

Minutes of the CLRPC Meeting of May 18, 2018

Pursuant to a notice filed with the Town Clerk, the Comprehensive Long Range Plan Committee (CLRPC) met at 8:00 a.m. on May 18, 2018 in the first floor meeting room, 141 Keyes Road, Concord, MA.

Members Present:

Gary Kleiman, Co-Chair
Wade Rubinstein
Tory Lambert
Barbara Morse

Nick Pappas
John Boynton
Judy Zaunbrecher
Sharyn Lenhart

Marcia Rasmussen, DPLM Director
Elizabeth Hughes, Town Planner

The meeting was called to order by Mr. Kleiman at 8:00 a.m., who stated that the meeting was being recorded.

Minutes from April 27, 2018

Mr. Pappas provided a minor typo amendment. Mr. Pappas moved to approve minutes as amended. Mr. Lambert seconded with all voting in favor.

Correspondence

Mr. Kleiman noted that Ms. Woodward had organized all of the Board and Committee comments and the public comments and the summaries are posted on the web site.

Mr. Kleiman acknowledged receipt of an email from Tanya Gailus with comments on the April 27th minutes.

Mr. Boynton informed the committee about the recent Concord Business Partnership meeting with the nonprofit organizations in Town that was very productive and how collaboration has already started.

Mr. Kleiman informed the committee about the recent presentation Ms. Woodward and he made to the League of Woman Voters. He noted that one comment given by the LWV was that the Plan had a lot of planning jargon and did not really reflect a Concord voice. Mr. Kleiman stated that they would see if Concord resident Anita Tekle, who has experience with editing previous Long Range Plans, would be willing to help edit the final report.

Check in on Process and Schedule

Mr. Kleiman gave an overview of the next steps for the Committee members and their duties for reviewing the draft plan, comments that have been submitted and the Punch List items. The Committee discussed the process for submitting comments and agreed that individual members would send their comments to Mr. Kleiman with track changes with any other changes to the Punch List or Substantive Issues to Discuss.

Ms. Lenhart noted that the Punch List does not include a revision to the demographic section of the report to include a statement regarding the aging population.

The Committee discussed the two charts in Section 5. It was noted that there was no checklist for economic vitality or land use and there should be “Not Applicable” category.

Mr. Kleiman noted the difficulty trying to create a chart that includes all the big idea priorities, goals and action items. Mr. Rubinstein suggested adding a definition on what Near Term, Short Term and Long Term.

Mr. Boynton questioned whether there was a threshold on when the checklist is required. Ms. Morse asked whether there should be questions that people should be thinking about and not just a checklist they have to go through. Mr. Kleiman thought the checklists were to be used as guides on how to think about things as boards, committees and departments move forward with projects.

Mr. Kleiman stated that he and Ms. Woodward would be brainstorming with the consultant and Town staff on how best to structure Section 5.

Ms. Lenhart thought it would also be important for there to be a statement that gets people to think about the fiscal impacts. Mr. Kleiman stated that Section 2 needs to be improved to add content on the importance of the fiscal lenses.

Mr. Kleiman noted the Committee went a little out of order and just had the discussion on Section 5 and needed to finish up the discussion regarding process.

Mr. Kleiman stated that he had a conversation with Finance Committee member Tom Tarpey and noted Finance Committee Chair Karl Packard in the audience.

Mr. Kleiman commented that the consultant is still working on the layout and design. The Committee discussed the final process for finishing the document and ensuring that it has a Concord voice and that all of the maps are consistent. The Committee agreed that checking maps and graphics for consistency needed be added to the Punch List.

The Committee briefly discussed how the final document would be accessed by the public and agreed that it should be in paper and on the web site in an electronic version with links that facilitate the searchability of the document. The Committee agreed that they would get input from the consultant.

Substantial Topics for Discussion

The Committee discussed Punch List #1 regarding replacing language of “affordable housing” with “affordable homes.” The Committee agreed that Ms. Morse would go through the Plan and evaluate whether it was appropriate to replace the language.

The Committee discussed Punch List #11 regarding use of the landfill and removing the statement about public concerns. The Committee agreed that there should be an acknowledgement of the concerns, but that the Plan should highlight the community need and use of the landfill.

The Committee discussed the number of committees or task forces that are being recommended in the Plan and that it should be kept to a minimum.

The Committee discussed Punch List #8 and determined that floodplains should not be included.

The Committee discussed Punch List #9 and the provision enabling a single family home as a multi-family home, but there was concern that this would create sprawl. This item would apply to redevelopment of existing homes, but not new development. Ms. Morse questioned not allowing new development and thought this idea needs to be balanced with the idea that affordable housing should be provided throughout all areas of Town. The Committee discussed this idea as it relates to sprawl, traffic and the exclusion of new development options, such as small apartment complexes. Ms. Morse did not see why these types of new developments would not be allowed if a new development was in keeping with the Town character.

The Committee agreed that the Plan should allow for new development options that meet the needs for housing diversity, but that are in keeping with the Town character and meet the Town's goals for sustainability and resilience.

(Mr. Lambert left at 9:12 a.m.)

Public Comment

Karl Packard introduced himself as the previous Finance Committee chair, but is now the FinCom observer to the CLRPC. He thought that the Plan will be an important document for the providing guidance to the future of the Town.

The meeting adjourned at 9:15 am.

List of documents presented which are on file in the Planning Division Office at 141 Keyes Road, Concord, MA:

- Discussion Topics and Plan Edits 5-18-18
- Draft April 27, 2018 Minutes
- Draft Implementation Action Chart 5-9-18
- Draft Plan Board-Committee Comments Summary 5-11-18
- Draft Plan Public Comments Summary 5-18-18
- Synergy of Systemic Implementation Recommendations Draft 5-11-18

Respectfully submitted,

John Boynton, Clerk