

MASTER PLAN STEERING COMMITTEE

Meeting Minutes

Thursday January 18, 2024 at 7:00 pm

In person at the Houghton Building

The meeting was called to order at 7:04 pm.

Members Present: Bob Roemer, Panny Gerken, Stacia Downey, Mary Ciummo, Ken Troup

Others Present: Pam Harding

Minutes. The minutes for the December 21, 2023 meeting were approved unanimously.

Document Review. In advance of the meeting, Pam had distributed three one pagers about master planning issues as well as the revised implementation matrix prepared and revised by Olivia at BSC based on comments from MSPC members. Most of the meeting involved review and discussion of these documents. Pam and Bob arranged to project the documents on a screen and Pam incorporated changes as they were agreed to be meeting participants.

The three one pagers were reviewed first. Each one is supposed to include some background, the goals and objectives, and a financial impacts paragraph. The three drafted were Municipal Services, Housing, and Water and Sewer.

Bob and Panny pointed out that there will likely be more one pagers. In fact, as the group discussed the three, the subject of the Community Preservation Act (CPA) came up multiple times, particularly since CPA funds can be used for open space, historical preservation, and housing. Ken suggested a one pager be prepared on the CPA and volunteered to do the initial draft. While others agreed with creating such a one pager, and with advocating for voter approval of the CPA, they also cautioned that CPA cannot get in the way of approval and acceptance of the Master Plan. Although Ken suggested consolidating all of the references to CPA within all the one pagers as well as within the action items in the implementation matrix, the group wished to keep the references to CPA within each issue area.

After discussing each one pager and making minor edits, the participants agreed to the three. Final discussion of these, and any other one pagers that get written will be at the next meeting. The one pagers will be used as part of outreach.

The group then reviewed the revised implementation matrix beginning with Land Use. Pam incorporated agreed upon edits, some involving combining or reordering goals or objectives, and rewording or sometimes deleting action items, in some cases because they were already being done. Key areas of discussion and subsequent agreement were:

- Mixed use zoning or business development should be “in an appropriate location” and not in the town center.
- Increases in housing may have impacts in school growth and municipal services that are not currently (or easily) addressed.

- Some of the proposed changes to FOSPRD or types of housing allowed have the objective of preserving more open space while having higher housing density on smaller lots than currently required.
- There is a desire to institute a prioritization process into the right of first refusal review of properties that come out of Chapter 61.
- There was some discussion about the emphasis on a senior center versus multi-generation gathering place. In the end, the group agreed to continue with the goals and actions related to the multi-generation gathering place.
- Attendees agreed not to have any action items related to adding personnel (whether Economic Development assistant, or police officer, or other town hall employee)
- Items added to actions included a monitoring program for surface water quality, traffic calming on back roads, and sidewalk construction and maintenance.

Attendees agreed that there needed to be a goal in the Open Space and Recreation to add recreation land. There was also desire to encourage collaboration with the Boy Scouts in possible use of the Scouts' recreation facilities at Cape Resolute. Ken volunteered to talk with Ed Sterling, who could not attend the meeting, about parks and recreation goals and actions. He said that would try to have the revised goals and actions for the next meeting.

Bob agreed that he would prepare a one pager on Climate. Pam will put the one pagers and revised implementation matrix on the website for everyone to review. Pam will also talk with BSC about the latest version of the narrative that goes with the implementation matrix. The attendees agreed that the next meeting will be Thursday February 1, 2024 again in person at the Houghton Building. In addition to review of the one pagers and the implementation matrix, the MPSC will discuss the public engagement process to be followed to complete the Master Plan by June 2024.

With no further business, on a motion by Panny with a second by Stacia, the meeting adjourned at 9:47 pm.