

Open Space/Master Plan Committee Meeting
Brookfield Town Hall
Minutes of May 19, 2010

Members Present: Gwen Broz, Kris Casucci, Sarah Heller, Tim Simon, William Simpson Jr.

Citizens Present: Bill Scanlan, Consultant

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

Treasurer's Report: None.

Previous Minutes: The 4/22/10 minutes were unanimously approved. Sarah will forward to the Selectmen. Sarah will ask Sharon Mahoney for minutes of the 4/28/10 joint meeting with the ZBA and Planning Bd.

A) Correspondence: CMRPC forum for May 27 "Not easy being green". No one is available to attend.

B) Old Business:

(1) Zoning Chapter: Bill Scanlan reviewed the revised chapter, especially the goals and recommendations. Bill Simpson suggested that we make a list of actionable recommendations and an implementation structure. Tim suggested that the Planning Board have a subcommittee to revise the zoning bylaws. Kris said the subcommittee could create guidelines. We discussed sending a letter to each town board or committee with a list of what pertains to them. Also, we would prioritize the goals and recommendations.

We voted (Sarah moved and Gwen seconded, all approved) that Bill Scanlan should create a matrix, the same as the other MP chapters, with responsible party for the goals and recommendations. Bill will finalize the Zoning Chapter, send us pdfs of large format maps, and submit an invoice to us for payment. Everyone thanked Bill for his excellent work. Kris agreed to work on a summary of the Zoning Chapter.

(2) Transportation Chapter: Bill Simpson will contact Cheri about when she can attend a meeting in early June to go over the chapter.

(3) Governance Chapter: Bill did a fiscal analysis of expenditures of town government areas for 2003-2009. He also asked for help from other members with getting information from the 2009 annual report for the different town departments. He will give us a template and the annual report so each of us can do a couple of departments.

(4) Chapter Summaries: Bill will get final copies of the Housing and Economic Development so Sarah can work on 2 page summaries.

(5) OSRP: Bill will check with Betty, the accountant, about paying the final bill from CMPRP.

(6) Articles for Citizen/Press Release: We will put all articles that have appeared in the press as an addendum to the Master Plan. Bill Simpson will ask Taryn Plumb for copies of her articles. Sarah will compile the Citizen articles.

C) New Business: None

D) Next meeting and Adjournment. Tentatively scheduled for June 2, 6:30pm at the town hall, pending Cheri's being able to attend. Bill will contact us if there is a change. Bill Simpson will post. The meeting was adjourned at 8 pm.

Respectfully submitted, Sarah Heller, Secretary

Date approved by the Committee: June 30, 2010

Date submitted to the Selectmen's office: Sept 15, 2010