William Huyett**

**Luis Berrizbeitia**

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. In collaboration with the Planning Division and Historical Commission, the HDC participated in a community-wide Historic Preservation Planning effort facilitated by the consulting firm Heritage Strategies, LLC this year. Appropriately, the planning effort will be completed in 2025 to coincide with the 250<sup>th</sup> anniversary of the Battle of Concord and the founding of the United States.

The HDC initiated a review of its Design Guidelines to ensure the most historically appropriate outcomes, satisfied applicants and members of the public, and efficient use of committee and staff time. It is also considering ways to streamline the decision-making process.

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 2024, the HDC held fifteen (15) regularly scheduled public meetings, two (2) special meetings, and eight (8) joint meetings with the Historical Commission

at which sixty (60) applications for Certificates of Appropriateness were reviewed. The Commission approved fifty-five (55) Certificates, two (2) of which were amendments to previous approvals, and two (2) of which were for extensions of existing Certificates. Four (4) applications were withdrawn without prejudice and one (1) application was denied. The Commission also conducted seven (7) official (and many informal) site visits during the year.

- > 8 COA involved major construction and major alterations such as new construction, demolition, or adding a new store front or terrace. Modifications to the new “Art Barn” addition to the Concord Art Association and to the design of the intersection of Main and Walden Streets were particularly noteworthy.
- > 29 COA involved design changes such as doors, windows, fences, siding, chimneys, solar panels, etc.
- > 16 COA involved minor modifications such as chimney caps, gutters, heat pumps, shutters and signs.
- > 7 COA involved temporary installations, primarily associated with the 250<sup>th</sup> anniversary of the Battle of Concord.

During 2024, Dennis Fiori served as Chair, Kate Chartener as Vice-Chair, and Katharine Mast as Secretary. Ann Clifford served as Senior Planner for the Town of Concord to the HDC. Luis Berrizbeitia generously agreed to continue after his expired term until a successor was appointed.

## Historical Commission

### *Members:*

**Alan Bogosian, Chair**

**Michael Capizzi**

**Nancy Fresella-Lee**

**Melissa Saalfield**

### *Associate Members:*

**Beth Van Duzer**

**Doug Ellis**

**Daniel Frost**

**Lauren Meier**

**Nancy Nelson**

The Concord Historical Commission is the official body responsible for the preservation, protection and development of the historical and archeological assets throughout Concord. This year, CHC added associate members to its team as it works on a community-wide preservation planning effort and responds to projects

large and small impacting the unique features and experiences of Concord. Highlights of 2024 include:

### *Historic Preservation Plan*

The Historical Commission continues working with staff, the community and consultants on a community-wide preservation plan for the 21st century. The plan will help protect and celebrate Concord’s extraordinary historic assets and power of place and reflect dramatic changes in the preservation field since the last plan was written in 1995. The preservation plan will be both retrospective and forward-looking, centered on people and the planet, and fully integrated into other community plans and practices. The team is now working on Phase III recommendations, informed by the robust research and public outreach during 2024. Appropriately, the project will be completed in 2025, aligning with 250th anniversary of events leading up to the founding of the United States. The Commission is most grateful to the Community Preservation Committee and Massachusetts Historical Commission for funding this effort.

### *America’s 11 Most Endangered Places*

As a result of a collaborative nomination submitted to the National Trust by the Historical Commission and Save Our Heritage, the Minute Man National Historical Park and its historic environs were re-listed as one of America’s 11 Most Endangered Places. A spectacular event at the Old Manse commemorated the listing prepared in response to the proposed expansion of Hanscom Airport for private luxury jet infrastructure.

### *Hanscom North Airfield Development Report*

In response to Hanscom North Airfield Development Report, the Historical Commission provided written feedback on the adverse affect of the proposed expansion on Concord’s nationally significant historic and cultural resources. The CHC requested that it be included as a Consulting Party in Section 106 Reviews of the project.

### *MCI Concord*

In 2024, the Mass Department of Corrections announced the closing and future sale of MCI Concord, historically known as the Concord Reformatory. Historic resources, narratives, context and themes of the Reformatory and West Concord can help inform visioning and planning for the site and its surroundings. The Historical Commission has written two letters to the Select Board and MCI Concord Advisory Board to ensure consideration of diverse historical perspectives and the involvement of the CHC.

### *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, trails and signage at the

Minuteman National Historical Park.

### *Section 106 Reviews*

The Commission reviewed several projects that involved federal or state funding or permitting, including the Assabet River Rail Trail and Bridge; solar panels at 555 Hugh Carghill Road; and cellular network equipment at 54 Walden, 12 Monument Square, 936 Elm Street, 133 Old Road to Nine Acres Corner (Emerson Hospital).

### *Archeological Assessment and Cultural History of Parcel 1693, the traditional center of Concord.*

As the Concord 250 Permanent Memorials Subcommittee considers plans for constructing a memorial on parcel 1693, the Historical Commission requested a professional archeological assessment of the parcel to inform decision making on this site directly associated with Indigenous people of Musketaquid, a temporary field hospital on April 19, 1775, and the county house and jail that inspired Thoreau's essay, Civil Disobedience.

### *Wright Tavern - Preservation Restriction and Review*

As Massachusetts Historical Commission requirements are being finalized, the long-awaited Preservation Restriction for the Wright Tavern is nearing completion. The Historical Commission is continuing to monitor and review progress on the preservation and rehabilitation of this National Historic Landmark in keeping with the Preservation Restriction.

### *Survey of pre-1775 Structures*

The Planning Division and Historical Commission received Community Preservation Act funding to survey reported pre-1775 structures to inform preservation decisions and interpretive programming. Appropriately, the grant project will take place in 2025 to coincide with Concord 250 celebrations.

### *Survey of mid-century Modern structures and neighborhoods*

The Planning Division and Historical Commission applied for Community Preservation Act funding to survey mid-century Modern structures and neighborhoods like Conantum, a long-standing preservation goal. This grant funding request will be considered at the 2025 Annual Town Meeting.

### *Demolition Review Permits*

The Concord Historical Commission (Commission/CHC) received thirteen (13) applications for Demolition Review in 2023. Three (3) of these structures were found to be Historically Significant—most notably a house designed by Carl Koch in Conantum—and required a public hearing. As a result of CHC review, a bomb shelter was discovered at 76 Martin Road. None were determined to be “preferably preserved,” and there are currently no properties with one-year demolition delay.

