



Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Permanent Monument Subcommittee of the Concord250 Executive Committee was held in the Trustees Room in the Concord Free Public Library on April 14, 2023.

Members Present: Gary Clayton, Christa Collins, Polly Reeve, Tooley Rogers

Not Present: Nancy Koehn, Joe Palumbo

Call to Order: The meeting was called to order at 2:10 PM; a quorum being present.

Minutes of the March 29, 2023 meeting were reviewed and adopted with one minor change.

1) Plant 250 Memorial Trees

Gary and Christa reported on their conversation with Aaron Miklosko of the Concord Department of Public Works. Christa referenced her draft tree proposal (Appendix I attached below)

- The committee also reviewed the suggestions offered at the Public Forum and found that they were in keeping with going forward with this plan.

- Christa to establish by June 2023 with Aaron Miklosko a town staff and volunteer committee to assist in locating sites to plant 250 trees. What human and other resources will be needed to identify potential planting locations, appropriate species of trees to plant, and how to document locations of the plantings? This Work Group involve the Schools, Concord Public Works, Concord Natural Resources, the Bruce Freeman Trail, even potentially the National Park, or any Concord entity (Garden Club, Land Trust, Green Thumbs) that is responsible for land.

- Funding - because of current Town expenses such as for the Middle School, the Concord250 Committee will not move their Town Meeting warrant article requesting funding for the commemoration. Therefore, we need to look for funding strategies to move forward.

Ideas:

- Perhaps plant a “Liberty Tree” - Brian Rosborough may have insight on finding \$15,000 for this
- set up a “buy a tree” or “name a tree” initiative or other private funding avenues
- is there the possibility of ARPA \$\$ being available for this
- get schools and citizens to volunteer to help plant and perhaps track plantings
- other organizations were mentioned - The National Arbor Day Foundation and the “Moon Sycamore Lady”
- The Concord250 Committee is already set up as a 501(c)(3); people could give tax free donations

- Timing - Can we plant 250 trees by 2025? How many can we plant? When would the Town need to start planting to get them all in? Christa developed a preliminary schedule for the overall 250 tree project

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- June 2023: Establish and convene Working Group
- June - August 2023: Working Group defines the details of its scope of work
- August - November 2023: Identify potential planting sites
- Fall 2023: Hire contractor to assess potential planting sites
- December 2023 - July 2025: Public Communications
- December 2023 - Spring 2024: Fundraising
- Spring 2024-Fall 2025: Plant trees (three seasons)

3) Parcel 1693

- The committee reviewed ideas and feedback from the Public Forum.

- Gary referenced his proposal on how to proceed with Parcel 1693 (Appendix II attached below), and the committee agreed that the next logical step is to explore how best to develop a conceptual design for the parcel. The committee needs the input from a professional landscape architect who will also facilitate a design charette for public review and feedback. Funding options for the landscape architect services will need to be explored.

- Timing for this effort was discussed since we want something to show for these efforts by 2025. Can we get a “shovel in the ground” by spring of 2025? We need to complete a conceptual design process by fall of 2023 in order to do so.

We established the Committee meeting schedules through June

April 26 - 9:30 - 11:00 PM	Trustees Room Concord Free Public Library
May 10 - 9:30 - 11:00 AM	Trustees Room Concord Free Public Library
June 14 - 9:30 - 11:00 AM	Trustees Room Concord Free Public Library
June 28 - 9:30- 11:00 AM	Trustees Room Concord Free Public Library

Meeting adjourned at 4:15Pm

Minutes respectfully submitted,
Tooey Rogers

Appendix I

Concord250: 250 Trees Proposal - prepared by Christa Collin Draft 4/5/2023

The Concord250 Monuments Subcommittee is considering a number of possible permanent monuments to commemorate the 250th anniversary of the battle at the North Bridge, including a “living” monument to Concord’s past and future in the form of 250 public trees to be planted at sites throughout town.

The targeted 250 number would include the current rate of 80-100 public trees per year that Concord Public Works (CPW) has been installing over the past several years. Species planted will be native to the region and consistent with species identified in CPW’s tree planting guide.

A single “Liberty Tree” may be considered for planting in a prominent location. This tree would be representative of the entire tree planting effort, and could be substantially larger than the majority of trees planted elsewhere. Possible locations that have been suggested are Monument Square and the Old Manse, where a mature tree is slated to be replaced.

