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CHELMSFORD
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Town of Chelmsford
Center Village Master Plan Committee
50 Billerica Rd., Room 204 Chelmsford, Ma 01824
Scheduled Regular Meeting
MINUTES
June 5, 2018
Approved July 10, 2018

Attending Janet Askenburg, Brian Milisci, Michael Rigney

Not Present: Peggy Dunn, Jack Handley, Jonathan Moore, Donald Van Dyne,

Others Present: Evan Belansky, Community Development Director

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 Mr. Rigney.

This meeting began at 6:30. A quorum was not present; no votes were recorded.

1. Election of Officers

No action could be taken without a quorum.

2. Wayfinding street furniture - next steps

a. Sign Fabrication RFP - update

Mr. Belansky reported that Express Signs of Chelmsford was awarded the sign fabrication contract, for a minimum of \$25,000, possibly as much as \$30,000. The town will be responsible for installation and cover all related costs.

b. Wayfinding street furniture

Mr. Belansky advised the members present that the grant from the state was sufficient for up to \$150,000 of street furniture. He asked for input on preferred items and quantities. He also reported that the DPW had requested a minimum of 3 tree guards and grates, 3 benches and one bike rack for installation during the Cushing St. renovation. The total amount for these items (per the proposal from Bluebird graphic solutions dated May 22, 2018) would be \$26,410.

All committee members present preferred the following use of the available funds:

DPW Cushing St request:	\$ 26,410
6 total tree assemblies (guards + grates), for use on Chelmsford St:	\$ 36,000
15 bike racks (BPAC-acceptable form), location tbd:	\$ 31,800
6 benches for use on the Common:	\$ 12,000
6 benches for other locations:	\$ 12,000
2 information kiosks, location tbd:	\$ 18,000
10 bollards, location tbd:	\$ 13,750

Total:	\$149,960

Significant discussion occurred around the bike racks and bollards.

Mr. Gazda from the Bicycle and Pedestrian Advisory Committee (BPAC) advised that the bike racks provided in the drawing from Favermann Design, BR-1 and BR-2, were not considered appropriate by BPAC. Design BR-3 was in accordance with their guidelines and several other styles were reviewed and found acceptable. Mr. Belansky was advised that the committee members present preferred that bike racks to be purchased should be of a style acceptable for BPAC. There was further discussion that simpler designs might be less expensive than the \$2120 price listed in the Bluebird proposal. Mr. Belansky was advised that the committee members present preferred that

savings from lower cost bike racks or other items be used to purchase one or more solar-powered trash/recycling compactors.

Mr. Belansky was advised by the committee members present that the purchase of bollards should be reviewed by the DPW and Chief of Police. If either party recommended against the purchase and installation of bollards, it was the preference of the committee members present that the funds earmarked for that purchase be used to buy additional benches.

3. New Items

Mr. Belansky provided members present with updates on several projects related to the Center Village:

Cushing Place - the project has changed focus to 32 condos instead of 70 rental units. The developers will go before the Planning Board on June 13th for initial discussions. The donation of land to the town which was accepted by Town Meeting is being worked through.

Mobil - no change in the status. The town is discussing with Mobil their offer of the 7000 sq. ft tip of the parcel. At some point this Committee could request further action.

Oddfellows - no change in the status. Current covenants on the land are up in 2020 and no significant changes are expected before that point.

MedExpress - no information about the status of the property. MedExpress is responsible for re-tenanting the approximately 8000 sq. ft space.

Trinity Ambulance - being displaced from its current home but is required by its contract with the town to stay in the Center. They are looking to move to space behind the old Eastern bank.

Bertucci's - the chain has been acquired by Planet Hollywood. Implications for Chelmsford location are unknown.

Additional discussion occurred about possible future topics. Ms. Askenburg asked about working with a developer to advise on possible strategies for redevelopment of the Center and what steps the Committee could take. Mr. Belansky advised that state funding might be available for such a presentation but would not be awarded until the next fiscal year. All present agreed that working towards such a grant would be desirable.

4. Minutes Approval - tbd

No action could be taken without a quorum.

Future Action Items

Mr. Jahnle to update the Committee with quotes for an assessment of the Bartlett Woods footbridge (12/21/17)

Next Meeting Date

The next meeting is scheduled for July 10, 2018 at 6:30PM.

Adjournment

The meeting concluded at 8:13

Respectfully Submitted,
Mike Rigney

List of Reference Documents: