

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes August 23, 2022 7:00 P.M.

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, August 23, 2022 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 838 9981 2303 Password: 710507

Committee members: Diane Proctor, Chair; Paul Boehm; John Cratsley; Burton Flint; Nancy Nelson; Charles Phillips; Sarah Grimwood
Others Present: Linda Escobedo

The Chair called the meeting to order at 7:01 p.m. by a roll call vote (7-0).

1. Introduction to CPC and Overview of Application Process

Chair Proctor presented an overview of the CPC via Powerpoint. Beth Van Duzer expressed her intentions to submit an application on behalf of the Civil War Monument Task Force and asked whether the Task Force would be the applicant. Ms. Clifford suggested that the Task Force partner with a Town department on the application submittal. Ms. Proctor, Mr. Flint and Mr. Cratsley explained further that non-profit organizations are eligible, but a Task Force would not have that non-profit legal status. If a group, such as a Task Force, is not a legally recognized entity, it must collaborate either with a non-profit organization or the Town. Ms. Escobedo suggested that Ms. Van Duzer approach the Town Manager, who could then direct her to the most appropriate department.

2. Community Preservation projects

Ms. Clifford showed a spreadsheet prepared by her predecessor regarding the status of about fifty open CPC projects. Ms. Nelson requested that status reports be added to the website. Ms. Proctor agreed that it would be important for the CPC to have access to the status reports on projects and pointed to the White Pond Restoration project as an example needing further clarification. Mr. Burton asked that the various meeting documents be included in the email invitation to the meeting (as well as on the website).

Mr. Boehm recommended that there be a standing item on the agenda each month for status reports on selected open projects. Representatives of different projects could be invited to provide updates at a public CPC meeting. Discussion ensued regarding the open projects that would be high on the priority list for an update, such as those projects that are older as well as those with a high dollar value. Four suggestions will be brought to the next meeting.

For a future meeting, Mr. Flint would like to hear an update on the assisted living project in West Concord that has received over \$1 million from this committee: Junction Village. Chair Proctor conveyed how community housing is an on-going concern and how she had been to at least six meetings over the summer in this regard. The Town may well fall below the target 10% affordability requirement under MGL 40B when the new census data is released next April or

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May, in which case it could be subject to a 40B housing development. There is both a moral impetus to reach the target 10%, as well as a regulatory impetus associated with MGL 40B. Mr. Burton noted that the state recently passed a climate law that allows a select group of ten pilot communities to prohibit construction with new fossil fuel hookups. The Town passed a home rule petition to do just that at Town Meeting but has been unable to due to the state building code. The new climate law would allow Concord to fulfill this goal if it is selected as one of the ten pilot communities, and if the Town can meet its 10% affordability requirement as calculated under 40B. Not only is there a moral reason and legalistic reason to meet the 10% target for affordable housing, there is also a third reason: it could potentially enable the town to prohibit new fossil fuel hook ups.

3. 2022 Community Preservation Plan Updates

Ms. Proctor invited the committee to share comments regarding and edits to the draft 2022 Community Preservation Plan.

Ms. Nelson shared her thoughts on p. 21, the Concord Open Space Plan (2015) describes nine areas, including the Virginia Road woods. This may refer to National Park lands. She had not seen a reference to the National Park, which of course is important steward of open space in Concord. On page 22, under agricultural land, #2 Lexington Road is almost entirely the National Park. She stated that the goal/opportunity described for Barrett's Farm Field on the existing plan has since been accomplished. It is now protected by the Natural Resources Committee and farmed by Barrett's Mill Farm.

Mr. Boehm offered comments on page 25, which refers to the Town's Recreation Facilities Plan from 2014. The CPC has funded an update to the plan which is underway and expected to be completed in mid-20223. A new template will be provided for CPC funding in the category of Recreation.

On page 47, Mr. Boehm drew attention to the 30-month timeframe for project completion. He had reviewed timelines on applications from last year which are sometimes specific and sometimes non-existent. He suggested that the CPC tidy up the language in the application form on timelines to make it clear that 1) wherever possible projects should be completed within 30 months; and 2) status reports should be provided to explain any variation from the proposed timeline. Chair Proctor agreed that many projects have far exceeded 30 months. Ms. Nelson and the Chair noted that they believed that the document does state that explanations must be given.

Chair Proctor acknowledged that they could not add to the application at this point, but that they could inquire about project timeline when they meet with various applicants. The verbal understanding of their timeline conveyed at the meeting should be recorded. Mr. Boehm reiterated that Timeline is a part of the application, and the CPC and the applicants should pay close attention to that.

Mr. Boehm's third comment was that nowhere in the application process or criteria is there a discussion of dependencies or contingencies. For example, in the discussion of the West Concord Open Space project, ultimately it is dependent on Christopher Heights being built. That was not

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clear in the application. He believes that the CPC should encourage the applicant to be explicit about dependencies or contingencies.

