

## Master Planning Steering Committee Meeting Minutes

January 23, 2019

Heald Room – Town Hall - 7:30pm

Attendees: Janne Corneil, Tanya White, Stacy Lennon, Jason Molten (left at 7:55pm)

Absent: Peter Gambino, Jessica Nierenberg, Kerry Kissinger

Public: John Ballantine (arrived at 7:55pm), Mark Brittle, Mosquito Reporter

Agenda: Committee business / old and new; MPAC speaker series; Tasks/Meetings Schedule including RFP/Warrant next steps.

Meeting called to order at 7:35pm.

1. RFP update: Molten reviewed other towns' RFP's to come up with an outline table of contents for the Carlisle RFP. He talked the group through the draft document. The group agreed that Gambino should weigh in on legal & logistics items that should be included in the RFP
2. MPAC summary notes: The draft summary was reviewed. Corneil will finalize the document and circulate to MPAC attendees. White will update the website and share the MPAC summary with mailing list members
3. MPAC official status. Corneil shared that Gambino consulted Counsel. Since MPAC doesn't deliberate or make any decisions, it is not subject to OML. Counsel recommends that the consultant re-form the committee so it is run by the consultant. It can still be called an advisory committee.
4. Info Sessions.
  - a. Ballantine talked about population/spending/growth projection data he could share in an info session. It was suggested to include someone from the Finance committee. Date tentatively set for March 27.
  - b. Climate change info session slated for Feb 27. Will be led by 5 CCHS students. Ballantine to join the list of mentors supporting the students.
  - c. Housing. The Mosquito, suggested at the last MPSC as facilitators of a housing info session, recommended contacting the League of Women Voters. Corneil to contact the Mosquito to brainstorm possibilities for an April session.

5. Overall communication plan. White put together a draft communications plan with targeted messages to various stakeholders over the next several months. was suggested that only the latest version of presentation documents should live on the web.
6. Suggested topics for next MPSC meeting: date/agenda for next MPAC meeting; materials/outreach to town prior to town meeting; frequency of town board updates.

Meeting adjourned at 8:43pm.