

MASTER PLAN STEERING COMMITTEE

Meeting Minutes

Thursday May 13, 2021 at 7:00 pm

On line via Zoom

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

Members Present: Bob Roemer, Brian Boyle, Cia Boynton, Ken Troup, Mary Ciummo, Panny Gerken, Sharon Shepela, Stacia Downey, Abby Ayotte, Mark Sprague, Molly Myers

Others Present: Valerie Oothuys, Nicki McGachey

On a motion by Brian and a second by Panny, the minutes of the April 22, 2021 meeting were approved 9-0-1.

Bob reported that he made a brief presentation about the Master Plan at the April budget review meeting that preceded the Annual Town Meeting. Valerie created a large town map that was on display at the town meeting at which arriving voters placed dots on the map to show where they lived. Cia prepared a handout about master planning that was given to voters.

Planning for a Public Forum:

Bob and Valerie meet with Ralph Wilmer of MAPC about his advice for the public forum. His review of the draft public forum indicated that it would be likely to be longer than the 2 hour target. Ralph suggested there be specific questions asked of residents who visit the various station tents.

MPSC participants then discussed the forum, in part based on an additional review of Valerie's earlier draft agenda. Discussion items and MPSC decisions included:

- Outdoor forum on the Common on Saturday July 17, 2021 if it is available (it was later confirmed that it was).
- Reserve the Common from 11:00 until 4:00 with a target Forum from 12:00 until 3:00 with food trucks available in the 12:00-1:00 timeframe.
- Presentation and overall discussion of the vision and goals in the pavilion.
- Five or so stations under 10x10 tents where interest areas would be discussed. The preliminary view of the areas is: Open Space, Housing, Transportation and Mobility, Water and Sewer, Financial.
- Panny created a draft list of stakeholders that everyone should review, add to, and volunteer to contact people and groups who should attend the Forum.
- The 10x10 tents will need to be borrowed from groups in town or rented. Nicki offered one she has. Panny offered one on behalf of the COA.
- The Conservation Trust has a screen and projector that can be used for the presentation and Bob Johnson may have the appropriate PA system to use in the pavilion.

- We will need to request parking privileges at Trinity church or Memorial Field if there are no games. Parking will be allowed at the library which is closed on Saturday afternoons. Parking is also available at the Houghton Building.

Brian volunteering to layout the detailed time agenda based on Valerie's draft and this evening's discussion.

Brian then discussed the Actions spreadsheet that he had distributed. It contains approximately 150 actions derived from other towns' master plans that can be a starting point for ours. He would like task group leaders to check off whether an action has applicability to the various groups. It is fine if multiple groups are interested in an action. Also actions can be added and comments should be included as appropriate about what a task group thinks. Sharon noted that the Climate group has not yet added specific actions, but will begin doing so at its Monday afternoon meeting.

Sharon also noted that actions should be data driven and groups may not have completed their data analysis or prioritization. Bob encouraged everyone not to wait, but to add actions and prioritize and, if necessary, make modification later.

Sharon also noted that the proposed new apartment complex is to be all electric but with no generator back up, so an emergency shelter in Bolton, as proposed as an action by Ken, might be needed. Panny noted that the chiefs of police and fire/EMS are preparing an Emergency Management Plan for the town that could deal with that and related issues.

Next Meeting: May 27, 2021

With no other business before the MPSC, Brian moved and Panny seconded that the meeting be adjourned. It was approved 9-0-0 and the meeting adjourned at 8:23 pm.