

BOLTON MASTER PLANNING COMMITTEE

Minutes of Meeting

February 21, 2005 at 7:30 P.M.

Present: Margaret Campbell, Stephen Garner, Dick Heaton, Russ Karlstad, Brad Reed, Mickie Simpson, Mark Sullivan, Ken Swanton, Chris Slade

1. Short Items:

Garner/Heaton - met with Mike Woods superintendent and group working on renovating Emerson school now estimated at \$3.7-\$4.0M. Also got update on their interest in Future Electronics Property, which is 3000 sq ft bldg on 72 acres.

2. Minutes:

March 14th Workshop Announcement

Simpson - reviewed flyer for 14-Mar Workshop and team approved for release. Mickie will also handle police station bulletin board posting and investigate a sandwich board.

Sullivan - will print copies, estimated delivery to Linda Day on Wed or Thur of this week

Garner - coordinated with Linda Day to have Seniors Tax Rebate team fold, staple, sort and mail all flyers NLT 28-Feb-05.

Swanton/Sullivan – Ken reviewed letter to editor, will do a final draft for review Feb 28th, and release for it for publication in Bolton Commons Mar 11th issue. Mark will use same article and will release it for publication in Emerson/Sawyer newsletter Mar 4th issue.

MPC Charter

Garner – reviewed the charter and decision model. Team accepted it and proposal made to change authors to project managers. Concerns voiced on how chapters will be determined, what elements will go into them and how will project leaders be assigned. All agreed, Daylor would be able to provide help with the methodology, approach and process.

Demographics Forecast:

Heaton - presented his model, data and analysis based on MAPC, Miser, LRPC, and Bolton Town Census. Statistics show projected increases in residential development of 1-3% year over year. Dick reviewed three scenarios driving population growth from today's 4,975 using MAPC, Chasing 40B and 1% year over year. He proposed a Plan of Action which would utilize the planning board (building/occupancy permits) and zoning board for (40B apartments vs. 40B single-family-homes) as the most effective way to moderate growth /taxes/increased need for schools-municipal services with an added benefit of meeting state mandates on Affordable Housing.

Team input - investigate why Stow/Lancaster show negative or below 1% growth, can land availability be used to enhance data projections and obtain past Bolton building/occupancy data to validate model help to determine correct % growth projection for the next 20 years.

3. Action Items:

Flyer - Print and deliver to Linda Day by Feb 24	Simpson
Letter to Editor – final draft Feb 28, publish in Bolton Commons Mar 11	Swanton
Letter to Editor - publish in Emerson-Sawyer School Newsletter Mar 4	Sullivan
Refreshments – for Vision & Goals Public Workshop	Slade
MPC Charter - replace author with “project manager” and resend to team	Garner
Chapters - send out first draft proposal (Daylor + MPC)	
Population Forecast -	Heaton
• investigate negative Stow/Lancaster negative or low growth projections	
• obtain data from town assessor/planner on occupancy-building permits, add to model	
• set model baseline at 2% year over year growth and with 40-B “apartments”	
• validate all model assumptions	

4. Hit List

- Close - w/Daylor on Vision & Goals Workshop format, agenda, next meeting
- Schedule - Forecast Plan of Action w/Planning, Zoning, Affordable Housing