

Town of Chelmsford
Master Plan Update Committee
50 Billerica Rd., Room 204 Chelmsford, Ma 01824
Regular Meeting
MINUTES
February 27, 2020
Approved August 13, 2020

Attending: George Zaharoolis, Bill Murphy, Donald Van Dyne, Scott Rummel, Joseph Ready, Kenneth Lefebvre, Nancy Araway (7:20PM)

Not Present:

Others Present: Evan Belansky-Community Development Director, Fred Brousseau-Age Friendly Initiative. Beverly Woods-NMCOG

Please note that all documents referenced in these minutes are on file at the Town Manager's Office, 50 Billerica Rd., Chelmsford, Mass. This meeting was hand recorded by the Recording Secretary.

This meeting was called to order at 7:04PM by Chairman Zaharoolis.

Public Input

Fred Brousseau, Age Friendly Initiative Committee Chairman, explained they are about to finalize a contract with UMass Boston. This will enable them to complete a demographic analysis which will help determine what needs there are. They will host two public forums, and 3 focus groups. A report will be delivered at the end, to include a publish-ready Action Plan. The report should be almost ready by March 31, 2020. A summary of what will be in the report was described.

Discussion on Survey and Update with NMCOG

Mrs. Woods reported that 874 responses have been submitted. A listing of age groups was also provided. Respondents under 30 are significantly underrepresented; in particular, the age group from 20-29. Mr. Belansky has reached out to Civics teachers in the High School, and that is where responses from the Under-20 group came from. Mr. Belansky suggested participating at the Volunteer Fair on March 7, and he will stop at the Senior Center to see if there are any paper surveys there.

Mr. Ready received some negative feedback from Susan Gates at the CCA because they were not included in the survey. Mr. Zaharoolis advised she was welcome to call him to discuss this further.

The survey was scheduled end on March 13. This can be extended past the Public Input session being held on March 19, 2020.

Public Input Session

Discuss with NMCOG

The Public Input Session will be held on March 19, 2020, at the Senior Center, starting at 6:30PM.

The format of the session will be as follows:

- A brief introduction on what a Master Plan is, and why communities do this.
- Mr. Zaharoolis will introduce the Committee and NMCOG representatives.
- Mr. Belansky will do a presentation.
- Mr. Donovan will orchestrate a SWOT analysis exercise. The results will be given at next meeting.
- Light refreshments will be provided.

The focus may be on Economic Development, Housing, and Land Use/Zoning.

This will not be a question/answer session, but a forum to receive input on where people want to be and see in 10 years.

Ms. Araway suggested having a second session to talk about Historic Preservation and Open Space.

The session will be televised.

Mr. Rummel suggested that infrastructure and finance could also be brought up. A forecast of demographics can be addressed as a handout as part of the program flyer. This could be used as part of an education process.

Mr. Ready stated that he is interested in people's thoughts about the lack of housing.

Mr. Belansky suggested that a second session could be done to present the results of this first session. The need for a second session can be determined after the first session. Alternatives could include a visioning session, or focus group session. Mr. Zaharoolis suggested doing a second session in September, as the Committee will be better organized.

Specific departments can be asked to come to future committee meetings during the spring and summer for additional input.

The Committee will continue to gather information, and decide whether more work is needed. There may be a need to change the direction the town is going in, and the Committee can evaluate whether the feedback matches what the Committee is doing.

The Committee will also watch the results of the Values and Vision Committee work that is ongoing.

Mr. Rummel advised that people need to be educated on all the efforts that are done to plan for Chelmsford's future development, and give credit to those that made it happen. Mr. Belansky noted that there is some public sentiment that Chelmsford is over-developed already.

Ms. Araway and Mr. Ready recalled that many people were not happy about all the change that happened in the 1960's and 1970's. At that time, Rt. 129 was zoned industrial to stop the residential development. Schools were feeling the impact then, too. Ms. Woods noted that development is also a factor of overall demographic change. Not all families have children, and the last school was built in 1975. There is a similar trend in the development of fire stations. The highway system was also built during the 1960-1970's time period. Chelmsford embraced the highways coming through it. Neighborhoods were built, which was the American dream at that time. Now, development is more multi-family development. Single family development is still the desired form of development in public opinion. Ironically, multi-family development started in the 1980's.

General review of sections that NMCOG is covering

Discuss of the New DLTA Monies approved for Master Plan

Additional DLTA funding was obtained to continue work until the end of the calendar year.

Land Use /Zoning & Economic Development Section reviews

The Land Use and Economic Development chapters were provided to the Committee. These sections still need the Committee's comments, which can be forwarded to Mr. Belansky.

Goals can be updated after the Public Input session and Survey are completed. The sections on Issues, Opportunities and Recommendations can also start to be updated starting in April.

NMCOG will help with the Housing and Transportation sections, and they will format the entire Plan document.

Housing Section

No work has been done to date on this section.

Committee members were asked to review the 2010 section, and look at the Housing Production Plan report, which is more recent and has more information on strategies and goals.

Agenda items for next meeting

The meeting on March 12, 2020 will discuss Housing. NMCOG will not be present at this meeting.

Approval of minutes

January 9, 2020

Motion: by Mr. Van Dyne to approve the meeting minutes of January 9, 2020, as presented.

Seconded by Mr. Rummel. **Motion carries, unanimous.**

January 23, 2020

The presented document was not approved, as the meeting was cancelled for lack of a quorum.

Additional Discussion

Mr. Rummel asked about developing strategy on increasing the value of commercial development. He feels community awareness is missing.

Adjourn

Motion: by Mr. Rummel to adjourn the meeting at 8:26PM. Seconded by Mr. Lefebvre. **Motion carries, unanimous.**

Respectfully Submitted,
Vivian W. Merrill,
Recording Secretary

Supporting Documents:

- Draft Update of Land Use, Zoning, and Economic Development Section
- Draft Update of the Housing Section
- Draft Minutes