



OLD NORTH BRIDGE

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

**MCI Concord Advisory Board  
Agenda**

Monday, December 15, 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](http://www.mci-concord.org)

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84514604626?pwd=ub8NbLiYdI784EjaOYBxsB4kbDHmp.1>

Meeting ID: 845 1460 4626

Passcode: 936479

Dial In: 1-309-205-3325

#	Agenda Item
I.	Call to Order <ul style="list-style-type: none"> <li>- Clerk of the Meeting</li> </ul>
II.	Approve Meeting Minutes <ul style="list-style-type: none"> <li>- November 17, 2025 – Executive Session for Approval but Not Release</li> <li>- December 1, 2025</li> <li>- December 1, 2025 – Executive Session for Approval but Not Release</li> </ul>
III.	Discuss Updates: <ul style="list-style-type: none"> <li>- Town Staff</li> <li>- DCAMM Coordination</li> <li>- Land Use Working Group</li> <li>- Quarterly Update to the Select Board on December 22, 2025</li> <li>- Review and Approve 2025 Annual Town Report Entry</li> </ul>

IV.	Public Comment
V.	<b>Executive Session under M.G.L. c. 30A, § 21(a)(6)</b> 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](mailto: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  
December 1, 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, December 1, 2025 at 12:00 PM.

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

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 12:00 PM.

Mr. Boynton 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 17, 2025.

**Roll Call Vote:**

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

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

Co-Chair Gainsboro provided updates on a master planning process with DCAMM for the MCI Concord site, noting that DCAMM is open to all options at this time, including their leadership, Town leadership, or a joint leadership master planning process. Mr. Gainsboro continued that DCAMM is working on a draft scope of work for the process that the Town can review once prepared.

**Town of Concord  
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**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. Ms. Miller noted that the goal is for the Subcommittees to draft reports on their recommendations in January 2026 and for the full Working Group to streamline their work in February 2026.

Mr. Howell noted that in light of a master planning process with DCAMM for the MCI Concord site, the Select Board is considering how the work of the Advisory Board and Working Group may intersect.

Ms. Cusker asked why the Town would decide on municipal consolidation prior to a master planning process.

Mr. Howell responded that its tricky because a master plan should analyze what the Town's priorities are, but until the Town names its priorities, we won't have a master plan.

**Other Updates**

Mr. Lowitt asked when the Advisory Board would connect with the Concord Housing Development Corporation.

Mr. Howell and Mr. Boynton volunteered to represent the Advisory Board at the next Concord Housing Development Corporation meeting on Tuesday, December 9, 2025 at 8:00 AM via Zoom.

**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)** (MCI Concord, 965 Elm Street, Concord, MA) 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  
Mr. Bates – Aye  
Mr. Boynton – Aye  
Ms. Cusker – Aye  
Mr. Gainsboro – Aye  
Mr. Howell – Aye  
Mr. Lowitt – Aye  
Mr. McCurdy – Aye  
Ms. Miller – Aye

**Town of Concord  
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**Meeting Materials:**

[MCI Concord Advisory Board Meeting Packet for December 1, 2025](#)

[MCI Concord Advisory Board Meeting Recording for December 1, 2025](#)

DRAFT

## MCI Concord Advisory Board – DRAFT 2025 Annual Town Report Entry

### Background

The Fiscal Year 2025 Governor’s Budget Bill explicitly included the closure of MCI Concord and provides for the sale, lease, transfer, or disposal of the property by the Commonwealth’s Commission of Capital Asset Management and Maintenance (DCAMM).

The MCI Concord Advisory Board was charged by the Select Board to educate and advise the Select Board on the most effective strategies to achieve disposition and redevelopment of the MCI Concord property in the best interests of the Town.

The MCI Concord Advisory Board is composed of 10 members, plus 1 Select Board member, Co-Chaired by Dan Gainsboro and Patrick McCurdy. The Advisory Board also formed three subcommittees: Community Outreach, Legal and Government Affairs, and Land Use Planning and Strategy.

Board Members	<u>Community Outreach Subcommittee</u>	<u>Legal &amp; Government Affairs Subcommittee</u>	<u>Land Use Planning &amp; Strategy Subcommittee</u>
<u>Dan Gainsboro, Co-Chair</u>			X
<u>Patrick McCurdy, Co-Chair</u>	X		
<u>Scott Bates</u>			X, Vice-Chair
<u>John Boynton</u>	X, Chair		
<u>Erin Cusker</u>	X		X
Mark Howell, Select Board Representative		X	
<u>Peter Lowitt</u>			X, Chair
<u>Linda Miller</u>			X
<u>Elizabeth Akehurst-Moore</u>		X, Chair	

<u>Emily Rush</u>	X		
<u>Lee Smith</u>		X	

**Advisory Board Initiatives**

In December 2024, the Town was notified that the State had awarded the Town two earmarks for planning services at MCI Concord, totaling \$725,000, with a spending deadline of June 30, 2025. As a result, the Advisory Board entered calendar year 2025 with an open Request for Proposal (RFP) for Concept Planning, Economic and Market Analysis, and proposed Zoning of the now-closed Massachusetts Correctional Institution at Concord, with Agency Landscape + Planning (Agency) awarded a contract valued at \$400,000.

Agency’s proposal referred to the project scope and timeline as a “sprint”, which became the theme from January to June of 2025. The Advisory Board and its subcommittees held 35 public meetings and community engagement sessions from January to June, with three of these sessions being hosted by Agency to inform their final deliverable. The resulting Vision Plan, developed with extensive community input, provides a roadmap for the future use of the site, addressing needs like housing, sustainability, and economic vitality.

Simultaneously, the Department of Public Works contracted with Weston and Sampson applying the remaining \$325,000 of the earmark funds for consulting work related to assessments and analyses of the MCI Concord wastewater treatment plant (WWTP). The Town is currently negotiating the potential to acquire the wastewater treatment plant from DCAMM in which the analyses from Weston and Sampson have helped inform the Town’s negotiations to acquire the WWTP.

While Agency’s work concluded in June, the Advisory Board’s work continued, with an additional 20 public meetings from July to December of 2025. During this time, the Advisory Board worked to share the Vision Plan and accept comments on the Vision Plan from its key stakeholders and residents. Additionally, the Advisory Board worked closely with the Select Board and DCAMM to undertake a a master planning process beginning in 2026.