## Concord Land Conservation Trust

### *Concord Land Conservation Trust Trustees:*

**Polly Reeve, Chair**

**Jeff Wieand, Treasurer**

**Lynn G. Huggins, Secretary**

**Joan D. Ferguson**

**Jonathan M. Keyes**

**Frederic H. Mulligan**

**F. Robert Parker**

**John M. Stevens, Jr.**

**Thomas C. Tremblay**

**Gordon H. Shaw, Trustee Emeritus**

### *Concord Open Land Foundation Directors:*

**Thomas C. Tremblay, President**

**F. Robert Parker, Treasurer**

**Lynn G. Huggins, Secretary**

**Jeff Adams**

**Molly Constable**

### *Executive Director:*

**Jane Gruba-Chevalier**

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 2024, the Land Trust marked its 65th anniversary during its Annual Meeting with a celebration at the Shaw Land on Nashawtuc Hill, where the ongoing



commitment to conservation, with acquisitions continuing as recently as 2020, demonstrates that even in the face of development and subdivision, conservation remains possible. As one of the nation's first local land trusts, Concord Land Conservation has grown into a mature organization stewarding nearly 1,000 acres of fee-owned land and monitoring an additional 354 acres under conservation restrictions. These efforts have helped preserve Concord's rural character and protect its ecosystems.



While focusing on conserving unprotected landscapes, the Land Trust has also prioritized the stewardship of its lands. A major achievement in 2024 was completing the scenic shoreline trail along Fairhaven Bay at Wright Woods, started in 2023 and finished in June by a professional team from the Appalachian Mountain Club. Volunteers and staff also extended bog boards at the Newbury Field entrance by 145 feet, ensuring dry passage during rainy seasons, while Trail Stewards, staff, and contractors cleared 100 downed trees from trails and properties. Invasive plants were managed on 14 properties by volunteer Weed Warriors and Trail Stewards, Fenn School students, and professionals, with continued efforts to control buckthorn at Wright Woods and Gowing's Swamp.

River Stewardship volunteers, alongside a summer intern and with support from the SuAsCo River Stewardship Council and Concord's Natural Resources Division, removed 720 bushels of invasive water chestnut from the Sudbury River off the shores at



Bigelow Woods. They also cleared 65 bushels between the South Bridge Boathouse and Brooks-Hudson Meadow, with support from the Boathouse. Staff also participated in efforts organized by the Conantum neighborhood and the Town of Lincoln in Fairhaven Bay.

Plant and insect surveys conducted by Beecology volunteers provided valuable data to inform land management strategies. A grant from the Concord Garden Club supported native plantings at Hallenbeck Land and Brooks-Hudson Meadow, benefitting at-risk pollinators, while struggling trees at the Wright Woods reforestation plot were replaced with scrub oaks.

Annual monitoring of conservation restrictions ensured continued maintenance of conservation values. Repairs to a beaver deceiver at October Farm Riverfront restored pond levels, while a trial mowing program to bring this work partially in-house by renting mowing equipment proved successful, enabling conservation-aligned practices, added habitat benefits, schedule flexibility, and cost-savings. Larger meadows and fields continued to be mowed by contractors.



Community engagement remained a focus of the Land Trust throughout the year. Four new volunteers joined the Trail Stewardship program, and nine local businesses became inaugural sponsors. Students from Middlesex School made valuable contributions at Chamberlin Woods by clearing downed limbs, repairing trails, and removing invasive species. Events connected members with Concord's natural areas, including a memorable RiverFest walk through Wright Woods led by Rachel Wheeler and John Myers. Rachel, the great-niece of Helen Robinson Wright, who began donating parcels of Wright Woods in 1959, shared personal stories with John about the property's history, stone terraces, boathouse, ecology, and the family's efforts to preserve the 300-acre woodland.

Trustee Jay Keyes retired after 32 years of dedicated service, leaving a lasting legacy. A fifth-generation Concordian and longtime advocate for land preservation, Jay championed the protection of smaller, at-risk properties, including the recent conservation of Assabet

River Bluff. His family also donated more than 25 acres in the Upper Spencer Brook Valley, contributing generously to the Town's preserved spaces.

The Land Trust is governed by a dedicated volunteer board and sustained primarily through annual membership donations. Its achievements are made possible by the generosity of Concord residents, who have contributed land, conservation restrictions, and funds to support acquisitions and stewardship. The organization takes pride in Concord's longstanding commitment to preserving a balance of land uses, reflective of New England town traditions, and remains committed to protecting and stewarding these special places for the perpetual enjoyment of the Concord community and the public.



**Concord Land Conservation Trust**  
**Statements of Financial Position - Unaudited**  
**September 30, 2024 and 2023**

	<b>2024</b>	<b>2023</b>
<b>Assets</b>		
<b>Current assets</b>		
Cash and cash equivalents	\$ 129,898	\$ 27,755
Investments	5,175,505	4,112,965
Accounts Receivable	183	-
Prepaid expenses	4,134	4,134
<b>Total current assets</b>	<b>5,309,720</b>	<b>4,144,854</b>
<b>Non-current assets</b>		
Investments - Endowment	68,706	55,227
Deposits	600	600
Land - held as open space	30,644,903	30,644,903
Operating lease right-of-use asset	13,747	2,690
<b>Total non-current assets</b>	<b>30,727,956</b>	<b>30,703,420</b>
<b>Total assets</b>	<b>\$ 36,037,676</b>	<b>\$ 34,848,274</b>
<b>Liabilities and Net Assets</b>		
<b>Current liabilities</b>		
Accrued expenses	\$ 11,068	\$ 24,603
Operating lease right-of-use liability - current	10,997	2,720
<b>Total current liabilities</b>	<b>22,065</b>	<b>27,323</b>
<b>Long-term liabilities</b>		
Operating lease right-of-use liability - long-term	2,840	-
<b>Total long-term liabilities</b>	<b>2,840</b>	<b>-</b>
<b>Total liabilities</b>	<b>24,905</b>	<b>27,323</b>
<b>Net assets</b>		
Without donor restrictions		
Undesignated net assets	4,452,154	3,260,334
Board-designated net assets	10,000	10,000
<b>Total net assets without donor restrictions</b>	<b>4,462,154</b>	<b>3,270,334</b>
With donor restrictions	31,550,617	31,550,617
<b>Total net assets</b>	<b>36,012,771</b>	<b>34,820,951</b>
<b>Total liabilities and net assets</b>	<b>\$ 36,037,676</b>	<b>\$ 34,848,274</b>

## Concord Housing Development Corporation

### *CHDC Board:*

**Julie McClure, President**

**Peter Lowitt, Treasurer**

**Ray Andrews, Clerk**

**Dan Drazen, Vice President**

**Lee Smith**

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 18 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.

