

Master Plan Steering Committee (MPSC)  
MP Elements Coordination  
**MEETING MINUTES – July 7, 2021**

**Attendance:**

MPSC Members: Bob Zogg, Janne Corneil, Kate Reid, John Ballantine, Kerry Kissinger

Community Members: Christina C

Other: Alexis Lanzillotta, Tyler Maren, Judi Barrett (Barrett Planning Group); David Jiang

**Meeting Start:**

7:05PM

**Old Business/Topics discussed:**

- Survey Results/Analysis
  - Almost 500 responses thus far (MPSC target is 1000); there was a large increase due to the survey announcement on CPS and CCHS platforms
  - Largest participation found in the 35-44 and 45-54 age groups; a good diversity of residents in terms of their time living in Carlisle
  - The Carlisleplan.org website link has received the most responses out of all of the link versions (Facebook, Wechat, etc.) provided
  - Cannot see the numerical ranking nor the open responses yet (will be open on July 12)
  - Most people responded that most of the goals have been addressed in the survey; For those who answered “No”; many people chose to write an open response
  - A lot of people have opened the survey, but did not complete it (why is this?)
    - Feedback: perhaps some people have been deterred by the conditions list on the survey
  - The MPSC is planning a more pointed survey with specific choices in the fall (September)

**Homework for August 4 MPSC Meeting:**

- If possible: share the Facebook post on the MPSC FB page from the personal page
  - Furthermore, spread the news that there are paper copies at town hall as well
  - Continue to promote the survey across platforms
  - If possible: move the signage to a location with high levels of foot traffic (e.g. Kimballs, Ferns)
- Asana Sheet: complete the survey to help Alexis to determine MPSC member roles
  - Asana only allows one person to be the main taskmaster, with everyone else being collaborators (however, for our purposes, everyone is on equal footing in the task)
- The Housing working group is will focus on a key issue in the town
- Proposal to change name “Working Group” to “Focus Group” was accepted
- Look at the Master Plan “Recommendations by Goal” Google Doc before July 21st; this will be subject to multiple rounds of feedback before distribution to the public in the Fall Forum
- Immediate: Elements Captains: use members of past Working Groups -
- Keep updated and look at Asana

Add comments/questions on Asana-assigned tasks

**Approval of Minutes:**

N/A

**Meeting End: 8:25PM**

Master Plan Steering Committee

July 7, 2021 Minutes

Approved August 18, 2021