

# **MASTER PLAN STEERING COMMITTEE**

## **Meeting Minutes**

**Tuesday August 22, 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, Cia Boynton, Ken Troup, Ed Sterling

**Others Present:** Olivia Knightly, Kristen Zina

**Minutes.** On a motion by Panny and seconded by Brian, the minutes for the June 27, 2023 meeting were approved unanimously as amended with a typo correction by Bob.

**New Town Planner.** Bob noted that Todd Miller had left and a new town planner, Pam Harding will be coming on board on September 6.

**Review of BSC Draft Timeline.** Olivia reviewed the time line that showed two forums during the fall of 2023 and a draft of the Master Plan in the January 2024 timeframe. The timeline showed three primary discussion topics for each forum. MPSC members generally agreed with the organization of the topics. Ed especially liked the land use, housing, and economic development synergy in the first forum. Olivia noted that the 2020 survey results had been the principal driver of the combination of topics. Bob asked if she had seen the 2001-02 survey and related documents and Olivia said she would review it.

**Community Center.** While it is not a separate topic in either proposed forum, the group briefly discussed interest throughout Bolton in a community center. Consensus was that such a center should include all ages, but be articulated carefully in order to keep the senior citizen organizations playing an important role. Participants agreed with Bob and Panny that how such a center would be used was more important to be addressed than where it be located. They agreed it is important to define the process that will be used to develop such a center, including the level of government involvement. There was agreement that the Master Plan should talk about process, but refrain from a specific recommendation.

**Forum II Planning.** There was agreement that there should be a meeting to work out the when and who aspects of the first forum this fall. Olivia suggested a series of discussions or activities such as mapping exercises, small group discussions of particular areas of interest, and reconvening to share small group ideas with the larger group of attendees. Brian asked how many BSC people were likely to be available for the forum and Olivia said she expected 4 or 5 people. Meeting participants agreed that selecting group facilitators was important and that there should be a meeting as soon as possible to identify facilitation requirements and potential facilitators from BSC, MPSC, and other knowledgeable residents. When asked what attendance would be ideal for such a forum, Olivia said 30-50 was a good number; participants noted that Forum I back in October 2021 had between 70 and 100 people attending. After some discussion, the group agreed to Sunday October 22, 2023 between 1:00 and 4:00 pm as the date and time for

Forum II. Bob will reach out to the First Parish for the availability of Davis Hall and to Joel Bates for the availability of Florence Sawyer Cafeteria as had been used in Forum I.

**Forum III Planning.** In order to meet the proposed Master Plan timeline, Olivia said it would be best to have Forum III before the end of November. After discussion, Sunday November 19 was selected as the date for Forum III. All agreed the two forums should be publicized together, noting that they will cover different topics, so hopefully residents will want to come to both. The format and facilitation would be similar to Forum II, building on lessons learned during that forum. Bob's conversations with the First Parish and Florence Sawyer School will include both dates. Mary asked who was responsible for the Natural Resources topic in Forum III. Several people noted that Rebecca and the Conservation Commission have been leads in that area in the past.

**Climate Impacts.** Cia noted the importance of climate change and impacts to both forums and to the Master Plan. She suggested and others agreed that climate should be a sub-topic that is discussed within each of the six major topic areas at the two forums. Bob mentioned the good work that Rebecca and some of her colleagues had done on the climate impacts on bylaws and regulations.

Bob noted that the grant request he has in for Randall Arendt and the seminar he would provide that relates to responsible rural development was approved.

In addition to Bob's action items related to the venues for the Forums, Olivia is going to develop a timeline for planning the details for Forums II and III. Everyone who can review the one pager, the pocket guide, and the draft Master Plan outline should provide comments directly to Olivia.

In the context of the Master Plan outline, Ken noted the importance of town finances and taxation within the Master Plan, mentioning that taxes should not just be a sub-item under Economic Development. All agreed that finances were an important topic and that Brian had a lot of information on that which could be shared and distributed. Cia noted that perhaps it would be better to use the title Economic Outlook rather than Economic Development, since the topic is or should be broader than just commercial development.

Participants agreed that the next meeting will be Thursday September 21 to give Pam Harding a chance to get her feet on the ground. With no further business, on a motion by Panny and seconded by Ed, the meeting was adjourned at 8:19 pm.

Approved on September 28, 2023