In 2022, the CHDC acquired a 1-acre property 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, funded by the Concord Housing Foundation, the Concord Municipal Affordable Housing Trust and CPA funding. The project continues to make progress according to the original plans to create 5 units of affordable housing - 3 new units and improvement of an existing 2 family house. The renovations of the 406 Old Marlboro Road continue, the Planned Residential Zoning permit for the construction of three new condominium units is recorded, Habitat for Humanity of Greater Lowell is selected as a development partner, and details are underway to establish the legal framework this spring with conveying the home to the Concord Housing Authority, and establishing the

condominium, and all the related legal documents and restrictions.

The CHDC put its efforts to solicit bids on the Junction Village property on pause due to the closing of MCI-Concord.

The CHDC received funds from the Concord Municipal Affordable Housing Trust to augment CPA funds for buy-down/preservation opportunities. In the past, the CHDC successfully utilized CPA buy-down funds (\$287,000) to assist in creating 3 units of housing.

***In total, the CHDC has created/facilitated/preserved 13 units of restricted housing, and has another 5 currently in development.***

The CHDC continues its Small Grants Program with generous funding from the Concord Municipal Affordable Housing Trust. This program helps low to moderate-income residents of Concord make repairs to their homes to improve health and safety. The funds are awarded on a rolling basis, with a maximum grant amount of \$4,000. Over the life of the program, the CHDC has awarded 75 grants for \$233,070, 45% to senior residents. Further information regarding the CHDC Small Grant Program is available on the Town website or from the Town Planning Office.

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.

## Concord Municipal Affordable Housing Trust

**Keith Bergman, Chair**

**Mary Hartman, Vice-Chair (Select Board)**

**Michael Lawson, Clerk**

**Linda Escobedo**

**Frank "Rich" Feeley**

**Kerry Lafleur (Town Manager)**



The Concord Municipal Affordable Housing Trust (CMAHT)—whose board of trustees is appointed by the Select Board and includes 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 the Community Preservation Act (CPA). The Trust can act quickly when affordable housing opportunities arise, if funding is available. The Trust is grateful for the \$5,185,998 it has received since 2019 when Town Meeting began setting aside funds for the Trust. That total includes \$4.54 million appropriated by Town Meeting, of which \$1.54 million was from CPA funds; \$500,000 from Town ARPA funds awarded to the Trust in December; and over \$110,000 from earned interest income. Of those total revenues, \$3,166,405 has been used thus far to create or support 63 affordable housing units, as summarized below. Per unit subsidy figures reflect CMAHT and other local funding sources.

As of December 31, 2024, the Trust had an uncommitted fund balance of \$2,019,593. In 2025, the Town and the Trust will continue to seek state legislative approval for a real estate transfer fee and a building permit surcharge to fund the Trust, rather than relying exclusively on local funding.

## *Housing Production Plan, Informational Update*

The guiding affordable housing policy document for the Town of Concord is the FY 2023-2028 Housing Production Plan (HPP), 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 HPP, and are convened quarterly by the Regional Housing Services Office (RHSO) to monitor progress. The Roundtable’s focus is not just on how funds are spent, but also on what regulatory measures can be enacted for the market to produce affordable units. In 2024, the Trust and its housing partners supported MBTA Communities Zoning with 20% affordability for 10 or more units, and fossil fuel-free affordable housing; and both of those bylaw amendments approved by the 2024 Annual Town Meeting are currently in effect. With the State’s closure of MCI Concord in 2024, and reuse and redevelopment planning efforts launched by the Town and the State’s DCAMM, the housing groups have asked RHSO to draft an “informational update” to the HPP to update DCAMM on the following changes in local circumstances since the HPP’s adoption: (1) incorporating 2020 U.S. Census data released in May 2023 (HPP was based on 2010 Census data); (2) adoption of MBTA Communities Zoning at Concord’s 2024 Annual Town Meeting; (3) the impact on Concord’s Subsidized Housing Inventory (S.H.I.) of the two 40B applications filed with the Zoning Board of Appeals in 2023 (discussed below); and (4) a placeholder in the HPP for any plan the Town develops for reuse and redevelopment of the MCI Concord property (not currently listed in the HPP).

## *Implementing HPP Priority Production Projects*

In coordination with Housing Roundtable partners, the Trust maintains and periodically updates a list of HPP priority production projects, and invites applications for Trust funding on a rolling basis as each project becomes

<b>CMAHT grant funded projects</b>	<b>Units</b>	<b>CMAHT grant award</b>	<b>Other local funds</b>	<b>Total local subsidy</b>	<b>Total per unit subsidy</b>	<b>Occupancy</b>
CHDC 930 Main St purchase	2	\$150,000	\$348,659	\$498,659	\$249,330	7/26/22
CHA 367 Commonwealth Ave	1	50,000	60,000	110,000	110,000	1/26/24
Town Emerson Annex, 58 Stow St	1	95,000		95,000	95,000	7/19/21
CHDC Assabet River Bluff	5	1,650,000	850,000	2,500,000	500,000	
RHSO 135 Baker Ave buy down	1	38,000		38,000	38,000	8/9/23
CHA LLC 78 Forest Ridge Rd	1	400,000	149,900	549,900	549,900	7/24/24
CHDC Buy Down program - TBD	1	266,120	233,880	500,000	500,000	
NOVO 40B sewer improvement	51	392,285		392,285	7,692	
CHDC Small Grant program 3 yrs	-	75,000				
CHDC Junction Village planning	-	50,000				
<b>Totals</b>	<b>63</b>	<b>\$3,166,405</b>				

ready to proceed. In calendar year 2024, the Trust approved funding for the following priority projects:

