

# **MASTER PLAN STEERING COMMITTEE**

## **Meeting Minutes**

**Thursday June 10, 2021 at 7:00 pm**

**On line via Zoom**

The meeting was called to order at 7:03 pm. As the meeting started, there was a question about what constituted a quorum and how a recent resignation by Chris Rogers affected the quorum requirement. Valerie is going to resolve how many official members there are and whether or not the now vacant position matters for quorum.

**Members Present:** Bob Roemer, Brian Boyle, Cia Boynton, Ken Troup, Mary Ciummo, Panny Gerken, Sharon Shepela, Stacia Downey, Molly Rogers

**Others Present:** Valerie Oothuys, Nicki McGachey

On a motion by Panny and a second by Brian, the minutes of the May 27, 2021 meeting were approved 9-0-0 with additions and corrections previously distributed.

### **Planning for a Public Forum:**

The rest of the meeting was spent discussing the July 17 public forum, concentrating on two areas: outreach by members to stakeholders to encourage them to attend and then a more detailed discussion of the stations that Valerie is proposing and a review of some poster contents for questions or discussion items at each station.

**Outreach.** Cia shared a flyer and banner design she created for the forum. They were well received by everyone. The flyer will be distributed and displayed both in hardcopy and digital versions. The banner will be displayed on the sign at the Common, although Sharon pointed out that the sign can only be seen traveling west or coming off of Wattaquaddock Hill Road, not while going east on 117. Members agreed that a police officer will need to be present from 11:30 until 3:30 and that Master Planning will need to pay for the detail officer. Panny will contact Chief Bumper Nelson about the detail officer.

During the coming week, Panny will distribute to everyone the list of contacts that each person will have. The information will include talking points such as the following: the Master Plan is important; many of the big recommendations from the 2006 plan such as the library expansion and public safety building were implemented. What we are looking for from groups are their aspirations for the future and what they see as the challenges and solutions facing the groups and the town. We want to have both leaders and members of groups attend the forum and remind them that Master Plans only happen every 15 years or so (almost like cicadas) and that we want to have them feel empowered to contribute to the planning. As part of the publicity, it was suggested that Brian be interviewed by Bolton Access TV to air on TV and on social media. There was a brief discussion of whether or not there should be child care offered, and it was agreed that the Forum should be advertised as being child friendly, but that child care be left to individual attendees to work out. It was also suggested that, as with the outdoor portion of the annual town meeting, participants in the forum's presentation be urged to bring their own chairs.

Valerie suggested 10 interactive stations to be used at the forum once the presentations had ended. She showed slides that represented the posters or forms that would be available at the stations. The ten stations she proposed were:

1. A list of the 8 aspirations that the group had developed and Brian published with the opportunity to have each attendee vote what they want.
2. A poster on which each participant can fill out an answer to “I wish Bolton ...”.
3. A poster of a Strength-Weakness-Opportunity-Threat analysis chart where residents could add their own views of each category of the SWOT analysis.
4. Transportation and Mobility with a street map and a poster or place to write down ideas and concerns about transportation. A suggestion was made to include posted speed limits on the map because people may not realize where there are posted limits (and probably don’t know the arduous process required to set a speed limit). Perhaps the map could also include the traffic signals and other improvements made either since the 2006 plan or in more recent years. There was also a suggestion to include regional transportation as something that residents should be aware of.
5. Vision for Economic Development
6. A poster about which and how often a resident uses local businesses. There could also be survey questions about the types of businesses the resident wanted to have in town.
7. Housing. Poster and discussion points about the types and looks of houses and the interest in neighborhood development. The Community Preservation Act was listed as one of the discussion point on the housing slide, and this generated interesting discussion amongst MPSC members. Some thought it inappropriate to have CPA in the housing area, but people generally thought the forum would be a good opportunity to educate the public about CPA and to allow residents to express their opinions about whether CPA is right for Bolton or not.
8. Open Space and Recreation. Maps and lists of land and trails along with questions about which properties are used and how often.
9. Regional Planning hosted by MAPC. The idea is to have MAPC staff available to show some of the work being done in the region and how that can and does affect Bolton.
10. Bolton’s Village Center. Valerie proposed a station to discuss residents’ views on what constituted the center. She postulated a situation in which land became available in the center and whether the town would want to purchase such land for site control. There was considerable discussion amongst MPSC members about the whole center concept and whether the discussion should be about the “historic center” or an “economic center” which could be a different place. Valerie said that she thought the center question is the largest stumbling block in the Master Plan so needed to be fleshed out. Mary pointed out that the Economic Development Committee is proposing that the Mixed Use Overlay district is being proposed for the historic center which today is mostly historic homes on residentially-zoned land. Bob proposed, and meeting participants liked, the idea of having a follow up charrette or forum just to discuss the center issues. Therefore the MPSC agreed to drop the Village Center station for now.

Valerie noted that the various stations will need either floating facilitators or a facilitator at a station. Panny proffered that there needed to be people at each station to provide guidance and

answer questions, even if they were not considered facilitators per se. Valerie proposed a minimum of 12 facilitators.

MPSC members were complimentary of Valerie's work on the stations and she said she appreciated all the feedback and will share updated information with the group.

Although it was not specifically discussed at the meeting, the next meeting of the MPSC is on Thursday June 24, 2021 at 7:00 pm. Based on a motion by Panny and second by Brian, the meeting was adjourned at 8:49 pm