

BOARD OF SELECTMEN



*Gregory P. Howes, Jeffrey S. Wieand, Elise F. Woodward, Chair;
Carmin C. Reiss, Clerk; Stanly E. Black*

General Business

The Board of Selectmen is the elected board responsible for the development and implementation of Town Policy. It performs these functions by making recommendations to Town Meeting, implementing the decisions of Town Meeting, managing the by-laws and budget of the Town, monitoring and evaluating the annual goals and objectives of the Town Manager, formulating the Board's own annual goals and objectives, making appointments to a variety of Town boards, committees and task forces, guiding the development and evaluating the performance against the Town's operating and capital budgets, and acting as the authority for the granting of numerous licenses. The Board of Selectmen also represents the Town in a variety of roles with federal, State, regional and other local government agencies. The Town Manager reports to the Board.

Jeff Wieand completed his first term on the Board and, in March, was re-elected to a second term. Greg Howes and Stanly Black continued their second terms on the Board; Elise Woodward and Carmin Reiss continued their first terms on the Board. Following 2011 Town Meeting, the Board elected Elise Woodward as Chair and Carmin Reiss as Clerk.

The Board continued its practice of meeting on Monday evenings, every other week, with additional meetings as necessary. The standard start time for the Board's meetings was moved from 7:30 pm to 7:00 pm, allowing the Board to conclude meetings earlier in the evening. To allow greater time for consideration of more substantive matters, the Board employs a consent calendar for routine and non-controversial matters such as gift acceptances and special licenses. Meetings are open to all interested Concord citizens and, at every meeting, time is scheduled for the Board to hear citizen comments. After a trial period of providing copies of supporting materials for the public, the Board began instead to post them on the Town website and also to offer an email subscription service. CCTV records the Board's meetings and broadcasts live on Concord's local access cable channel. The *Concord Journal* and Concord Patch, www.concord.patch.com, both regularly report on the Board's meetings.

The Board met regularly with Carlisle officials and the Town's representative to the Massachusetts House of Representatives, and was in communication with the Town's State Senator. The challenge of managing budgets and tax burdens in a persistently weak economy remained a central focus of discussion. Other topics of discussion included capital improvements for Concord-Carlisle Regional High School, the operation and capital expenses of Minuteman Regional Vocational and Technical High School, greater local control of municipal health care expenses, and local option tax alternatives.

In the fall of this year, the Board convened a coordination planning meeting for Fiscal Year 2013 with the Carlisle Board of Selectmen, the Finance Committees of Concord and Carlisle, and the Regional School Committee. In December, the Board convened a Coordination Meeting of Town boards and departments to identify and begin discussion on potential Articles for the 2012 Town Meeting Warrant.

As in prior years, the Board and the Town Manager established and coordinated their goals for 2011 (FY 2012): to maintain the Town's financial stability and well-being; to promote near-term and long-range planning to maintain and enhance the Town's unique character; to make and implement policy through effective Board organization, governance and communication; and to maintain and enhance the quality of Town services. Specific objectives included promotion of energy efficiency, energy conservation and renewable energy generation and providing training for volunteers on Town boards.

The Board heard regular reports from a number of *ad hoc* and standing boards and committees as well as from Town departments, and made and approved appointments to those volunteer groups. Of particular note, the West Concord Task Force and the Solar Siting Committee gave excellent final reports and recommendations which will inform the Board's work in coming years,

Boards and Committees

Notable issues taken up by the Board this year included: the proposed reconstruction of Concord-Carlisle Regional High School; renewal of contracts with the Police and Fire Unions, the Concord Independent Battery, and the Town Manager; implementation of the Town Meeting vote on street lighting; updating the outdoor lighting policy and engaging a consultant to provide advice; implementation of the Town Meeting vote on incorporating sustainability considerations into Town operations; adoption of a provision on Sustainability in the Town's Administrative Policies and Procedures; support for expansion of the Bottle Bill by the State legislature; moving and establishing the new location for the Caesar Robbins House; completing the purchase of the Rogers land and accepting conservation restrictions on the Rogers land and Concord Riverwalk; the potential acquisition of parcels for open space, agricultural land, and municipal purposes; licensing of pedicabs and pedicab drivers within the Town; working with the Town of Acton, MassDOT and MCI Concord on design for the Bruce Freeman Rail Trail (through the Bruce Freeman Rail Trail Advisory Committee); municipal employee health insurance reform legislation and the response of Town insurer Minuteman Nashoba Health Insurance; negotiating and approving a new 30-year lease with Emerson Umbrella for the Town's building at 40 Stow Street; expressing the Town's concern and condolences to sister city Nanae in the aftermath of Japan's natural disaster of this year; capital apportionment formula proposals and proposed renovations for Minuteman Regional Vocational and Technical High School; assessing scope and coordination of services for Town residents in need; and creation of a discussion group within the Town on financial sustainability policy for the future.

