

**Open Space/Master Plan Committee Meeting Notes**

**Town Hall, Banquet Hall**

**September 12, 2008**

Members Present: Gwen Broz, Sarah Heller, Cindy Scott, William R. Simpson

Members Absent: Cheri Carty, Sharon Mahoney

We met at 6:30pm with Jonathan Church of Central Mass Regional Planning Commission to discuss fulfillment of the contract for Phase I.

1. **Public hearings.** We set dates for 2 public hearings: (a) Wed. Oct 15, 7pm, a SWOT (Strengths, Weaknesses, Opportunities, Threats) exercise for the Master Plan. It will be a community visioning forum. (b) Wed. Oct 29, 7pm, Open Space and Recreation visioning session.

Jonathan said that CMRPC will run both hearings. Sarah will post both with the town clerk. There was also a discussion about advertising the meetings. It was agreed to publicize as much as possible. Cindy will post on public access TV. Sarah will use Carol's draft to publish an article in the Brookfield Citizen. Everyone will get the word out as much as possible.

2. **Economic Chapter.** Jonathan said that CMRPC is using a \$6,000 grant from the state to cover the cost of this chapter. It must be finished by December 2008.

3. **Discussion of costs of the survey:** We have spent \$280 getting the surveys printed, \$90 on paper. Postage is still not determined. The Post Office must be billing the town directly since it was done using the town bulk mailing permit.

4. **Housing Chapter:** This is different from the Housing Plan. The Master Plan Housing Chapter produces the data that can be used in the Housing Plan.

5. **Discussion about involving the Planning Board more:** Sarah will speak with Trudy about working more closely with the planning board. We also need to involve the ZBA and other boards.

6. **Phase 2:** The remainder of the Master Plan will start July 1, 2009 to be completed by December 2010. Massachusetts General Law Chp41/81D: Town Government, Public Facilities, Land Use, Goals and Policy, Implementation.

7. **Next meeting:** Sept. 24, 7pm was set for the next meeting of the committee.

Respectfully submitted,

Sarah Heller, Secretary