



OLD NORTH BRIDGE

TOWN OF CONCORD

TOWN HOUSE - P.O. BOX 535
CONCORD, MASSACHUSETTS 01742

MCI Concord Advisory Board Agenda Community Outreach Subcommittee Agenda Legal & Government Affairs Subcommittee Agenda Land Use Planning & Management Subcommittee Agenda

Monday, September 29, 2025 at 12:00 PM

Town House, 22 Monument Square
Select Board Meeting Room and via Zoom

More information on the MCI Concord Redevelopment:

www.mci-concord.org

Join Zoom Meeting

<https://us02web.zoom.us/j/82438517601?pwd=YfSCJ02xF9ZLGzetOCRdPUXo2o4nKa.1>

Meeting ID: 824 3851 7601

Passcode: 864299

Dial In: 1-312-626-6799

#	Agenda Item
I.	Call to Order - Clerk of the Meeting
II.	Approve Meeting Minutes <u>Advisory Board</u> - September 15, 2025 - September 15, 2025 – Executive Session for Approval but Not Release <u>Community Outreach</u> - July 18, 2025 - July 30, 2025 <u>Legal & Government Affairs</u> - July 24, 2025

	<u>Land Use Planning & Strategy</u> - July 22, 2025
III.	Reports from Town Staff and DCAMM Coordination
IV.	Reports from Subcommittees
V.	Report from Select Board
VI.	Public Comment
VII.	Executive Session under M.G.L. c. 30A, § 21(a)(6) to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body <i>and not to return to Open Session</i>
VIII.	Adjournment

**Times are approximate and subject to change*



The Town of Concord endeavors to make public meetings accessible to all members of the community. To request a meeting accommodation or modification, please contact our ADA Coordinator Jessica Porter at jporter@concordma.gov or at 978-318-3028. Please make any requests for accommodation or modifications at least two (2) business days prior to the scheduled meeting.

**Town of Concord
MCI Concord Advisory Board
Minutes
September 15, 2025**

Pursuant to notice duly filed with the Town Clerk, the MCI Concord Advisory Board convened in a meeting at the Town House, Select Board Room and via Zoom on Monday, September 15, 2025 at 12:00 PM.

Present were: Elizabeth Akehurst-Moore, Scott Bates, John Boynton, Erin Cusker, Dan Gainsboro, Co-Chair, Mark Howell, Peter Lowitt, Patrick McCurdy, Co-Chair, Linda Miller, Emily Rush, and Lee Smith

Also present were: Kerry Lafleur, Town Manager, Megan Zammuto, Deputy Town Manager, Alan Cathcart, Director of Public Works, Russ Karlstad, Facilities Manager, and Shannon McAndrew, Management Specialist

Call to Order

Co-Chair Gainsboro called the meeting to order at 12:00 PM.

Approval of Meeting Minutes

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to approve the meeting minutes of September 2, 2025.

Roll Call Vote:

Ms. Akehurst-Moore – Aye
Mr. Boynton – Aye
Mr. Bates – Aye
Ms. Cusker – Aye
Mr. Gainsboro – Aye
Mr. Howell – Aye
Mr. Lowitt – Aye
Mr. McCurdy – Aye
Ms. Miller – Aye
Ms. Rush – Aye
Mr. Smith – Aye

**Department of Capital Asset Management & Maintenance (DCAMM)
Coordination Updates**

Deputy Town Manager Megan Zammuto reported that the Town has updated DCAMM on working to accelerate the pace of local planning, with both the Advisory Board and Select Board working to define the Town's vision for the site. Ms. Zammuto continued and noted that there has been an idea for a Town and DCAMM collaborative work session in October, which would include Advisory Board and Select Board members, Town staff, and DCAMM staff to exchange real time ideas.

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immediately surrounding the wastewater treatment plant was presented to DCAMM, with key features including:

- A 300-foot buffer area around the wastewater treatment plant, which is the recommended buffer for **residential development**.
- Egress routes into the plant.
- Natural buffers and the riverfront area.

Mr. Cathcart also noted that the discussions included potential expansion of treatment capacity by reusing the formerly used sand beds.

Mr. Howell noted that Abbey Vladeck has transitioned into an Assistant Director position at DCAMM and that she is now managing the surplus properties program. Mr. Howell continued and mentioned that recently DCAMM properties sold had approximately 100 units of housing across 25 acres.

Review Additional Deliverables from Agency Landscape + Planning

Co-Chair Gainsboro noted that the contract with Agency Landscape + Planning concluded this summer and that there are several deliverables that are now available for public and stakeholder use. Agency recently completed three tasks:

- Incorporated Advisory Board comments and corrections into the Vision Plan, which is now published online at mci-concord.org.
- Made some updates to mci-concord.org in relation to the publication of the Vision Plan and transitioned the control/updating of the website to Town staff.
- Created a customizable slide deck for use in upcoming stakeholder meetings.

