



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

OLD NORTH BRIDGE

**MCI Concord Advisory Board
 Agenda**

Monday, December 1, 2025 at 12:00 PM

Town House, 22 Monument Square
 Select Board Meeting Room and via Zoom

More information on the MCI Concord Redevelopment:

www.mci-concord.org

Join Zoom Meeting

<https://us02web.zoom.us/j/89815647951?pwd=miAIlMhhKfw5Gb9gn6dTW0ppgipeDm.1>

Meeting ID: 898 1564 7951

Passcode: 208000

Dial In: 1-312-626-6799

#	Agenda Item
I.	Call to Order <ul style="list-style-type: none"> - Clerk of the Meeting
II.	Approve Meeting Minutes <ul style="list-style-type: none"> - November 17, 2025 - November 17, 2025 – Executive Session for Approval but Not Release
III.	Discuss Updates: <ul style="list-style-type: none"> - Town Staff - DCAMM Coordination - Land Use Working Group - Quarterly Update to the Select Board - Attendance at Concord Housing Development Corporation Meeting on December 9, 2025

IV.	Public Comment
V.	Executive Session under M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property (MCI Concord, 965 Elm Street, Concord, MA), if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body <i>and not to return to Open Session</i>
VI.	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
November 17, 2025**

Pursuant to notice duly filed with the Town Clerk, the MCI Concord Advisory Board convened in a meeting at the Town House, Select Board Room and via Zoom on Monday, November 17, 2025 at 12:30 PM.

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

Also present were: Kerry Lafleur, Town Manager, Megan Zammuto, Deputy Town Manager, Alan Cathcart, Director of Public Works, Alyssa Sandoval, Director of Community Development, Russ Karlstad, Facilities Manager, and Shannon McAndrew, Management Specialist

Call to Order

Co-Chair Gainsboro called the meeting to order at 12:30 PM.

Mr. Lowitt volunteered as Clerk of the meeting.

Approval of Meeting Minutes

Upon a motion duly made and seconded, it was **voted:** to approve the meeting minutes of November 3, 2025.

Roll Call Vote:

Ms. Akehurst-Moore – Aye
Ms. Cusker – Aye
Mr. Gainsboro – Aye
Mr. Howell – Aye
Mr. Lowitt – Aye
Mr. McCurdy – *Not yet present*
Ms. Miller – Aye
Ms. Rush – Abstain
Mr. Smith – Aye

Upon a motion duly made and seconded, it was **voted:** to approve **but not release** the Executive Session minutes of November 3, 2025.

Roll Call Vote:

Ms. Akehurst-Moore – Aye
Ms. Cusker – Aye
Mr. Gainsboro – Aye
Mr. Howell – Aye
Mr. Lowitt – Aye
Mr. McCurdy – Aye

**Town of Concord
MCI Concord Advisory Board
Minutes
November 17, 2025**

Ms. Miller – Aye
Ms. Rush – Abstain
Mr. Smith – Aye

**Department of Capital Asset Management & Maintenance (DCAMM)
and Town Staff Coordination Updates**

Deputy Town Manager Megan Zammuto noted a couple of updates from DCAMM, including that discussions on the Concord Historical Commission’s Community Preservation Act-funded study of the area are underway, that they are looking to winterize some historic buildings on the site, and that they are looking to schedule their second Public Hearing with the Town soon.

Land Use Working Group Updates

Ms. Miller provided an update on the Land Use Working Group, noting that its three Subcommittees are continuing their work but are not yet ready to make formal recommendations. The Working Group also recently delivered its first Quarterly Report to the Select Board.

• **Public Safety Subcommittee:**

◦ **Facility Assessment:** The group is considering professional studies to evaluate the Public Safety campuses to determine if renovation or expansion is feasible, given the general assessment that they are near the end of their operational life.

◦ **West Concord Fire Station:** The Subcommittee is analyzing how to enhance the West Concord Fire Station to serve the growing population in West Concord. While the current site is limited, there is potential for expansion into surrounding areas.

• **Municipal Consolidation Subcommittee:**

◦ **Peabody Focus:** The primary focus has been on the Peabody School building. Having been deemed unsuitable for educational use, the Subcommittee is now investigating its structural viability for municipal consolidation purposes. Professional studies will likely be commissioned to inform recommendations.

• **Public Works Subcommittee:**

◦ **Site Search:** The Subcommittee continues to look for new sites for the Department of Public Works (DPW). The central challenge is finding either a single site large enough to accommodate all departmental functions or multiple smaller sites that could be used efficiently.

◦ **MCI Site Focus:** The Subcommittee maintains a specific focus on the MCI Concord site, particularly on the wastewater treatment plant and surrounding area within the 300-foot buffer of the plant.

Ms. Rush asked if and how the 2229 Main Street site is being considered by the Working Group.

Ms. Miller responded that it is being evaluated by the Working Group, but its location away from the Town Centers are a challenge, especially for Public Safety, who have required response time ranges.

**Town of Concord
MCI Concord Advisory Board
Minutes
November 17, 2025**

Mr. Gainsboro asked if the space programming study for Public Works at MCI Concord is underway.

Director of Public Works Alan Cathcart responded that the funding has been authorized, but that the study is not yet underway.

Quarterly Update to the Select Board

Co-Chair Gainsboro noted that it is time for the Advisory Board to provide a quarterly update to the Select Board, so the Advisory Board should begin thinking about what to include in the update.

Mr. Howell reminded the Advisory Board that the original charge of the Advisory Board had terms to conclude in December 2025, so with the work of the Advisory Board evolving, a revision of the charge will be required. Mr. Howell then suggested that the update take place at the Select Board meeting on Monday, December 22, 2025.

Public Comment

Keith Bergman, Chair of the Concord Municipal Affordable Housing Trust, noted that the next Concord Housing Roundtable will be in early December. Mr. Bergman noted that he understands the need for Executive Session meetings and meetings with State officials, but it would be great for the public to learn about project updates.

Executive Session under M.G.L. c. 30A, § 21(a)(6)

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to enter an **Executive Session under M.G.L. c. 30A, § 21(a)(6)** to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body *and not return to Open Session.*

Roll Call Vote:

Ms. Akehurst-Moore – Aye
Ms. Cusker – Aye
Mr. Gainsboro – Aye
Mr. Howell – Aye
Mr. Lowitt – Aye
Mr. McCurdy – Aye
Ms. Miller – Aye
Ms. Rush – Abstain
Mr. Smith – Aye

**Town of Concord
MCI Concord Advisory Board
Minutes
November 17, 2025**

Meeting Materials:

[MCI Concord Advisory Board Meeting Packet for November 17, 2025](#)

[MCI Concord Advisory Board Meeting Recording for November 17, 2025](#)