

**BOLTON MASTER PLANNING COMMITTEE**  
**Minutes of Meeting**  
**May 16, 2005 at 7:30 P.M.**  
**Town Hall**

Present: Margaret Campbell, Stephen Garner, Dick Heaton, Russ Karlstad, Brad Reed, Mickie Simpson, Chris Slade, Ken Swanton, Mark Sullivan, Nat Tipton (Town Planner).

Also present: Daniel Senie, Public Ways Safety Committee

**1. Short Items**

Heaton made a motion to make Ken Swanton a chairman of the Master Planning Committee. Swanton would join himself and Stephen Garner. Heaton explained that he felt is needed as a chairman to guide how the plan is sold and marketed to the town. After some discussion, the Committee determined that it needs to have a better handle on how decisions are being made and then presented to the public. Garner suggested that the Committee should review and revise the decision-making charter, which was created to serve as a blueprint for internal and external communications. It was agreed that committee members need to use caution and get full committee approval before making statements that represent the view of the Master Planning Committee.

On a motion by Dick Heaton, the Committee voted 6-1 to nominate Ken Swanton as co-chairman of the Master Planning Committee.

On a motion by Stephen Garner, the Committee voted unanimously to review the decision-making charter and make it the blueprint for decision-making.

**2. Review of Presentation for May 23rd Workshop**

After discussion, the Committee decided that there was a lack of consensus on many of the strategies proposed by Daylor Consulting Group. To establish consensus on what goals/objectives/strategies are most important to them, each committee member listed what strategies should be incorporated in the Plan. The Committee wrote each idea on a whiteboard. Then the Committee organized each idea into different categories or “buckets” based on chapter. Then each member used three votes to develop priorities for the Master Plan workshop. The slides shown at the public workshop will be tighter and centrally organized around the three top ideas. Two members (Simpson and Campbell) did not issue votes. The categorizations developed are listed below:

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*Italicized items = Green blackboard items*  
Numbered items = White bulletin board items

**“A” Bucket – Town Center**

*To create an atmosphere of gathering and sense of community*

1. Keep municipal functions in town center
2. Historical Center, Local
3. Improve existing town center
4. Locate Town Center outside Historical District
5. Create bylaws/overlay districts to mold vision for town center
6. Investigate land/districts for village – Bolton Orchards/Skinners (also in “C”)
7. Small stores and retail (also in “C”)

**“B” Bucket – Open Space (received 6 votes)**

*To maintain the rural character of the town while moderating taxes*

1. Protect open space when it lowers taxes (also in “X” bucket)
2. Preservation of Open Space with transfer of development rights and purchase
3. Adopt Community Preservation Act (also in “X” bucket)
4. Agricultural overlay

**“C” Bucket – Compatible Economic Development (received 2 votes)**

*To support agriculture and other compatible businesses for purpose of maintaining town character*

1. Support agri-business and other low impact businesses
2. Investigate land/districts for village – Bolton Orchards/Skinners (also in “A”)
3. Small stores and retail (also in “A”)
4. Mixed use
5. Agricultural commission
6. Agricultural tourism
7. Commercial/agricultural development consistent with town vision

**“H” Bucket –Housing (received 5 votes)**

*Meet state dictate while minimizing growth*

1. Affordable housing greater than 25% strive for 100% (also in “X”).
2. Buy land for affordable housing using Affordable Housing Trust Fund for friendly 40Bs

**“L” Bucket – Land Bank**

*To meet future municipal needs for economic and opportunity reasons*

1. Land bank a school site (also in “M” bucket)
2. Land bank a well head
3. Land bank for municipal needs

**“M” Bucket – Municipal**

1. Meet municipal needs in economically responsible way

**“T” Bucket – Traffic**

*Improve safety and health while encouraging community*

1. Traffic issues – Route 85 and Route 117 onramps
2. Enhance pedestrian and bicycle circulation
3. Traffic control at Harvard/117/Manor

**“X” Bucket – Taxes (received four votes).** Comment was made that taxes is a by-product of all buckets.

*To moderate tax growth*

1. Protect open space when it lowers taxes (also in “B”)
2. Protect open space when it lowers taxes (also in “H”)
3. Phase capital projects

4. Adopt CPA (also in “B”)
5. Use debt as an investment
6. Control tax growth
7. Retain control of affordable housing

**“Z” Bucket – Zoning (received one vote)**

*Zoning changes will support the implementation of Master Plan.*

1. Design review guidelines
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The categories receiving the most votes were housing, taxes growth, and open space. These will be the defining themes of the next Master Planning Workshop. The final Master Plan will not be paired down only to these items. The next workshop will be arranged for June 6th. The committee will meet on June 2nd to discuss preparations. The Committee will meet on May 23rd to develop slides for this workshop.

**Future meeting schedule:**

June 13	TBD	Recommendation & Strategy Workshop (Public Meeting #2 to be held late May)
TBD	7:30pm	Review revised recommendations (MPC - Daylor Meeting #5b)
TBD	7:30pm	Review Final Draft of Report (MPC-Daylor Meeting #6 to be held late June)
July	TBD	Present Master Plan and Recommendations (Public Meeting #3 to be held early July)  Review Draft (MPC-Daylor meeting #7)
July 31 <sup>st</sup>		Deliver final plan to town