MEETING MINUTES
Town Hall, Thursday, January 3, 2019 at 6:00 P.M.

MPSC Members Present: Cristina Ashjian, Norman Larson, Kevin Quinlan and Brian Sanford
Guests Present: Bill Gassman
Staff Present: Robert Ward, Town Planner

Bob reported that MPSC Chairman Paul Punturieri had emailed that he would be delayed in getting out of work and therefore he would be late for the meeting or would not be attending at all.

Minutes of 12/10/2018 MPSC Meeting:

The minutes of the MPSC meeting on 12/10/2018 were reviewed. Motion to approve (as written) motion by Kevin Quinlan, second by Brian Sanford, motion carried unanimously with Norm Larson abstaining.

Presentation and Review of Updated Chapter V of Master Plan:

Bill Gassman was present at the meeting representing the Conservation Commission concerning the updated Natural Resources Chapter V of the Master Plan. MPSC member Brian Sanford, who is the representative of the Conservation Commission on the MPSC, was also present to participate in the updated Chapter V presentation and to answer any questions from the MPSC.

Bill opened the presentation with a review of the methodology which was used to develop the updated Chapter V including the task matrix and embedded recommendations. Bill reminded the MPSC that there have been three reviews of this updated chapter with appropriate revisions. After brief discussion, the MPSC agreed that the last major task at this point is to conduct complete editing of the draft chapter. The MPSC discussed who should do the editing and availability of funds to pay for the editing. Cristina Ashjian stated that she is willing to do the editing but that she is currently working on another project and would only be available to do the editing after that project is completed.

Bob Ward commented that he believed there are funds in the Planning Board budget to cover the cost of editing a Master Plan chapter. Bob was tasked with checking on the Planning Board budget. (NOTE: On 01/14/19, Bob checked the budget for the Planning Board and determined that there is a $12,000 line item for Master Plan Update in both the FY2018 and FY2019 budgets)

The MPSC next reviewed the goals matrix (dated December 10, 2018) and the 51 “embedded recommendations” which had been extracted by Bill Gassman from the text of the updated Chapter V. The MPSC devoted substantial time to assigning each of the “embedded recommendations” to one of the six goals in the goals matrix, however ran out of time for completing this task. Bill Gassman and Brian Sanford agreed to complete this task at a later date when they could arrange a work session. They tentatively set a work session date for January 15.

The Committee set the date for the next MPSC meeting for Tuesday, January 29 at 6:00 PM.

There being no further business to be conducted, the MPSC meeting was adjourned at 7:05PM.

Respectfully submitted,
Robert Ward
Town Planner