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**:  
Peter DeRosa, Chair  
Tim Alexander  
Karen Currie  
Steve Irza  
Amy Kaiser  
Susan Mlodozeniec

**Members absent**:  
Jeff Collins

P. DeRosa called the meeting to order at 7:05 p.m.

**Item No. 1**: Approve Minutes  
February Minutes were unanimously approved.

1) **Item No. 2**: Placement of Parking Signs

   Request from Planning Director Rasmussen for input and to assist with upcoming placement of public parking signs in West Concord. Initial plan is for certain WCAC members and others if interested to review map and discuss locations. Rasmussen plans to install temporary signs in preliminarily selected locations for member and public at large to review and consider. WCAC to be notified when a signage walk is scheduled – likely the week of 3/11.

2) **Item No. 3**: WCAC Open House  
Discussion of annual WCAC Open House to be held at Harvey Wheeler Community Center on May 8th, 2019. Specific discussions and next steps include:

   a. Confirmation of Goal for Open House – general awareness for the community of goings on in West Concord from a planning/zoning/land use/development perspective.

   b. Confirmation of topics and themes for the Open House:
      i. Complete Streets
      ii. Gerow Land
      iii. Bruce Freeman Rail Trail Opening
      iv. West Concord Junction Cultural District Committee (WCJCDC)
c. Speaker Invitations: WCAC will invite reps from CPW, Parks and Rec, BFRT, WCJCDC.
d. Logistics: Similar to prior years, plan to set up stations for each group or theme around the edge of the large meeting room with town liaisons and/or WCAC members assigned to each station.
e. In addition to the themes discussed above, there is a desire to review WCAC scope both over the past year and looking ahead to 2019 and 2020. These items could be:
   i. Potential planning/zoning changes.
   ii. Upcoming initiatives of Planning Board
   iii. Recent and current land use and Planning Board items including PRD at 1440 Main Street, Maple Street parcel redevelopment, 13B Commonwealth Ave
f. Marketing/Outreach: Social Media, Town Website. To be further discussed at April WCAC meeting
g. Start time 5:30pm, with panel session starting at 6pm, end by 7pm.

3) Item No. 4: Liaison Reports
   a. CPW update
      i. Weight restriction on culvert under Route 2 (west of Rotary) has been lifted. Timing of actual signage changes TBD.
      ii. DPW has engaged a firm to conduct a cut through study in various parts of Concord.
b. WCJCDC
      i. ArtWeek is April 26th – May 5th.
      ii. Porchfest in the works – Concord’s version of a popular neighborhood event. Date TBD.
      iii. A consultant has been engaged to survey the existing artist/cultural experiences within West Concord. Paid for by grant in place.
c. Bruce Freeman Rail Trail
   i. Section 2C (West Concord) May 2nd ribbon cutting event
   ii. Section 2B (bridge over Route 2) construction expected to commence by end of 2019.
d. Affordable Housing Update
   i. Warrant articles 23-27 at upcoming 2019 Town Meeting focus on affordable housing initiatives.
   ii. Existing home on Gerow land to be demolished in March/April and replaced with new affordable unit. Timing of new unit is TBD.
e. Social Media – There are opportunities to coordinate with Town of Concord social media director to both update and enhance WCAC page on
Town website, and also leverage other Town of Concord social media accounts to spread word of WCAC events and updates.

4) **Item No. 5**: Public Comment:
   
a. Resident Mark Gailus: Appreciative of the WCAC forum and topics discussed, a friendly reminder to keep discussion at meetings to topics on the posted agenda.

**ADJOURNMENT:**
The meeting was adjourned at 8:46 p.m.

**NEXT MEETING:**
The next meeting will be held April 3, 2019.

Respectfully submitted,
Tim Alexander