



*Pursuant to a notice duly filed with the Town Clerk of Concord, a meeting of the Permanent Memorial Subcommittee of the Concord250 Executive Committee was held in the Trustees Room in the Concord Free Public Library on August 9, 2023.*

**Members Present:** Gary Clayton, Christa Collins, Nancy Koehn, Joe Palumbo, Tooey Rogers; Sasaki Associates Joe Hibbard and Ponnapa “Gift” Prakkamakul; and guests Ann Clifford, Senior Planner for the Town of Concord, Nancy Fresella-Lee, historian and documenter, and Brian Rosborough.

Call to Order: The meeting was called to order at 9:29 AM; a quorum being present.

Minutes of the July 18, 2023 meeting were reviewed and adopted

Christa reviewed the State Ethics certification status of the Subcommittee members and we are all certified through 2024, Tooey through 2025.

**1) Plant 250 Trees** - Christa reviewed the Community Preservation Committee (CPC) application and will get it to Gary within the next day. Tooey will provide examples from other towns that used CPC funds specifically for tree planting. Ann stated that CPC funds cannot be used for maintenance and Christa said that the application wording would be for “installation and establishment”, as the two year monitoring of the trees is not maintenance, but ensuring that the trees survive their transplanting. Each tree will cost \$1,500 for the tree itself, plus planting and establishment for a two year period.

**2) The Reflective Green Space (Parcel 1693) - Sasaki Associates Proposal** - Joe Hibbard and Gift previewed a draft Powerpoint for the September 27<sup>th</sup> public forum - to be refined at the Subcommittee meeting on August 30. The goal of the public forum will be two-fold: to explain where we are in the process and to get feedback from Concordians. The agenda will be: **1) The Purpose of the project;** **2) The Cultural Heritage of the green space** (with help from Ann Clifford’s research and others) - this is a due diligence look at the site’s past, both physical and cultural; **3) The Physical Features of the site and its location,** and **4) Proposed goals for the future use and design of the green space.**

There followed an informative discussion of the site itself, and its location in Monument Square, well illustrated by graphics and maps of the site provided by Gift. The site has important trees that need to be preserved. There are no overhead wires and it is topographically slightly sloped toward the back - a feature that can remain or be regraded. Monument Square is mounded, so there is a sense of green that permeates the area - these features provide a “complementary biomorphic” form in an otherwise human altered environment. The features viewable from the green space are also significant - Monument Square and other monuments and a prominent flagpole, the Wright Tavern, the traffic and walkways - there is a lot of movement and life around the green space.

There is also an underground stormwater management system on the site, and Sasaki will talk with Concord Public Works about heavy truck equipment that might be used to periodically clean it, and other maintenance requirements that may affect the open space.

Finally, might we contact the next of kin of Ellen Garrison if her name was to be used at this site? Joe Palumbo indicated that The Robbins House could assist us in this research. Also - what specifically is the memorial going to say, will there be statues, interpretive signs, QR codes, etc.

**3) Messaging** - Joe Palumbo briefly reviewed our messaging outreach. We agreed to look at the messaging grid at our next meeting, and to formulate our information outreach strategies.

**4) Gary summarized next steps** - 1) establish the follow up contacts to be made before the public forum; 2) Christa to finish the CPC grant application with help from Tooey; 3) Gary to call Alan Cathcart to tell him that Joe Hibbard will be calling him; 4) Gift to send Tooey and Gary the Powerpoint presented at today's meeting.

The Permanent Memorial Subcommittee future meetings:

August 30, 2023 - 2:00 - 4:30 PM Trustees Room Concord Free Public Library

September 27, 2023 - 7:00-9:00PM. public forum The Hearing Room, Concord Town House

Meeting adjourned at 11:05 AM

Minutes respectfully submitted, Tooey Rogers