- > **NOVO Riverside Commons 40B Sewer Improvement Fee:** On March 26, 2024, the Trust awarded \$392,285 [\$378,135.76 in CPA funds; \$14,149.24 in non-CPA funds] to NOVO Riverside Commons LLC for the sewer improvement fee for the 51 affordable units in its 201-unit 40B at 292-294 Baker Avenue approved by the Zoning Board of Appeals in its decision filed on April 16, 2024. That filing served to increase Concord's S.H.I. from 9.997% to 12.80%-- above its 10% goal under MGL Chapter 40B. At the Trust's request, NOVO agreed to comply fully with the Town's fossil fuel-free bylaw—a condition included in ZBA's decision. CMAHT's grant agreement with NOVO provides that the Trust will pay the \$392,285 directly to the Town when the sewer improvement fee becomes due.
- > **CHDC: Assabet River Homes development** - On September 3, 2024, \$1,000,000 [\$500,000 in CPA funds and \$500,000 in non-CPA funds] was awarded to the Concord Housing Development Corporation to engage Habitat of Humanity of Greater Lowell to develop 3 new affordable ownership units on CHDC's 1-acre Assabet River Bluff property, including an existing 2-family structure, at 406 Old Marlboro Road. The property had been acquired at a \$1 million project cost (\$650,000 from the Trust) for 5 affordable units. The 2-family structure will be transferred to CHA Local Properties LLC, which the Concord Housing Authority will manage as 2 affordable rental units.
- > **Junction Village pre-development w/MCI Concord** - On September 3, 2024, the Trust established a budget, if need be, of \$50,000 in non-CPA funds to be made available for the Concord Housing Development Corporation in order to include its 12.8-acre Junction Village property at 6X Winthrop Street (which directly abuts the 51-acre MCI-Concord property) in the scope of the MCI-Concord reuse and redevelopment process being undertaken by the Town and DCAMM.
- > **CHDC Small Grant Program – Year 3:** On September 3, 2024, \$25,000 in non-CPA funds was awarded to the Concord Housing Development Corporation to fund for a third year CHDC's Small Grant Program, which provides financial assistance for health and safety purposes to preserve existing housing units occupied by income eligible households. In 2023, the Trust had approved \$50,000 for two years. Begun 11 years ago, the program has awarded over \$210,000 for 70 grants.

For the Trust to be able to continue to advance HPP priority production projects, in December 2024 the Town awarded the Trust \$500,000 in FY 2025 ARPA funds which can be used to benefit households with incomes up to 120% of AMI (federal ARPA limit). The priority for use of these funds would be to acquire the 1.4-acre surplus State property at 91B Main Street. ARPA funds must be expended by December 31, 2026. Also in December 2024, the Community Preservation Committee voted to recommend that the June 2, 2025 Annual Town Meeting approve \$740,000 in FY 2026 CPA funds for the Trust to benefit households with incomes up to 100% of AMI— i.e., “community housing.” The Trust's request had included \$500,000—the amount awarded by CPC in FY 2025—plus \$240,000 returned by the Housing Authority, so those funds can continue to be used for housing purposes. If these CPA funds are approved by Town Meeting, the Trust would have a total fund balance of \$2,759,593 to continue to move priority production projects along.

### *Chapter 40B & Subsidized Housing Inventory*

In the summer of 2023, Concord's S.H.I. had fallen below 10% of its year-round housing stock-- to 9.97%-- when 2020 U.S. Census figures kicked in. Since then, the S.H.I. has risen to 12.81% from 3 individual units brought online plus the 201 total countable units from the NOVO Riverside Commons 40B. If the Residences at Thoreau 40B's 237 rental units at 275 Forest Ridge Road are also approved, the S.H.I. will reach 16.12%. But because rental 40Bs add 3 market rate units for every 1 affordable, of the 1,156 total units that would count on the S.H.I. at 16.12%, only 40% of those would be affordable. Concord would then have only 517 units restricted at some level between 50% and 150% of AMI, constituting only 7.21% of its total year-round housing stock. So there's more work to do in a community where many who work here still cannot afford to live here.

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.

## **West Concord Junction Cultural District**

### **Committee (WCJCDC)**

**Sue Beck, Co-Chair**

**Helene Clayton, Co-Chair**

**Sue Gladstone**

**Jennifer Hurley-Wales**

**Sue LaChance, Clerk**

**Anne Mauk**  
**Chris Randall**

The West Concord Junction Cultural District Committee (WCJCDC) serves to promote the unique cultural, entrepreneurial and historical character of the District. We offer support to the arts and business communities with projects aimed at attracting visitors to West Concord.

This year, we completed work on a promotional video featuring District businesses and sites of interest. The video “Charming West Concord” is now featured on the Visit Concord website. We also obtained permission from The Bruce Freeman Rail Trail to sponsor the use of the kiosk on Main and Commonwealth. This gives us a public space to promote area cultural events and businesses.

In March, we invited the Concord Center Cultural District Task Force, the Concord Cultural Council, the Concord 250th Arts, Literature and Music Subcommittee and the public to meet with us about forming some meaningful collaborations. During enthusiastic discussion, the committees were encouraged to consider: an endowment for the arts; creating a performance/gallery space; encouraging existing businesses to be open to holding public events; creating a space for education. There was high interest in having a town employee tasked with a focus on the arts.

The West Concord Poetry Phone was launched on Spring into West Concord Day. At this solar-powered art installation, visitors can hear spoken poetry by people with a connection to Concord. The poems by poets of all ages were chosen by a review committee. Located off the Bruce Freeman Trail on Beharrell Street, the Phone has featured 4 seasonal presentations of poetry, each featuring 9 poems recorded by their respective poets, and has become a popular destination in West Concord



and for those traveling the Rail Trail.

Our annual Porchfest took place on June 8 and expanded to include 50 musical acts, 31 “porch” hosts, 25 volunteers and up to 2,000 estimated attendees. New performance locations included the West Concord business

district and the Concord Public Library book sale. The hub location included a table featuring West Concord nonprofits and their representatives, ice cream from the Chill Wagon and a sign listing local restaurants which encouraged people to eat lunch in West Concord.

Summer saw the completion of the Outside the Box project. Working with the Department of Public Works, the Engineering Department and the Office of Economic Development, we put out a “call for art” to decorate the three traffic boxes in our District with creative designs. Out of 15 applicants, we chose 3 Concord artists whose work reflects the spirit of West Concord: Steve Bermundo, Ivy Randall and Emily Morrison. Residents and visitors now enjoy their work.

