

Town of Chelmsford
Master Plan Update Committee
50 Billerica Rd., Chelmsford, Ma 01824
Regular Meeting
MINUTES
October 14, 2021
Approved October 28, 2021
Hybrid Virtual Meeting via Zoom

Attending (in-Person): George Zaharoolis, Michael Raisbeck, Kenneth Lefebvre, Bill Murphy

Others Present Remotely: Fred Brusseau-Age Friendly Initiative, Scott Rummel, Nancy Araway

Not Present: Evan Belansky-Community Development Director, Joe Ready

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 October 14, 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 to residents – review draft

Discussion was tabled, as Mr. Lefebvre was trying to print the letter.

3. NMCOG – Implementation Chapter - final revised

The Committee is in agreement that the last version reviewed at the last meeting is ready to publish.

4. NMCOG – other chapters – final drafts

Ms. Woods reported that the Open Space section still needs some work. Mr. Belansky has updated the data, and the Open Space Map has also been updated.

Regarding the Issues and Opportunities section, Mr., Belansky kept all the 2010 information in the document, as well as the 2020 updates. The Committee was asked to advise whether this is their intent. It is not consistent with how the other chapters were done.

The Committee wanted more time to review the latest version, as it was just sent two days ago. Comments should be sent to Ms. Woods in the next week. The Committee agreed this chapter should be consistent with the other chapters. Ms. Woods will continue to work with Mr. Belansky to finalize.

The final draft of the entire document is almost ready for review. The Open Space chapter, Facilities Chapter and the Letter to Residents are still pending.

5. Minutes (out of order)

September 23, 2021

Motion: by Mr. Raisbeck to approve the Meeting Minutes of September 23, 2021, as presented. Seconded by Ms. Araway. Mr. Rummel abstained, all others in favor. **Motion carries.**

6. Age Friendly Committee - follow up

Mr. Brusseau reported the Age Friendly Initiative has formed a partnership with the Discovery Center to help retirees find volunteer opportunities. An information session is being held on October 24, 2021, at 1:00PM, at the Chelmsford Senior Center.

7. Letter to residents-Review Draft

Mr. Lefebvre was unable to print the letter, as the software and equipment were not compatible.

Mr. Raisbeck explained that he formatted his comments from an approach that was different than the callout to urbanization cited in the 2010 letter.

Mr. Belansky's comments were shown onscreen. Mr. Raisbeck stated that he disagreed with some of these comments. The concern about urbanization in 2010 has not gone away, and may even be more of a concern in 2021. Mr. Lefebvre noted there are sewer capacity issues, PFAS concerns, and traffic problems now, which were warned about in 2010.

Mr. Zaharoolis showed his comments in a different version, which stressed the need to remain vigilant about overdevelopment, and acknowledges the infrastructure pressures the Town is experiencing. Mr. Rummel agreed that acknowledging there are problems is fair, but the letter should also make mention of how these concerns can be addressed.

Mr. Murphy noted that many places feel they have the best education system. He made some grammatical corrections, and asked for clarification of several statements. Ms. Woods advised the Committee that as a community type, she would classify the Town as a mature suburb, as there is not much left to develop. Mr. Raisbeck added that there is a desire to maintain the Town's rural characteristics, and there are challenges ahead.

The Committee discussed various ways to present the information. Mr. Zaharoolis requested that the Committee provide comments and changes over the next week, and send the information to Mr. Belansky.

Mr. Brusseau was acknowledged for his assistance through this entire update process.

8. Update on PB review

There were no further updates at this time, as the Planning Board is preparing for Fall Annual Town Meeting.

9. Schedule moving forward – Next Steps –

- Approve the Letter to Residents
- Finish the Open Space & Facilities sections
- Review final draft of the entire Master Plan Update document

10. Agenda items for next meeting

The next meeting could be the last meeting.

The meeting is scheduled to be held on October 28, 2021, and will include NMCOG.

11. Adjourn

Motion: by Mr. Raisbeck to adjourn the meeting at 8:05PM. Seconded by Mr. Lefebvre. **Motion carries, unanimous.**

Respectfully submitted,
Vivian Merrill
Recording Secretary

Supporting Documents:
-2010 Committee Letter to Residents
-Final Implementation Chapter
-Current Open Space Chapter
-Draft Minutes