

Town of Chelmsford
Master Plan Update Committee
50 Billerica Rd., Chelmsford, Ma 01824
Regular Meeting
MINUTES
December 2, 2021

Attending: George Zaharoolis, Michael Raisbeck, Bill Murphy, Joe Ready, Nancy Araway, Scott Rummel, Kenneth Lefebvre [Via Zoom]

Not Present:

Others Present [all Via Zoom]: Evan Belansky-Community Development Director, Beverly Woods, NMCOG, Justin Howard-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 televised via Zoom and Chelmsford Telemedia.

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 December 3, 2020, at 7:00 P.M.

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

1. Approval of Letter.

Motion to approve letter as amended and presented.

Motion By: Michael Raisbeck

Second By: Nancy Araway

Motion Carries: 7-0-0

2. Minute 10/28/21

Motion to approve minutes of 10/28/21 as presented.

Motion By: Scott Rummel

Second By: Ken Lefebvre

Motion Carries: 7-0-0

3. Plan to present 2021 Master Plan to Planning Board

Board agreed to appear at a Planning Board Meeting either the end of Dec or in Jan. to present final and completed 2021 Master Plan. It was agreed to use the prior power point presentation and provide a little more detail information in the presentation including the establishment of an implementation committee by the PB. After the PB presentation the Master Plan should also be presented to the Select Board and Town Meeting.

4&5. Final Meeting Minutes and Adjournment.

Draft Minutes for Master Plan Meeting of 12/2/21 were read and presented at the end of the meeting. A motion was made by: Ken Lefebvre and seconded by: Nancy Araway to approve the draft minutes as read and presented for the 12/2/2021 MP Meeting and upon approval of the draft minutes the MP Meeting of 12/2/21 will adjourn.

Motion Carries: 7-0-0

Respectfully Submitted by:
George Zaharoolis

DOCUMENTS:

Approved letter to residents

The last Master Plan was completed in 2010; every ten years the town reviews the Master Plan and determines to what extent the plan needs to be updated or rewritten to provide guidance and direction for the next 10 years. The 2010 Master Plan Committee provided a detailed and an in-depth review to the 1996 Master Plan. The 2020 Master Plan Committee determined that the 2020 plan should be an update and a comprehensive in-depth rewrite was not needed. The review has been a challenge due the Covid Pandemic. This caused the committee to bypass in person public input sessions and use a survey to guide the committee. The survey yielded over 1200 responses, which is far greater than the number of people that attended the public input sessions for the 2010 Master plan.

As was the case 10 years ago, we recognize our town to be a mature suburban community that has rural and historic characteristics as well as pockets of farm land. Chelmsford is a diverse community, financially stable, has an excellent education system, and a town government that is open and accessible to all. We need to remain vigilant that future development and over development do not adversely impact our community. We are continuing to see that some services, such as sewer capacity and water, warrant continued caution in the present and exploration for future short- and long-term solutions associated with any growth. The Committee believes that the current quality of life and the services should be maintained and improved upon. The 2020 Master Plan identified the potential new opportunities for both housing and economic development. The current market trend seems to prefer housing over commercial development. Although this plan could not address every possibility, it does try to deliver a roadmap to the future and the impacts to town services.

The fundamentals from the 1996 Master Plan that were carried forward to the 2010 Master Plan are the fundamentals that the 2020 committee followed;

- Maintain the character of Chelmsford and recognize that unplanned and uncontrolled development of the industrial, commercial, and residential areas of the town may contribute to a poorer quality of life.
- Be cautious of the type of growth that will erode the rural characteristics of the Town, increase traffic, increase parking requirements, and dramatically change the nature of the Town.
- Maintain sufficient natural areas so that open space, plant and wildlife species can be sustained.

The committee's process was to update all the sections with the most current data points that were available. Once this was concluded the committee took a dive into issues, opportunities and recommendations sections. We identified recommendations from 2010 Master Plan that were addressed and determined the status of those items. The committee then used input from the town survey, town departments, the Housing Production Plan, the Open Space Plan, the Age Friendly Chelmsford Action Plan as well as other current information and updated the recommendations for the issues and opportunities sections.

The Master Plan committee wants to thank Fred Brusseau, a member of the Age Friendly Chelmsford Committee, for his and the Age Friendly Chelmsford Committee's valuable input to make sure that the 2020 Master plan addressed age friendly issues. Fred made sure that the Age-Friendly Chelmsford Action Plan and the 2020 Master Plan were complementary and that the Master Plan Committee was kept up to date with the Age Friendly Chelmsford Committee's findings and activities.

The age-friendly input was intended for all age groups and not just the senior community. The Master Plan topics that were of most interest to the Age Friendly Chelmsford Committee were transportation, housing, open space, and recreation.

The Master Plan Committee also recognizes Evan Belansky, Community Development Director for his guidance and input throughout the process. In addition, Beverly Woods, Jay Donovan and Justin Howard from Northern Middlesex Council of Governments provided support, data and direction during the completion of the 2020 Master Plan. To Beverly and Jay, may you enjoy retirement.

The closing from the 2010 Master Plan letter to the residents' states "the Master Plan Committee's work may end with this document, but what begins next is a period of implementation of the recommendations and bylaw review to bring the bylaws in line with the Master Plan". The 2020 plan goes further by recommending the establishment of an implementation committee to both facilitate regular recurring meetings of appropriate committee members to gauge progress as well as evaluate changing conditions that could impact the recommendations set forth in this guiding plan.

The 2020 Master Plan wishes to thank those that provided input along the way and hope that the pandemic ends and we never see another Pandemic. Be Safe!!

Sincerely,

2020 Master Plan Update Committee

Nancy Araway

Ken Lefebvre

William Murphy

Michael Raisbeck

Joe Ready

Scott Rummel

S. George Zaharoolis, Chair