

Minutes of 9/18/23- Master Plan Committee Inaugural Meeting

Attendees- Adam Burney (Land Use Director), Evan Watters (Finance Com.), Karin Menard (Parks), Debbie Lincoln (Council on Aging), Tim Willsmer (Planning Board), Dick Mailloux (Trustees of Library), Lou Franco (Select Board), Joeci Gilcrest (Economic Development), Jerry Reid (resident), Rami el Samahy (OverUnder Consultant), and Foteini Bouliari (RKG Consultant)

COMMITTEE ORGANIZATION-

Nominations for Chair - Joeci Gilcrest volunteered and was nominated for Chair.

There was a second and a roll call vote which was unanimous.

Nominations for Vice-Chair - Tim Willsmer volunteered and was nominated for Chair.

There was a second and a roll call vote which was unanimous.

OVERVIEW OF MASTER PLAN PROGRESS - Adam stated the Master Plan is governed by general laws and is ideally reviewed every 10 years. The process takes 2 years to complete so the review could realistically be done every 15-20 years. The Master Plan is a living document which sets lofty goals and objectives to achieve a vision for the town. They have retained OverUnder Associates and RKG as consultants to lead the process. Rami (OverUnder) introduced his company and described how the plan is put together. They will look at the town, make recommendations and lay out a suggested roadmap. The planning process consists of discovery, recommendations and the report. The process began in April and they are still in the discovery phase. They want to have more community engagement by attending events such as the Farmer's Markets and Homecoming. A website called planlunenburg.com is being developed and will serve as a clearing house for information about the Survey and the next public meeting in late October/early November. They requested to have a steering committee comprised of town representatives to test their ideas. Adam stated the steering committee is the champion of the plan and the next public meeting will show some of things they have documented about Lunenburg. Rami added they will develop a community engagement plan and existing conditions report. He wants to get discussions going through various exercises to work on goals and a vision for the town.

DISCUSSION OF MEETING SCHEDULE - The committee discussed options for a meeting schedule and Joeci suggested once a month in the evening. The consensus was to meet the 1st Thursday of the month at 6pm. The group discussed timing for the next public meeting. Karin suggested advertising the meeting at Homecoming and holding it soon after.

COMMITTEE COMMENT - Dick noted the library went through a Strategic Plan, looking at the community as a whole and where the library board should be headed. The Plan is on the library website and he is interested to see what will come out of it.

PUBLIC COMMENT - Tony Sculimbene (Architectural Preservation District Com.) stated he is interested, as an engineer, in the plan and had some questions. He asked where the Community Engagement Plan is located and Rami replied they have discussed it with Planning Board but has not been posted yet. The website will be up and running in 2 weeks. Tony asked if the survey process will be active or passive and Rami replied there will be active recruitment at many events. Tony inquired why there is a legislative requirement for a Master Plan every 10 years but it is not being met by

communities. Adam replied it is an unfunded mandate and the state does not enforce it. Rami added that more funding has been released recently to encourage master planning. Also it is important for Lunenburg to do a plan because it is moving from a rural community to something else. They need to figure out collective values and identify initiatives to move the community forward. Tony also asked how the steering committee was formed and Adam replied the Planning Board put out a charge and solicited volunteers from the committees listed. There will be 6 At-Large members, with 2 appointed and 15 committee members.

**Motion made and seconded to adjourn at 6 :58pm.
A Roll Call Vote was taken and was unanimous .**

Respectfully submitted,

**Jane L. Ranley
Minutes Clerk**