

Minutes of the CLRPC Meeting of October 14, 2016

Pursuant to a notice filed with the Town Clerk, the Comprehensive Long Range Plan Committee (CLRPC) met at 8:00 a.m. on October 14, 2016 in the First Floor Meeting Room, 141 Keyes Road, Concord, MA.

Members Present:

Elise Woodward, Co-Chair
Gary Kleiman, Co-Chair
Barron Lambert
John Boynton
Nick Pappas
James Bryant
Wade Rubenstein
Peggy Briggs
Barbara Morse
Wally Johnson
Judy Zaunbrecher
Bernie Jenkins
Jane Hotchkiss

Marcia Rasmussen, DPLM Director
Elizabeth Hughes, Town Planner
Sean O'Brien, Budget Analyst

The meeting was called to order by Ms. Woodward at 8:00 a.m. Ms. Woodward welcomed Ms. Jenkins as a possible new representative for the Council on Aging.

2016 Town Citizen Survey – Potential for CLRP Questions

The Committee discussed the list of potential questions submitted by Members and compiled by the Town Planner. The Committee determined the first question would have citizens rank infrastructure improvements by importance. The second question would ask if the town should encourage the development of more business areas to increase jobs and create a stronger economic environment. The third question would ask the level of importance of "sustainability" and "green initiatives" compared with other priorities in the long term planning process. The fourth question would ask citizens to rank from a list what they thought were the most pressing issues facing the community. The fifth question would be an open question for citizens to let the Committee know what they viewed as the most critical challenge facing Concord in the next 10 years.

RFP Update & Discussion

The Committee reviewed the revised RFP prepared by the RFP Subcommittee and Ms. Rasmussen. The Committee discussed the timeline in the RFP and made adjustments.

Members agreed that the available funding of \$120,000 may not be sufficient and members and staff will likely have to invest more time in moving the project forward and helping the

consultant with various tasks. The Town Planner will post the revised RFP on the State's Goods and Services Bulletin.

Public Outreach/Communication Strategy Summary

The Committee reviewed the summary as discussed at the last meeting and put together by the Town Planner.

After discussion of the various options for public outreach and citizen involvement, it was determined that Ms. Briggs and Mr. Boynton would work together on preparing the following: a two-page description of process for the Committee to use when reaching out to the people about the Plan; an article to the Concord Journal for November, and; a monthly newsletter that can be sent to all the Town boards and committees and other civic groups.

The Committee discussed how to analyze the Citizen Survey data. Ms. Zaunbrecher and Mr. Lambert volunteered to work with Town staff to analyze the data and prepare a summary for the Committee.

Meeting Minutes September 9th and September 30th

Mr. Boynton moved to approve the minutes of September 9th and September 30th. Mr. Pappas seconded with all voting in favor.

Analysis of Livable Built Environment (Strengths, Weaknesses, Opportunities & Threats)

The SWOT analysis for each of the Best Practices (BP) was as follows:

BP 1.6 Plan for infill development

Strength

- Three town centers
- Good public participation process

Weakness

- Lack of inventory of available site and open land

Opportunity

- 2229 Main Street
- Thoreau Street
- Potential for vertical development
- Increase tax revenue

Threat

- Rising rents

BP 1.7 Encourage design standards appropriate to the community context

Strength

- Floor Area Ratio bylaw
- HDC guidelines
- West Concord Design guidelines
- Demolition Review bylaw
- Zoning Bylaw
- CPW standards provide consistency for developers

Weakness

- Scale and massing
- Intensity of use
- Flexibility in development
- Conflict within regulations

Opportunity

- Zoning Reform

Threat

- Zoning Reform
- Development & infrastructure capacity

BP 1.8 Provide accessible public facilities and spaces

Strength

- Ripley playground
- Enforcement of ADA requirements during building
- Disability Commission
- Available information on the Town's website
- Public Works ADA capital improvements

Weakness

- Old Town – hard to update
- Lack of accessible transportation (only have COA and The Ride)
- Aging population

Opportunity

- Expanding opportunities to put more information on the web
- Increasing accessible transportation

Threat

- Increasing demand
- Cost of achieving accessibility

The Committee was not able to complete the analysis of all 11 Best Practices and will continue discussion at the October 28th meeting. It was agreed upon by the Members that the October 28th and November 18th would be devoted to completing the SWOT analysis of the six principles with the meeting being extended to 10 am.

Public Comment

Lori Gill Pazaris, a member of the Climate Action Network, informed the Committee about an upcoming event, “Water in Plain Sight” with author Judith Schwartz.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

John Boynton, Clerk