Mr. Bates raised concern about how the Vision Plan will incorporate new project developments, such as the 300-foot buffer area around the wastewater treatment plant, which currently is not captured in the report.

Mr. Boynton responded that from a community outreach perspective, it's important to let community members know that this report will not be updated, but that the Advisory Board of course is still accepting comments and feedback on the report and that project developments will continue beyond the report. Mr. Boynton asked Ms. McAndrew to place a disclaimer on the website that "*The Vision Plan was published on September 15, 2025. There will be further developments from the MCI Concord Advisory Board that will not be captured in the report.*". Mr. Boynton also suggested that correspondence should be sent to the Advisory Board's stakeholder list regarding the publishing of the report and asked if any of the Community Outreach Subcommittee members would volunteer to draft this correspondence.

Ms. Rush stated that she would draft the correspondence for review.

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Reports from Subcommittees

Mr. Lowitt reported that he attended the Nashoba Valley Chamber of Commerce meeting on behalf of the Advisory Board to provide an update on MCI Concord matters and developments known regarding the Route 2 Rotary redesign.

Report from Select Board

Mr. Howell noted that the Select Board is being consistently updated on the Advisory Board's progress toward consensus on a scenario recommendation and that once the Advisory Board has a recommendation that the Select Board will schedule a joint meeting between the two boards.

Public Comment

Carol Savoy, 61 Belknap Street, asked about the timeline for the Town's rezoning of the site, timeline for DCAMM's RFP process for development of the site, and targets for housing units at the site in development.

Executive Session under M.G.L. c. 30A, § 21(a)(6)

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to enter an **Executive Session under M.G.L. c. 30A, § 21(a)(6)** to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body *and not return to Open Session.*

Roll Call Vote:

Ms. Akehurst-Moore – Aye
Mr. Boynton – Aye
Mr. Bates – Aye
Ms. Cusker – Aye
Mr. Gainsboro – Aye
Mr. Howell – Aye
Mr. Lowitt – Aye
Mr. McCurdy – Aye
Ms. Miller – Aye
Ms. Rush – Aye
Mr. Smith – Aye

Meeting Materials:

[MCI Concord Advisory Board Meeting Packet for September 15, 2025](#)

[MCI Concord Advisory Board Meeting Recording for September 15, 2025](#)

Commented [SM1]: Recording not yet posted

Town of Concord
MCI Concord – Community Outreach Subcommittee
Minutes
July 18, 2025

Pursuant to a notice duly filed with the Town Clerk, The MCI Concord – Community Outreach Subcommittee convened in a meeting via Zoom on July 18, 2025 at 8:30 AM.

Present were: John Boynton, Chair, Erin Cusker, and Emily Rush

Also present was: Shannon McAndrew, Management Specialist for the Town of Concord

Approve Meeting Minutes

Upon a motion duly made and seconded, it was UNANIMOUSLY **voted:** to approve the meeting minutes from June 3, 2025.

Discuss Publication of Vision Plan Report from Agency Landscape + Planning

Vision Plan Publication Strategy

Mr. Boynton proposed steps for rolling out a plan, including updating the website with a dedicated page for the report, allowing direct section navigation, and providing feedback options. He suggested a social media campaign and creating a leaflet for distribution at Town buildings and/or local businesses. Ms. Rush inquired about the drone tour footage from Minuteman Media Network, which was stuck in production, and Ms. McAndrew agreed to revisit it as an action item.

Ms. Rush suggested creating a social media presence to increase engagement with the Vision Plan, while Mr. Boynton proposed producing a printed leaflet or booklet as a tangible resource. They discussed the potential costs and benefits of printing, with Mr. Boynton suggesting getting a quote for different quantities. Both agreed that providing a physical copy could be valuable for some people.

Vision Plan Feedback Strategy

The Subcommittee discussed strategies for sharing and gathering feedback on the Vision Plan, such as through social media campaigns and a revised survey for the mci-concord.org website. Mr. Boynton emphasized the need to distribute the plan to the community and suggested creating a new survey to gather feedback on the scenarios presented in the report, separate from the existing survey. Ms. Rush proposed keeping the existing survey alive with minor adjustments, while Ms. McAndrew highlighted the open comment form on the website as an additional feedback channel, as a survey would require continuous monitoring for data analysis. Ms. Cusker suggested framing clear expectations for community engagement at this stage of the project, acknowledging its long-term nature.