A working group led by Concord’s Tree Warden and consisting of representatives from the School Department, Natural Resources, Parks & Recreation, and two citizen volunteers will convene to identify potential tree planting locations, including within the public right of way, and on Town-owned and private properties where appropriate. Members of the working group will further visit and vet identified sites to ensure they are free of constraints that would impede tree planting or result in a failure of planted trees to survive and thrive.

As previously noted, CPW will continue to implement its current tree planting program, while the additional planting and maintenance load will be contracted out. The working group will develop an Invitation for Bid and budget for this expanded planting effort.

The citizen representatives will be responsible for liaising with the Concord250 Monuments Subcommittee, conducting outreach and advocacy around the appropriation of additional Town funds, if any, to support the initiative, and coordinating a private fundraising campaign to support this effort. The citizen representatives will also work with the Monuments Subcommittee to document and catalog the plantings, planting activities, and publicity.

Work Plan and Timeline:

- June 2023: Establish and convene working group
- June - August 2023: Working group defines the details of its scope of work
- August - November 2023: Identify and vet potential planting sites
- Fall 2023: Hire contractor
- December 2023 - July 2025: Public Communications
- December 2023 - Spring 2024: Fundraising
- Spring 2024-Fall 2025: Plant trees (three seasons)

Appendix II

Planning Ideas Regarding Parcel 1693 - prepared by Gary Clayton April 12, 2023

In preparation for our Subcommittee meeting this Friday afternoon, I've prepared a draft Workplan and Decision-making document for next steps in completing a Conceptual Plan and Design for Parcel 1693 in Concord Center. I emphasize this is a draft and is intended to provide a structure for our conversation but I expect it will be modified, or possibly rejected. But, we need a starting point following the feedback we received on Monday evening that ultimately crafts a basis for us to determine the program, engineering, regulatory and fundraising feasibility of a concept .

PARCEL 1693. -- Preparing a Conceptual Plan and Design to Determine Feasibility of this Initiative

1. Goal: Establish a "pocket park" on this parcel that extends from Monument Square and reaches the banks of the Mill Brook and whose public purpose and theme is to celebrate individuals and/or groups who have played an important, but not fully recognized, role on these lands.

2. Geographic Scope of the Park: The pocket park site encompasses the lawn area facing Monument Square and is bounded by the War Veterans' memorial and the municipal parking lot. It includes the narrow vegetative strip running parallel to the municipal parking lot and continuing and broadening in its physical expanse where it serves as a boundary to the Mill Brook.

3. Determine a Theme that will Inspire the Overall Design and Use of the Park: There needs to be a strong link to the community's vision for the 250th celebration (See Select Board charge for the Concord250 anniversary.). For example, this could include one or a combination of:
 - * Transcendentalists ---- gathering circle
 - * Female Abolitionists ---- the "rock of strength"; Thoreau memorial
 - * Indigenous Peoples ---- 8,000 year presence within Concord
 - * Patriots of Color ---- link with NPS initiatives
 - * Other ?

4. Define Key Project Elements to be Incorporated within the Park: These elements might include a designated gathering and sitting area; small art feature; enhance

tree and shrub garden that screens municipal parking lot; rain gardens; walking trail to the Mill Brook with interpretative features; plant a "Liberty Tree"; connections with Monument Square, Town House, Wright Tavern and Information Center

5. How will we Determine the Feasibility of this Concept ?

- * Cost to complete Conceptual Design as well as estimates to ultimately build and maintain
- * Regulatory Issues associated with review and approval by Concord Historic Districts Commission; Natural Resources Division
- * Support of Town Manager and Select Board
- * Funding for Preparing a Conceptual Plan and Design; Community Preservation Committee support ?
- * Define the Services Required of a Professional Landscape Architect/ Park Planner and complete work within an aggressive time schedule

6. Steps Necessary to Undertake and Complete Conceptual Design

- * Determine the cost for completing a Conceptual Plan and Design
- * Hire Landscape Architect/ Park Designer
- * Topographic Survey
- * Vegetation Survey
- * Municipal Parking Lot Assessment
- * Determine wetlands and floodplain features and boundaries
- * Meet with Historic Districts Commission; Natural Resources Commission
- * Meet with Community Preservation Committee
- * Design Charrette with Landscape Architect
- * Public Outreach and Communication especially with property abutters

7. Prepare Detailed Timeline to Complete Conceptual Design