

# **CONCORD COMMUNITY PRESERVATION COMMITTEE**

10/07/2025

## **Minutes**

Pursuant to notice duly filed with the Town Clerk's Office, Concord's [Community Preservation Committee](#) held a virtual public meeting on Tuesday, October 07, 2025, at 7:00 p.m. using the ZOOM meeting platform.

### **CALL TO ORDER**

Chair Isenberg called the meeting to order at 7:00 p.m.

#### **Committee members present:**

- Eve Isenberg, Chair, Select Board Appointee
- Diane Proctor, Vice Chair, Select Board Appointee
- Ed Larner, Housing Authority Appointee
- Bill Kemeza, Natural Resources Commission Appointee
- Andrew Boardman, Planning Board Appointee
- Jeff Collins, Select Board Appointee
- Matt Boger, Recreation Commission Appointee

**Others Present:** Ann Clifford, Senior Planner

**Public:** Peggy Briggs, Concord Finance Committee; Mary Hartman; Paul Boehm, Select Board

### **CONTINUED DISCUSSION OF POTENTIAL RECOMMENDATIONS**

Meetings with individual Applicants – Each Applicant has been scheduled as listed below for the following discussion:

- a. Presentation of project goals by Applicant
- b. Questions from the Committee
- c. Letters of support discussion
- d. Public Comment

Applicants are given 20 minutes for their presentation but may not need the full 20 minutes. They will be heard in the following order:

#### **a. TM26-14 – Town of Concord - Conservation and Digitization of Town Records**

*Nathaniel Smith, Town Archivist*

Mr. Smith presented the request to conserve and digitize a set of historic Town record volumes (referenced as Volumes 1–5), describing them as heavily used materials that are important to preserve while also making them more accessible. He explained that the books have been previously conserved (noted as a past effort dating back decades) but that their current condition and continued handling make additional professional conservation and digitization necessary.

Mr. Smith outlined the general conservation approach, including careful repair work to stabilize the bindings and pages, address tears and weaknesses, and reduce risks associated with continued handling. He also described the digitization goal as creating high-quality digital versions that would reduce handling of the originals and support broader access (including online access).

Committee members asked clarifying questions about the scope and end result (particularly around improving access while protecting fragile originals). Mr. Smith responded by emphasizing that the intent is both preservation and access.

**b. TM26-06 – Concord-Carlisle Regional School District - Concord Carlisle High School Amenities Building**

*Dr. Laurie Hunter, Superintendent, and Robert Conry, Concord Public Schools*

Mr. Conry presented the request for CPA support for a permanent recreation amenities building at Concord-Carlisle High School, framed as the next major campus priority. He described current conditions as reliance on portable restrooms, including an accessible unit, and noted the need to meet permanent restroom requirements and improve usability for school and community events.

Mr. Conry reviewed how the project design was developed and described the proposed building layout: a small concessions area intended for pre-prepared food service, storage, a janitor/utility area, and restrooms. Mr. Conry also provided context that most peer schools in their athletic league have comparable amenities buildings.

On cost and funding, Mr. Conry stated the consultant estimate was just under \$1.8 million including contingency, and explained the district is pursuing multiple funding sources, not solely CPA, including district funds and capital stabilization funds to address contingencies. Dr. Hunter and Mr. Conry also described the project's prior history of approvals and timing challenges across Concord and Carlisle, including the need to reapply in both communities.

Committee discussion focused heavily on long-term cost effectiveness, feasibility of sewer connection, and whether alternative restroom systems (including composting) were viable. Ms. Proctor asked whether the district was committed to a single design option and asked detailed questions about sewer connection assumptions and the risk of relying on that connection. Mr. Conry explained that lower-cost alternatives had shorter lifespans (including a model described lasting roughly 10 years), while the selected approach was intended to last far longer and reduce repeated replacement costs.

Mr. Conry and Dr. Hunter discussed sewer connection planning and described engagement with the Public Works Commission, noting that alternatives such as composting were considered challenging due to local site conditions and operational burdens. Mr. Boger asked operational questions about hours of access, fixtures, and staff responsibilities for opening/closing and oversight. Dr. Hunter responded that staff coverage already exists.

Ms. Briggs raised questions regarding the overall cost of the project, long-term durability, and whether lower-cost or alternative restroom solutions had been fully explored. Ms. Briggs also asked about the implications of connecting the facility to sewer infrastructure and expressed

interest in understanding how lifecycle costs and accessibility considerations factored into the project design.

Dr. Hunter responded by explaining that alternative options had been evaluated, and that the proposed design was selected to meet code requirements, accessibility standards, and long-term durability goals. Dr. Hunter noted that some lower-cost alternatives would have significantly shorter lifespans or higher operational burdens, and that the proposed approach was intended to be a long-term solution.

**c. TM26-03 – Town of Concord - Concord Municipal Affordable Housing Trust (CMAHT)**  
*Keith Bergman, Chair*

Mr. Bergman presented the Trust's request for CPA housing funds and thanked the Committee for prior CPA support. He described the request as part of a broader, coordinated housing strategy tied to the Town's housing goals and ongoing work with Housing Roundtable partners.