Project Timeline Discussion

Keith Bergman, members of the Concord Municipal Affordable Housing Trust and Land Use Working Group, making a public comment, discussed the challenges and timeline for various Town projects, including the MCI Concord wastewater treatment plant, affordable housing developments, and the potential consolidation of Town offices. He emphasized the need for a

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clear timeline to inform the public and voters about the progress and decisions related to these projects. Mr. Boynton agreed with Mr. Bergman's suggestions and proposed using the Concord Bridge as a platform to communicate information effectively.

Next Steps

The Subcommittee discussed next steps, including:

- Agency Landscape + Planning finalizing the Vision Plan based on feedback/corrections submitted by Advisory Board members and Town staff
- Ms. McAndrew to schedule a Subcommittee meeting with Agency Landscape + Planning to discuss short-term communications work that could be performed during the publication of the Vision Plan

Adjournment

Mr. Boynton adjourned the meeting at 9:15 AM.

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Town of Concord
MCI Concord – Community Outreach Subcommittee
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July 30, 2025

Pursuant to a notice duly filed with the Town Clerk, The MCI Concord – Community Outreach Subcommittee convened in a meeting via Zoom on July 30, 2025 at 2:00 PM.

Present were: John Boynton, Chair, Erin Cusker, and Emily Rush

Also present was: Rhiannon Sinclair and Justina Cheng for Agency Landscape + Planning, Megan Zammuto, Deputy Town Manager and Shannon McAndrew, Management Specialist for the Town of Concord

Scope of Work Discussion with Agency Landscape + Planning

The Subcommittee discussed a scope of work for the publication of the Vision Plan produced by Agency Landscape + Planning and its accompanying materials.

Mr. Boynton mentioned the desire for a leaflet that could be available in Town Offices and/or local businesses and the possibility of a new survey for ongoing engagement. The Subcommittee also discussed the need for website maintenance for the latest project updates on mci-concord.org.

Ms. Sinclair discussed creating a survey to gather feedback on the Vision Plan and explored options for the "leave behind" material, considering whether it should be a condensed version or the full report.

The Subcommittee discussed creating a summary slide deck to present to various stakeholder groups. Ms. Rush expressed concern about potentially missing important points from the report if they simplify the information, while Ms. Cusker noted that people respond better to presentations than reading lengthy reports.

The Subcommittee agreed to focus on the ask to Agency Landscape + Planning to finalize the corrections to the report, create a concise slide deck, and update the website as their main deliverables.

Adjournment

Mr. Boynton adjourned the meeting at 2:22 PM.

Town of Concord
MCI Concord – Legal and Government Affairs Subcommittee
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July 24, 2025

Pursuant to notice duly filed with the Town Clerk, the MCI Concord – Legal and Government Affairs Subcommittee convened in a meeting via Zoom on July 24, 2025 via Zoom only at 1:00 PM.

Present were: Elizabeth Akehurst-Moore, Chair, Mark Howell, and Lee Smith

Also present were: Shannon McAndrew, Management Specialist

Call to Order

Ms. Akehurst-Moore called the meeting to order at 1:00 PM.

Approved Meeting Minutes

Upon a motion duly made and seconded, it was UNANIMOUSLY voted: to approve the meeting minutes from April 23, 2025.

Roll Call Vote:

Elizabeth Akehurst-Moore – Aye
Mark Howell – Not yet present
Lee Smith – Aye

Action Items for Subcommittee

Funding Update

Ms. McAndrew provided an update on the FY25 Earmarks, which were fully spent, and the new FY26 Earmark of \$250,000, though this is pending confirmation from the Governor in Fall 2025. Mr. Smith asked a clarifying question about the FY25 Earmarks, and Ms. McAndrew explained that the funds were fully utilized for the contract with Agency Landscape + Planning, for the contract with Weston & Sampson for studies on the wastewater treatment plant, and that the contingency funds were used for advertising and Town-wide mailings of promotional materials.

Government Affairs Updates – Coordination with State

Mr. Howell joined the meeting and noted that there was recently a meeting between Town Manager Kerry Lafleur and Commissioner of the Division of Capital Asset Management and Maintenance (DCAMM), Adam Baacke. Mr. Howell reported that there is pressure from the administration to produce housing projects and that the State is offering to collaborate on a master planning process with funding. Mr. Howell noted that the State seems less concerned about wastewater treatment plant costs as an obstacle to development compared to the Advisory Board.

The Subcommittee discussed concerns about development at the site, with Ms. Akehurst-Moore expressing skepticism about the timeline and feasibility, particularly regarding MassDOT's plans for redevelopment of the Route 2 Rotary.

