



TOWN OF CONCORD

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

OLD NORTH BRIDGE

MCI Concord Advisory Board Agenda

Monday, March 24, 2025 at 12:00 PM

Town House, 22 Monument Square

Select Board Meeting 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/85203842120?pwd=RZRKIuer4zn15mnbYknJCsxNFbcb9O.1>

Meeting ID: 852 0384 2120

Passcode: 847208

Dial In Toll-Free: 833 928 4608

#	Time*	Agenda Item
I.	12:00 PM	Call to Order - Clerk of the Meeting
II.	12:05 PM	Approve Meeting Minutes - February 25, 2025 – John Boynton, Clerk of the Meeting
III.	12:10 PM	Debrief DCAMM Coordination Meeting
IV.	12:20 PM	Town Staff Updates – Megan Zammuto, Deputy Town Manager
V.	12:30 PM	Discuss Agency Project Logistics and Scheduling
VI.	1:00 PM	Subcommittee Reports - Legal & Government Affairs - Land Use Planning & Strategy - Community Outreach

VII.	1:15 PM	Public Comment
VIII.	1:30 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
February 25, 2025**

Pursuant to notice duly filed with the Town Clerk, the MCI Concord Advisory Board convened in a meeting both in-person at Concord Municipal Light Plant, Public Meeting Room, 1175 Elm Street and via Zoom at 9:00 AM on February 25, 2025

Present were: Elizabeth Akehurst-Moore, John Boynton, Erin Cusker, Dan Gainsboro, Co-Chair, Mark Howell, Peter Lowitt, Patrick McCurdy, Co-Chair, Linda Miller, and Emily Rush

Also present were: Kerry Lafleur, Town Manager, Megan Zammuto, Deputy Town Manager, Alan Cathcart, Public Works Director, Russ Karlstad, Facilities Director, Mimi Graney, Economic Vitality Manager and Shannon McAndrew, Management Specialist

Call to Order

Co-Chair Gainsboro called the meeting to order at 9:05 AM.

Mr. Boynton was assigned as Clerk of the meeting.

Approve Meeting Minutes

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the February 10, 2025 meeting minutes.

Roll Call Vote:

Elizabeth Akehurst-Moore – Aye
John Boynton – Aye
Erin Cusker – Aye
Dan Gainsboro – Aye
Mark Howell – Aye
Peter Lowitt – Aye
Patrick McCurdy – Not yet present
Linda Miller – Aye
Emily Rush – Aye

Introductions and Ice Breaker

Rhiannon Sinclair, Principal and Planner at Agency Landscape and Planning introduced herself and asked the participants of the meeting to introduce themselves and state the strengths that they bring to the MCI Concord project. Introductions included members of the Advisory Board, Town Staff, DCAMM, Department of Corrections, and members of Agency's consulting team.

Project Kick-Off and Logistics

Ms. Sinclair began a presentation to discuss kicking off the project and logistics, with other members of the Agency team also joining the presentation. Highlights from the presentation included:

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- **Collaborative and Accelerated Process:** The project is envisioned as a “sprint” requiring a rapid and collaborative approach, balancing visionary goals with practical, data-driven solutions. Simultaneous engagement with the public and data analysis is essential.
- **Clear Roles and Communication:** Establishing clear roles, responsibilities, and communication channels among the consultant team, the Advisory Board, the Town project team, state agencies (DCAMM, DOC, MassDOT), and the public is considered paramount.
- **Community Engagement:** Recognizing the highly engaged Concord community, the group highlights the importance of understanding stakeholder expectations, addressing potentially underrepresented voices (BIPOC, LGBTQIA+, families, small businesses), and coordinating outreach efforts to avoid redundancy and confusion.
- **Site Assessment and Analysis:** The initial phase focuses on gathering and reviewing existing site data (existing conditions, historical information, existing planning documents). Agency plans to send a data request to the Town.

Brainstorming on Site Opportunities and Constraints

An initial brainstorming session identified key site-specific opportunities and constraints, including transportation challenges, wetlands, historic buildings, potential reuse of existing buildings on the prison site, and impacts on the Town as a whole (West Concord Business District, impact on Concord Public Schools).

Adjournment

Co-Chair Gainsboro adjourned the meeting at 10:25 AM.

Meeting Materials:

[MCI Concord Advisory Board Meeting Packet for February 25, 2025](#)

[MCI Concord Advisory Board Meeting Recording for February 25, 2025](#)