

**TOWN OF CONCORD
SELECT BOARD
AGENDA
March 5, 2018**

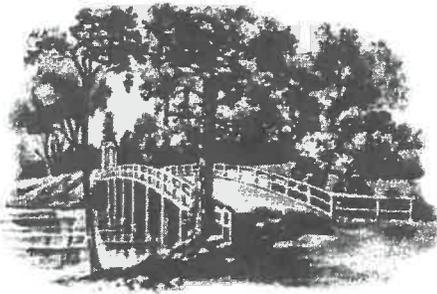
| 6:30 PM – Clock Tower Room – Harvey Wheeler Community Center | |
|---|--|
| 1. | Call to Order |
| 2. | Consent Agenda: <ul style="list-style-type: none"> • Town Accountant's Warrants • Minutes • Gift Acceptance <ul style="list-style-type: none"> · Friends of the Concord Free Public Library \$3,548.31 Library Staff Gift Account |
| 3. | Town Manager's Report |
| 4. | Massachusetts Climate Action Network Award to ConcordCAN |
| 5. | 6:35pm Public Hearing: Gas Main Petition – National Grid for Lexington Road, Cambridge Turnpike, Hawthorn Lane, Sandy Pond Lane |
| 6. | Review and Vote on PEG Access Committee Charge |
| 7. | Take/Prepare Positions on Town Meeting Warrant Articles |
| 8. | Appoint Election Officers |
| 9. | Miscellaneous/Correspondence |
| 10. | Committee Nominations: Karlen Reed of 83 Whits End Road, Scott Hopkinson of 67 Indian Spring Road, and Margaret Wargelin of 97 Hillside Avenue, to the PEG Access Advisory Committee |
| 11. | Committee Appointments: |
| 12. | Public Comments |
| 13. | Adjourn to Select Board Public Hearing in Auditorium |

PENDING

| | | | | |
|---------------------|----------|----------------|----------------------------------|---------------------------------|
| Monday | March 5 | 7PM | Select Board Public Hearing | Harvey Wheeler Community Center |
| Tuesday | March 6 | 6:30PM | Select Board Meeting | Harvey Wheeler Community Center |
| Tuesday | March 6 | 7PM | Planning Board Public Hearing | Harvey Wheeler Community Center |
| Monday | March 12 | 6:30PM | Select Board Meeting | Harvey Wheeler Community Center |
| Monday | March 12 | 7PM | Finance Committee Public Hearing | Harvey Wheeler Community Center |
| Tuesday | March 13 | 7PM | Select Board Meeting | Town House |
| Monday | March 26 | 7PM | Select Board Meeting | Town House |
| Friday | March 30 | All Day | Passover | No evening meetings |
| Sunday | April 1 | All Day | Easter | |
| April 9, 10, 11, 12 | | 6:30PM | Select Board Meeting | CCHS |
| April 9, 10, 11, 12 | | 7PM | Annual Town Meeting | CCHS |
| Monday | April 23 | 7PM | Select Board Meeting | Town House |
| Monday | May 7 | 7PM | Select Board Meeting | Town House |

Gift Acceptance Log – March 5, 2018

| Gift Received From: | For Gift Account: | Total Amount: |
|--|----------------------------|----------------------|
| Friends of the Concord Free Public Library | Library Staff Gift Account | \$3,548.31 |



OLD NORTH BRIDGE

TOWN OF CONCORD

SELECT BOARD'S OFFICE
22 MONUMENT SQUARE – P.O. BOX 535
CONCORD, MASSACHUSETTS 01742

TELEPHONE (978) 318-3001
FAX (978) 318-3002

TOWN OF CONCORD SELECT BOARD

PUBLIC HEARING NOTICE

Notice is hereby given that a Public Hearing will be held at Harvey Wheeler Community Center in the Clock Tower Room, 1276 Main Street, Concord, MA on March 5, 2018 at 6:35 PM, upon the petition of National Grid to open the ground to install and maintain approximately 2200 feet more or less of 8 inch gas main in Cambridge Tpk. From Lexington Rd. southeasterly to house #99, approximately 1200 feet more or less of 8 inch gas main from house #99 southeasterly to Hawthorne Ln., approximately 1890 feet more or less of 6 inch gas main from Hawthorne Ln. southeasterly to Sandy Pond Ln., approximately 440 feet more or less of 2 inch gas main from Sandy Pond Ln. easterly to house #512 Cambridge Tpk. All of which to replace and abandon the existing 4 inch and 2 inch gas mains in Cambridge Tpk. In accordance with the plan dated February 13, 2018 filed with the Select Board.

Questions on this matter should be directed to Barbara Kelleher, National Grid Permit Representative, (617) 293-0480

By Order of the
Select Board

Thomas McKean
Clerk

**Town of Concord, MA
PEG Access Advisory Committee
Committee Charge**

A. Background

The Select Board has issued a License Agreement to Comcast of Massachusetts III, Inc. for the period from April 22, 2014 through April 21, 2024, which authorizes the company to provide non-exclusive cable television and other telecommunication services to homes and businesses in the Town of Concord. The agreement provides for the delivery of PEG Access (Public, Educational, and Governmental) Television services, defined in the agreement as “non-commercial programming developed by any Concord residents or organizations, schools, government entities and the use of facilities, equipment and/or channels of the Cable System in accordance with 47 U.S.C. 531 and this Renewal License”. Pursuant to section 6 of the agreement, Comcast makes three channels available to the Town for PEG access programming and allocates 4.8% of the company’s gross annual revenue in Concord to support PEG access programming.

