

Master Plan Steering Committee (MPSC)
Old Library Former Children's Room
December 12, 2011

Members Present: Lucy Wallace, Joe Hutchinson, Michelle Catalina, Ron Ostberg and Jim Breslauer

Chairman Hutchinson opened the meeting at 7:11pm.

Upcoming Schedule

The consultants need us to change our meeting time from the morning to the evening on Monday, December 19th. Catalina cannot make it. Hutchinson decided to keep the meeting time the same (9am) and request that the consultants attend.

The Survey will close on January 30th. The date of the survey opening will be either the end of December or the beginning of January.

The date of the second forum was discussed. The current schedule shows a forum happening in early February. However, since the survey does not close until January 31, 2012 this does not give enough time to analyze the data and be ready to present in early February. Due to school vacation taking up two weekends in February the next available date for the forum is March 3, 2012. Hutchinson and Catalina backtracked from Town Meeting, April 28 2012 to determine if there is enough time to hold the second forum in early March. It was discussed and decided to ask the consultants to run the second forum on March 3, 2012.

Consultant Presentation for 12/19/2011

The consultants will present alternatives based on the five subject areas we have decided to focus on: Devens, Commercial District, Town Center, Conservation and Housing. Hutchinson and Ostberg agree that there should be a dollar amount tied to the different alternatives for each subject area. This will help explain why we need the money to complete Phase II of the Master Plan.

Ostberg explained how he envisions this:

| Alternatives (Scenarios) | Commercial District | Devens | Schools | Services | Water Resources | Housing |
|--------------------------|---------------------|--------|---------|----------|-----------------|---------|
| 1 | \$ | \$ | \$ | \$ | \$ | \$ |
| 2 | \$ | \$ | \$ | \$ | \$ | \$ |
| 3 | \$ | \$ | \$ | \$ | \$ | \$ |

Each alternative for each subject area will have an associated cost. A matrix of the alternatives and their subsequent costs for each area could then be analyzed. By determining the scope and cost of alternative scenarios we can map out the controversies on one sheet of paper. This will allow us to visualize our decisions.

The vision and goals piece. We need to discuss vision and goals presented by the consultants in rough draft format. Hutchinson, Wallace and Ostberg all stated they had read the consultant's vision and goals and were not satisfied with them. The

consultants stated that they are a rough draft when they sent them; however, it was decided we should respond to these sooner rather than later.

Website

The committee decided unanimously not to put the stakeholder interview summaries on the website because they are opinion based.

The committee voted in favor (4/0/1) of placing the boards the consultants put up at the first town-wide forum on the website. (Wallace, Hutchinson, Catalina and Breslauer in favor, None opposed and Ostberg abstained).

The meeting was adjourned at 8:55pm.

Signed: _____
Michelle Catalina