



TOWN-WIDE PLANNING COMMITTEE

AGENDA March 1, 2011 7:00 p.m.

1. Welcome and roll call
2. Approval of minutes – 12-7-2010
3. Discussion on any updates on the Master Plan

<u>Chapter</u>	<u>Title</u>	<u>"Good Shepherd"</u>
1	Executive Summary	
2	Factor Influencing the Growth of West Boylston	Leon Gaumont
3	Land Use & Zoning	Karen Pare
4	Population & Housing	Michelle Harris/Sue Meola
5	Economic Development	Michael Fishbein
6	Transportation Network	Lawrence Salate
7	Open Space & Recreation	Diana Englebart
8	Cultural & Historic Resources	Joanne Dunne
9	Municipal Facilities & Services	Leon Gaumont
10	Financial Strategies	Leon Gaumont

4. Review of implementation plan
5. Approval of Town Report
6. Other business
7. Set next meeting and adjournment

Meeting notes
December 7, 2010
West Boylston
TOWN WIDE PLANNING COMMITTEE

TWPC members present: Mr. Gaumond, Mr. Simmarano, Ms. Engelbart, Ms Dunne, Ms. Meola, Mr. Fishbein, Mr. Owanisian

TWPC members absent: Ms. Pare, Ms. Harris, Mr. Phillips, and Dr. Tashjian

The TWPC meeting was called to order by the Chairman, Leon Gaumond, at 7:10 pm. Mr. Gaumond thanked Ms. Meola for the drinks and cookies.

Motion by Mr. Fishbein to approve the minutes of 9-7-10 and to send the notes from 10-5-10 and 11-9-10 to the Town Clerk. Seconded by Mr. Owanisian. All in favor.

Updates on Master Plan Chapters

Chapter 1: Executive summary will be done after all other chapters are done.

Chapter 2: Factors influencing growth. Mr. Gaumond will begin working on this chapter before the next meeting. Mr. Fishbein asked if any financial modeling was included in the draft. Discussion regarding financial reports ensued. Mr. Fishbein will review the appropriate section and make any suggestions he feels are necessary.

Chapter 3: Land Use/Zoning: Ms. Pare is still working on this chapter. Mr. Gaumond will get a progress report before the next meeting.

Chapter 4: Population/Housing: Mr. Gaumond reported that the Housing Production Plan draft is nearly completed. Ms. Harris and Ms. Meola will take that information and use it to complete that chapter when it is finalized.

Chapter 5: Economic Development: Mr. Fishbein has completed his draft.

Chapter 6: Transportation: Mr. Salate is still working on it. It is expected to be done by the end of the year.

Chapter 7: Open Space: Ms. Engelbart completed a draft and is scheduled to meet with the Open Space Implementation Committee which she is a new member of. She is working to simplify the chapter. She believes it will be ready by February.

Chapter 8: Cultural: This chapter appears to be done.

Chapter 9: Facilities: This chapter appears to be done.

Chapter 9(a): Services: This chapter appears to be done.

Chapter 10: Finances: This chapter appears to be done.

Appendix A: This chapter appears to be done.

Mr. Owanisian is spearheading the review of the School Department appendix. There is a concern that the School Master Plan will not be ready by May's Town Meeting. However, he expects February to be a completion date for the appendix.

Mr. Gaumond will add to the next agenda of TWPC a review of the implementation guide and a vote on some items. This hasn't been done recently.

Mr. Owanisian asked about our schedule for completion. We believe that if we have formal drafts by March we should be able to bring it forward at the May Town Meeting.

Next meeting will be held on January, 4 2011 at 7:00 p.m.

Motion by Ms. Dunne to adjourn, seconded by Ms. Meola. Meeting concluded at 8:25 p.m.

Leon A. Gaumond Jr., Town Administrator



FISCAL YEAR 2010 TOWN-WIDE PLANNING COMMITTEE **ANNUAL REPORT**

This report covers activities for the Town-Wide Planning Committee for Fiscal Year 2010, the period from July 1, 2009 through June 30, 2010.

According to the Town's Bylaws, the Town-wide Planning Committee shall encourage, assist and review long and short term planning efforts by boards, committees and officials of the Town and incorporate these plans into a comprehensive Town-wide plan. The Town-wide plan shall be presented to the Town meeting for approval by the voters. The comprehensive Town-wide plan shall be reviewed and updated at least every five years. The comprehensive Town-wide plan shall include the capital needs of the Town with a schedule for fulfilling these needs. The Town-wide Planning Committee shall make recommendations at Town Meetings on all articles involving capital expenditures as they relate to the comprehensive Town-wide plan. The comprehensive Town-wide plan shall also include land use, open space, economic development, facilities and any other plans necessary to fulfill the future needs of the Town and its citizens. The membership of the Town-wide Planning Committee shall consist of thirteen (13) members, including the Town Administrator as chairperson, and twelve (12) members appointed in conformity with the provisions of Chapter 23 of the Acts of 1995.