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Mr. Smith raised questions about the lack of consideration for open space, wastewater treatment plant costs, transportation, and remediation in the proposed plan, suggesting that the urgency to advance the project may be misaligned with the actual progress made by the Advisory Board.

Mr. Smith noted that there is a need to identify the financial source for such remediation efforts, as a developer would be unlikely to take these costs on.

Mr. Howell suggested exploring alternative sites that could be developed for housing sooner than MCI Concord to help meet administration goals. The Subcommittee agreed on the importance of crafting a strategy to present these points effectively. Mr. Smith and Mr. Howell emphasized the need to address unknowns, including remediation costs, and suggested holding an Executive Session meeting of the Advisory Board to discuss ideas and reach consensus.

Zoning Update

Ms. Akehurst-Moore asked that the Governor's power to override local zoning on State owned land, such as MCI Concord. Ms. McAndrew responded that through the Affordable Homes Act, the State has the power to override local zoning to build 4 units of housing per acre on the site. Ms. Akehurst-Moore asked if the Advisory Board can receive an opinion from Town Counsel on this matter. Ms. McAndrew responded that she would ask Deputy Town Manager Megan Zammuto to solicit this opinion.

Mr. Smith stated that Junction Village, owned by Concord Housing Development Corporation and abutting MCI Concord, has the ability to be developed sooner than MCI Concord, though access to the site as the boundaries are currently drawn is a challenge. Mr. Smith noted that under a Deed Restriction, this land can only be used for affordable housing or open space.

Adjournment

Ms. Akehurst-Moore adjourned the meeting at 1:54 PM.

Town of Concord
MCI Concord – Land Use Planning and Strategy Subcommittee
Minutes
July 22, 2025

Pursuant to notice duly filed with the Town Clerk, the MCI Concord – Land Use Planning and Strategy Subcommittee convened in a meeting via Zoom on Tuesday, July 22, 2025 at 2:00 PM.

Present were: Scott Bates, Dan Gainsboro, Peter Lowitt, Chair, Linda Miller

Also present was: Shannon McAndrew, Management Specialist

Call to Order

Chair Lowitt called the meeting to order at 2:00 PM.

Identify Gaps on Information Needed

The Subcommittee discussed information gaps, including:

- Infrastructure and environmental unknowns at the MCI Concord site.
- Improvements needed for the wastewater treatment plant to bring it up to full operational capacity.
- The Route 2 Rotary redesign project which is being managed by MassDOT.

Discuss Project Updates

Vision Report from Agency Landscape + Planning

- The Vision Report was submitted on June 30, 2025 for review to the Advisory Board, and the Advisory Board members have submitted comments and/or corrections to the report, which will now be updated by Agency Landscape + Planning in the coming weeks.

Project Phasing & Discuss Disposition of Site

The Subcommittee discussed the complexity of the project and pressure from the State to take next steps following the publication of the Vision Report. Mr. Gainsboro suggested that the Subcommittee discuss a clear plan forward to respond to pressure from the State, which could manage the Advisory Board/Town's role in the disposition process and manage the Advisory Board/Town's timeline goals. Mr. Gainsboro suggested the following steps:

- Addressing identified information gaps
- Conducting further community outreach and building community consensus
- Advisory Board consensus on a preferred scenario or hybrid scenario
- Define the point at which the Town feels comfortable entering negotiations

Mr. Bates suggested that at the next full Advisory Board meeting, the Advisory Board could conduct a hands-on exercise to build this plan based on Mr. Gainsboro's outlined steps.

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Funding for Fiscal Year 2026

The Subcommittee concurred to defer this full discussion to a future meeting but noted that funds were secured at the 2025 Annual Town Meeting in the amount of \$250,000 from Free Cash that can be budgeted for the near term.

Discuss Recommendations for including in Preferred Uses for Site

While a final recommendation has not been made, the Subcommittee discussion revealed an emerging consensus around a hybrid scenario that combines elements from all three scenarios included in the Vision Report from Agency Landscape + Planning. Core components that the Subcommittee preferred are:

- Housing development, which is a non-negotiable with the State’s housing goals for the site
- Open space
- Historic preservation and preservation of existing neighborhoods in West Concord
- Accessibility and connectivity through transportation planning
- Positive fiscal impact from development

Public Comment

Karlen Reed, 83 Whits End Road, member of the Finance Committee but speaking on her own behalf, commented and asked Mr. Bates how his work with the newly formed Land Use Working Group was progressing.

Mr. Bates provided a detailed report on a recent site tour of the Public Works and Public Safety campuses, noting that both campuses are in critical need of improvement, and potentially relocated to meet their programming needs.

Adjournment

Chair Lowitt adjourned the meeting at 2:57 PM.