

PROJECT STATUS REPORT for the Community Preservation Committee

Project Name: _____ *Historic Preservation Plan* _____ Project Number: 09-FY24

Date: 4/22/24 _____ X Interim Status Report Final Status Report*

1. **What percentage of the project has been completed?** 25%

2. **Describe work completed to date:**

The Town of Concord hired the consulting firm Heritage Strategies, LLC, to guide the Town, and its Historical and Historic Districts Commissions through the historic preservation planning process. The four-phase process is defined by Massachusetts Historical Commission, one of the project funders. Anne Forbes (an architectural historian who conducted surveys of Concord's historic resources in the 1990s) and Bruce Curliss (a member of the Hassanamisco Nipmuc Band) have agreed to be involved as advisors. In the first phase, Heritage Strategies focused on gathering information on and summarizing past preservation planning documents and efforts. It began holding one-on-one interviews with key stakeholders, which will continue into the next phase, focused on Public Outreach.

3. **What key project milestones have been reached?**

Phase I, Information Gathering, has been completed.

4. **Expenditure Report:**

a. **What is the date your project began or will begin spending CPC funds?** *The Purchase Order was created on 1/4/24. No funds have been spent to date.* _____

b. **Attach a detailed Expenditure Report.**

c. **In a brief narrative, account for the amount of CPC funds expended to date:**

The consultants and advisors have not yet billed the Town of Concord for their work.

5. **Describe remaining work and projected timeline:**

The following three phases remain: Phase II Public Outreach, Phase III Recommendations, and Phase IV Final Plan

6. **Describe your outreach efforts.** *Staff created a dedicated webpage, posted information on News and Notices, and a press release that was picked up by the Concord Bridge. Historic Preservation Planning meetings take place at public meetings. During the information gathering phase, the consultant reached out to key stakeholders for one-on-one interviews, and an advisor from the Hassanamisco Nipmuc Band was secured. The outreach efforts, currently being planned, will involve focus groups, public information meetings, presentations at regularly scheduled community gatherings, a survey, etc.*

7. **What is the expected project completion date?** 12/31/2024

Name of person who completed this form: _____ *Ann Clifford, Senior Planner* _____ Date: 4/22/24

Contact Information /Email Address: aclifford@concordma.gov

*For Final Status Reports, please include representative Before, During and After Photographs of your project, if applicable.

