



DRAFT
Master Plan Implementation Committee

Date: December 19, 2019

Time: 6:00 PM to 7:00 PM

Location: Mural Room, Senior Center, 27 Maple Street

Minutes

Present: Peter Howard, Ann LeRoy, Charlie Kalaskas, Jenny Raitt, Wendy Richter, Ralph Willmer, Erin Zwirko.

Absent: Joe Barr, Andrew Bunnell, Mike Byrne, Adam Chapdelaine.

Guests: Beth Melofchik, Jon Gersh.

The Committee discussed approving the minutes from September 12th and May 23rd. Pete made a motion to approve the September minutes. Ralph seconded. The vote to approve was unanimous. Pete also made a motion to approve the May minutes. Ann seconded. The vote to approve was unanimous.

The Committee members reviewed the Implementation Table updates with subcommittee updates. Erin noted that updates since the last time the Committee met are in bold. The Committee asked Erin to double check abbreviations and notes for clarity.

The Committee discussed how it could be better integrated into the Select Board and Town Manager's goal setting process. Jenny reported that she discusses the upcoming initiatives with the Town Manager in advance of the goal setting process, but there may be a way to provide formal comments from the Committee that can be discussed more.

The Committee discussed the section on actions to be reassigned or reassessed. Erin reported that the Committee could spend an entire committee meeting thinking of how to reassign or reassess some of these actions. But until there is an active project that specifically addresses the action or the intent of the action based on the information in the master plan, Erin will not move it to another section of the implementation table. The Committee noted some changes in this section that will be updated.

The Committee discussed the status of major projects that are underway, including the Economic Analysis of Industrial Zoning Districts and the Sustainable Transportation

Plan. The Zoning Bylaw Working Group is providing some oversight with the Department of Planning and Community Development (DPCD) on the industrial zoning project. A newly created committee, the Sustainable Transportation Plan Advisory Committee, is providing oversight on the sustainable transportation plan project along with DPCD staff. Erin and Jenny also provided an updated on the planning projects that were submitted to the CPA Committee for consideration for funding beginning in Fiscal Year 2021.

Erin also reminded the Committee she that will update the implementation table following the meeting, and post it to the website.

On the topic of potential warrant articles, Jenny reported that the ARB will discuss potential warrant articles during its January 6th meeting. At their early December meeting, Jenny provided a memo to the ARB on potential items for the 2020 Annual Town Meeting. Erin indicated that the memo would be circulated by email. The Zoning Bylaw Working Group will also meet on January 22nd to review any potential warrant articles as well and provide feedback to the ARB.

Drafts of the Annual Report are due in early January. Erin will circulate the section on the MPIC and its subcommittee as soon as it is ready for review.

The next meeting will be held on March 5, 2020 at 6 PM.

Meeting adjourned at 7:25 PM.