

MASTER PLAN STEERING COMMITTEE

Meeting Minutes

Thursday February 24, 2022 at 7:00 pm

On line via Zoom

The meeting was called to order at 7:02 pm.

Members Present: Bob Roemer, Panny Gerken, Cia Boynton, Mary Ciummo, Ed Sterling, Mark Sprague, Brian Boyle

Others Present: Valerie Oorthuys

On a motion by Panny and a second by Mark, the minutes of the January 27, 2022 meeting were approved as amended 6-0-0.

Master Plan Funding and Grants. Valerie discussed funding and grants related to Master Plan consulting. The MPSC had previously discussed defining multiple discrete tasks for multiple consultants. The current thinking is to hire one consultant for multiple tasks using ARPA funding or a state housing choice grant. Valerie and Bob met with Advisory earlier in the week to review the plans and funding. Advisory was supportive, but requested that a town meeting article request the town's portion of consultant funding rather than being in the Planning budget. An advantage of this approach is an opportunity for the MPSC to make a brief presentation at town meeting about the status and plans for the Master Plan. The disadvantage is that work could not start until after the beginning of the fiscal year in July. Applications for the housing grants are due in June with awards in the fall.

Update on Business District Assessment. The scope of work for the consultant assessment of current and prospective businesses in Bolton was approved and the consultant has been doing background research on the various businesses and areas in town. Valerie is going to pull together a focus group of three to five or more business owners or business real estate agents to have one or two discussions with the consultant about business operations and constraints in town. Valerie is meeting by Zoom next week with representatives from Country Cupboard, 580 Main, Bolton Bean (626 Main), and Bolton Corners. There will be discussion of a town wide survey the consultant will oversee to look at the Bolton "trade area" or the area approximately 15 minutes by car that Bolton residents would go for business use. Valerie would like to have a local knowledge reflected in the survey. Mary noted that where people shop most often depends on which part of Bolton they live in. Valerie will also consult with EDC about the questions to be included on the survey.

Valerie requested from the MPSC points of contact that she can have for introductions to various business owners she does not know. Valerie is going to create a wish list and provide it to MPSC members to follow up with personal connections. The consultant expects to complete the business assessment by June.

Land Use Task Group. Bob described the recent effort of the Land Use Task Group to develop a process for looking at potential land uses in various parts of town. He showed the draft "protocol" that he had developed and the Land Use Group had reviewed and provided comments

upon. Bob requested wider MPSC comments on the protocol. The plan of the Task Group is to use the quadrant of town-owned and private land southwest of the 495 interchange for a pilot study that would identify hard and soft constraints in the study area, those including wetlands soils, zoning, and water resource protection among others. The pilot study would identify current and planned uses of the land area and then look at what can and cannot (or should not) be developed on a particular site, how it should be developed, and what the highest and best uses would be, considering municipal uses as well as business or housing uses. Rebecca Longvall and Valerie had created several maps using the various layers possible in the town's ArcGIS system. The maps could not be shown during the meeting, but are available to MPSC members. The maps and a completed study of an area in town will be used in the future to engage the public and current and potential stakeholders in a particular study area. Bob advocated the engagement be a charrette-type of activity for the particular area of land.

Without additional business, the meeting was adjourned at 7:40 pm