

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

**October 15, 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
Carl Corrinne, Planning Board Representative
Bob Dumont, Services & Facilities Topic Co-Chair
Jim French, Natural & Cultural Resources Topic Co-Chair
Rose Koven, Natural & Cultural Resources Topic Co-Chair
Julie Rusch, Economic Development Co-Chair

Absent Members: Keith Cordial, Economic Development Committee Representative
Maureen Cranson, Board of Selectmen Co-Representative
Angela Grattaroti, Housing Topic Co-Chair
John Kilcoyne, Board of Selectmen Co-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, October 15, 2020 at 6:46 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. French, Mr. Dumont seconded, to accept meeting minutes of September 17, 2020. Motion passed.

3. Updates from VHB

- a. Community Survey Update: Survey response count is at 208. Distribution by age cohorts of respondents matches Sterling demographics fairly closely. Survey has been extended to

October 25.

- b. Baseline Conditions – Summary Findings: A draft of the Baseline Conditions document will be presented to the Committee by Dec. 15. VHB presented their findings on the following chapters and identified the following issues and opportunities:
 - i. Land Use issues and opportunities: no cluster zoning; 2-acre minimum lot sizing in RRF districts; preservation of Ch. 61A lands; Route 12 “identity”; identify future commercial/industrial growth areas; aquifer protection districts; performance zone.
 - ii. Natural Resources issues and opportunities: water quality; water supply; 5K acres in DCR’s watershed supply protection status; 2.7K acres under Ch. 61A; 1,900 acres (10% of total Sterling acreage) are wetlands.
 - iii. Historic/Cultural Resources issues and opportunities: large number of National Historic registered and inventoried resources and archeological sites.
 - iv. Economic Development issues and opportunities: third highest per-capita income, residents with Bachelors or higher and home values in region; housing is expensive; slow population growth.
 - v. Public Facilities and Services issues and opportunities: potential staff and facility needs.
- c. Draft Public Involvement Plan: Upcoming opportunities for public participation and feedback include: Survey 1 (Sep-Oct 2020); Public Meeting #1(Nov. 12, 2020); Public Meeting #2 (Feb. 2021); Community Survey #2 (Jan-March 2021); and Public Meeting #3 (June 2021). Two pop-up events are also planned for Spring 2021.

Motion made by Ms. Pape, seconded by Ms. Koven to create an Ad-hoc Public Outreach and Communications committee, to work with VHB to increase public participation in Master Plan activities. Motion passed. Ms. Pape appointed chair of the committee.

- d. Draft Agenda for Public Meeting 1: VHB presented a draft agenda for the first public meeting, scheduled for November 12, via Zoom and SLCT. Agenda includes online polls, overview of master plan process, summary of Baseline Conditions analysis and group discussions of Master Plan Vision Statement and Issues and Opportunities.

4. Updates from MRPC (Montachusett Regional Planning Commission)

- a. Presentation of Updated Circulation/Transportation Chapter: MRPC provided the updated Circulation/Transportation chapter and would like feedback from the Committee by October 29. Recommendations will be developed after Public Meeting #1.

5. Schedule Next Meeting

Next Sterling Master Plan Committee meeting is scheduled for Thursday, Nov. 19, 2020, 6:30 pm.

6. Adjournment

Motion to adjourn made by Mr. Dumont, seconded by Ms. Koven. Motion passed. Meeting adjourned 8:11 pm.

Respectfully submitted,
Liz Pape, Secretary