

TEWKSBURY MASTER PLAN COMMITTEE

August 4, 2014

Call The Meeting to Order

David Plunkett called the meeting to order at 7:07 P.M. at the DPW Conference Room. Present at the meeting were Robert Fowler, Nancy Reed, and Community Development Director Steven Sadwick. Also in attendance were Planning Board member Vincent Fratalia and Master Plan Consultant Judy Barrett.

(1) Master Plan Discussion

Mr. Sadwick stated that the plan is to have the Master Plan finished by December 31, 2014.

Ms. Barrett stated that NMCOG has done some elements of the Master Plan already. They need to gather from them, transportation, public buildings and vision and goals. We need to take what they have and incorporate them into a coherent document to work with.

Mr. Plunkett asked what NMCOG did. Mr. Sadwick stated that they did open space in 2009, affordable housing in 2012 and some economic development which should be completed in October.

Ms. Barrett stated that they use an economical development self assessment tool (EDSAT). A report is submitted and they look at similar communities. Ms. Barrett asked who will be part of the EDSAT. Mr. Sadwick stated that they will look at a number of business owners as well as the Chair and Vice-Chairs of boards and committees. There will probably be about 25-30 people. Ms. Barrett asked if we should have a meeting with NMCOG. Mr. Sadwick replied yes.

Mrs. Reed stated that it is nice to have a deadline but it is not in stone. Mr. Sadwick stated that the contract says that it is to be completed by December 31st. Ms. Barrett stated that schedule should be doable within six months but there are other entities involved. All parts have to be integrated.

Ms. Barrett stated that the plan is too have a large group discussion, then small group interviews. The community will be involved and we will do an outreach program and encourage participation. Ms. Barrett stated that we will get information out to civic organization as well as using the town email list services. There will be two meetings following the survey.

Mr. Fratalia asked that we take advantage of using social media.

Mr. Plunkett stated that we should start with the 2003 Master Plan to see what we've accomplished from the original Master Plan. Ms. Barrett stated that we could do that but we need to make sure that we are honest with the results. Ms. Barrett stated that for the large group discussion, we should offer two nights to accommodate people's schedule. We will need to determine if the two nights have the same information or break it up.

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Ms. Barrett stated that Tewksbury has had some big ticket items in the past, for example the mall, slots parlor, charter change.

Mr. Fratalia stated that one meeting is a must. Mr. Fowler stated that the first meeting should get information for the plan and a second meeting could be used to implement the information received at the first meeting.

Mr. Sadwick stated that we take the 2003 Master Plan and what has been done recently and see if there are any conflicts. They should also have a meeting with NMCOG.

Mrs. Reed asked if the contract could be extended. Ms. Barrett replied yes. Mr. Sadwick stated that we are using five funding sources. Mr. Sadwick stated that Ms. Barrett could attend one of the weekly staff meetings to interview staff.

Adjournment

MOTION - Mrs. Reed made a motion to adjourn at 8:15 PM. The motion was seconded by Mr. Fowler and unanimously voted 3-0.

Approved: 7/13/15

NO Documents provided to Committee Members.