

Master Plan Steering Committee
Meeting Minutes
January 28, 2016

Members Present: Didi Chadran, , Lucy Wallace, SusanMary Redinger, Victor Normand
Liaisons Present: Don Ludwig, Jaye Waldron
Planning Board Consultant: Bill Scanlan

The meeting was called to order at 7:04 PM.

Administrative: The minutes of January 14, 2016 were approved as amended.

Chapter Review: Chapters 1, Introduction; 7, Services and Facilities (with added sections on Technology, Governance and Sustainability; 9, Devens; and 11, Action Plan, were reviewed. It was agreed to call the final document the "2016 Master Plan." Chapter 7 will be amended to include mention of the HCTV. The recently submitted HEAC report will be added as an appendix and Bill will review for any items to add to the Action Plan. The committee also discussed whether or not to insert unfinished items from the 2002 Master Plan into Chapter 11 or to add one action item that calls for a review of those items by individual boards for possible implementation.

The committee also discussed reviewing the latest DEAT report for inclusion of the Devens Utility recommendations for the Action Plan.

Recapturing Unused Funds: Don announced that the Fincom had voted Saturday to approve a Reserve Fund Transfer to encumber the remaining \$8,113.47 which had passed its sunset date. The funds are now available to the Planning Board to complete the Master Plan document and cover costs of the public outreach and production.

Schedule: Our next meetings will be on:

2/11: Review of the draft Plan and development of materials for the public presentation

2/25: Prepare for public presentation currently set for March 3rd or 10th.

Didi agreed to provide copy for and coordinate the postcard announcing the Public Hearing. Mailing date was tentatively set as February 23rd.

The meeting was adjourned at 9:05 PM.