

**Open Space / Master Plan Committee Minutes**

**Town Hall, Banquet Hall**

**Minutes of May 22, 2008**

**Members Present:** Gwen Broz, Greg Burnham, Brittany Carroll, Sarah Heller (Secretary),  
Cindy Scott (Chair), William R. Simpson (Vice-Chair)

**Members Absent:** Cheri Carty, Sharon Mahoney, Susan Brogan

**Also Present:** Carol Childress (Grant-Writer)

The meeting was called to order at 7:10 pm by Chair Cindy Scott.

1. **Approval of Minutes.** William moved, Cindy Seconded, the approval of the following minutes as written: March 20, April 2 and May 7, 2008. All in favor.

2. **Survey update.** We are waiting for the Selectmen to approve. It also needs to go to the Planning Board. William will ask to be put on the Planning Board agenda and will give them a draft copy for review.

3. **Contract update:** On hold. Cheri and Rudy need to have a conference phone call with Jonathan at CMRPC to finalize based on changes suggested at our May 7 meeting. Sarah volunteered to talk to Rudy and Cheri to remind them to schedule the conference call.

4. **Thank you letters to donors:** Carol agreed to draft a letter from the Selectmen and the Master Plan Committee. She will send the draft to Sarah and Cindy for review. After finalizing, it will go to the Selectmen to be sent out on town letterhead and signed by the Selectmen.

5. **PR article for newspapers:** Carol will draft an article that updates what has happened so far: Contract, Survey, Donations.

6. **High School Flyer - Contest update:** The flyer did not get published in the High School newspaper (The Tomahawk). It was decided to leave the categories and deadline as is, but to open it up to all ages.

7. **Results of the Town Meeting Noted:** We note for the record that the town meeting passed the two articles pertaining to the Master Plan: (a) \$10,000 was taken from the town Stabilization Fund and (b) The Open Space Committee and the Master Plan Committees are merged into one committee.

8. **Website update:** Sarah said that Sharon is waiting for the committee to respond to the email she wrote asking for what people wanted. The committee agreed that the following items should be included on the website: (a) Vision and Mission Statements. (b) List of the members of the Open Space/Master Plan Committee (c) Contact information: Selectmen's office phone # and gmail address (For more information on the Brookfield Master Plan, please contact [masterplancommittee@gmail.com](mailto:masterplancommittee@gmail.com) or the Brookfield Selectmen's office at 508-867-2930 ext 10.) (d) Minutes of the meetings (e) PR articles that have been written, including contest information.

9. **Heritage Inventory:** We should invite Patti White to give us an update on this project.

10. **Interview with E.B. Master Plan chair George Miller:** Carol noted that George has moved from the area. Sarah said that she would try to interview him via email and report back to the committee.

11. **Adjournment:** Meeting was adjourned at 7:40 pm. Next meeting: Town Hall, June 5 at 6:30 pm.

Respectfully submitted,  
Sarah Heller, Secretary

Date approved by the Committee: June 5, 2008 Date submitted to the Selectmen's office: June 19, 2008