

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

**July 23, 2020  
Town Hall, Room 205  
ZOOM online meeting**

**Members Present:** Patty Page, Chair, Master Plan Committee, Land Use Topic Co-Chair  
Chuck Plaisted, Vice-Chair, Master Plan Committee, Open Space & Recreation Co-Chair  
Liz Pape, Secretary, Master Plan Committee, Land Use Topic Co-Chair  
Blaine Bershad, Services & Facilities Topic Co-Chair  
Maureen Cranson, Board of Selectmen Co-Representative  
Bob Dumont, Services & Facilities Topic Co-Chair  
Jim French, Natural & Cultural Resources Topic Co-Chair  
Angela Grattaroti, Housing Topic Co-Chair  
John Kilcoyne, Board of Selectmen Co-Representative  
Rose Koven, Natural & Cultural Resources Topic Co-Chair  
Julie Rusch, Economic Development Co-Chair

**Absent Members:** Keith Cordial, Economic Development Committee Representative  
Marion Larson, Open Space & Recreation Co-Chair  
Jed Lindholm, Circulation/Transportation Topic Co-Chair  
Rob Protano, Housing Co-Chair

**Staff Present:** Domenica Tatasciore, Town Planner

**1. Open Meeting**

The Sterling Master Plan Committee meeting was called to order at the Sterling Town Hall on Thursday, July 23, 2020 at 6:34 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 Ms. Cranson, seconded by Mr. Kilcoyne to accept meeting minutes of January 16, 2020. Motion passed.

**3. Funding, RFP and Consultant Updates**

The update was presented by Ms. Tatasciore. The Master Plan warrant article was approved at the Sterling Annual Town Meeting. A Request for Proposal (RFP) was sent out, three dozen firms expressed interest, and ultimately seven proposals were submitted. The selection committee unanimously selected VHB. The contract was signed by Sterling last week and is at VHB for signature this week.

#### **4. Chapter Development and Status by MRPC**

John Hume, Montachusett Regional Planning Commission (MRPC), presented the update on the Master Plan Housing, Open Space/Recreation and Circulation/Transportation chapters development, which is being undertaken by MRPC.

For the housing chapter, MRPC is using Sterling's Housing Production Plan and is updating the data, which is a year old. MRPC anticipates presenting the updated data to the Master Plan Committee at the August meeting.

The Open Space /Recreation chapter development is contingent upon the completion and approval of Sterling's Open Space Plan. The Open Space committee is actively working to address the state's concerns in order to resubmit the plan for final approval.

The Circulation/Transportation chapter draft was presented as a PowerPoint presentation by Jonathan Vos, MRPC. Master Plan Committee members were asked to review the draft Circulation/Transportation chapter and submit comments to Ms. Tatasciore who will consolidate comments and sent to MRPC. MRPC anticipates sharing the revised draft Circulation/Transportation chapter to the committee at the August meeting.

#### **5. Schedule Next Meeting**

Motion to schedule next meeting for Thursday, August 20, 2020 at 6:30 pm made by Ms. Koven and seconded by Ms. Cranson. Motion passed.

#### **6. Adjournment**

Motion to adjourn made by Ms. Cranson, seconded by Mr. Plaisted. Motion passed. Meeting adjourned 7:10 pm.

Respectfully submitted,

Liz Pape  
Secretary