

**Master Plan Steering Committee
A Planning Board Subcommittee**

Agenda

Thursday, June 17, 2021 6:30 PM

Location: Town Hall

Chairman Annie Collyer called the meeting to order at 6:52 PM. Present were Committee members Mark LaVoie, Bob Marchand and Annie Collyer. Also present were members of the public Selectman Charlie Melvin and Jim Baker.

Pledge of Allegiance

The Minutes of 5/20/21 were unanimously approved on a motion from Mr. LaVoie and second by Mr. Marchand.

Review of Master Plan Index and Chapter Updates: Ms. Collyer reviewed the proposed index and noted the Chapters that have been updated: Introduction, Town History, Vision, Town Government and Buildings. Mr. LaVoie offered to edit those chapters and to complete the Historical Society Section of the Town Government and Buildings Chapter. Ms. Collyer will email him the word docs of those chapters.

Those present collaborated on finalizing the Vision Chapter, with 5 goals: 1- Preserve and protect Newton's water and other natural resources, 2- Pursue tax base development that preserve rural character and protects existing residential development, 3- Address deferred maintenance of Newton's infrastructure such as town buildings and roads, 4- Simplify and clarify the zoning regulations and application process, and Goal 5- Improve enforcement of existing town regulations. Each goal was described and allocated specific, measurable, attainable, realistic, and timely recommendations for implementation. Mr. LaVoie noted that those recommendations will be fleshed out with What, Who, By When, and Priority in the Implementation Chapter. He suggested that writing the Implementation Chapter be a goal of the Steering Committee for the Fall, with a CIP by winter. Ms. Collyer noted that if any warrants were to be proposed to voters, they need to be ready by early January.

Mr. Baker left the meeting.

Review of Proposed Rules and Procedures for Committee, with proposed plan of action

Messrs Marchand, LaVoie and Melvin and Ms Collyer reviewed the proposed Rules and Procedures to be recommended to the Planning Board. It was decided that further Master Plan revisions be taken one by one over the next two years, with a goal of updating as much as possible in the next two years.

One of the suggested recommendations is to have the 3-member committee have staggered terms of 3, 2 and 1 year, then the position to be reappointed by the Planning Board to serve 3 year terms at expiration. Mr. LaVoie will hold the 3-year slot, Ms. Collyer 2 more years, and Mr. Marchand 1 year, to match their current terms of office on the Planning Board.

The next step is to present and seek a Public Hearing on the Index and Chapter layout and format, and gain Planning Board approval. Then to present and seek a Public Hearing and Planning Board adoption on the following Chapter updates at the next Planning Board meeting: Introduction, Town History, Vision, Town Government and Buildings.

The Committee agreed to recommend to the Planning Board that bids be sought for the Land Use Chapter, to incorporate into the proposed budget for 2022.

Without objection, Ms. Collyer adjourned the meeting at 9:45 PM

Respectfully submitted,

Annie Collyer, Chair and Secretary Pro Tem