The Committee updated and reprinted its 2022 brochure with a map of the business district and photos, this time presented with a marketing focus. With an initial print run of 3000, brochures are now available at District businesses, at the Concord Visitor Center, on our web site and on the kiosk.



The West Concord Art Loop is a large-scale art installation intended to highlight the creativity and talent of our local community. Concord artists of all ages are invited to submit their original artwork for consideration. A Selection Committee will review the entries, choosing 130 images to be reproduced on 16” x 20” weatherproof decals that will be placed on District sidewalks in a half-mile loop. The decals will remain in place from spring into fall of 2025. Local businesses are enthusiastic about this project, and many have written letters of support.

We continue to participate in events planned by West Concord businesses. For Spring into West Concord Day, we directed a painting project at the Fowler Library which was especially popular with children, who were pleased to learn that the finished product would be hung in the library. For West Concord Discovery Day, we sponsored Sue Ellen Acaya, an Acton face painter, who was stationed on the porch of the empty ice cream shop. She painted a steady flow of happy children’s faces. For the December Holiday Stroll, we repeated the popular “Make a Joyful Noise” activity, handing out jingle bells with pipe cleaners that people attached to shoes, zippers, strollers and more. In addition, the committee presented a grant to Green Thumbs to help pay for planting flowers in the District’s newly created

flower beds.

Perceiving a need to be able to find artists in the area when there is a call for public art, we put up flyers at area libraries and art institutions and posted on social media, encouraging artists to enroll in CreativeGround, a free site sponsored by New England Foundation for the Arts, where artists can register and connect with other artists. In the future, when a Concord organization is looking for artists, they will be able to search the CreativeGround database.

## Climate Action Committee (CAC)

**Brad Hubbard-Nelson, Co-Chair**

**Janet Miller, Co-Chair**

**Cheryl Baggen**

**Gavin Colbert**

**Jerry Frenkil**

**Paul Kirshen**

**Michel McDonald**

**Kathryn Hopkins**

**Brad Dye**

**Eric Simms, Sustainability Director**

**Wendy Rovelli, 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). CAC responsibilities include: a) reporting on progress in greenhouse gas (GHG) emission reduction and other CAP goals; b) educating 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 adaptation strategies; e) implementing projects and initiatives for encouraging sustainable energy practices for the entire community; and f) providing input to and adopting revisions to the CAP. The committee chooses projects which complement the work of the Sustainability Director, CMLP and other Town entities.

### Town Policy

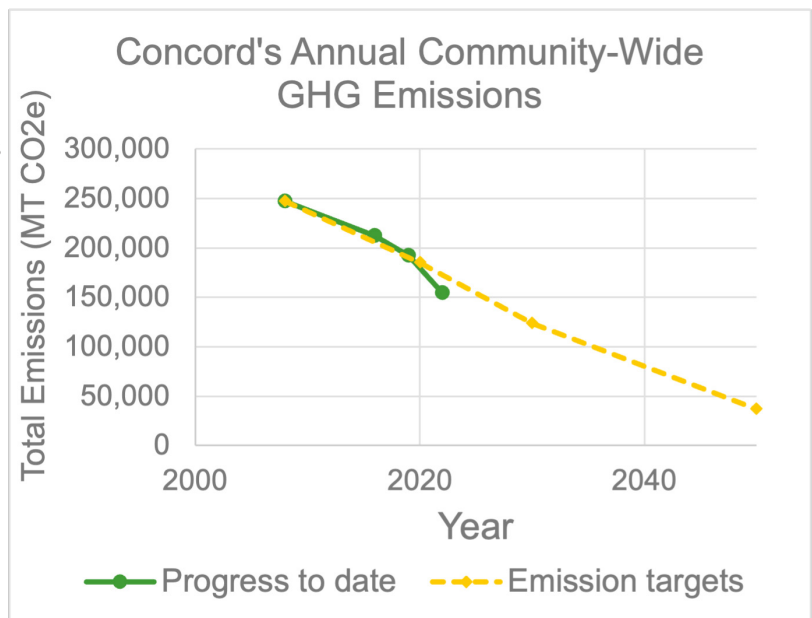
In 2024, CAC proposed Town Meeting Article 31 ("Concord's Updated Climate Goals"), which was adopted overwhelmingly. Article 31 declared a Climate Emergency, as an acknowledgement that climate change threatens humanity and that we could do significantly more to mitigate the harms imposed by climate change. Article 31 also updates Concord's Energy Goals (2017 Article 51) to better align with the Commonwealth's greenhouse gas emission reduction goals by providing

that Concord will strive to reduce emissions by 50% by 2030, 75% by 2040 and 85% by 2050 from the baseline established in 2008.

As of 2024, Concord has adopted a bylaw requiring new construction and major renovations be fossil fuel free, and is one of ten communities in the Commonwealth to do so. At Town Meeting, CAC supported an update to the bylaw to include affordable housing and significant renovations.

### Metrics & reporting progress towards CAP goals

CAC performed an analysis of Town Greenhouse Gas emissions for the year 2022, working together with the Sustainability Director. The GHG 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). As shown in the accompanying figure, the results show that since the baseline year (2008), GHG emissions from energy use have fallen by 38%. While this result is encouraging, showing Concord is progressing towards Article 31 goals thanks to emissions-free electricity from CMLP, significant effort remains in electrifying buildings and transportation, the largest contributions to emissions. Detailed results can be found on the website SustainableConcord.org.



### Residential Engagement

The CAC maintains the Cooler Concord website ([www.coolerconcord.org](http://www.coolerconcord.org)) to help residents to take sustainable action in their homes and lives and promote sustainability events in Concord and nearby communities. Reducing fossil fuel use through electrification is a primary focus. The CAC encourages the adoption of heat pumps for home heating and cooling, and other electrification measures. Together

with CMLP, this past spring the CAC organized and held two Green Home Tours of houses last spring to showcase six successful installations of heat pumps, solar PV, induction cooking and electric vehicles. The tours were attended by over 100 residents, who learned about the benefits of these technologies through their neighbors who had adopted them and were connected with CMLPs heating/cooling coaches. The CAC plans to conduct similar tours in 2025.

The CAC also works with the CMLP to encourage the adoption of electric vehicles and participated in an EV showcase event in West Concord in September where owners displayed a variety of EVs. Concord now has 1,344 residents who drive EVs (fully electric and plug-in hybrid vehicles) and is one of the leading towns in Massachusetts in the rate of EV adoption.

