Attending: George Zaharoolis, Donald Van Dyne, Bill Murphy, Scott Rummel, Kenneth Lefebvre, Joseph Ready

Not Present: Nancy Araway

Others Present: Evan Belansky, Community Development Director, Beverly Woods, Director, NMCOG, Jay Donovan, 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 7:05PM by Chairman Zaharoolis.

7:00- 7:15 Open Session
No one came forward at this time.

Vision statement - discussion
Mr. Rummel had provided some comments via e-mail for discussion. He has since reviewed several other Master Plans that were done for specific parts of Town, and feels the Vision statement should focus on where the town wants to be in 10 years. Mr. Belansky noted that much of the master plans done in the past have been implemented. The focus should be to determine whether what has been done is what is really desired. The committee noted that most residents are not aware or interested in much of these planning efforts. Ms. Woods noted that most master plans are written on a very high level, without much detail. Mr. Belansky noted that more people are starting to question the development path that the Town is on. Mr. Zaharoolis encouraged Committee members to have more of these discussions, and ask more questions.

Rt. 129 Study
This document was provided to the Committee to review for information purposes.

Draft review - land use / economic development
Ms. Woods provided the revised Land Use document to the Committee.

Mr. Zaharoolis explained the reasoning for his comments in the revised document.
Mr. Belansky agreed to provide more input to be discussed at the next meeting. He will need to update the existing conditions statements throughout the document.

Mr. Zaharoolis suggested requiring an electric car charging station in the redevelopment of large parking lots. Mr. Murphy feared the stations might not be utilized often, as they are very expensive to use.

Mr. Rummel suggested focusing more on creating an actual plan rather than just presenting facts and data. Ms. Woods advised most people tend to rely on the executive summary document, where much of the issues and opportunities outlined in the full document are summarized. There are recommendations and implementation sections in the larger plan document, which will be worked on after the technical review which is being presented to date. A lot of data is gathered through the public input sessions and survey responses. The Committee will work more toward the planning process after the technical sections are reviewed.

Next, the Committee reviewed the revised Economic Development section. Mr. Donovan summarized the revisions and the reasons behind the changes. Mr. Zaharoolis explained his comments throughout the document.

NMCOG was asked to put the Water District data for all three districts in a comparison style table.

Committee members were encouraged to send any additional comments to Mr. Belansky.

**Survey example**
Mr. Belansky suggested having the survey distributed during January or February.

A revised document was provided to the Committee. Members were encouraged to take the survey, and provide additional input.

Mr. Belansky suggested adding a question about taxes.

Mr. Lefebvre suggested changing the range of income categories in question 6 and include at least one higher tier.

Other changes were made to the questions and categories.

A question will be added on how people find out about town activities and events. A second question can be asked about how they prefer to get their town news.

A revised document will be provided electronically. A link to the survey will be distributed at Town Meeting, as the survey will be completed electronically.

Additional input can be sent to Mr. Belansky.
**Public input sessions - discussion**
This could be scheduled for the first meeting in March. The purpose is to gather data, and not weigh in on the input in any way. Mr. Murphy is interested in hearing about what issues are important to senior citizens which could be tied into the Age-Friendly initiatives being looked at via the Age-Friendly Committee. Many of these recommendations would benefit people that are not considered “seniors”.

The Committee agreed to hold this session on March 19, 2020, to be held either at the North Chelmsford Community Center or the Senior Center. Land Use, Economic Development and Housing will be discussed at this session.

There may be additional sessions held later on.

**Agenda items for next meeting**
The next meeting will be held on October 10, 2019. Attendees will include the BPAC, Conservation Commission, and the Historic Commission.

Future meetings will be held on November 7 & 21, 2019, and December 12, 2019.

The Age-Friendly Committee will be invited to a future meeting.

**Approval of Minutes**
September 12, 2019

   **Motion:** by Mr. Lefebvre to approve the Meeting Minutes of September 12, 2019. Seconded by Mr. Van Dyne. Mr. Ready abstained, all others in favor *Motion carries, unanimous.*

**Adjourn**
   **Motion:** by Mr. Lefebvre to adjourn the meeting at 8:59M. Seconded by Mr. Ready. *Motion carries, unanimous.*

Respectfully Submitted,
Vivian W. Merrill,
Recording Secretary

Supporting Documents:
- Draft revised Land Use and Economic Development sections documents
- Draft Minutes