

## **MASTER PLAN STEERING COMMITTEE**

### **Meeting Minutes**

**Tuesday May30, 2023 at 7:00 pm**

**On line via Zoom**

The meeting was called to order at 7:00 pm.

**Members Present:** Bob Roemer, Brian Boyle, Panny Gerken, Stacia Downey, Mary Ciummo, Ken Troup, Ed Sterling

**Others Present:** Todd Miller, Heather Gould, Olivia Knightly

**Minutes.** On a motion by Panny and seconded by Brian, the minutes for the April 25, 2023 meeting were approved unanimously as amended to note that Bob, not BSC, attended the health fair on May 17 and that the date of Backyard Bolton was May 13.

**Update on Survey.** There have been only 53 responses to the most recent survey, either online or via paper copies. Bob had a table at the town meeting, at the polling place for the town election, as well as the aforementioned health fair and Backyard Bolton. An ad was put in the most recent senior newsletter. Bob and others thought that townspeople were “surveyed out” and that we should probably declare victory and move on to other master planning items. Although there was no formal motion or vote, other attendees agreed.

**Update on Master Plan document.** Olivia has completed 45 pages of the existing conditions for all of the elements of the Master Plan. The draft is being reviewed within BSC and will be sent to MPSC members for review as soon as that internal review is completed, probably within a week or two. Bob said he would like the group to focus on high level objectives within each element of the plan. The initial objectives should be based at least in part on outputs or findings from the Forum and surveys.

**Forums and Public Discussions.** In discussing the format of upcoming forums, Heather suggested there be multiple in-person events to discuss related groups of elements. The group discussed the pros and cons of large group versus small group discussion forums and how to get the public to attend. It was agreed that it is important to have good facilitators for small groups. This led to a discussion of how to identify stakeholders and spread the word about attending forums. Bob noted the success of the charrettes that were held in the Town Common project, pointing out that when the charrettes started they had not necessarily settled on a Common, but that came out of the charrette process. Brian emphasized that we need to focus on specific outcomes we would like to achieve from each forum or event. Panny mentioned the importance of personal invitations to attend and all agreed we need to go to grass roots to get people to attend meetings. Prioritization of potential outcomes or planned improvements will be needed, but participants agreed that would probably come after initial discussions at events. The bottom line of the discussion was that there needs to be improvement of town-wide communications.

In discussion timing of forums later in the summer or fall, Brian noted that the high school project is likely to be voted on at a special town meeting at the end of September so it would be better to have events after that meeting.

As the group discussed priorities and communications with townspeople, there was an agreement about two action items for each member. First, each person would send three ideas for forum topics (e.g. a Community Center or Open Space or Expanded Town Services) to Brian who would compile them all and distribute to the group for future discussion. Second, Bob will review the current list of contacts with various town groups and send that list to MPSC members who would then review the list and send additional contacts to Bob.

Before the meeting adjourned, Bob suggested that a working group be put together to discuss the future of Camp Resolute with Boy Scout officials who had contacted Parks and Rec. Bob also pledged that he would send out an email suggesting the date for the next meeting. The meeting was adjourned at 7:56 pm.