

**Westminster Master Plan August 20, 2014**

**Present: Steve Wallace, Mike Gallant, Laila Michaud, Scott Ryder, Ted Fiffy, Dean Johnson, Mike Fortin, Linda Wiest, Richelle Brown, Heather Billings, Jon Wyman**

**Called to order at 7:00 pm Room 112**

1). Minutes from April and May were not available. Review in September.

Steve Cecil may attend to give update on implementation project for Downtown.

2). Review input received from Committee member outreach assignments. All committee members provided updates on their outreach assignments.

On the 1<sup>st</sup> of September, SW will send out reminder that comments are due at the end of September. One last editing session will be held in October.

Steve Cecil, Jeff Strayer presented power point based on results of the design charrette, sharing the preliminary findings, the report is nearly complete.

Review Amherst Charrette exercise and presentation photos.

Design for seasonality, time of day, enhancing trees, choosing species and lighting carefully.

Landscape architect-present some specific recommendations

Access management (limit curb cuts)

Report will be good reference document and also useful in applying for future grants.

BOS final presentation 10/20 at 6pm.

Suggest putting these design materials on Master Plan website

3). Plan for last public forum to be held in the fall.

Go over goals and objectives, highlight the major recommendations. Assign a chapter to each of us to read the goals and objectives, Steve will then give the top 3 recommendations from each chapter.

Thursday October 2 6pm

Light refreshments to include: Coffee Juice & Cookies

Chapter assignments

Scott- Transportation

Mike F- Town Government

Linda-Economic

Laila- Housing

Mike G-Land Use

Dean-Open Space

4) Discuss Committee meeting schedule

Next meeting October 15<sup>th</sup>

Talk about changes and photos.

Three options for cover design

Steve to send out chosen photos again

Timeline of next steps

Funding for consultant to write village center bylaw for May 16 meeting. Experienced with similar community.

Work on dimensions & table of uses.

Revisions for several bylaws in progress

Aesthetic considerations for downtown.

Wayfaring signage can be pursued on our own, doesn't have to wait. Economic Development committee interested.

Motion to adjourn 8:30