

Master Plan Steering Committee
Meeting Minutes
December 19, 2013

The meeting was called to order by Joe Hutchinson at 7:08pm.

Members attending: Joe Hutchinson, Lucy Wallace, Victor Normand, Didi Chadran, SusanMary Redinger.

Minutes: Minutes of November 21 and 26 were approved as amended.

RKG Invoices: The Committee reviewed the process for reviewing and approving RKG invoices: We will review and approve the bill and then forward it to the Planning Board for review and approval. In addition, Joe will talk to Judi weekly and get a summary of her work for the week.

Meeting with Town Boards: Joe presented a draft powerpoint presentation for the members of the committee to use when they meet with various town boards to begin a discussion regarding the Master Plan and Devens Acceptance Criteria. Victor suggested that before meeting with the boards we send them the Phase I Summary and link to the Phase I report (Vision and Goals) and 2002 Master Plan on the town website. The purpose of the meetings is to engage the boards and get them thinking of the tasks/goals they would like to accomplish in the next 10 years and the impact of Devens on achieving them. SusanMary noted it would be helpful to know what % of their goals jurisdiction of Devens would enhance or hinder.

Joe will ask RKG to develop Master Plan questions incorporating Devens Acceptance criteria questions by the end of December that we can take out to the boards in January. Committee members will request approximately 20min time with each board.

A tentative next meeting date was set for Thursday, January 9th as long as we have questions from Judi. Joe/Lucy to clean up the powerpoint presentation.

Public Forum: The committee reviewed plans for the public forum: Date was set for Saturday, March 1st and 9am with coffee at 8:30am. 9am – 12pm in the Old Library.

Joe will confirm the League of Women Voters' offer to cover food expenses. SusanMary to ask Chef Paul to provide food (muffins/coffee for the morning and soup for the afternoon?) once Judi confirms format/time of meeting.

Town Meeting: The committee discussed plans for Town Meeting. It was agreed that we do not want to submit a warrant article regarding a direction on Devens. Lucy will ask the Selectmen what it intends to do with Leo Blair's proposed vote on Devens. Victor felt it will be important to make a brief presentation at ATM on our

work to date. Didi will write a report for the town's Annual Report and Joe and Didi will prepare a handout for ATM.

Funding for the next step of developing an economic study for Devens-Harvard was discussed. While this is not work within the scope of the Master Plan Steering Committee it is something that the Planning Board may want to consider bringing to ATM for April. Victor suggested that this is something the town should ask MassDevelopment to fund.

Website: Didi was tasked with linking the master plan's website to the town's website and developing a page of copy within the next 2 weeks.