



**Master Plan Implementation Committee Minutes
May 6, 2021**

Members Present

Judy Gooch Dobosh, Chair	Nate Therien, Vice Chair
Michelle Wolfe, Clerk	Alexis Allen
Larry Dixon	Michelle Theroux

The meeting was opened by Judy at 8:04 a.m. and she obtained permission to record the meeting. Margaret Jodoin was absent and no guests were in attendance.

Minutes:

Minutes of the April 1, 2021 meeting were discussed and a motion made to approve. A roll call vote of members approved the minutes and Michelle W. can post them online.

Master Plan Update Process:

Nate gave an update on where the updated plan stands with the Planning Board (PB). There is a Planning Board meeting tonight (April 1) to discuss. One thing that the board is doing is simplifying the tasks. A major topic of discussion are the task metrics and how measurable and appropriate they are, how will follow through be handled and if metrics should even be included.

Timeline of the review remains unchanged. A listening session for the PB is scheduled for May 13. Per Nate, the PB has also expressed some concern regarding implementation including MPIC's role, and perhaps PB and MPIC should meet at end of summer to discuss after the entire plan has been reviewed by the PB. The PB has decided to postpone further review of the metrics and implementation chart until after they review entire plan and review feedback received from all entities.

The Planning Board is doing a meticulous review of the updated plan from both a macro and micro view.

It was discussed that Nate, Judy and Michelle W. should get together to discuss connections at

UMass that may be able to assist in bench marking of tasks.

PVPC Update and Bylaw Review:

Larry mentioned that he had a discussion with Ken Comea (sic) of PVPC and Ken is going to send over some information, including lessons learned. Ken reviewed the implementation piece of the updated plan and his take was that everything was clearly outlined in terms of metrics and resources. His suggestion was that MPIC work closely with PB and Select Board (SB) since we are a jointly appointed committee and that SB will ultimately determine resource allocation for the tasks.

Nate mentioned in the PB update that there was some concern in regards to implementation of the plan. MPIC has been reviewing the bylaw as recommended by the TA. And it may be that the bylaw change recommendations may need to be reviewed later after the implementation process is discussed and when new personnel are in their respective roles (Town Administrator and Planning Director) since they will be critical to the success of the bylaw revisions. All bylaw changes will also have to be approved by Town Meeting.

Upcoming Meeting with Select Board on June 1st:

MPIC is going to attend the June 1st meeting with the SB and Judy will put together some talking points. Some issues mentioned during meeting included: MPIC's role in implementing (and bylaw); how does we operationalize the Master Plan (perhaps we pull back on bylaws); and advocate for what MPIC needs including reporting. Larry to take the lead in the discussions. Meeting starts at 7pm and likely MPIC will be on around 730pm.

Meeting with Mike Sullivan, Town Administrator:

Judy sent over meeting notes from conversation with Mike. Mike sees disconnect to what the town wants and what the town is willing to do (aspiration and action). Such as Affordable Housing and diversity topics.

A suggestion for the SB was for them to regularly meet with other boards/commission as this will also help in implementation of the plan. The implementation process was discussed and it was agreed that to be successful, it will involve getting multiple groups working together. And with that, there are discussions around consolidating some of the boards/committees so that there are fewer volunteers.

Annual Report to Town Meeting:

Judy sent over rough notes from last meeting. More information may come out from next Bylaw Sub-Committee meeting. The Annual Report (AR) is a place to flag problems but also to celebrate. Should we leave some room for COVID uncertainty, such as lessons learned, but also we hope SB reviews last year's pandemic experience and reflects (like a stress test). Some digital concerns, but viewership of online meetings has likely trended up along with reviews of minutes. The use of technology has improved and MPIC can say in our experience that entities for the most part did continue to meet via Zoom.

MPIC will need to submit the Annual Report prior to Town Meeting. If anyone has any additional observations or comments besides below, please reach out to Judy.

Next Steps:

- Judy and Larry to organize sub-committee Bylaw Review meeting.
- Larry to email/distribute any documents received from PVPC.
- Michelle T. to send out documents to rest of MPIC team (Alexis, Margaret and Michelle) in regards to like towns' Master Plan progress.
- Judy to set up meeting with Planning Department (Richard and Ann) prior to June 1st meeting with Select Board.
- Judy to work up draft notes for the Annual Report which will serve as talking points for meeting with the SB.
- Meeting with Select Board on June 1st, 7pm (Larry to lead discussion for MPIC).

Other Business:

Judy noted that the next meeting will be the last for Alexis' as it is the end of her term. Judy thanked Alexis for all her contributions to the committee.

Next Meeting: June 3, 8:00 a.m.

Adjournment: 8:54 a.m.

Signed:

Michelle Wolfe, Clerk