

RECEIVED  
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8:59 AM

Town of Chelmsford  
Master Plan Update Committee  
50 Billerica Rd., Chelmsford, Ma 01824

TOWN OF CHELMSFORD  
PATRICIA E. DZURIS  
TOWN CLERK

Regular Meeting

MINUTES

September 23, 2021

Hybrid Virtual Meeting via Zoom

Approved October 14, 2021

**Attending (in-Person):** George Zaharoolis, Nancy Araway, Michael Raisbeck, Kenneth Lefebvre, Bill Murphy, Joe Ready (7:20PM)

**Not Present:** Scott Rummel

**Others Present Remotely:** Evan Belansky-Community Development Director, Fred Brusseau-Age Friendly Initiative

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 televised via Zoom and audio recorded.

Pursuant to Governor Baker's March 12, 2020, Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place. Town of Chelmsford Master Plan Update Committee will be conducting a remote public meeting on Thursday September 23, 2021, at 7:00 P.M.

The meeting was called to order at 7:00PM by Mr. Zaharoolis.

**1. 7:00- 7:15 open session**

No one came forward at this time.

**2. Committee Letter – review draft**

Mr. Belansky suggested the Committee develop the letter to explain the Committee's methodology, and to clarify that this is an update of the 2010 Master Plan, and not a complete re-write. Mr. Raisbeck & Mr. Lefebvre offered to write a draft to be discussed at the next meeting. A copy of the previous letter was provided to the Committee.

Mr. Brusseau noted there was concern raised in 2010 which explained the Town was very concerned about urbanization and sustainability. He also noted that the survey that was done in 2021 did not seem as concerned about development. The Committee agreed that development will continue, however at a slower pace. Mr. Zaharoolis noted that sewer capacity will limit some development.

Comments for the new letter should be emailed to Mr. Belansky.

### **3. NMCOG – Implementation Chapter-final revised**

Changes recommended at the previous meeting were incorporated into the revised document.

Mr. Brusseau stated he will advise the Age Friendly Committee that they will have a place within the Implementation Committee. Mr. Brusseau asked for clarification of what the Implementation Committee's and other stakeholder's roles would be. Mr. Belansky felt the goal of the Implementations Committee was to coordinate how the recommendations are being updated. They will receive status reports. There will not be a lot of debate.

The stakeholders will be responsible for deciding how they want to work on the recommendations in the Master Plan.

### **4. NMCOG – other chapters – final drafts**

Mr. Belansky advised there have been no further updates, and no additional comments have been received to date. NMCOG will provide all of the final chapters at the next meeting. The Planning Board has had some discussion on the chapters presented to date.

### **5. Age Friendly Committee - follow up**

Mr. Brusseau will have more information to present at the next meeting, as they are meeting later this week.

### **6. Update on Planning Board review**

No additional information was presented at this time. Document review is ongoing.

### **7. Schedule moving forward – Next Steps –**

The Committee letter will be discussed further, as will the presentation of the final drafts of the Plan chapters.

Next meetings will be October 14<sup>th</sup> and the 28<sup>th</sup>. Town Meeting will begin on Oct 18, 2021.

### **8. Agenda items for next meeting**

See previous topic.

### **9. Approval of minutes**

September 9, 2021

**Motion:** by Mr. Raisbeck to approve the Meeting Minutes of September 9, 2021, as amended.  
Seconded by Ms. Araway. **Motion carries, unanimous.**

### **10. Adjourn**

**Motion:** by Mr. Raisbeck to adjourn the meeting at 7:30PM. Seconded by Ms. Araway. **Motion carries, unanimous.**

Respectfully submitted,  
Vivian Merrill  
Recording Secretary

Supporting Documents:  
-2010 Committee Letter  
-Revised Implementation Chapter  
-Draft Minutes