Another goal of the Climate Action and Resilience Plan and Concord's Sustainability Principles is to reduce dependence on synthetic chemicals and other manufactured substances. With this goal in mind, the CAC voted to support the installation of natural grass to replace the plastic artificial turf at the Doug White fields.

### *Looking towards the future*

This coming year CAC will be involved in updating the Climate Action and Resilience Plan, published in 2020. Committee members are reviewing the progress that has been made and what goals to pursue in a revised Plan, which we hope to be completed later this year together with the Sustainability Director and a consultant. As noted above, since the 2020 plan was published, Concord has had success in several areas, most notably in adoption of clean electricity, heat pumps and electric vehicles. Continued emissions reduction will be a multi-decade effort, requiring new ideas and dedicated investment by the community. To continue progressing towards Article 31 goals, CAC will be investigating new options, including networked geothermal district heating, to be incorporated into the plan.



## Concord Civil War Monument Task Force

**Rick Frese, Chair**

**Beth Van Duzer**

**Catherine McGrath**

**Matt McGrath (In Memoriam)**

**David Wood**

**Tish Hopkins (Town Liaison)**

**Henry Dane (Past Select Board Representative)**

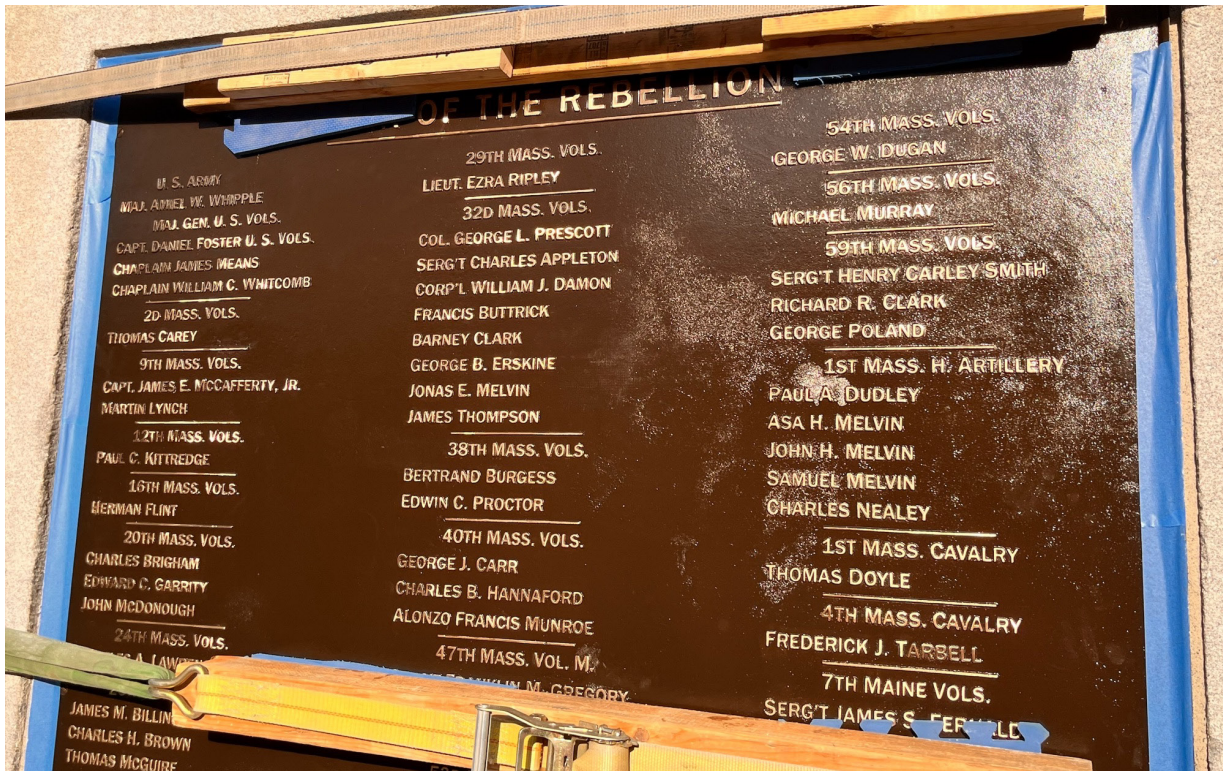
The Rededication of Concord's Civil War Memorial was held in Monument Square on November 9, 2024. The ceremony honored all those soldiers who died, including for the first time, Private George W. Dugan of the 54th Massachusetts Regiment, the first Northern Black Regiment to serve in the Union Army.

Initially declared MIA following the attack at Battery Wagner, he was reclassified "supposed killed" by the Commonwealth's Adjutant-General's Office in 1932.

At the dedication of our Civil War Monument on April 19, 1867, John Shepard Keyes delivered this tribute to Concord's immortalized soldiers: "We do not forget our heroic dead...their lives...their deeds...their deaths we enshrine.. theirs were the toils...the hardships...the sufferings...ours are the fruits of their victories."

George W. Dugan now joins the ranks of Concord's memorialized soldiers.





## Agriculture Committee

### *Committee Members for 2024:*

**Liza Bemis (Co-Chair)**

**Brian Cramer**

**Dan Schmid (Co-Chair)**

**Grace Scimone (clerk)**

**Stephen Verrill**

### *Associate Members:*

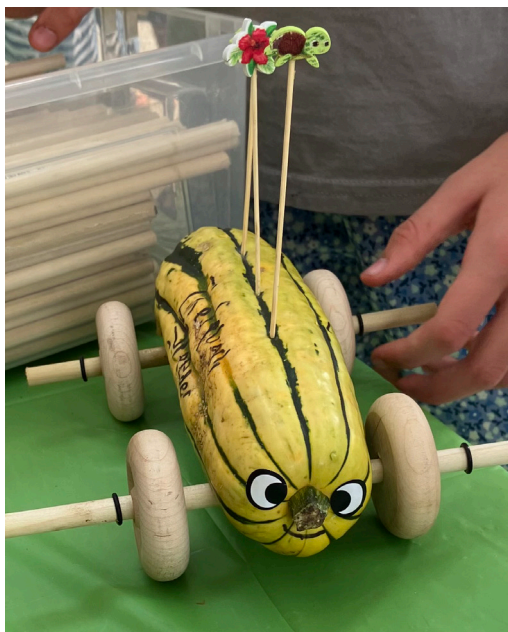
**Mark Congdon**

**Joe Rogers**

**Roseann 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, and three associate members.

Following the extremely wet 2023 season, 2024's dry conditions initially came as quite a relief to Concord farmers. Early spring planting was still impacted by flooded fields, but the summer continued to dry out, and the large outbreaks of diseases that flourished in the wet humid conditions of 2023 were kept at bay. While prolonged drought brings other challenges, initially Concord farmers met this dry spell with delight. As the drought wore on, worries and stress rose as the river and pond levels fell. 2024 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 in cost, as did other costs such as wages for hourly workers as the cost of living continues to increase across the region. Despite all these stresses,



*Veggie Racer ready to go at the 19th Annual Concord Ag Day*

Concord farmers continue to meet the challenges of a changing climate as best they can, providing food, forage, and flowers to the community.

