

Master Plan Steering Committee  
Meeting Minutes  
May 8, 2014

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

Members Present: Joe Hutchinson, Didi Chadran, SusanMary Redinger, Lucy Wallace  
Liaisons Present: Elaine Lazarus, Joe Theriault, Jaye Waldron

Minutes: The minutes of April 14, 2014 were approved as written.

Survey: The most recent draft of the survey (with Joe H's suggested edits, Bill Scanlon's comments/questions and Judi Barrett's responses) was reviewed and revised. The questions will not be organized into categories, but the analysis will be.

The revised survey will be forwarded to Judi by early next week. Hopefully it will be live by the end of that week (May 16<sup>th</sup>). We agreed it should be up until June 6<sup>th</sup>.

Status of Working Papers: Two draft working papers, Transportation and Historic/Cultural Resources have been received. Joe H. went over the process for their review: Two committee members/liaisons will be responsible for leading MPSC's review of their assigned paper and for getting input from the appropriate town board(s). They then will send an edited version to Judi. The previously-assigned leads and papers are:

Natural & Cultural Resources	Didi & Joe T.
Land Use	Lucy & Elaine
Transportation	Joe H. & Don
Housing	Joe H. & Jaye
Open Space & Recreation	Didi & Jaye
Municipal Services	SusanMary & Lucy
Economic Development	Victor & Don

RKG Contract: With extension of the funding availability to June 30, 2015, the contract with RKG will need to be amended accordingly.

EDC Forum: Joe H. reported that the Economic Development Committee (EDC) is planning a public forum for June 14<sup>th</sup>. Judi has advised Joe that she cannot participate in the forum as there is no money in the budget to cover it. She will, however, come out and meet with the EDC at one of their meetings. Joe also reported that the Planning Board chair, Kara Minar, would like the EDC forum to come under the umbrella of the master plan. After some discussion, the MPSC agreed that we should take the lead in organizing the forum, working with the EDC, and directed Joe H., as chair, to meet with the EDC chair, Jim Stevens. Joe H. noted that Kara would like to have a meeting early next week with Joe H., planner Bill Scanlon, Jim Stevens, and our consultant to frame the topics for the forum. Lucy offered to participate in that meeting, if Joe felt it would be useful. Joe H. suggested, and the MPSC concurred that we should do the same with the Devens Economic Analysis Team (DEAT).

Press Release: Didi distributed a press release regarding the survey which he will submit to the *Harvard Press* to run, as soon as the survey is up on Survey Monkey.

The meeting was continued to Tuesday, May 13<sup>th</sup>, at 7 PM in the Bromfield Library.