

Westminster Master Plan November 20, 2013

September 18, 2013 Minutes approved

Present: Steve Wallace, Richelle Brown, Linda Wiest, Mike Gallant, Mike Fortin, Heather Billings

John Fairbanks-guest

Mike G (vice chair), call the meeting to order 7:06, HB second

Dan Bartkus resigned so quorum of 5 is sufficient

Town Government Chapter

Advisory Committee and Police Chief comments have been incorporated.

Town Government Chapter Editing Session with Selectman John Fairbanks: concur/disagree, then stop talk and come to consensus on new language.

Reviewed each comment, updating tables with 2012 figures when available.

School contribution change is important to note, \$356,000. Check with school business manager for accuracy.

There are some entries that have been implemented since the chapter was first written. How to keep the numbers updated? Discussion was that the Master Plan is a living document. Putting those completed items together was not in vain because people saw the importance in it and already implemented it.

May come up as we present master plan to the various departments & committees, to show what we've already accomplished as a result of the process.

Make revisions to Government Chapter in December, get it out by the end of the month. Talk at January master plan meeting, Jan 15th.

Settle up on town govt chapter by then. Data & Analysis for Land Use chapter given out on Jan 15th for homework. Same format as the other chapter- 3 steps.

Full draft posted for public review by May town meeting. Announce at meeting to review and plan to vote at November meeting. Shop it around & have public events (with refreshments).

Progress on Open Space update: Full draft expected by end of the month. Joint meeting on Dec 9th finalize the action plan, 5 pm.

Review during December (as well as Open space committee) Hold another joint meeting in January for one last editing session before sending to the state and around town for review.

Main Street Design Charrette: Dr John Mullen at U Mass and his graduate students from landscape architecture will be available, cost is \$2500. Needs to happen in April (before they graduate). Links to previous work so show what they can do for us. Plan for a Saturday in April

Motion to adjourn 9:47, Richelle, Linda, AIF

Respectfully submitted

Heather Billings

