

Master Plan Steering Committee Meeting
May 12, 2012 - Old Library
APPROVED: June 4, 2012

Present: Tim Clark, Joe Hutchinson, Rich Marcello, Ron Ostberg, Jim Breslauer,

Meeting opened 7:10 pm

Meeting times

Should we have regular weekly (daytime) or standing Evening mtgs.

RM - do we have the best mix of people/profile of committee?

JB - mix of committee is not an issue, its a matter of getting people to show up and work.

TC Need charge and charter from Planning Board related to composition. Executive committee vs. working groups.

RM Communications - It's not our problem people don't show up, but we need to thread these conversations together on a regular basis. Push approach recommended.

RO - Phase 2 is different from Phase 1. The conclusions for this phase are different - should that be reflected the profile necessary of the committee?

RO - Process of Phase 2 needs to be rigorous - we need to do a good job is structuring a really good process. "Blue ribbon committee approach" Devens is a big deal - its a challenge to be objective.

JB - MP committee needs to maintain objectivity.

RM - Risks and benefits need to be identified. What are the questions that we need to be answered? Those questions should fit into our RFP.

RO - Scope of RFP - structuring the analysis in an objective fashion is difficult, because you are likely to pre-suppose some assumptions.

JB - Does the MPSC prefer to retain consultants and ask them how they propose to proceed?

RM - Can we get feedback, input on RFP's approach? TC - can we put a 2 week response window on defining the approach?

RO - Can we get FinCom to think about what the issues are? There may be interesting questions out there.

MPSC concurred that a brainstorming approach to finalizing the RFP is beneficial.

RO - Perhaps we develop alternative paths for Devens and then let the public respond to these. Pathways into the future to be defined through this process.

TC - Can we invite a few other folks to see what their conception of how we tackle a problem like this? How in your professional experience, how you would tackle a problem like this - methodology. Inform them who was invited and.

JH took suggestions of invitees to a brainstorming session to be led by RM and RO. Tentative date 5/23.

Communications

Corresponding Secretary/Communications director position was discussed. Perhaps retain a person to aid in this function aid in pushing communications on a regular basis as part of professional services to be retained.

Consensus on developing a robust communication strategy and properly staffing it.

Meeting adjourned 8:40pm

Minutes by TC