

TOWN OF WINCHENDON



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DJA
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Master Plan Committee

109 Front Street
Winchendon, Massachusetts 01475-1758
Robinson Broadhurst Conference Room 4th Floor
Master Plan Minutes
June 5, 2014

Present: Tracy Murphy
Fedor Berndt
Lionel Cloutier
Penny Maliska

Doneen Durling
Corey Bohan – 2:11
Jane LaPointe

List of Documents Presented at Meeting:

- Community Master Plan Meeting Power Point
- Features of 13 Good Plans
- The Basic Elements of a Master Plan

Murphy called the meeting to order at 2:08 p.m.

Disclosure of Audio/Video Recording: White audio recorded the meeting this evening.

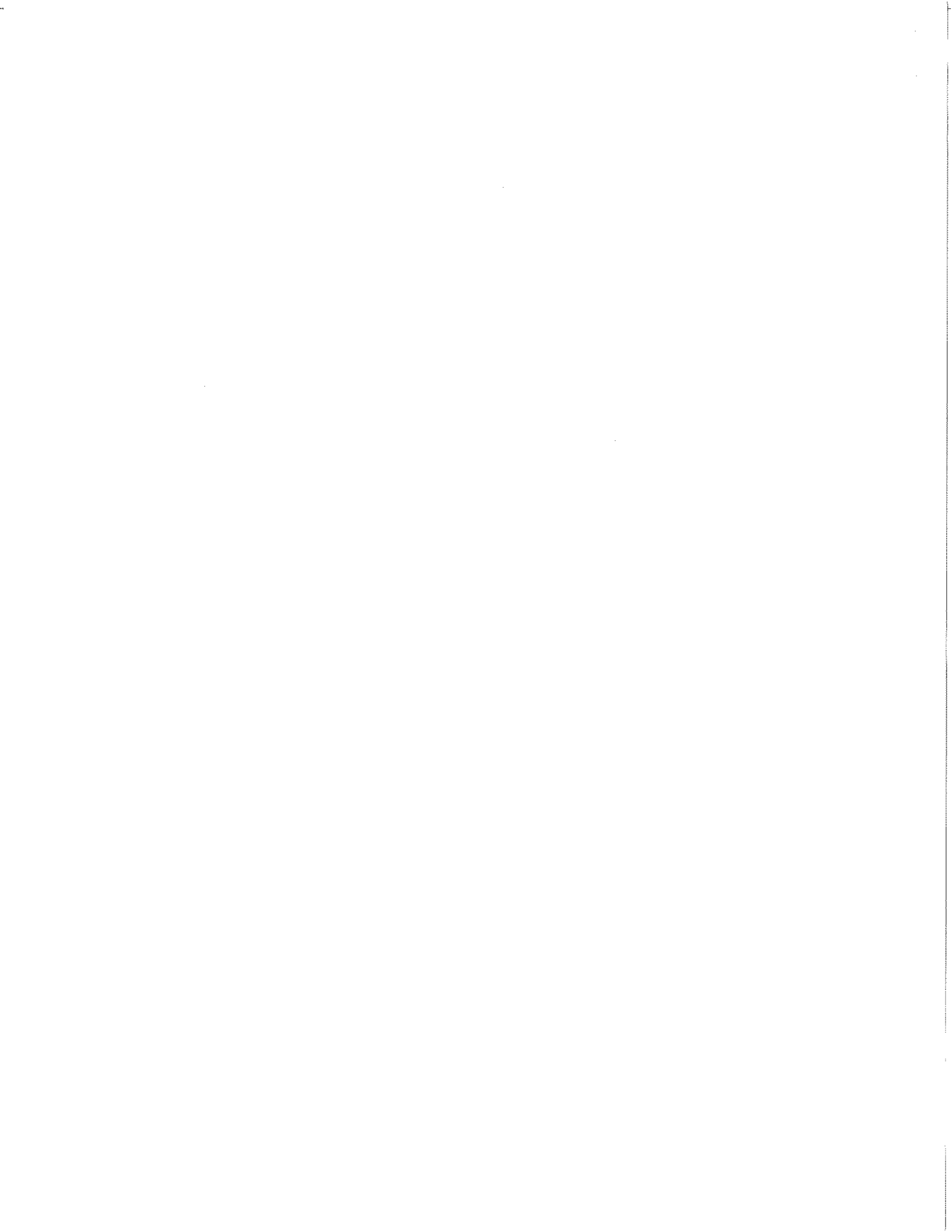
ANNOUNCEMENTS: None this evening.

AGENDA: Murphy introduced the topics of the meeting and went over what they would be discussing. She led with a brief introduction of herself; she has been employed by the Planning Department for 9 months. Murphy graduated with her Masters in Landscape Architecture. She mentioned that as of now there are five appointed members. The topics for the agenda were as listed; Introduction, Organization of Master Plan Committee, Purpose of a Community Master Plan, Creating a Master Plan, Roles and Responsibilities, and Administrative.

