

BOLTON MASTER PLAN COMMITTEE
Minutes of Meeting
November 8, 2004 at 7:30 P.M.

Present: Dick Heaton, Steve Garner, Russ Karlstad, Mickie Simpson, Ken Swanton

1. Short Items

Tipton reminded the Committee to see Betsy in order to be formally sworn in and sign that they have received and reviewed the Open Meeting Law. The Committee decided to review the minutes of the previous meeting (10/25/04) later as not all members were present.

2. Evaluation Sheet for Master Plan Proposals

Master Plan proposals will be submitted by November 12th at noon. Mickie Simpson distributed a five page evaluation that contains various criteria that proposals will be judged on, organized in three parts. Part I (*Minimum Qualifications for Proposal to Be Considered*) contains four criteria that the proposal must meet in order to advance to Part II. Part II (*Review of Comparative Evaluation Criteria, Pre-Interviews*) includes five criteria that proposals will be rated by Committee members as being Highly Advantageous, Advantageous, or Unacceptable. Finalists will be chosen for interviews based on results of Parts I and II. Part III (*Review of Comparative Evaluation Criteria, After Interviews*) contains two criteria that will be completed by Committee members after finalists have been interviewed.

3. Resident Survey

The Committee reviewed a powerpoint presentation from the Long Range Planning Committee on a resident survey conducted in 2002. The survey had a high response rate (43%) and appears to be representative of the town based on similar age distributions from 2000 U.S. Census data. According to the presentation, survey data indicates four major groups within town based on perceived priorities: Improving Schools, Conservation, Reducing Tax Increases, and Maintaining Affordability. The Committee agreed to send the questionnaire out again as part of the Master Plan process with updated questions. Karlstad agreed to contact Leigh Shanny and Panny Gurkin to obtain the original results of the survey.

4. Financial Model

Dick Heaton presented the financial model that he created for the town. The model provides outputs of expected population and associated tax rates based on various factors and allows the user to forecast "what-if" scenarios. The tool will be useful in evaluating the impact of various action plans on population growth and associated tax rates.

5. Discuss Committee Position on Warrant Articles

The committee discussed its position on two warrant articles.

Ken Swanton presented a sketch that outlines one potential use of the Smith property. The sketch included a town green, mixed use residential and commercial development, and a new police station. The Committee agreed to use its role to drive a public visioning session for the Smith property.

On motion by Stephen Garner, seconded by Russ Karlstad, the Committee unanimously agreed to support the Article 5 on the November 15, 2004 special town meeting warrant entitled *Pursue Purchase of Smith Property*.

On motion by Russ Karlstad, seconded by Mickie Simpson, the Committee unanimously agreed not to support Article 6 on the November 15, 2004 special Town Meeting warrant entitled *Acquire Main Street Limited Business Properties*.

Remaining Meeting Schedule for BMPC

Date	Time	Topic	Purpose	Coordinator
November 29 th		<ul style="list-style-type: none"> Review and grade all proposals from RFP and select best to interview 	Select best proposals to Interview	Group
	8:00	<ul style="list-style-type: none"> Historical Commission 	Background Information	Brad Reed
December 6 th		<ul style="list-style-type: none"> Interview Candidate #1 Interview Candidate #2 Interview Candidate #3 		
December 13 th		Overflow date for Dec 6th		
December 20 th		<ul style="list-style-type: none"> 		
Jan 3 rd		<ul style="list-style-type: none"> 		

Jan 17 th		•		
		•		
Jan 31 st		•		
		•		

Topics and Action Items To Be Scheduled

- Schools
- Municipal Services—Police, Fire, DPW, Emergency, Town Services
- Farms — Ken Nicewicz, Bolton Spring, Bolton Orchard—Ken Swanton
- Businesses— The International, Future Electronics, Salt Box, Mobil, Herberts etc
- Population Study—
- Water and Sewer in the Town Center
- Library
- Planning Board and Zoning
- BoS
- Advisory
- Parks and Rec
- Cultural Arts Alliance, Artist guild
- Churches
- Seniors