

Minutes: Master Plan Steering Committee – June 24, 2020 – Virtual Meeting

Committee Members attending: Janne Corneil, Stacy Lennon. Barbara (Barney) Arnold, Madeleine Blake, Kerry Kissinger, Tanya White, Lynne Lipinsky, Bob Zogg, John Ballantine, Eva Mostoufi.

Absent: Jason Molten, Jessica Nierenberg, Angie Verge.

Also in Attendance: George Mansfield, Gretchen Caywood, Susan Silberberg (CivicMoxie) and Carren Panico.

Janne Corneil called the meeting to order at 7:00 pm.

Civic Moxie update

Susan updated the Committee on the status of CivicMoxie's (CM) current tasks for the MP. She noted that they are working to complete the updates on the land use maps and development parcel maps, with these revisions to be complete by the end of this week. Susan also noted that many other maps have been revised. CM is also working on an analysis of the land use development potential for undeveloped parcels, which will be complete in two weeks. They continue to develop information concerning Best Practices and have just submitted information on the final Master Plan (MP) structure and deliverables.

Upcoming key milestones were reviewed. Susan explained that they are looking at land use strategies for the potentially developable parcels in town, including residential build-out goals and possibilities, as well as land available for potential economic development and Town services and amenities, with one goal being determination of potential tax revenue. Susan plans to have this information available for the 7/22/20 MPSC meeting. That meeting will also include a brainstorming session on MP alternative strategies relative to areas of focus. The MPSC is also continuing to develop/refine the "Vision, Values and Goals" statement along with draft questions and options for the second survey.

Barney, Madeleine and Tanya agreed to work out the logistical details of the survey offline and make a recommendation to the Committee. Susan reviewed CM's proposed schedule with the goal of completing the master plan public process before the holidays in December and the final report in January of 2021. Janne asked that the co-chairs have a detailed review of the schedule to ensure proper review periods and adequate time for public process.

Janne has developed a "Master Plan Summer Youth Internship Program" which she briefly outlined to the Committee. The program would utilize assistance from Carlisle college student volunteers interested in helping with the MP work. The student volunteers will comprise a 6-member Map Team experienced in the use of GIS and a 3-member Website Team experienced in designing interactive websites. Janne said that she and Madeleine have been working on the website and have a list of what they want the interactive site to achieve, noting that the interns are anxious to proceed on this project. Janne suggested that the third public input meeting could use the interactive website for information gathering. Susan suggested that virtual discussion forums on specific topics could be part of the interactive website. (Susan left the meeting at this point.)

The Committee discussed how to get new MP information out to the public by additional means than use of the website, and in the absence of publication of the Carlisle Mosquito. Barbara suggested another town-wide mailing take place before the survey.

Subcommittee Reports

Barney reported that she had updated the BOS on the MP work at its meeting last night, explaining that the overall schedule has been extended due to Covid 19. Barney said that there will likely be a special Town Meeting in September regarding the FY21 budget, as the 6/20/20 TM voted to continue with the budget of FY20 until a fall TM.

Madeleine noted that she is providing regular updates to the Planning Board concerning the MP process.

Lynne asked the MPSC members to think about any budget needs that will be required through FY21, as the review process for that budget will restart in late summer.

Janne provided more information on the program for the student interns. She explained that the Map Team will work on supplemental MP mapping including fact checking parcel data, trails and pathways and creation of certain new GIS data maps. The Website Team will rebuild the MP website to include interactive features to be used for public input and outreach in the fall. Janne explained that there will be a few small costs – for example \$20/mo. for a website provider but utilizing the interns will avoid the \$3000 cost of using CM’s recommended “Social Pinpoint” interactive software.

John explained that he, Kerry and Lynne met to continue work on the financial projections, with the numbers being “very sobering” and likely necessitating some tough choices for the Town. John expected to have the numbers in about a week. Janne asked John to check back with the Carlisle School once his numbers are available to see if their determinations mesh with ours.

Minutes

The Board reviewed the draft Minutes from the 5/27/20 meeting and a few amendments were proposed. Barbara moved to approve the Minutes as amended, Madeleine seconded the motion, and it was approved unanimously (10-0) by roll call vote.

The meeting was adjourned at 8:03 pm

Respectfully Submitted,
Gretchen Caywood