

Minutes of the CLRPC Meeting of January 13, 2017

Pursuant to a notice filed with the Town Clerk, the Comprehensive Long Range Plan Committee (CLRPC) met at 8:00 a.m. on January 13, 2017 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
James Bryant
Wade Rubenstein
Barbara Morse
Judy Zaunbrecher
Peggy Briggs
Nick Pappas
Jane Hotchkiss

Marcia Rasmussen, DPLM Director
Elizabeth Hughes, Town Planner
Sean O'Brien, Budget Analyst
Jon Harris, Budget & Purchasing Administrator

The meeting was called to order by Ms. Woodward at 8:00 a.m.

Important Updates

Director Rasmussen informed the Committee that on January 19th there would be a tour of 2229 Main Street as the Town moves forward with acquiring the site within the next year. Ms. Woodward requested that this topic be added to the agenda for an update and discussion on the February 10th agenda.

Director Rasmussen gave a list of some of the Town's largest employers (Emerson Hospital, Concord Health Care, 300-310 Baker Ave., a law firm on Virginia Rd, former Mediplex Site, Newbury Court, Concord Academy) in Town and asked if there were others. Members listed: Fenn School, N-of-One, Nashoba Brook, Middlesex School, Bradford Mill, Prism.

Ms. Woodward announced that the Energy Futures Task Force will be presenting the draft report at a public meeting on February 1st at 7:30 p.m. at the Town House with the report being available the week before. When the report is ready, it will be posted on the Town's webpage.

Meeting Minutes December 2nd and December 16th

Ms. Briggs moved to approve the minutes of December 2nd as written. Ms. Zaunbrecher seconded with all voting in favor. Mr. Lambert moved to approve the minutes of December 16th as written. Mr. Kleiman seconded with all voting in favor.

The Town Planner will be taking the SWOT analysis and put it into a single document. The Committee will then review the document to clarify items.

Citizen Survey Results Presentation by Finance Department

Jon Harris, Budget & Purchasing Administrator gave a very informative presentation on the Citizen Survey Results.

The Survey contains a significant amount of information presented in various ways for the Committee to get a better understanding of community's issues and concerns at the various age cohorts. It was determined that the Mr. Lambert and Ms. Zaunbrecher would work with the Town Planner to develop a list of the various alternative analysis of questions for the different cohorts for Mr. Harris.

Request for Proposal Update

Mr. Lambert informed the Committee that three proposals were submitted and all of them are good firms with good qualifications. The Selection subcommittee does have one preferred firm after the interviews and will be following up with references. Once the contract is awarded, the Committee will ask the firm to give their presentation to the whole Committee.

Correspondence

No new correspondence has been submitted. Mr. Pappas informed everyone that the Agricultural Committee is working on their final request to the Committee regarding the need for farm worker housing and should be available shortly.

Public Comment

There was no public comment.

Citizen Survey Discussion

It was determined that the Committee needs more specificity on the different demographic groups and how the data is parsed apart the groups, the effect of the weighting, and the overall demographics that apply to the Town as a whole compared to who responded to the survey.

Ms. Woodward reminded members that are appointed by another Town committee that they should be checking in with their committees to make sure this Committee has access to the latest and greatest data.

Ms. Rasmussen suggested that we start working with our GIS staff to map out the current land use patterns.

The meeting adjourned at 9:30 a.m.

Respectfully submitted,

John Boynton, Clerk