

**COMPREHENSIVE PLAN ADVISORY COMMITTEE (CPAC)
REGULAR MEETING**

MINUTES OF JUNE 25, 2008

(As Approved August 27, 2008)

Present:

Members: Kate Bedard, Connie Clancy, Lucia Foley, Martha Johnson, Dale Johnston, Wendy Kelleher, Jeff Labrecque, Dan Luis, Jesse Lytle, Melissa O'Brien, Nathan Therien, Linda Young (Excused: Bob Gelin, Kurt Schenker, and Martha Terry)

Staff: VHB – Darelene Wynne; Richard Harris, Town Planner

Liaisons: John Hine (Selectboard); Helen Fantini (Planning Board)

Public: Joan Rosner; Bob Judge

Ms. Young called the meeting to order at 7:00 p.m.

1. Minutes of Meetings – May 14, 2008 Special Meeting; May 28, 2008 Regular Meeting; and June 11, 2008 Special Meeting

Motion – Ms. Clancy moved and Mr. Lytle seconded the motion to approve the minutes of the May 14, 2008, May 28, 2008, and June 11, 2008 meetings as presented. All members present voted in favor of the motion.

2. Review Issues Analyses for the first four elements

Darlene Wynne reviewed the process and basis for developing the Issue Analyses for the first four elements. She noted that VHB staff have not yet talked to the various department heads regarding the municipal facilities issues. However, they plan to do so.

CPAC members offered various comments regarding the draft analyses including:

There is no mention of Information Technology. Mr. Labrecque noted that SHELD has the Fiber Optic System components in its Five Year plan. Sustainability needs to be highlighted as a municipal facility issue (it was noted that renewable energy is one facet of this issue; examples of considerations included the use by Northampton Schools of solar panels and a Chicopee Stormwater Pilot project).

Possibility of windmills at the golf course or other locations to offset energy costs and greening of public buildings.

Ms. Clancy outlined 14 distinct housing issues:

- affordable housing,
- funding,
- locations,

- Diversity of need (family, start-up, and seniors)
- Expanding the Subsidized Housing Inventory
- Renovation of existing houses
- The Falls area
- Adaptive reuse of buildings
- Infill development
- Mixed Use development
- Zoning – density issues
- Use of state programs (Chapter 40R and 40S)
- Community Preservation Act
- Floodplain development

Mr. Labrecque provided comments regarding the economic development issues including the possibility of reviewing a Business Improvement District and Main Street program for the Falls area.

Mr. Lytle indicated that his subcommittee felt that the transportation section was very strong and indicated that the subcommittee would proceed to rewrite the analysis in their own words.

Ms. Fantini suggested that LEED should be a focus in all 4 subject areas.

3. Discussion of Issues Analyses by Subcommittees (Break out sessions)

Each of the subcommittees met to discuss the issue analyses and to discuss how they intend to proceed with the Issue Gathering sessions in July. After a short break out session, all members met as the CPAC to discuss the individual ideas and to proceed with the agenda items.

6. Discussion of July Issue Gathering events

Ms. Johnson reviewed a June 24, 2008 draft of a suggested approach to the Issue Gathering sessions.

Members discussed various approaches to generate attendance including use of email invitations, Channel 15, Town Reminder, You Tube, use of the banner and flyers at the July 4th Fireworks program, etc.

Ms. Young encouraged the subcommittees not to start out each session by reviewing the existing issues, but to encourage the participants to raise the issues. She also encouraged all CPAC members to attend as many of the sessions as possible.

7. Smart Growth Initiative

Mr. Harris noted that the PVPC has asked the Town to identify one of the regional “Smart Growth” strategies for implementation during the coming year and offered Technical Assistance pursuing that strategy. Accordingly, the Planning Board will be asking the Selectboard to agree to pursue implementation of a “Green Building” strategy as part of the regional Smart Growth Initiative. All members of CPAC present indicated they concurred with that strategy.

8. Other Upcoming Events

The next meeting will be held on July 9th. This meeting will involve a representative of PVPC and VHB to discuss green building. At the direction of the Planning Board chair, the meeting will also be posted as a Planning Board meeting so all Planning Board members will be encouraged to attend.

Ms. Young suggested, and all members present indicated their concurrence, that the July 9th meeting will be the only CPAC meeting scheduled in July. Further, given that the subcommittees will need to meet in early August to wrap up the Issue Analyses, Ms. Young further suggested, and all members present indicated their concurrence that, the only CPAC meeting in August will be held on August 27th.

Ms. Young reminded those present that the July 9th meeting will be begin at 6:45 p.m.

9. Adjournment

Motion – Ms. Foley moved and Ms. Johnson seconded the motion to adjourn. All members present voted in favor of the motion.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Richard Harris, Recorder