



MINUTES

December 18, 2013

4:36 p.m. Call to Order.

Present:

Elaine Ostroff, David Cole, Jeff Bull, Gay Gillespie, Jim Coyne, Jack Baughan and Jim Hartnett. Jack Baughan left the meeting at 4:45 p.m.

Absent:

Sean Leach, Nancy Rioux, Ann Boxler, Melissa Pacheco.

1. Approve Minutes November 25, 2013.

Hartnett motioned to approve the minutes. Cole seconded the motion and the vote was unanimous with all in favor.

2. Update school participation

Ostroff stated that Rioux and Pacheco could not make today's meeting because the school committee was meeting and suggested the schools be discussed at the next meeting. Hartnett sent out a request to other communities the MassPlanners listserve and four responded. Watertown and Hopkinton did not have a separate chapter for the schools, Brewster was considering it and Easthampton had a separate chapter for the schools. Bull would like to see the chapters from communities that have included schools in the plan.

3. Process

Ostroff asked the committee how should the draft chapters be presented to committees and boards that responded to the questionnaire. Gillespie stated that the chapters should be approved by the Master Plan Committee and then sent to others for review and comment. Cole noted that the Master Plan Committee would be approving the chapters as a draft only for the purpose of discussion and comment by others. The committee agreed that chapters would only be in draft form until interested parties and the public had an opportunity to discuss and comment. The draft chapters would be submitted to all of the committees and boards that were previously contacted. There was agreement that the draft updates of chapters would initially be presented to the MP committee, with opportunity for different points of view to be addressed.

4. Natural Resource Chapter Summary

Cole briefed the committee on the Natural Resource Chapter, he stated that he was going to restate and update some of the action items. He noted that the chapters should be coordinated so that the overall goals are consistent throughout the plan. He wants to engage people from Water and Sewer, Water Resource Management so that the goals and action items reflect their perspectives. He will send his next revision to the MP committee.

5. Update on Chapter Meetings and Assignments

The committee reviewed the timeline for individual chapter reviews. Gillespie was concerned about having the public forums during the summer months; she noted that the Saturday morning Master Plan Visioning session in the winter had a good turnout. Ostroff suggested that one forum could be held in April on three of the Chapters. Open Space and Recreation, Natural Resources and Economic Development could be ready for April. A tentative date of Saturday April 12th was agreed upon by the committee for the first public forum. Hartnett stated that he believed a place holder was reserved for the Annual Town Meeting for Master

Plan Funding and would verify this. Ostroff noted that a decision on a funding request could be made at a future meeting.

6. Status of RFP

Hartnett stated that the proposals are to be submitted on Friday. Ostroff, Hartnett and Cole will review the proposals and recommend the consultant to the committee. Coyne stated that as part of their submittal, experience, qualifications and past projects should be included.

7. Other Business

Ostroff asked Hartnett to send copies of the survey summaries to committee members.

8. Schedule of future meetings

Ostroff stated that she would not be available to meet on the 22nd and the committee agreed to meet on the 29th instead. That date doesn't conflict with the School Committee meetings.

ADJOURNMENT

Bull motioned to adjourn the meeting at 5:43 p.m. Gillespie seconded the motion and the vote was unanimous with all in favor.