Mr. Bergman discussed Concord's subsidized housing inventory (SHI) context and how current and pending developments affect the Town's percentage. He emphasized the advantages of the CMAHT model that allows the Town to act quickly when opportunities arise, including redevelopment initiatives and property acquisition. He provided examples of how Trust funds have been or will be used and described coordination with partners.

Committee questions and discussion addressed potential future revenue mechanisms (including legislative paths) and the practical mechanics of how CMAHT dollars support projects. Chair Isenberg asked how Trust funding interacts with 40B projects; Mr. Bergman responded by describing how CMAHT dollars can be used strategically to support affordable housing and project feasibility, including in situations where developers seek waivers.

**d. TM26-08 – Thoreau Farm Trust - Thoreau Farm Trail**  
*Rebecca Migdal, Executive Director*

Ms. Migdal presented the Thoreau Farm Trail as a long-planned north-south connector intended to link Thoreau Farm to the Battle Road Trail and strengthen broader regional trail connectivity. She described the project as involving sensitive wetland areas, with design considerations including extensive wetland crossings/bridging and an unpaved but ADA-compliant trail surface, with details still to be finalized through design work and coordination with partners.

Ms. Migdal emphasized the project's partnership structure, describing it as a collaboration involving Thoreau Farm, the Town of Concord, and Minuteman National Historical Park, and noted that technical assessments and agreements have been in development over many years. She framed the trail as a CPA-aligned project with conservation and recreation benefits.

Ms. Migdal stated the CPA request for \$600,000 would support design and construction and also help leverage other funding streams (including MassTrails and private/philanthropic sources) with their own funding cycles. She also provided an estimated overall project cost for design and

construction of approximately \$3.387 million and described the larger total including administrative items and an endowment as closer to \$4 million.

Committee discussion focused on neighborhood engagement, conservation restrictions (CR), trail use (including bicycles), permitting complexity, and wetlands impacts. Mr. Collins asked about outreach with Elmbrook Lane residents and clarification on CR holder roles and intended bike use; Ms. Migdal described ongoing conversations and acknowledged that bicycle use is a sensitive issue that must be balanced against environmental protection and user experience.

Mr. Kemeza asked detailed questions about existing funding commitments and permitting risks given the wetland impacts. Ms. Migdal confirmed that some ARPA funding was committed for engineering services and stated that permitting would not occur immediately, noting the current phase includes preliminary engineering and development of a permitting matrix. Ms. Proctor raised concerns about mixed-use trail surfaces and safety (particularly around bike/pedestrian mixed use) and urged careful attention in design. Ms. Migdal acknowledged that these topics would continue to be central through future public review stages.

Ms. Briggs asked additional questions focused on the overall cost of the Thoreau Farm Trail project and the proposed funding approach. In response to questions regarding project cost and funding oversight, Ms. Migdal explained that the overall project cost is estimated to be in the order of approximately \$3.387 million, while the CPA request represents a defined phase of work.

#### **e. TM26-15 – Wright Tavern Legacy Trust, Wright Tavern Energy Project**

*Tom Wilson, Director*

Mr. Wilson presented the Wright Tavern Energy Project as a largely infrastructure-focused request tied to broader efforts to preserve, stabilize, and expand the building's year-round public use. He provided historical and organizational context, describing the building's significance and outlining the relationship of the Wright Tavern Legacy Trust to the property owner, First Parish.

Mr. Wilson described the Wright Tavern's public use as experiential and program-driven, including docent-led tours and events. He thanked the CPC for prior support and framed the energy project as a practical step that supports the site's long-term public function and preservation.

Mr. Wilson described the project scope consisting of two primary infrastructure components: (1) electrical service upgrades, including increasing service capacity (from 200 to 400 amps), and addressing aging/out-of-code wiring conditions; and (2) installation of a heat-pump-based heating and cooling system to improve comfort and usability.

CPC questions focused on system design details, capacity, and public access expectations tied to CPA investments. Ms. Isenberg asked clarifying questions about the need for increased electrical capacity; Mr. Wilson referenced anticipated future building uses that would require additional capacity. Mr. Collins asked how small group meetings or community use would work in practice and how the organization balances free public benefit with financial sustainability. Mr. Wilson

described this as an ongoing challenge and stated they have tried to balance requests for public use while ensuring a revenue stream to operate and maintain the building.

### **DISCUSS SCHEDULE FOR SITE VISITS**

Following completion of the applicant presentations, the Committee discussed the upcoming schedule for site visits associated with the FY26 applications.

### **OTHER BUSINESS: APPROVE MINUTES FROM 5/21/25 AND 6/10/25**

Ms. Proctor moved to approve two sets of meeting minutes from May 21, 2025, and June 10, 2025. Mr. Larner seconded the motion. The motion passed UNANIMOUSLY by a roll call vote.

### **ADJOURNMENT**

With no other business, the meeting was adjourned at 9:33 p.m. The next Community Preservation Committee meeting is scheduled for Tuesday, October 14, 2025, at 7:00 p.m.

### **MEETING MATERIALS**

- **Meeting recording:** <https://youtu.be/zC9OGT8fEKI?si=iqp7WywtMu1yNOBO>
- **Meeting Agenda:** [https://www.concordma.gov/AgendaCenter/ViewFile/Agenda/\\_10072025-13321](https://www.concordma.gov/AgendaCenter/ViewFile/Agenda/_10072025-13321)