

**Master Plan Committee Minutes**  
**Town Hall, Banquet Hall**  
**Minutes of April 2, 2008**

Members Present: Greg Burnham (6:50-7:10pm), Cheri Carty, Sarah Heller, Sharon Mahoney(7:40-8:45pm),  
Cindy Scott

Members Absent: Gwen Broz, Brittany Carroll, William R. Simpson

Also Present: Bill Puishys (resident)

The meeting was called to order at 6:50 pm by Chair Cindy Scott.

1. **Approval of Minutes.** Draft minutes were distributed. Approval was passed over until the next meeting in order to cover the contract because Greg needed to attend an Advisory Board meeting at 7pm.

Note: Phil Peirce is not a member of this committee and previous minutes will be amended to remove his name.

2. **Contract Status.** Cheri distributed for our review a draft copy of the "Agreement by and between The Central Massachusetts Regional Planning Commission and the Town of Brookfield for: Town of Brookfield Open Space Plan and Master Plan - Phase #1". She explained that Jonathan Church told her that the Housing Chapter must be done with the Open Space Plan as they are tied together. He also emphasized that we need to include Open Space questions in the Survey since it will be a combined OS/MP survey. He proposes Phase 1 start July 1, 2008 and end June 30, 2009. We can start Phase 2 prior to completing Phase 1. Greg moved, Cindy seconded, a motion to forward the draft contract to the Selectmen and legal counsel for review. All in favor. There was further discussion about making sure that CMRPC corrects the document to properly reflect the point that the Open Space Recreation Plan Committee and the Master Plan Committee will be merged and the agreement covers both plans. Cheri will ask Jonathan to amend the agreement to say "Open Space & Recreation Plan and Master Plan" prior to forwarding to the Selectmen.

3. **Merger of Open Space and Master Plan Committees.** Cindy wanted to be sure that the minutes state that a majority of the Open Space Committee are members of the Master Plan Committee and that all members of the Open Space Committee have agreed to merge with the Master Plan Committee. The actual merger of the committees must be voted on at Town Meeting since the Town Meeting established both committees. The article for this is on the Warrant for the May 9, 2008 Town Meeting.

4. **Review of the Survey:** The members present reviewed a draft of the Economic Development Chapter questions that Cindy provided. Suggestions for revisions were made.

5. **Incoming Communications:** There was discussion about the Memo from the Selectmen on the proposed Chp 40B project on Rice Corner Road. The Selectmen asked each town board to review the impact that a project such as this (given its location, size, design, etc.), will have on the Town of Brookfield, from the point of view of their committee. There was discussion about our point of view as a Master Plan Committee. Long term consequences to the town seemed to be our main focus. Sharon reviewed with the rest of the members present a copy of the letter that the Planning Board has drafted. Cindy reviewed her research so far and the questions she has, including: (1) Questions about financial burden to the town adding so many houses at one time, including: Will the affordable houses be assessed on market value or sale value, given that they will have a clause in the deed that they must be sold as affordable houses? (2) Given that there are wetlands, Wolf Swamp, and vernal ponds, a review by the Conservation Commission is necessary. (3) There may be unmarked historical sites and the Historical Commission should to do a site survey. Sarah mentioned that the Wolf Swamp area was included as one of the 5 main areas to study in the Heritage Landscape Inventory

Workshop done February 28. She will try to find out if they have determined anything relevant.

It was agreed that members should email their comments and concerns to Sarah and she will compile into a letter for the Selectmen. We will then need to meet to discuss and approve the letter prior to delivery to the Selectmen. The Selectmen had a deadline for input of March 30 but the meeting with the developers was postponed until April 15 so we have a little more time.

**6. Outgoing Communications:** (a) Cindy passed out an email response to her Brookfield Citizen article that came out in the April issue. She responded to the person (b) Bill's letter inviting participation from all town boards was put into their mailboxes. (c) Cindy said that she posted to the T&G blog to encourage input from the Brookfield residents who write there.

**7. Communications within the Committee:** (a) Cindy passed out updated contact sheets for the committee. (b) Cheri suggested that we leave copies of any meeting handouts in the MP town mail box. Members can check the MP mail box located in the town hall at any point to get copies and not have to wait for the next meeting. It was agreed that we should do that from now on.

**8. Items on the agenda held over for the next meeting (April 17):** (1) Review and accept minutes from March 20. (2) PR piece from Carol - Everyone needs to review copy emailed and get comments to Sarah so she can finalize to review at next meeting. (3) Website: Sharon would like input from members as to what they want or don't want on the website - Sharon (or Sarah if Sharon cannot attend) to report on status. (4) Report on Feb 28 Heritage Inventory meeting - Carol & Sarah. (5) Invitation to George Miller of East Brookfield MPC to speak with us - Sarah. (6) Flyer for High School - Brittany.

**15. Adjournment:** Meeting was adjourned at 8:45 pm.

Respectfully submitted,  
Sarah Heller, Secretary

Date approved by the Committee: 5/22/08

Date submitted to the Selectmen's office: 6/5/08