



**Meeting
Notes**

Attendees: Jon Levenstein, Chair
Dave Danielson
Bill Dermody
Karen McGinley
Dave Michaels
Jon Lariviere
Doug Pearson
Robert Jones
Michelle Salvatore
Rick Sawyer, AICP – Planning
Cynthia May - Planning
Ralph Willmer, AICP – VHB

Date/ Time: February 18, 2010
6 PM

Project No.: 52023.00

Place: BCTV Meeting Room

Re: Master Plan Steering Committee

Notes taken by: Ralph Willmer, AICP

A. Chairman Levenstein opened the meeting at 6:00 PM with all members present with the exception of Laura O'Donnell and Andre Garron.

B. Minutes of January 21, 2010. Approved.

C. Ralph Willmer presented the outline of the Master Plan Update and Summary. It summarizes the key findings and recommendations for each of the plan elements. This would serve as the outline for the public presentation on March 25th and as an executive summary for the Plan.

The following questions/comments were discussed:

- During the presentation, we should allow questions rather than wait until the presentation is over.
- Provide the update and summary document as a handout and post it on the website.

- The Committee and/or staff (Jon or Rick) should make introductory and concluding remarks. Perhaps someone from the Town Council as well to explain how the Plan gets implemented.
- Comments can be made on the summary through the master plan website.
- PowerPoint presentation will also be made available as a handout and posted on the website.
- Coordinate with Energy Commission on recommendations.
- Label the recommendations “Recommendations for Consideration” and ensure that public understands that these are proposed recommendations.
- Under housing, combine recommendations 3 and 4 regarding mixed use and workforce housing in the PZ district.
- Elaborate on recommendation regarding age-restricted housing (is it for already built projects?)
- Elaborate upon recommendation for expanded commercial zones along Rt. 101 and perhaps show this on a map. Review locations where lots could be made deeper.
- Under transportation, add a recommendation that reads “advocate for businesses along Rt. 3 if a new toll structure could adversely affect the Town”.
- Add water conservation measures as part of the effort to enhance sustainability.
- Under municipal facilities, include the need to provide more meeting space; be more inclusive (not just for senior citizens, but the community at large), and explore options for senior services with other communities.
- Include brief summary of open space plan and hazard mitigation plan.

The outline will be revised and a summary will be prepared for the PowerPoint presentation for the March 25th meeting.

D. Ralph Willmer distributed an outline of the Land Use element of the plan.

The following questions/comments were discussed:

- The plan will require revenue to implement.
- Focus on redevelopment opportunities since there is not much vacant land left. It adds value to commercial land and could increase density for housing (overlay district in PZ).
- With potentially slower growth over time, what are the impacts on revenue projection and the needs of the Town?
- Need to show areas that should be protected.
- Link with transportation element findings and recommendations.

VHB will continue to work with the Energy Commission on the energy and utilities element.

E. Meeting Adjourned at 7:45 PM.

Respectfully submitted by Ralph Willmer, AICP
March 9, 2010

Next meeting scheduled for BCTV on March 18, 2010 at 6 PM.