

Open Space/Master Plan Committee Minutes
Town Hall, Banquet Hall
Minutes of June 18, 2009

Members Present: Gwen Broz, Cheri Carty (arrived 7:30), Kevin Damon, Sarah Heller, Tim Simon, William Simpson Jr.

Members Absent: None

Guests: Grant Writer Carol Childress, CMRPC consultant Rosemary Scrivens

The meeting was called to order at 6:40 pm by Chair Bill Simpson.

A) Minutes. Bill moved and Tim seconded approval of the 4.15.09 and 6.20.09 minutes. All in favor.

B) Correspondence. None

C) Treasurer's Report. Cheri had reviewed the pending CMRPC invoice for \$14,865. There is money in the account to cover it and all seems to be in order. She recommended we approve. All members signed. Cheri will submit to be paid by the town.

It was noted that CMRPC sent an extension to the Phase I contract until August and the Selectmen signed it.

D) Discussion about Housing chapter with Rosemary.

1. **Changes to Goals.** It was agreed to add the word "and ages" to goal 1 (a diversity of income levels and ages); It was agreed to make the objective of Goal 2 the goal and to add a new objective that emphasizes energy efficiency and environmental soundness in rehab.
2. **Discussion about recommendations/action plan under goals. 1B-1:** The housing partnership could replace the existing Housing Authority. That was done in Sturbridge. In the bullet "inventory all government-owned buildings, it was suggested to change that to "public and private buildings". Rosemary will research if there is any reason not to say this. **1B-4:** Change the first sentence to read: "Ensure the ZBA is trained to deal effectively..." and make the responsible entity the Select Board as well as the ZBA.
3. **Review of chapter.** Kevin questioned where was Appendix X. Rosemary said that it will be added as Appendix A, a list of Subsidized housing that qualifies as affordable housing under. Chp 40B.

The members reviewed other specific suggestions to the text that Rosemary will incorporate into the final draft. She asks that we get her all other changes by June 30. She will produce a PDF and Word document for us by July 16.

E) Review of Trudy O'Connell's suggestions for the Open Space Plan. Sarah read Trudy's handwritten notes to the goals section of the OS draft and there was discussion about them. The final revisions were noted by Sarah and she will convey these to Trish via email or mail.

F) Article for July Citizen. Bill reported that Brian Rossetti had produced an article for the Citizen on the Economic Development Goals. Brian has a background in PR. Everyone was most appreciative of Brian's excellent article and hopes that he can do the same for the other chapters. Sarah explained that she had added opening and closing paragraphs with general info and contact information, including a new email masterplan@Brookfieldma.us that will go to Sarah (and others who wish) and the fact that drafts of the Economic Development Chapter will be available for review at both the Library and the Selectmen's office.

G) Town Meetings on June 26. Reminder that there will be an article on the Special before the annual so that there is no question that the Town Meeting has created the OS/MP committee. The wording of the articles on previous town meetings left this in question. There was concern that we might not qualify for certain grants because of this. At the annual, our request for \$10,000 will be reduced to \$5,000 due to the budget cuts needed.

H) Funding of remaining chapters. Carol explained that there is funding available through the National Assoc. of Realtors. Mike Seery as a local realtor could submit an application to fund the public forum part of the plan that CMRPC has listed as \$2000. Cheri will verify the breakdown of costs listed for Phase II through CMRPC to see if this forum is required. There was discussion of various options for how to proceed. There was general agreement that we need to fund on a chapter by chapter basis since we do not have enough money to contract for a phase II that covers the remaining chapters. Carol said that CMRPC may have DLTA funds available in the Fall that could fund one chapter. There was a suggestion that our next chapter be either Land Use and Zoning or Transportation. For Transportation, we will look at the possibility of using neighboring town's plans as a guide to produce our own first draft and then contract with a consultant to review it. This may be less expensive than having a consultant write the draft.

I) Next Meeting: July 1 is our next meeting. We hope to coordinate with Planning to try to meet with them at the beginning of their July 1 meeting to review the OSRP with them. Other scheduled meetings are: July 15, August 5 and August 19, all at 6:30pm.

J) Adjournment. The meeting was adjourned at 9:15 pm.

Respectfully submitted, Sarah Heller, Secretary

Date approved by the Committee: 7/1/09

Date submitted to the Selectmen's office: 7/2/09