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TOWN OF CHELMSFORD
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Town of Chelmsford
Master Plan Update Committee
50 Billerica Rd., Room 205 Chelmsford, Ma 01824
Regular Meeting
MINUTES
June 13, 2019
Approved June 27, 2019

Attending: George Zaharoolis, Donald Van Dyne, Scott Rummel, Kenneth Lefebvre, Joseph Ready (7:25PM)

Not Present: Nancy Araway

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 the Recording Secretary.

This meeting was called to order at 7:06PM by Chairman Zaharoolis.

7:00- 7:15 open session

No one came forward at this time.

Vision Statement-discussion

Mr. Zaharoolis read the Vision Statement from the 2010 Master Plan into the record. The Committee decided to revisit the vision statement after reviewing what has been accomplished, and what may need to be amended. The Committee noted that most vision statements are much shorter.

Discussion tabled at this time.

Review - Open Space and Recreation from 2010 Master Plan

Members were sent a link to the 2017 Open Space and Recreation Plan electronically. This plan was created by the Conservation Commission.

The 2017 plan will be referenced in the update report, as it identifies several implementation recommendations already, but it does not identify management strategies or responsibilities.

Stakeholders, such as the Town Manager and DPW, could be asked to come in and make additional recommendations. It has been noted by some stakeholders that management processes and policies are not well defined. For example, some sites are not well utilized because no one knows how to schedule such a use. This Committee could encourage the resolution of several ongoing recommendations, such as the creation of a formal Recreation Department.

Tables on existing conditions will be updated.

A deficiency in the current plan is there is no financial planning to acquire an open space if a parcel became available. CPA funds are currently the most commonly used funding source.

Committee members were asked to read the recommendations in both the 2010 plan and the 2017 plan, and decide what needs to be updated. Comments are to be sent to Mr. Belansky.

Review Natural, Historical and Cultural resources

Much of the Natural Resources are discussed and described in the 2017 Open Space and Recreation Plan. Issues are discussed in the 2010 Plan. Several updates will be made. The new storm water regulations will be included in the updates.

There is a 2013 Cultural and Historic Preservation plan that can be referenced with the 2010 plan and updated accordingly. Several Zoning bylaws have been created to help with preservation efforts, there may be more work needed in this area. Historic inventories are generally the same.

The Historic Commission could be asked to come in and speak to this subject, and possible revision of the demolition delay bylaw. Redevelopment strategies can be discussed. Other concepts like how will marketing demands impact future development and preservation efforts can be discussed, or whether the goal should be to retain seniors or attract new families or younger people.

Committee members were asked to gather more ideas and concepts to discuss in the update, including zoning, storm water implementation, invasive plant species and tree management, and preservation of agricultural assets.

Discuss next meeting agenda

NMCOG will be present on June 27, 2019 to discuss SWOT analysis, review implementation sections and provision of initial census data and projections out to 2040.

Minutes will also be approved.

Next meetings will be July 11 and July 25, 2019.

Mr. Rummel asked some procedural questions.

New Business

Selectman Timmins felt the vision statement should be completed before too much review takes place. She offered to provide additional information via e-mail.

Old Business

No Old Business was discussed at this time.

Adjourn

Motion: by Mr. Lefebvre to adjourn the meeting at 9:05PM. **Motion carries, unanimous.**

Respectfully Submitted,
Vivian W. Merrill,
Recording Secretary

Supporting Documents:
-2010 Chelmsford Master Plan