



OLD NORTH BRIDGE

TOWN OF CONCORD

TOWN HOUSE - P.O. BOX 535
CONCORD, MASSACHUSETTS 01742

MCI Concord Advisory Board Agenda

Monday, June 24, 2024 at 6:00 PM

Town House, Select Board Room and Hybrid via Zoom

More information on the MCI Concord Advisory Board,

MCI Concord closure, and FAQs:

<https://concordma.gov/3514/MCI-Concord-Closure>

Join Zoom Meeting

<https://us02web.zoom.us/j/86579553439?pwd=19OOqC6TuJl3yQU0LrBdk7DUfmQ1A.1>

Meeting ID: 865 7955 3439

Passcode: 096129

Dial In Toll-Free: 888 475 4499

| # | Time* | Agenda Item |
|------|---------|--|
| I. | 6:00 PM | Call to Order - Clerk of the Meeting |
| II. | 6:05 PM | Select Board Update – Mark Howell, Select Board member of the MCI Concord Advisory Board - Co-Chair Appointments - Communications: Webpage, Correspondence, and Email Status - Future Meetings all scheduled from 12:00 PM – 1:30 PM: July 8, 2024; July 22, 2024; August 5, 2024 |
| III. | 6:15 PM | Approved Meeting Minutes - June 10, 2024 – John Boynton, Clerk of the Meeting |
| IV. | 6:20 PM | Town Staff Update – Megan Zammuto, Deputy Town Manager - Town Staff Activity Update - Considerations for Spending Anticipated FY 2025 State Budget Allocation |
| V. | 6:30 PM | Legislative Update |

| | | |
|-------|---------|--|
| | | <ul style="list-style-type: none"> - State Representative Simon Cataldo - State Senator Michael Barrett |
| VI. | 6:50 PM | <p>Advisory Board Organization and Approach</p> <ul style="list-style-type: none"> - Governance and Guardrails - Goal Setting Approach - Priority Investigations - Stakeholders and Concerns |
| VII. | 7:30 PM | <p>Outlook for Future Meetings</p> <ul style="list-style-type: none"> - Site Visits - Mass Department of Transportation (Mass DOT) - Community Engagement – Fall 2024 - Research/Briefing of Mass. General Laws regarding Sales Partnership Agreements |
| VIII. | 7:45 PM | Action Item Recap and Adjournment |

**Times are approximate and subject to change*



The Town of Concord endeavors to make public meetings accessible to all members of the community. To request a meeting accommodation or modification, please contact our ADA Coordinator Jessica Porter at jporter@concordma.gov or at 978-318-3028. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.

Town of Concord
MCI Concord Advisory Board
Minutes
June 10, 2024

Pursuant to notice duly filed with the Town Clerk, the MCI Concord Advisory Board convened in a meeting both in-person at the Concord Free Public Library, Trustees Room and via Zoom on Monday, June 10, 2024 at 10:05 AM.

Present were: Scott Bates, John Boynton, Erin Cusker, Dan Gainsboro, Peter Lowitt, Patrick McCurdy, Linda Miller, Elizabeth Akehurst-Moore, Emily Rush, and Lee Smith

Also present were: Mark Howell, Select Board Representative, Megan Zammuto, Deputy Town Manager, Alan Cathcart, Public Works Director, Mimi Graney, Economic Vitality Manager, and Shannon McAndrew, Management Analyst

Call to Order

Mark Howell called the meeting to order at 10:05 AM.

Upon a motion duly made and seconded, it was UNANIMOUSLY
voted: to nominate Dan Gainsboro as Chair Pro-Tem.

Roll Call Vote:

Scott Bates – Aye
John Boynton – Aye
Erin Cusker – Aye
Dan Gainsboro – Aye
Peter Lowitt – Aye
Patrick McCurdy – Aye
Linda Miller – Aye
Elizabeth Akehurst-Moore – Aye
Emily Rush – Aye
Lee Smith – Aye

Upon a motion duly made and seconded, it was UNANIMOUSLY
voted: to nominate John Boynton as Clerk Pro-Tem.

Roll Call Vote:

Scott Bates – Aye
John Boynton – Aye
Erin Cusker – Aye
Dan Gainsboro – Aye
Peter Lowitt – Aye
Patrick McCurdy – Aye
Linda Miller – Aye
Elizabeth Akehurst-Moore – Aye
Emily Rush – Aye
Lee Smith – Aye

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Town Staff Update

Deputy Town Manager Megan Zammuto, and other parties as noted, provided an update to the Board on the following topics:

- Meetings with the Division of Capital Asset Management and Maintenance (DCAMM)
 - o DCAMM has assigned a Project Manager for the disposition of MCI Concord, Paul Lillehaugen, who Megan, Mark Howell, and Mary Hartman are meeting with bi-weekly, also including Kyle Stapleton, Legislative Aide for the Office of Representative Simon Cataldo.
 - o DCAMM is eager to be on an upcoming agenda with the Board.
 - o Working toward a Phase I environmental site assessment and general site evaluation.
- Department of Corrections
 - o Department of Corrections staff and inmates continue to be relocated to other facilities.
 - o MCI Concord will operate as a prison until June 30, 2024, and then the property will continue to be monitored by the Department of Corrections, it will not become fully vacant.
- Wastewater Treatment Facility – Alan Cathcart, Director of Public Works
 - o The facility will continue to be used by the property referred to as the farm.
 - o Public Works has taken a tour of the facility.
 - o The Town is working with consulting group Weston and Sampson, who is touring the facility tomorrow, June 11, 2024.
- Legislative Updates
 - o Kyle Stapleton, Legislative Aid for the Office of Representative Simon Cataldo
 - Representative Cataldo filed an amendment to the proposed Governor’s Budget to include \$250,000 of funding for planning purposes related to the closure of MCI Concord, which now has moved to the Senate for consideration, and the amount now totaling \$475,000. The funding will not be certain until the Governor’s Budget has been adopted by the State Legislature likely in July or August 2024.
 - o Keith Bergman, Chair of the Concord Municipal Affordable Housing Trust
 - Provided an update on the Housing Bond Bill and noted that he will be pursuing an Earmark through Senator Barrett that would collectively be for the MCI Concord property and Junction Village property, owned by the Concord Housing Development Corporation, which abuts the MCI Concord property.
- Town Staff Updates
 - o Continuing to research case studies of disposition of state-owned property
 - o Considering updates to the West Concord Master Plan

Discussion – Organization and Approach

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Mr. Gainsboro opened the discussion on organization and approach. Mr. Gainsboro continued discussing an exploration and inclusion phase of work, and proposed a rapid response group for pressing information.

Mr. Boynton noted that he wanted to better understand the rights that the Town has to acquire the site and then would like to further discuss long-term goals for the Board.

Mr. Smith responded that until the Governor's Budget is enacted, which contains the provision of the closure of the prison, the Town does not have any right to acquire the site. Mr. Smith suggested that until the Governor's Budget is enacted, the Board could operate with the current version of the legislation.

Kyle Stapleton, Legislative Aide to the Office of Representative Simon Cataldo, responded that their office does not anticipate any further amendments to the processes discussed in the legislation, but that the funding request amounts could be amended.

Mr. McCurdy suggested project phases, which account for major events, like the enactment of the Governor's Budget.

Information Exchange – Around the Table

Mr. Gainsboro turned the conversation toward how the Board will manage information and suggested a portal of information for the Board.

Ms. Akehurst-Moore suggested an outline of information, such as who are the stakeholders, which agencies are working on what, maps, etc.

Ms. Rush asked when the Board could perform a tour of the site.

Ms. Zammuto responded that the Department of Corrections plans to entertain further site tours once the site is no longer operating as a secure prison.

Mr. Stapleton added that he has a meeting with the Department of Corrections on Wednesday, June 12, 2024 and can follow up on site tour requests.

Mr. Howell noted that in terms of current information, the MCI Concord Closure webpage is live on the Town's website, and already contains some of the information being discussed. Mr. Howell noted that a list of stakeholders identified could also be added to the webpage. Mr. Howell continued that the Board could begin with information gathering and case studies, and then shift toward community education and forums in September.

Mr. McCurdy asked if the Board could be provided with an outline of the legislative process.

Mr. Stapleton responded that the Office of Representative Cataldo could do this at an upcoming meeting.

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Ms. Cusker also asked if the Board could be provided with a list of deliverables from DCAMM and/or State Legislators.

Ms. Miller also asked if the Board could be provided with the inventory of assets and details of the site.

The Board discussed the creation of a distribution email for the Board (MCIconcordBoard@concordma.gov) that would distribute to the Board Chair(s) and Shannon McAndrew, as Town staff support.

Mr. Bates also discussed the utilization of the Concord Bridge for disseminating information.

Next Steps

Mr. Gainsboro noted that the Board needs more information on the timeline and for a discussion on the Boards' structure, subcommittees, and goals.

The rapid response group in the meantime would consist of Ms. Akehurst-Moore and Mr. Smith.

Adjournment

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to adjourn the meeting at 11:20 AM.

Roll Call Vote:

Scott Bates – Aye
John Boynton – Aye
Erin Cusker – Aye
Dan Gainsboro – Aye
Peter Lowitt – Aye
Patrick McCurdy – Aye
Linda Miller – Aye
Elizabeth Akehurst-Moore – Aye
Emily Rush – Aye
Lee Smith – Aye

Meeting Materials:

[MCI Concord Advisory Board Agenda for June 10, 2024](#)

[MCI Concord Advisory Board Meeting Recording for June 10, 2024](#)

Author: Dan Gainsboro

MCI Concord Advisory Board

Last update: 14 June 2024

Concerns

- Getting ahead of ourselves
- Getting behind the state
- Information flow (too much/ not enough)
- Stakeholder communications (when, what & how)
- Overlap of board efforts
- Blind spots
- Zoning
- Timeline

Stakeholders (long list to be confirmed)

- West Concord Advisory Committee
- Warners Pond
- West Concord Junction Cultural District Committee
- Transportation Advisory Committee
- Trails Committee
- Magic rep
- MAPC rep
- MBTA rep
- Municipal Light Board
- Natural Resource Commission
- NMI-Starmet Re-use Planning Committee
- Planning Board
- Public Works Commission
- Recreation Commission
- Regional Emergency Communications Center
- School Committee
- Select Board
- Solar Implementation Task Force
- Economic Vitality Committee
- Fiber Broadband Completion Task Force
- Finance Committee
- HATS
- Hanscom Field Advisory Rep
- HDC
- HC
- Housing Authority
- Junction Village Open Space Task Force
- 2229 Main Street Advisory Task Force
- Agriculture Committee

- Board of Health
- Bruce Freeman Rail Trail Committee
- Capital Planning Task Force
- Climate Action Committee
- Community Preservation Committee
- Concord250 Executive Committee
- Concord Center Cultural District Task Force
- Concord Housing Development Corporation
- Concord Local Cultural Council
- Concord Municipal Affordable Housing Trust
- Council on Aging Board
- Concord Housing Authority
- Diversity, Equity and Inclusion Commission
- Municipal staff
- League of Women Voters
- Concord Cable Access
- Concord Bridge
- CCHS students
- State (Legal & Regulatory)
- Residents

Subcommittees

- Legal/ Government affairs
- Local Zoning
- Municipal department liaison
- Strategic/ organizational effectiveness
- Communications/ Stakeholder engagement