In 2015, Town Meeting voted to accept MGL Chapter 44, Section 53F-3/4 authorizing the creation of the PEG Access & Cable Related Fund. Revenue from Comcast is deposited into this fund and may be expended by the Town Manager only to support PEG access programming. The Concord-Carlisle Regional High School has set aside space in the school for a cable studio to operate the community television service.

B. Purpose

The purpose of the PEG Access Advisory Committee is to monitor the effectiveness of Concord’s PEG Access services, and to help the Select Board ensure that those services conform to the requirements of the Comcast franchise agreement while safeguarding the public’s interest in community television through policies promoting fairness, equal access, and non-discrimination. The committee is also intended to promote quality telecommunication services that reflect the interests and concerns of Concord residents. The committee will also assist the Select Board in adapting to new technologies as society moves from the traditional local cable television to more current telecommunication services.

C. Membership

The PEG Access Advisory Committee shall be comprised of seven voting members appointed by the Select Board, and one ex officio, non-voting member designated by the Carlisle Board of Selectmen. The term of office shall be three years, and the initial appointments shall be of one, two and three years, so that terms of members shall be staggered. The committee shall be comprised of members representing a diversity of residents interested in communications and community television. The membership shall be as follows:

- One citizen with experience in communication media, particularly with experience in television or community television;

- One representative designated by the School Committee;

- Five citizens at-large with diverse backgrounds that have an interest in, or experience with, communications, media and information services;

- One ex officio, non-voting member designated by the Carlisle Board of Selectmen.

D. Duties and Responsibilities

- 1) To advise the Select Board and Town Manager on matters concerning PEG access television services, including comparing Concord's services to those of other communities and to the state of the industry in general.
- 2) To recommend broad policies on matters concerning PEG access television, including matters involving use of studio equipment, training of volunteers, access to studio space by citizens including students, and similar matters.
- 3) To ensure that Concord's PEGs services conform to all requirements of the Comcast franchise agreement, as well as all applicable federal, state and local laws and regulations concerning PEG access services.
- 4) To solicit public feedback regarding the performance of PEG access operations including the ability to deliver a variety of quality PEG access programming offerings.
- 5) To investigate and make recommendations where appropriate in response to public feedback received regarding PEG access programs and offerings.
- 6) To make recommendations to the Select Board and Town Manager on media and communication initiatives that do not involve Comcast, including social media outlets and other methods of communicating with Concord residents.
- 7) Conduct occasional surveys of users of PEG access services to discern whether current programs meet the needs of residents and how those services might be augmented or improved.
- 8) To support the PEG service staff in creating, developing and promoting various and specialized courses which are necessary to enhance citizen and volunteer use and involvement in public access programming.
- 9) To assist the Town Manager and PEG access staff in creating a citizen complaint review process, and when complaints have not been resolved to the satisfaction of the complaining party, to meet with the complaining party and render a recommendation of how the problem may be resolved. In the event that PEG access staff has not responded to the satisfaction of the PEG Access Advisory Committee, the committee will review the matter with the Town Manager, and if the party is still not satisfied, the committee may formally bring the matter to the attention of the Select Board for resolution. The decision of the Select Board shall be final.
- 10) To assist the Select Board at the time of renegotiation of the cable television franchise agreement, to maximize the benefits to the community of cable television and other services during the term of the Comcast agreement, to hear citizen complaints concerning Comcast's compliance with the requirements of the franchise agreement as well as such Comcast services that are subject to local review under the law, and to make recommendations concerning service complaints to the Select Board.
- 11) The PEG Access Advisory Committee may be requested to provide advice or guidance with respect to PEG Access operations and technological advancement initiatives, including expanded audio-visual communications and web-based programming.
- 12) To submit a comprehensive annual report regarding committee activities and efforts for inclusion in the Town's "Annual Town Report." Such submission should include an overview of the Committee's work during the prior year as well as an assessment of the community's access to PEG-related services and offerings.
- 13) To meet regularly, and annually, to elect a Chairperson and Committee Clerk.

E. Other Considerations

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

Attachments:

- a. *Copy of Cable Television Renewal License Issued by Select Board to Comcast of Massachusetts III, Inc. 2014 to 2024.*

DRAFT

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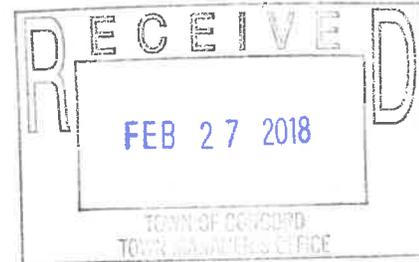
DRAFT



Town Clerk's Office
22 Monument Square
Concord, MA 01742

Memo

To: Select Board
Cc: Chris Whelan, Town Manager
Kerry Lafleur, Finance Director
Board of Registrars
From: Kaari Mai Tari, Town Clerk
Date: February 27, 2018
Re: Election Officer Appointments



Pursuant to MGL Chapter 54: Section 12, I would like to request, on behalf of the Board of Registrars, reappointment of 3 voters as Election Officers for terms to expire July 31, 2018.

Party Affiliation among all appointed Election Workers, including those proposed in this memo:

| | | |
|------------------------|----|-------|
| Democratic | 22 | 41.5% |
| Republican | 9 | 17% |
| Unenrolled | 22 | 41.5% |
| Total Election Workers | 53 | |

Thank you for your consideration.

Kaari

Election Officers 2017-2018 Appointment List

| Party | Name | Address | Precinct |
|-------|----------------------|----------------------|----------|
| R | James P. Hackett III | 301 Musterfield Rd. | 1 |
| U | Rose Hutchinson | 234 Thoreau St | 4 |
| D | Janet Walker | 20 C Westvale meadow | 2 |
| 3 | | | |