Pursuant to notice duly filed with the Town Clerk, the West Concord Advisory Committee (WCAC) held a virtual online public meeting at 7:00 p.m. via https://zoom.us.

Members present:
Amy Kaiser, Chair
Susan Mlodozeniec
Geoff Walton
Alan Koder

Additional staff/committees represented:
Marcia Rasmussen, Director of Planning and Land Management
Susan Bates
Dorrie Kehoe
Ann Sussman, Concord Junction Cultural District Committee

The meeting was called to order at 7:07pm by A. Kaiser.

Approval of Meeting Minutes. The December meeting minutes will be circulated prior to the next meeting in February.

- **Cyclists + Pedestrian Safety in Junction Park**

  D. Kehoe communicated that there has been an increased amount of pedestrian, cyclist and skateboard activity and traffic in Junction Park since the renovation was completed. She indicated that this is a positive outcome and demonstrates the success of the project from an attractiveness and use perspective, however, she states that there is a growing concern among members of the community that the park environment and immediate surrounding areas are becoming less safe for occupants, especially for children and the elderly. She expressed concern that the situation will only worsen as the Rail Trail is extended across Rte 2 connecting to Acton. She is requesting that the WCAC write a letter of support to the Town Manager and Select Board to raise awareness and communicate the concern. Additional points below to support her argument.

  - She noted there are a total 3 signs present in the park to communicate where cyclists must walk their bike, however, she stated that there is not a high level of compliance. Growing number of bikes traversing the park.
  - The following groups also agree that there is a safety concern: Green Thumbs, Concord Park Senior Living and Concord Children Center
  - She stated that several close calls have been identified by members of the community
A. Kaiser asked for questions from the WCAC and commented that others have brought similar concerns to the WCAC.

A. Koder asked if she was aware of any injuries in the immediate area or is they were all near misses. D. Kehoe responded that she is unaware of any injuries.

S. Mlodozeniec asked if she is aware of other analogous situations in other towns and how they might have approached the issue. D. Kehoe responded that she is unaware of a representative case study elsewhere.

D. Kehoe also clarified that she is not requesting that WCAC propose solutions, rather the Town Manager and Select Board study and come up with solutions.

M. Rasmussen suggested doing a survey with the community on how people use the space. D. Kehoe clarified that she is not recommending a survey.

A. Kaiser opened for Public Comment

S. Felshin recommended that WCAC take a balanced view if we choose to send a letter and not propose immediate action. Instead, she feels it would be more appropriate to propose a study. The committee should not presume that a problem exists.

A. Sussman recommended a post occupancy study of the space and A. Koder agreed that might be a good approach.

A. Kaiser asked for a vote by the WCAC to proceed with writing a letter. All attending members expressed their support.

- **West Concord Design Guidelines – Update on Intro Statement**

  S. Mlodozeniec provided communicated that she and A. Sussman have completed a draft of the Vision Statement for the West Concord Design Guidelines. They leveraged the Vision Statement for the Thoreau Depot in Concord Center as the town is engaged in a planning process to determine the highest and best use for that area. Simultaneously, the draft statement sought to reflect an intent to align with West Concord Cultural District Guidelines.

  A. Sussman communicated desire to keep streets walkable and maintain an identity and sense of place. Asked for the team to review and provide comments. Stated that she has not yet presented to the West Concord Junction Cultural District Committee (WCJCDC).

  S. Mlodozeniec clarified that she will accept comments and return to A. Sussman for presentation to the WCJCDC.
M. Rasmussen communicated her support to take this to the next level and revisit the entire West Concord Design Guideline document. She will bring this up to the Metropolitan Area Planning Council.

S. Mlodozeniec added that she would like to see strong language around energy efficiency as it relates to building systems to align with broader goals and initiatives.

**A.Kaiser opened for Public Comment**

S. Felshin expressed concern about maintaining views of existing landmark buildings and architectural elements unique to West Concord – building height and placements. Asked that guidelines should maintain some freedom for developers to explore and incorporate “funky” architectural elements as they might add to the unique character of the town.

- **Liaison Roles for 2021**

  S. Mlodozeniec comfortable with her existing assignments including Social Media

  G. Walton comfortable with existing assignment which includes the Economic Vitality Committee and liaison to WC businesses. Enjoys the role, however, was not able to interact with owners as much as he had liked due to pandemic.

  M. Rasmussen liaison to Concord Together. Commented that EVC is fairly new.

  S. Bates communicated that EVC did meet on 1/13 but did not have a quorum. Postponed until Tuesday, 1/21.

  A. Koder offered to be the liaison to Town Departments (Recreation, Public Works, Planning)

  M. Rasmussen offered to introduce A. Koder to Steve Dookran and other appropriate individuals.

  A. Kaiser proposed that we make the appointments official at the next meeting.

Adjourned at 8:44 PM.

Respectfully submitted,
Alan Koder