Mr. Cratsley suggested adding:

an item number 10 to page 14: Projects that “collaborate when appropriate with the Affordable Housing Trust.”

An item number 10 to page 19: Projects relevant to the 250th celebration

An item number 7 to page 24: Projects that improve trail access, maintenance and safety in partnership with the Town.

An item number 5 to page 27: Projects that consider the interests and needs of Concord youth sports organizations (promulgated by private organizations as well as the Town of Concord).

Ms. Nelson noted that the suggestion regarding the 250th celebration was very specific. Chair Proctor recommended adding a phrase to item numbers 2 or 3 in the Historic Preservation category “such as projects that take into account the potential needs of the Rev250 celebration.”

Mr. Cratsley asked whether the general planning department contact information should specifically direct people to Ms. Clifford. Ms. Clifford stated that the general information seems appropriate for now and that she would be considering revisions to the document as a whole over the course of the year. The current document appears to incorporate not only a plan, but also an annual report and a procedural manual. Perhaps it could be simplified and clarified.

Mr. Cratsley pointed out that the working year described on pages 47 and 48 is no longer relevant. When the document is reworked, this should be addressed. Ms. Clifford noted that the page numbering may be off as well.

Mr. Boehm recommended voting to accept the final document at the next meeting. Dr. Grimwood recommended sending new comments to Ms. Clifford in the next two weeks.

4. Review of Project Accounts to be Closed

The committee reviewed the following accounts to be closed:

- Concord Housing Development Corporation, Broadening Affordable housing, 930 and 1888 Main Street, (Project #2-12, FY2014; Project #2-13, FY2015; and Project #13-15, FY 2017)
- Sleepy Hollow Roadway and Drainage Improvements (Project #4-15, FY2017)
- Heywood Meadow Stone Wall Extension (Project #10-18, FY2020)

Mr. Phillips pointed out that 1888 Main Street is not an active address. Ms. Clifford explained that the housing development constructed at the former 1888 Main Street address is currently known as Ingham Lane. She said that she would like to update the photo of 930 Main Street, since the current one was taken prior to occupancy.

Dr. Grimwood noticed that the approval dates should be updated from August 16th to the 23rd, since the CPC meeting was rescheduled. Dr. Grimwood motioned to approve closing out these projects, with that correction. Ms. Nelson seconded the motion, which passed by a roll call vote. (7-0)

5. Wright Tavern Preservation Restriction

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Chair Proctor noted that the Wright Tavern Preservation Restriction (PR) is under the aegis of the Concord Historical Commission (CHC) but thought it was important to include an update. Ms. Nelson pointed out that the Grant Agreement for the Wright Tavern Preservation Restriction includes language that the CPC should review and approve the PR along with the CHC. Ms. Clifford said that she would hope that the CPC would defer to the CHC when it comes to the content of the PR. The CHC Chair Melissa Saalfield stated that the primary lingering questions regarding the Wright Tavern preservation restriction are regarding public access and ultimate use.

6. Other Business and Minutes

Chair Proctor asked commissioners about their review of the minutes from May 17, 2022 and June 21, 2022. Dr. Grimwood noted that she could not vote on the minutes of the June 21st meeting since she could not attend that meeting.

In reviewing the minutes for May 17, 2022, Ms. Nelson noted that the Memoranda of Understanding and Grant Agreements were discussed and approved. [At the meeting of June 21st, 2022, Ms. Nelson noted that she was among the attendees of the May 17th meeting and should be listed as such]. Ms. Nelson motioned to approve the minutes of May 17th as written. Dr. Grimwood seconded the motion, which passed in roll call vote (7-0).

Regarding the minutes of June 21, 2022, Mr. Phillips corrected the name of the housing trust, which is the Concord Municipal Affordable Housing Trust. Ms. Nelson motioned to approve the minutes of June 21st as written, with the above-mentioned correction. Mr. Flint seconded the motion, which passed in roll call vote (6-0).

New Business: Chair Proctor invited Ms. Escobedo to speak. Ms. Escobedo was pleased with the notion of adding project updates to the agenda, and supported Mr. Burton's suggestion to begin with the Junction Village project.

Ms. Proctor invited public comments. Stephen Bader asked whether there is advance decision making on how to target the funding. Chair Proctor explained that the committee is required by the state to distribute the funding across the four main categories. The CPC does not pre-allocate funding except by the state guidelines. Mr. Flint went on to explain that they are responsive to the applications that come in front of them. They would prefer that the funding is spent sooner rather than later. They can also be responsive to extraordinary Town priorities.

Mr. Flint motioned to adjourn the meeting at 8:40 p.m. Ms. Nelson seconded the motion which passed by a unanimous roll call vote (7-0).

Respectfully submitted,

Ann Clifford
Senior Planner

Minutes Approved on: 9/27/2022