

Open Space/Master Plan Committee Minutes
Town Hall, Banquet Hall
Minutes of March 4 2009

Members Present: Gwen Broz, Cheri Carty, Sarah Heller, Tim Simon

Members Absent: Phil Chaffey, Sharon Mahoney, William R. Simpson

Guests: Grant writer Carol Childress, CMRPC consultants: Jonathan Church, Rosemary Scrivens, Trish Settles

The meeting was called to order at 6:30 pm by Vice-Chair Tim Simon. Sarah did not have the minutes ready for review and there was no correspondence.

A) Treasurer's report. Cheri is still trying to confirm our balance. According to her records, we should have \$24,702.07. Our total expense for Phase I is \$18,240: \$11,140 for OSRP; \$6,000 Housing, \$1,100 visioning, \$6000 (Grant) Economic Development. We have received a draft proposal from CMRPC for Phase II (the rest of the Master Plan) but it has not been sent to Selectmen since we do not have the money in hand to fund it. Carol explained that in this economic climate, receiving grants is very difficult. We need to pursue the town meeting and look for donations.

B) CMRPC - 4th Draft of the Economic Development Chapter. Jonathan reviewed the updates. We agreed to include Town of Brookfield as a large employer, separate from the school. We need to get information about The Clam Box and Cumberland Farms. We have noted in the text of Gavitt that they are leaving town. There was debate as to whether to include Spencer Plating in the list since it is closing. Tim suggested we mention it in the text as was done with Gavitt. Jonathan explained the "build out" map and showed that there really is a fair amount of vacant space. He will update the text to reflect that fact. There was discussion about how to make the maps more readable. Jonathan reminded us that we need to get him updated lists of businesses. The committee thanked Jonathan for his work. He will be working with WRTA and Megan Diprete will be our new liaison with CMRPC.

C) CMRPC - Housing. Rosemary gave us several handouts, a Timeline and Basis for the Chapter. Sarah agreed to ask the Town Clerk for the total number of housing units if that is part of the yearly census. Rosemary will be meeting with us at each meeting from now until June 17 in order to finish the Housing by June 30. See her timeline for specifics.

D) CMRPC - Open Space Maps. Trish reviewed several maps with us. She explained that the committee could choose to key any significant historical, cultural or scenic items on the maps. Sarah will check with the Town Clerk if we have a list of scenic roads in town. Trish explained that there are 5 locations that seem to be protected but the exact nature is unclear. She asked the committee to look into that. Carol suggested that Trish contact B. Kibbe of Fish and Wildlife as he has the latest maps and knows the area. She also said there is a Cultural Resource Data Base on the Mass website that has a lot of information. Trish will return on March 18.

E) Old Business. (1) ADA Self-assessment. Sarah will ask Donna Neylon if this has been done or we need to tackle it. (2) Funding: Sarah will find the article for the town meeting and email to everyone prior to the next meeting.

F) Next Meeting: 6:30pm on 18. Trish will be working with us on the OSRP. We will discuss grants and the warrant article. Other items may be included on the agenda.

G) Adjournment. The meeting was adjourned at 8:45 pm.

Respectfully submitted,
Sarah Heller, Secretary

Date approved by the Committee: April 15, 2009

Date submitted to the Selectmen's office: April 28, 2009