For this past fiscal year, the Committee began work on the 2010 update of the Master Plan. Specifically, the Committee did the following:

- 1) Held discussions with numerous committees on the update of the Master Plan
- 2) Supported the Open Space Committee on the update of the Open Space & Recreation Plan
- 3) Established a formal schedule to complete the Master Plan update in 2010 and separated the chapters into working sections to be updated.
- 4) Conducted an online citizen survey of community interests and priorities.

This year, the TWPC said goodbye to a long-time member who left the committee, Charles Greenough. Mr. Greenough has given the Town thousands of hours of work on this project and the committee and the Town should be in his debt.

This is set to be a very important year for the Town Wide Planning Committee as we conclude our 5 year update. The Town Administrator would like to thank the members of the Town-Wide Planning Committee for their continued dedication to the Town and its long term planning. If any citizens wish to join in on the work of this committee, please do not hesitate to step forward as we would love the involvement from the entire Town.

LEON A. GAUMOND JR.
Chairman
Town-Wide Planning Committee

APPENDIX B: WEST BOYLSTON PUBLIC SCHOOLS

SCHOOL DISTRICT MISSION AND STRATEGIC GOALS

Mission

The mission of the West Boylston Public Schools is to prepare its students to be productive, contributing citizens in a democratic society. Our schools will provide students with opportunities to be reflective learners who are aware of their unique abilities and interests and will teach the skill and knowledge they need to develop their potential. In West Boylston, learning will take place in a safe environment which encourages high levels of achievement among all students.

School District Strategic Goals/School Committee Targets

1. Strategic Goal: Secure adequate funding to support an educational system that provides for the ever-changing needs of all West Boylston students.

- Establish a minimal budget needed to maintain current level of programs and services early in the school year.
- Secure the Town's support for the School Committee's budget that provides adequate funding for an effective educational system. **(School Committee Target)**
- Foster an effective working relationship with the Board of Selectmen and the Finance Committee and work to formulate and promote strategies to address the Town's revenue needs. **(School Committee Target)**

2. Strategic Goal: Assess our instructional programs to ensure that the curriculum, instructional organization and instructional methods are planned and implemented to provide opportunities for success for all West Boylston students.

- Develop a district based "value added" student assessment system.
- Expand the MAPS student prescriptive/assessment program to the elementary school and ninth grade.

3. Strategic Goal: Implement the Student Support Action Plan.

- Continue efforts to develop the SIT process as an effective vehicle that connects the classroom program and support services.
- Provide in-class RTI Tier 2 support for students.
- Expand the PBIS Program to provide in-class behavioral support.
- Provide "At Risk" students with support services through the Alternative Services Program and other specialized programs.

4. Strategic Goal: Develop and implement compliance plans that respond to the external evaluations conducted by DESE, the Coordinated Program Review, NEASC, and Reaccreditation report.

- Develop and implement a compliance plan that addresses any areas or practices in need of remediation as identified in the DESE Coordinated Program Review.

- Develop a response plan that addresses any recommendations that the NEASC Accreditation Report highlights.

5. Strategic Goal: Provide and properly maintain school facilities that will be sufficient to meet the changing needs of the student population and the educational programs needed to prepare them to be productive citizens in the 21st century.

- Update the proposals for school space solutions through the Mass School Building Authority process.
- Work with the administration to update the Five Year Capital Improvement Plan and develop a Building Energy Efficiency Plan. The committee will work with the Capital Investment Board to fund capital maintenance priorities. **(School Committee Target)**
- Improve the district's technology resources to include: software, hardware, and internet capability. **(School Committee Target)**

6. Strategic Goal: Develop a Strategic Plan that will provide direction for the school system in the competitive educational environment.

- Organize a community representative task force that will be charged with developing a three to five year strategic plan that will provide direction to the school system in a rapidly changing competitive educational environment. **(School Committee Target)**
- Evaluate and improve marketing efforts of the district to stay competitive. **(School Committee Target)**

7. Strategic Goal: Ensure that our schools are safe and secure environments for our students and staff.

- Develop and implement a Bullying Prevention and Intervention Plan in accordance with state laws.

8. School Committee Target: The committee will advocate through active involvement with the Massachusetts Association of School committees, for State legislative changes that would:

- a. Empower the School Committee to propose Proposition 2 ½ override questions to the voters.
- b. Change the Chapter 70 funding formula to put a greater emphasis on a town's equalized property value than on personal income.
- c. Increase the Foundation Budget.
- d. Increase the tuition rate for school choice students.
- e. Work to bring in line the funding inequity of Charter and Vocational Schools.

9. School Committee Target: The committee will explore options and identify advantages and disadvantages for West Boylston to join a regional vocational school district.

10. School Committee Target: The committee will work with the Regional School District Planning Committee to assess the advantages and disadvantages of the town's options to regionalize the K-12 school system.