Town Meeting

In April, Concord voters assembled for the Annual Town Meeting to take action on fifty-eight Warrant Articles, as well as a Special Town Meeting to take action on six articles relating to zoning matters and the fine schedule for violation of Town by-laws. Of note, Town Meeting voted to: approve Town and school budgets without any override; authorize borrowing of \$750,000 for the Town's 2012 road program; authorize borrowing of \$825,000 for renovation of Town schools; authorize borrowing of \$900,000 for replacement of an aerial ladder fire truck; approve the expenditure of \$974,320 in Community Preservation Funds, including \$300,000 for preservation of the Caesar Robbins House, \$95,000 for restoration of Heywood Meadow, and \$80,000 for the Town's Land Acquisition Fund; approve the expenditure of \$450,000 to acquire for conservation the Rogers land at 6A Harrington Avenue; and adopt changes in the zoning by-law recommended following study of Zone C residential building restrictions.

Special Town Meeting

In November, Concord voters assembled for a Special Town Meeting to consider Warrant Articles addressing the Concord-Carlisle High School Building Project. In a robust turnout, Concord voters authorized borrowing for the \$92,578,524 CCHS Building Project, established and funded a High School Debt Stabilization Fund, and voted in favor of a citizen petition seeking Five-Year Projections of Tax Burden on Citizens by the Finance Committee. The CCHS Building Project subsequently was endorsed by Concord voters in a Special Town Election, and by Carlisle voters both at a special town meeting and at the polls.

Gifts

During 2011, the Town was fortunate to receive numerous gifts from residents, charities and other organizations. The Town is grateful for each and every gift. The Board of Selectmen formally accepts all gifts in excess of \$500. In 2011, the Board accepted, among many others, the following generous and appreciated gifts: \$50,000 from the Friends of Concord-Carlisle Fields for the maintenance of the newly constructed fields at CCHS; \$60,000 from the Concord Housing Trust and the Concord Housing Foundation to reduce the cost of affordable housing at 87 Elm Brook Lane; \$7,700 from Concord-Carlisle Youth Baseball & Softball to the Ripley Baseball Field Account; \$5,000 from Acton Toyota of Littleton to the Fire Department Gift Account, \$1,500 from Concord Independent Battery to the Heywood Meadow Restoration Account; and several gifts from Community Chest, including \$10,941 to the Youth Coordinator Gift Account and \$5,900 to the Community Services Coordinator Gift Account.

Acknowledgements

The Board wishes to thank Town Manager Chris Whelan, Deputy Town Manager Doug Meagher, Staff Liaison Ruth Lauer, and all of the employees of the Town of Concord for their professionalism and dedication in serving the residents of Concord. We also wish to acknowledge and thank the hundreds of citizen volunteers willing to devote their time and skill to Town affairs and without whom the Town simply could not function.

PARTICIPATING IN LOCAL GOVERNMENT

Common Cause, a national non-profit group that promotes transparency and accountability in government, has recognized the Town's website as providing key information about committee meetings, public hearings and opportunities for the public to get involved in local decision-making and made Concord one of only a few communities state-wide to receive its highest award in this area.

Concord has implemented a way to keep residents informed of events and meetings that are occurring in the Town. Whenever a new event or document is posted to the Concord Web site (www.concordma.gov) you have an opportunity to receive a copy of that posting in your personal e-mailbox, automatically. It won't be necessary to visit the Web site, although we encourage you to do so, since not all folders will be subscribable. And if you decide that you no longer want to receive notices automatically, you can use the form to remove your name from the list.

IF YOU SIGN UP FOR NEWS AND NOTICES, YOU WILL RECEIVE MAIL REGARDING:

Weekly Town Manager Reports
Holiday trash collection information
Road closures
Tree and Styrofoam recycling
Burning permits
Recreation News
Beede Swim Center activities and closures
Power outages
Summer Peak electricity demand

Water bans
DropOff Swap dates and activities
Affordable Housing Opportunities
Employment Opportunities
Volunteer Opportunities
Notices of Special Events
Council on Aging events

YOU MAY ALSO SIGN UP FOR AGENDA AND MINUTES FROM A NUMBER OF COMMITTEES.

CURRENT SUBSCRIBERS

News and Notices — 858
Recreation News — 556
Selectmen Agendas — 272
Selectmen Minutes — 251
Selectmen Agenda Support Materials — 18

Cemetery Committee Minutes — 75
Public Works Commission Minutes — 198
Employment Opportunities — 801
Council on Aging Newsletters — 297
Town Manager Reports — 275

HOW TO SUBSCRIBE TO NEWS

- Go to the Town website: www.Concordma.gov
- Choose Subscribe to News from the choices in the green box at the left of the page.
- Select: Add My Name and provide your e-mail address where indicated.
- Select the notices that you want to receive from the Mail Lists: e.g. News & Notices. The system will respond to your request promptly and you will receive an Email confirmation in your incoming mailbox. In order to protect your privacy, you **MUST** reply to this email in order to receive postings from the list.
- You may remove your name from it at any time by returning to the site and using this form