



**Meeting
Notes**

Attendees: Bob Young
Grey May
Laura O'Donnell
Karen McGinley
Jon Lariviere
Jon Levenstein
Robert Jones
Barbara Salvatore
Cynthia May - Planning
Dave Danielson
Andre Garron
Rick Sawyer - Planning
Mike Casino - RKG
Gordon Leedy - VHB
Ralph Willmer - VHB
Bob Ballou - VHB

Date/Time: 02-10-2009
7:00 PM

Project No.: 52023

Place:

Re: Bedford Master Plan

Notes taken by: Bob Ballou

Rick Sawyer – Welcome, thanks to committee for time

Gordon Leedy – Opening remarks

Ralph Willmer – Project description, last Master Plan in 2000, update of this plan - guidance and policy document to address 10-15 future decisions regarding land use.

Scope – Broadened from 2000 to add some new topics...

- more on sustainability issues
- more on energy issues
- more on natural hazards issues

Plus looking at progress from 2000. Focus also on those things that were not implemented. Our focus will be on giving you a plan that can be implemented.
Focus on keeping public informed during the process.

Description of firms by Gordon Leedy and Mike Casino

Ralph Willmer described process of Master Plan

- public participation and working with committee to refine this

- research and data gathering
- putting the pieces together

The anticipated schedule for the process

- public workshop early into the process to focus on community values and goals... looking at early April. Important to do this early. Will work with the committee to find the best structure for this.
- 2nd forum in September following data analysis and trends to focus on some of our early thoughts on land use concepts.
- 3rd forum, probably next March to view draft plan.
- Public hearing process would happen sometime next spring.
- Assume committee will meet every other month on average. We will always want to meet 2-3 weeks prior to scheduled public forum.
- We will present plan as draft segments (10-12 topics)

Bob Young – There are some big projects potentially coming if stimulus package goes forward. Most people aren't aware of these and their impacts on town

Dave Danielson – The authors of the 2000 plan “took it on the road” to get the widest coverage.

Jon Levenstein – doesn't see Committee as authors of this plan. Committee will provide input and guide the process.

Gordon Leedy – we are looking at Committee as being ambassadors of the plan.

Greg May – can we talk more about the expectations you gave of us. The more definition you can provide for us the better.

Karen McGinley – we will need active participation from Committee. I don't want to just see a continuation of the 2000 plan. We should use an interactive website and advertise it.

Cynthia May – The strength of this team is their experience with the public participation process. 1st meeting is an opportunity to educate the public...introducing the public to the plan and the process.

Gordon Leedy – talked about VHB use of the voting buttons to get feedback at public forums.

Barbara Salvatore – learning process has to begin with trust... we don't know each other and what we all bring to the table. If we don't see each other for 2 months it's a missed opportunity. Would like to see a bottom up process. Would like to see us commit to the group process.

Bob Young – a lot of people are intimidated and won't stand up. We heard a lot of feedback from 2000 that people didn't feel they were heard or listened to. We need to provide a balance.

Greg May – who will develop the plan for reaching the community?

Jon Lariviere – we live in a digital age... need to use these techniques. We will need to protect ourselves to insure the feedback is Bedford feedback.

Jon Levenstein – I think the plan is to use a variety of techniques to get as much info as possible and touch as many people as possible.

Andre Garron – I was anticipating that we would play role as sounding board and to keep the process on track. Glad to hear we are looking for innovation and new strategies.

Dave Danielson – I have tremendous belief in this process. We need to draw on each other's knowledge.

Gordon Leedy – Ralph will be responsible for developing the strategy.

Rick Sawyer – All our meetings will be public meetings subject to open meeting law.

- Discussion of specifics of open meeting legal parameters.
- Ralph talked about how the web page will be set up and functions. Ralph will set up a mock page and send to Rick... VHB will host the site.
- Robert Jones – we need a focused session among ourselves i.e. trends, major regional plans that may affect Bedford, stimulus package plans,
- Bob Young – state and town have stimulus plans in place if comes.

Rick Sawyer – Group wants to meet more actively at least at the beginning of the process.

Gordon Leedy – Description of 'immersion day' and the interviews that were conducted and some of the comments received. Team will be putting these together and distilling the input.

Dave Danielson – The idea of creating neighborhood commercial zones... can we revisit this as an idea now that traffic issues etc. are at the forefront?

A discussion of general issues of housing types such as Traditional Neighborhood Development and trends for higher densities... creating options for future residents... affect of national trends.

Rick Sawyer – Next meeting should be after the March 10 vote. Team should focus on a review of the 2000 master Plan to focus discussion w/committee. Also a formalized outline of the Master Plan. Present some basic preliminary demographics as well.

Meeting date – March 12th 4 PM