

Open Space/Master Plan Committee Meeting
Brookfield Town Hall
Minutes of June 9, 2010

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

Citizens Present: None

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

Treasurer's Report: We voted to pay pending bills. All members signed the vouchers to pay CMRPC (Final Payment for OSRP, Inv. 1567 \$1,824) and Bill Scanlan (Zoning Chapter \$5,000). Cheri put them in the Treasurer's mailbox. Cheri will provide us with a report on our balance at a future meeting. There are two accounts with money. One is appropriated and the other is for donations and grants.

Previous Minutes: None available. Sarah will provide at our next meeting.

A) Correspondence: Final printed copies of the Zoning Chapter. They will be distributed as follows: 1 library; 1 Planning Bd; 1 ZBA; 1 Selectmen; 1 our files (Bill Simpson).

B) Old Business:

(1) Zoning Chapter: Is complete except for the summary. Kris will work on that.

(2) Transportation Chapter: Cheri went over the changes since our last review. The new sections are highlighted in yellow in the document. Additional changes to be made:

Overall: Cheri will include references to sources of information.

Page 1: Cheri will clarify CSX project B-26-002 which appears to have been discontinued.

Page 6: Scenic roads (and page 9 goal 1) will include a statement that there needs to be a procedure to report and deal with a violation.

Page 10: Make #3 regarding sidewalks a priority Add a phrase about using highway funds or grants. Also recommend forming a sidewalk committee.

Page 11: Train station. Make it a more regional solution. Station does not have to be where it was previously on Rt 148.

Cheri also handed out several maps of the road system. For the Road Inventory by nation highway system, she will make it cover a wider area so local airports appear.

Cheri said that Jonathan Church of CMRPC volunteered to read the chapter. She will confirm that it is at no cost before taking him up on the offer.

By the end of next week, Cheri will give a copy (with tonight's revisions included) to the Highway Superintendent with a request to discuss with the committee after reading it.

Everyone is most appreciative of Cheri's excellent work on this chapter.

(3) Governance Chapter: Bill handed out a list of the various departments appointed by the Board of Selectmen. He also handed out a Department Data Questionnaire. He will email a copy of the 2009 annual report to each of us. We will use that to fill out the questionnaire as best we can by the next meeting. The departments were divided up among us as follows: Cheri – Financial team (Treasurer, Accountant, Tax Collector, Advisory Committee); Kris – Building Inspector, Wiring Inspector, Plumbing Inspector, Zoning Enforcement Officer; Time – Housing Authority, Council on Aging, Conservation Commission; Sarah – Communications and Community Services (Public Access Television, Cultural Council, Recreation Committee; Historical Committee, Tourism Committee; Bill – Safety (Police, Highway, Fire, EMS); Gwen – School, Water.

(4) Chapter Summaries: Bill will do vision statements for the chapters and get to Sarah.

(5) Articles for Citizen/Press Release: None planned. Bill will get the final drafts of Economic Development and Housing Chapters to the library.

(6) Town Meeting (June 18): Bill summarize our work to date.

C) New Business: We started to discuss the Implementation Chapter. It is key that we identify the committees that are responsible for the action items recommended.

D) Next meeting and Adjournment. The next meeting is scheduled for June 30, 6:30pm at the town hall. Bill Simpson will post. The meeting was adjourned at 8:25 pm.

Respectfully submitted, Sarah Heller, Secretary

Date approved by the Committee: June 30, 2010

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