

**West Concord Advisory Committee,
a subcommittee of the Planning Board
February 5, 2020**

Pursuant to notice duly filed with the Town Clerk, a meeting of the West Concord Advisory Committee (WCAC) was held at 7:00 p.m. in the Clock Tower Room at the Harvey Wheeler Community Center.

Members present:

Tim Alexander
Peter DeRosa, Clerk
Amy Kaiser
Susan Mlodozieniec
Geoff Walton

Members absent:

None

Other town committee representatives present:

Matt Johnson, Planning Board

T. Alexander called the meeting to order at 7:05 p.m.

Minutes

January 2020 minutes were unanimously approved with minor recommended edits.

Membership

Continue outreach seeking new members. Reach out to local business owners. Post flyers.

Item No. 1: 2020 Planning Spring Open House

Discussion of experience with 2019 open house and planning for spring 2020.

- 1) Thought the approach of having stations in open forum worked well. Agreement to pursue the same format. Planning documents on Google Drive.
- 2) Stations from 2019:
 - a) CPW (cut-through study, complete streets)
 - b) BFRT
 - c) Rec Dept
 - d) Cultural District/Arts
 - e) WCAC/Planning
 - f) Green Thumbs
- 3) Will seek food from locals again (Saltbox, Teacakes). Remember plates & napkins!
- 4) ACTION: T. Alexander to try to secure facility date (May 13th)
- 5) ACTION: T. Alexander to reach out to Director M. Rasmussen about securing date.
- 6) ACTION: S. Mlodozieniec to reach out to WCJCDC to secure their participation and any other feedback they may have on format, collaboration or planning. They will be running an Art Week just prior

Item No. 2: Other Projects/Outreach

Follow-up discussion from last month on potential focus areas for 2020.

- 1) Parking seems like a good topic
 - a) Related to Walkability discussions at WCJCDC in trying to downplay auto-centric landscapes.
 - b) Outreach to business owners and residents very important. Desire a “baseline” survey on business owners’ feelings about parking.
 - i) ACTION: S. Mlodozieniec to draft survey questions. Question ideas: When are problem times, thoughts on employee vs. customer parking.
 - c) Parking/Wayfinding signs are in process as reported at WCJCDC meeting Feb 4th.
 - d) Potentially have Parking as focus area at WCAC open house table.
 - e) Ground work for Planning Board would be helpful. Consider questions like infill redevelopment options in WCI zone – how much parking surface is desirable? How might existing bylaws be amended?

Upcoming March Items

T. Alexander informed the committee about several upcoming agenda items for which information would be coming.

- 1) Concord Outfitters plans to convert their second story to residential (planned for some time - not expected to be controversial).
- 2) Presentation from representatives from Village Cleaners about an “Economically Distressed Area” designation used for tax incentives related to environmental cleanup investments they’re making. Coming to WCAC at the request of the Town Manager looking for feedback.

Item No. 3: Liaison Reports

- 1) Affordable Housing (A. Kaiser/P. DeRosa) – No meetings/updates, but noted that Habitat for Humanity project at 930 Main (2nd house on left before Rt. 2) should be starting up soon.
- 2) Rec Dept (T. Alexander) – Noted that it would be good to have more communications on progress at Gerow, including upcoming request for CPC funds at town meeting. T. Alexander to pursue.
- 3) WCJCDC – (S. Mlodozieniec)
 - a) Arts Week in planning for 1st weekend in May
 - b) Porchfest planning started for Sep 2020
 - c) A paper map of the WCJ cultural district is in the works.
- 4) Planning Board (M. Johnson) – No big WC items in front of the board now that 1440 has moved to the ZBA. Reiterated a number of significant conditions were made in their recommendation letter, some of which it is expected the developer may not accept.

ADJOURNMENT: The meeting was adjourned at 8:28 p.m.

NEXT MEETING: The next meeting will be held Mar. 4, 2020

Respectfully submitted,
Peter DeRosa