

**MINUTES OF THE PROCEEDINGS OF THE
MASTER PLAN COMMITTEE
THE TOWN OF STERLING**

**July 15, 2021
Town Hall, Room 205
ZOOM online meeting**

Members Present: Patty Page, Chair, Master Plan Committee
Chuck Plaisted, Vice-Chair, Master Plan Committee
Liz Pape, Secretary, Master Plan Committee
Blaine Bershad, Member, Master Plan Committee
Bob Dumont, Member, Master Plan Committee
John Kilcoyne, Board of Selectmen Co-Representative

Absent Members: Maureen Cranson, Board of Selectmen Co-Representative
Jim French, Member, Master Plan Committee
Rose Koven, Member, Master Plan Committee

1. Open Meeting

The Sterling Master Plan Committee meeting was called to order at the Sterling Town Hall on Thursday, July 15, 2021 at 6:30 pm and Liz Pape recorded the minutes. A quorum of Committee members was present, either in person or attending through ZOOM, and the meeting, having been duly convened, was ready to proceed with business.

2. Acceptance of Meeting Minutes

Motion made by Mr. Kilcoyne, Mr. Plaisted seconded, to accept meeting minutes of March 11, 2021 and May 20, 2021. Motion passed.

3. Updates from MRPC

Jonathan Vos of MRPC presented updates of the Open Space and Recreation chapter and the Housing chapter.

Minor revisions have been made throughout the Open Space and Recreation chapter, and the Community Setting section has been removed, due to similarity with the Natural, Cultural and Historic Resources chapter. No changes to Goals and Objectives have been made since the last revision.

No significant changes have been made to the Housing chapter to date. Will coordinate with VHB to eliminate overlaps with the Land Use chapter. No substantial changes have been made to Goals and Objectives.

4. Updates from VHB

Updates of the Land Use, Economic Development, Natural, Cultural and Historic Resources and Public Facilities and Services chapters were presented by VHB.

The Land Use draft chapter now reflects changes from the Annual Town Meeting, held June 14, 2021, which are reflected in the narrative and Goals and Objectives. A new goal, mitigating the community's contributions to climate change, and building community resilience to its impacts, was added, with six new Action Items in support of the goal.

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The Natural, Cultural and Historic resources chapter has been revised regarding Fitch Pond and Water Quality and the Community and Regional Organizations section has been updated. Action Items are updated to reflect recommendations from the Municipal Vulnerability Preparedness report.

The Economic Development chapter has added new Action Items to explore opportunities to limit vehicle activity in the town center at strategic times throughout the year, to enhance the pedestrian experience, and explore possible collaborations with neighboring towns for mutual beneficial expansions and developments.

The Public Facilities and Services chapter has been expanded to provide more rationale for the need for public facilities and services. Much of the chapter has been revised and condensed. Master Plan committee members are strongly encouraged to provide feedback on this chapter.

5. Next Steps/Master Plan Committee Assignments

July 30: Feedback on all chapters from Master Plan committee members is due.

Early August: VHB will develop the first draft of the Implementation Matrix.

August 12: Master Plan Committee meeting (NOTE: held on the 2nd Thursday in August, not the 3rd).

- Review final chapter edits
- Review final draft action items
- Discuss input needed on the Implementation Matrix
- Discuss the next Public Survey (scheduled for distribution late August)
- Finalize the Vision Statement

Late August: Launch the Public Survey.

September 16: Master Plan Committee meeting.

- Input on Implementation Matrix
- Review draft results from the Public Survey

September: Seek input from town staff/departments.

End September: Master Plan Committee to provide final input on all sections of the Master Plan Report.

October: Final report formatting and final presentation to the Planning Board.

6. Schedule Next Meeting

Next Sterling Master Plan Committee meeting is scheduled for Thursday, August 12, 2021, 6:30 pm.

7. Adjournment

Motion to adjourn made by Mr. Dumont, Mr. Plaisted seconded. Motion passed. Meeting adjourned 7:53 pm.

Respectfully submitted,
Liz Pape, Secretary

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