

**Master Plan Committee Minutes**  
**Town Hall, Banquet Hall**  
**Minutes of May 7, 2008**

**Members Present:** Gwen Broz, Greg Burnham, Sarah Heller, Cheri Carty, Cindy Scott (arrived at 7:30pm), William R. Simpson

**Members Absent:** Sharon Mahoney

**Also Present:** Susan Brogan (Open Space Committee, Conservation Committee), Carol Childress (Grant-Writer), Kevin Damon (Resident), Rudy Heller (Selectman)

*Note: Prior to the meeting, the Open Space Committee met and voted to merge with the Master Plan Committee. The meeting was called to order at 7:15 pm by Vice-Chair William Simpson.*

1. **Introductions.** Everyone introduced themselves. We welcomed prospective member Kevin Damon.
2. **Memo to Departments.** William moved and Greg seconded that that an invitation, updated with our new meeting dates, be put in all department mailboxes at the town hall. All in favor. William will do this.
3. **Update from Town Treasurer:** Cheri relayed that we have 3 accounts: 1 for grants, 1 for donations (two \$5,000 checks, one from Tim Simon, one from anonymous family, both earmarked for Open Space Plan) and 1 for appropriations (balance \$10,000 from prev. town meeting). Carol asked Cheri to check with the treasurer that the funds are rolled-over from one year to the next without having to re-appropriate them.
4. **Contract with CMRPC:** Rudy gave us his proposed revisions to the contract. In summary they were: (1) Item I: Change the requesting body from the Planning Board to the Master Plan Committee (2) Add estimated dates for completion for each section. For example: "8 weeks from signing the contract to complete phase 1", etc. (3) Regarding the maps, (a) ask if there is new work to be done on all of the maps listed. They may be available in public records on the internet or are in possession of other town boards. For example, for zoning maps: check with the Planning Board, Town Clerk, ZBA to see if we any existing maps. The Water Resource Map may be available from the DEP website. (b) Add vernal pools to the list of items for the Soils Map. (5) Ask for a digital copy of the maps as well as an editable word processing copy of the entire report (in other words, not a pdf file). Eliminate the 10 copies provision. We can print out as needed.

Sue mentioned that we have the option of printing different information on overlays vs. having all information on 1 map. Carol said we also need to consider the size of the maps.

William asked if there is an educational component in the master plan. It could be a question such as "What do the citizens want from the school system?" This is a question for the consultants.

William also asked that we find out how much it would cost to include the Housing Production Plan (a DHCD document) in our Housing chapter.

5. **Survey:** It was agreed to wait to distribute the survey until after the Selectmen approve it.

Cindy mentioned some activities that are going to be happening over the summer: August 2, "Arts on the Common" and August 16, Battle of the Bands at the Rod and Gun Club.

6. **Outgoing Communications:** Sarah agreed to contact George Miller of the East Brookfield Master Plan Committee to see if he can come speak to the committee. One question that Carol suggested: Did East Brookfield have a moratorium on developments until after approval of the master plan and open space plan?

7. **Adjournment:** Meeting was adjourned at 8:45 pm. Next meeting: Town Hall, May 22 at 7pm.

Respectfully submitted,  
Sarah Heller, Secretary

Date approved by the Committee: 5/22/08 Date submitted to the Selectmen's office: 6/5/08