

Master Plan Steering Committee
Meeting Minutes
October 30, 2014

The meeting was called to order by Joe Hutchinson at 7:05 PM

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

Liaisons Present: Don Ludwig, Jaye Waldron

Guest: Bill Scanlan, PB Planner

Administrative: The meeting minutes for September 30, 2014 were approved as amended.

Devens Forum: There was a lengthy discussion the November 15th Devens Forum. Joe expressed concern that RKG would not have the information needed for the workshop, including completion of Chapters 2 and 3, in sufficient advance of the forum for the MPSC to adequately review. Joe reported that Lucy and he had spoken with Judi earlier in the day regarding delivery of these items and that he has some concern about holding the forum on the 15th. Lucy noted that Judi was adamant we hold to that schedule in order to hold to the overall master plan schedule. She told Joe and Lucy that Craig is developing the Devens information and that it was to be sent to the committee over the weekend or that she would bring it to our November 3rd. According to Judi, Chapters 2 and 3 would be sent to the MPSC next week. Bill asked what we hoped to accomplish at this forum. Vic stated he felt it was important to use this time to both inform the public on the various impacts to be considered in a future determination of return or not of jurisdiction of Devens. He also thought the public needs to know how Devens relates to Harvard, what Chapter 498 requires (including the role of the legislature) regarding future disposition decision. In addition, the forum should provide a reality check on RKG's findings, as well as a way to gauge the public's reaction to Devens. Joe reiterated the long-standing understanding that RKG would be developing the tools (for each element) with which the town would make its decision at some future time.

The format of the forum was also discussed. Lucy reported that, according to Judi, RKG would be willing to follow the MPSC's preferred format. In addition, we should be prepared to act as facilitators should there be break our sessions. SusanMary suggested a target of 60% forum be information/presentation by RKG and 40% be some form of small group break out to give the public a chance to respond to specific questions. Lucy advocated for a world café approach. It was ultimately decided to settle on the format when we see the material from RKG and meet with Judi on Monday.

Didi summarized: Keep the event set for the 15th; we need to be clear with RKG in our expectations of the outcome; and we need to be clear in letting RKG know if information is lacking.

As a final note, Joe reported that Judi wanted us to invite Jen Benson, Jamie Eldridge, and representatives from MassDevelopment and the DEC. We agreed they should attend to hear the public's concerns and answer specific questions. Joe will contact Jen, Jamie, Peter Lowitt (DEC planner), and George Ramirez (MassDevelopment)/.

RKG Invoice: Joe H. reported he had met with Lorraine and asked her to hold the check for the September 30th invoice pending an ok to proceed with releasing the funds from the MPSC. Joe would like a clear metric to use in approving payment of invoices, as opposed to the current format of % completion. He acknowledged, however, that the budget included in the contract does not track with the current work program. We discussed the various uncertainties with assessing the level of completion of work and agreed invoices would have to be assessed on a case by case basis. By unanimous vote, the MPSC approved releasing the current payment.

The meeting was adjourned at 8:15 PM. The next meeting will be Monday, November 3rd, at 7 PM.