

**Master Plan Steering Committee (MPSC)
& Focus Group Meeting**

Minutes of August 10, 2010

Ms. Dumas, Vice-Chair, called the meeting to order at 6:30 PM.

The following members of the Steering Committee were present:

Members Present: Patrick Babcock, Charles Blanchard, Penny Dumas, Vice-Chair, Heather Hart, Heather Hendrick, Bruce Smith., Maryann Thorpe, and Arnold Wilson.

Members Absent: Alan Curboy, Steve Dalberth, Sandy Gibson-Quigley, Matt Rousseau, and Chris Rovezzi

Staff: Diane Trapasso, Administrative Assistant

Consultants: Ralph Willmer, VHB and Eunice Kim, VHB - Intern

APPROVAL OF MINUTES

Motion: Made Ms. Thorpe to approve the minutes of July 13, 2010.
2nd: Ms. Hendrick
Discussion: None
Vote: 6 – 0 – 2(Mr. Babcock & Mr. Smith)

UPDATES ON THE FOCUS GROUPS

Mr. Wilson – Open Space & Recreation Focus Group

- Met with the Recreation Committee – Consultant designing ballfields – Shepard Road property – property behind the Town Barn
- Consultant will make presentation at the April Town meeting
- Open Space updating their plan
- Trails committee – working on Trail Master Plan

Ms. Dumas – Transportation Focus Group

- Met with various community members – talked about different ideas
- Met with Mr. Church, CMRPC, stated the group is on the right track
- Working on issue paper

Ms. Hendrick – Natural, Cultural, Historic Resources Focus Group

- Working on issue paper

Ms. Hart – Energy & Sustainability Focus Group

- Attended a presentation by Ms. Brown, Regional Coordinator Green Communities Division

REVIEW OF THE DRAFT MUNICIPAL SERVICES AND FACILITIES CHAPTER

Mr. Willmer introduced Ms. Kim, who is a graduate student, interning at VHB.

Mr. Blanchard stated that the following needed to be corrected:

- Page 2 – spelling
- Page 3 - enrollment figures
- Page 6 – bid came in lower
- Page 19 – form of government

NEXT STEPS

Mr. Willmer stated the following steps for finalizing the Master Plan:

- September & October – Starting with Natural, Cultural, Historic Resources Focus Group – finishing the issue papers – photos from all groups should be included in their issues papers
- November & December – deciding on format – implementation chapter

Ms. Dumas asked about the final results of the survey.

Mr. Willmer stated the additional time did not change the numbers and UNH was impressed with a response of 30%.

Mr. Smith questioned Mr. Wilson on the actual needs of Recreation. Mr. Wilson stated that his committee asked for a breakdown of all activities.

Mr. Blanchard stated that maybe fields could be multi-purpose and fields could overlap. He also stated that at the Special Town Meeting on September 8th, there will be an article on a land swap between Burgess and the adjoining hotel.

NEXT MEETINGS:

- September 14, 2010
- October 12, 2010
- November 9, 2010
- December 14, 2010

On a motion made by Mr. Smith, seconded by Ms. Hart and voted 8-0 the Master Plan Steering Committee meeting adjourned at 7:15 PM.