The Ag Committee hosted a Spring Forum event at

the Concord Library on April 11th titled "Growing with Climate Change." The event included a virtual presentation by Erin Lane from the USDA Northeast Climate Hub about how the New England climate has shifted, and was followed by an in-person panel with Concord farmers discussing how they are adapting to the changing growing conditions. The event was well attended by the 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.



*19th Annual Concord Ag Day on Main Street*

The Ag Committee brought forward article 30 ("Authorize Select Board to Petition for Changes to Previously Approved Home Rule Petition Regarding a Check out Bag Charge") at the 2024 town meeting to address a logistical issue in the checkout bag fee article that had passed the previous year. The new article added an exemption for farmstand and farmers market vendors to the home rule legislation to authorize the imposition of a 10 cent check-out bag charge. The Ag Committee recommended this change because farms are unique business in a few ways: In some cases, the cash registers are very old or are very basic adding machines and cannot be modified to include a special "checkout bag charge" line on the receipt as required by the previous article. Upgrading these systems would be a hefty burden to a business that otherwise did not need them. Additionally, some small farms do not sell anything other than fruits and vegetables, which are exempt from sales tax. Since paper bags are not an exempt good, sales tax must be collected on the bag fee and reported to the state – a burden for small farms

that otherwise report no sales tax. Additionally, since many small farms only sell goods exempt from sales tax, and all their goods are SNAP eligible (formally known as food stamps), having to ask for an additional payment type to cover the bag fee and tax would add logistical confusion and add a stigma to those paying by SNAP cards. Article 30 passed at town meeting and the Committee was grateful for both the Select Board and the citizens' support.

The 19th annual Ag Day Farmer's Market was hosted by the Ag Committee on September 7th, 2024. Nine farms participated as well as sixteen 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 and the generous in-kind donations from Vanderhoof Hardware, the expanded Scimone Farm veggie racetrack activities continue to be a huge success with local families! In addition, this year the Ag Committee added the "Veggie Hall of Fame," encouraging the public to bring a vegetable they were particularly proud of (or a photo), or alternatively, a vegetable that was particularly funny looking to show off to the community – it was quite fun to see all the shapes and sizes nature can produce! It was a wonderful community event!



*Famer Panel at the Ag Committee's Spring Forum*

2024 also marked the return of the Stone Soup Dinner on September 22nd. The 13th annual dinner was revived after a break over the Covid years, and is a collaboration between the Stone Soup Dinner non-profit and the Ag Committee to raise awareness and funds in support of local agriculture. This year's dinner featured a talk by Professor Emeritus Brian Donahue from Brandies University, as well as an excellent meal from nine Concord restaurants featuring produce from ten Concord farms. Verrill Farm generously hosted the event, and the weather cooperated!

## West Concord Advisory Committee

**Susan Mlodozeniec, Chair**

**Barbara Morse, Clerk**

**Alison Aley**

**John Cooley**

**Greg Dorothy**

**Anna Feldweg**

**Lynda Ferrari**

**Nicole Hammond**

The West Concord Advisory Committee (WCAC) is a subcommittee of the Planning Board. We have 8 members, three of whom were added during 2024. The WCAC was formed in 2011 pursuant to recommendations from the West Concord Task Force, whose work provided the foundation and guiding vision for the West Concord Advisory Committee.

We met ten times during 2024 to discuss development proposals in West Concord, support other committees' work that improves West Concord, and represent our fellow residents on issues impacting West Concord Junction (also known as West Concord Village). We achieved better collaboration with the Planning Board by adding two joint semi-annual meetings to our regular meeting schedule.

In 2024 we saw the completion of projects begun by this committee in 2010. Concord was the recipient of a MassDOT Complete Streets construction award in 2020, which funded improvements in West Concord Village that were completed in 2024. The improvements include wider sidewalks for ADA compliance and traffic calming, bump-outs, repaving of the street, and marking of additional crosswalks.



During 2024, a proposal for a mixed-use building at 166 Commonwealth Ave., currently the site of E&S Gas Station and a prominent gateway location on a corner lot within West Concord Junction, was denied zoning exceptions by the Planning Board. In 2023, we wrote two letters to the Planning Board after meeting

with the developers. We provided feedback on the proposal and voiced concern about parking availability and circulation challenges at the site, among other issues. The Planning Board also determined that these challenges were too difficult for the project to proceed.

Also during 2024, a 5-home development on an 2.2-acre lot at 80X and 1053 Main St. received Planning Board approval and began construction. Our committee heard from the developers during a meeting in 2023 and provided an opportunity for local residents to give feedback. This development is less than a half mile from West Concord Junction.

We wrote a letter of support for the Gerow Recreation Area Phase 2 study, which proposes using Community Preservation funds to scope the cost of a raised walkway and other improvements along the edge of Warner's Pond. Gerow Park abuts Warner's Pond and the Bruce Freeman Rail Trail runs along the property. The park and the pond are about a half mile from West Concord Junction.

We created the concept of a "West Concord Greenway" that will emphasize the connection between open, recreational spaces within a short walk/bike ride from West Concord Junction. Open space and enjoyment of the outdoors is symbiotic with West Concord Junction's retail and cultural assets. We presented this idea to the West Concord Junction Cultural District Committee and are eager to create a draft map and collaborate with other committees on it.