INTRODUCTIONS: The members of the Master Plan Committee individually introduce themselves and give a brief background along with why they chose to be apart of the Committee. Murphy said Halloran would be appointed in the next meeting.

ORGANIZATION: Murphy said they would finalize the quorum next meeting. The Make-up of the Committee will be up to the discretion of the Board. Murphy said the role will be to basically organize and provide a face or a point of contact. She said they can rotate the recording secretary and the agenda and minutes will be posted in succession. The Board will wait to decide on this until the full Board is here next meeting.

PURPOSE: Murphy mentioned she noticed a lot of great things happening and good efforts being made, there was just a lot of fragmentation. She said the Master Plan will enable you to make wise of limited resources, a.k.a. money.



WHAT IS A MASTER PLAN: The best ways to achieve goals is through conversation and participation. Murphy described Action Plan as a way to assign responsibilities. It allows a plan to be put in place for Capital Expenditure. The required elements are; Goals and Policies, Land Use, Economic Development, Natural and Cultural Resources, Open Spaces and Recreation, Services and Facilities, Circulation, and an Implementation Plan. Local issues can be included in the plan such as local agriculture, climate change, alternate energy, key areas and key sites as well.

ASPECTS OF A GOOD MASTER PLAN: With the coordination for the Master Plan we have MRPC and other State Agencies who have come into play. Murphy mentioned how a stable society and strong economy are intertwined and interdependent on each other. She said that the Master Plan 2005-2006 update wasn't really an update because no action was taken. LaPointe said she was interested to know that the Town does have history of taking action. Durling mentioned that the 2000 Master Plan Survey that was sent out, people mostly commented on it saying they wanted to maintain Rural Atmospheres and Open Space. There was a big drive to preserve Open Space. She also mentioned that in 2001, the Master Plan seemed to have burnt everything and started over from scratch. Bohan said the general consensus is that this will be an ongoing thing with development since the ball has dropped a few times already with Open Space projects. Murphy said that the survey is more of a starting point and by next meeting they will start compiling results. She said that there have been some fantastic comments. Bohan asked if it was possible to extend the closing date for the survey. Maliska suggested the closing date be near the 21st, which is the 250th Anniversary and that way they could maybe hand a few out and get some responses then. LaPointe mentioned that sharing responses with people would be a good way to get others to take the survey as well. Murphy said it was up to the Committees discretion if they were to extend the survey.

PROCESS: The Board said a large role is participating and gathering data and analysis. Murphy talked to the school about allowing the students to become involved in writings, pictures, etc. She said she needs to make sure things stay on track because the duration of the project should be two years. She is the primary resource person. MRPC received two DLTA grants towards Economic Development and Housing Sections of the Master Plan. Murphy said they did apply for a third grant but didn't receive it. Lapointe asked if they would have a chance to talk to and question MRPC. Murphy reassured them they would.

THE ART OF THE PLAN: This is based in the value system of people living in the community. Murphy mentioned other town such as Amherst who had numerous public participations. Then she reached out to Great Barrington and they approached the Master Plan the same way we are, with little money, and they reassured us it could be done.

TIME LINE: Murphy said this time line made is all subject to conversation. It's imperative when this is brought in front of the Town it's already organized. They suggest again extending the survey in order to make more connections. Murphy said public forum can come after the survey is complete. Bohn asks if Survey Monkey can conformably adjust data and if it doesn't actually need a closing date. Murphy mentioned that she didn't think people would end up participating in a large forum. Bohan asked about the finances. Murphy said the DLTA grants are specific to the Master Plan Committee. She hopes her limited hours won't hinder the time and asked what information the committee wanted to obtain from workshops. Objectives and strategies will develop from having these workshops. This will give people a chance to comment throughout the whole process of the Master Plan. Bohan feels they should preserve the feel of the village like aspect. He also mentioned before they leave each meeting they should figure out when the next meeting will take place.

FOR NEXT MEETING: Durling asked about some of the responses to the survey. Murphy mentioned a lot was about growth and that people understand that growth isn't a negative thing but needs to be done mindfully. There were also a lot of comments about Central Street. She encourages local experts to join in on future meetings.

ADMINISTRATIVE: The Committee decided that the next meeting would be held on June 23, 2014 at 3:00 in the 4th Floor conference room. Murphy said she would see if John Hume from MRPC can switch from his original meeting date of June 24th to the 23rd. Bohan Motioned to adjourn; Durling seconded. By a vote of all aye, the meeting adjourned unanimously at 3:11.

Levin C. [Signature]
Brian Videns

Donna M. Durling

[Signature] Penny Maliska

Cory A. [Signature]

James Halloran