We undertook a review of the West Concord Design Guidelines and the West Concord Village Master Plan Implementation Matrix. The Master Plan

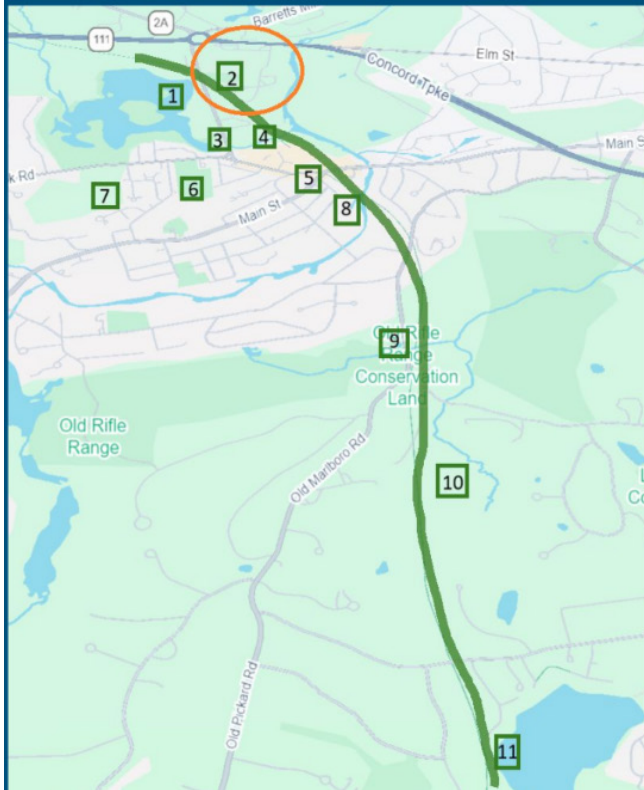
Implementation Matrix was created in 2010 as a 75-item checklist of targeted improvements that were recommended when the West Concord Village Master Plan was written. We gained an understanding of what improvements from the list have been partially or fully completed, and will be prioritizing the partially completed and not started improvements for the future.

In 2025, multifamily developments will be built through the state's Chapter 40B process at Baker Ave. (NOVO Riverside Commons, 0.6 mi. From West Concord Junction) and Forest Ridge Rd. (Residences at Thoreau, 2.5 mi. From West Concord Junction). Further in the future, some type of development will take place at 2229 Main St., the 46-acre property at the former NMI-Sarmet site (2.1 mi. From West Concord Junction). Our review of the Master Plan Matrix will help prioritize the remaining recommended improvements in West Concord Village, with recognition that soon a larger number of future residents will be visiting the vibrant shops, restaurants, and cultural attractions in West Concord Junction and we should plan proactively for that.

Finally, our review of the West Concord Village Master Plan Implementation Matrix will also support Concord's Massachusetts Correctional Institution (MCI) Committee as they envision uses for a 50-acre parcel in West Concord that will become available for redevelopment in the next decade. The planning work for this land is just beginning. The parcel is a slightly more than a half-mile walk, bike or drive from the West Concord Commuter Rail station and the Village Center. It is critical that it connects invitingly with the retail, dining and cultural assets in West Concord Junction.



Our committee is excited about the year ahead and is seeking additional members with backgrounds in community, land or urban planning, architecture, real estate development, and other related skills.



### The West Concord Greenway

1. Gerow park and Warner's Pond
2. MCI land and all that will be...
3. Kenny Dunn/ Warner's Pond dam pocket park/Nashoba Brook running through town with bridge
4. Junction Village open space, bridge over Nashoba, Pedestrian bridge overlooking the Assabet if built
5. Junction Park and the gardens tucked in the center of WC
6. Rideout Park
7. West Concord Park and woodland trails (aka Pidgeon Hill)
8. The Assabet River and Assabet Bluff Trail
9. The Old Rifle Range and Harrington Park (accessed through the Rifle Range)
10. New wetland surrounding Jenny Dugan Brook
11. White Pond

## Concord Housing Authority

### *Board of Commissioners*

**Stephan Bader, Chair**

**Stephanie Chrobak, Vice-Chair**

**Edward Larner, Treasurer**

**Richard Eifler, Vice-Treasurer**

**Bernice Fousek, Resident 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, three of whom are locally elected, one of whom is a state Appointee and one is a tenant appointed by the Select Board. 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 housing choice voucher programs and currently serves more than 375 people. Our family and elderly units are scattered throughout the Town in over 20 locations. Tenant turnover and vacancy rates for CHA units remain low, and waiting lists for available units remain high, often translating into lengthy delays until the next unit can be offered to those needing housing now.

### *CHA Local Properties LLC Property Acquisition Program*

In November 2023 CHA Local Properties LLC was awarded \$400,000 by the Concord Municipal Affordable Housing Trust (CMAHT) for our CHA Local Properties LLC Acquisition Program. Leveraging additional funding from the CHA, we purchased an existing 2-bedroom unit at Riverbend Condominium at 78 Forest Ridge Road. After completing a minor bathroom renovation and attaching a HUD Project Based Voucher Subsidy to the unit, it was rented to an eligible family and added to the State Housing Inventory (SHI) list of affordable units in Concord, bringing Concord's SHI level to just under 10%.

### *Resident Service Coordinator*

In 2021 the Concord Housing Authority received a Resident Service Coordinator grant through the Executive Office of Housing and Livable Communities

(then known as Department of Housing and Community Development). 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!

### *Operations*

The staff includes 3 office positions and 3 maintenance positions (5 FTEs) reporting to the Executive Director (ED). In addition to routine operations and property management, the ED also works on new property development and capital improvement projects. Board members meet monthly to review operations, set policies, and plan for upcoming projects. During the past year, CHA has received high scores on resident satisfaction surveys, periodic oversight reviews by EOHLC and independent auditors, and has been recognized for creative partnerships by Massachusetts NAHRO for our work with Habitat for Humanity of Greater Lowell on Commonwealth Avenue next to Gerow Park.

### *Capital Improvements*

#### **2024**

Renovation of handicap accessible unit at Thoreau St.

Painting at 2-4 Bartkus Farm Rd.

Renovation of three family units at Bedford St.

Remediation of mold in elderly unit

### *Upcoming Funded Projects*

#### **2025**

Septic System Replacement at Strawberry Hill Rd.

Fire Alarm Panel Upgrade at Everett Gardens

Camera Installation at elderly/family sites

Air Source Heat Pumps at Everett Gardens