

Master Plan Committee

Meeting Minutes

July 31, 2024

1. Richard Preston calls the meeting to order at 7:00pm. Present: Roll call: Matt Benoit Director of Community Development, Ross Smith, Richard Preston, Meg Schlesman, Mike Zwicker, Bob Minarik, Gordon Larrivee, Linda Brown, Bob Moran and Carol Gogolinski on Zoom. Absent: Brendon Moore, John Bombara
2. Minutes of 5/15/2024: Bob Moran motions to approve the minutes as amended. Mike Zwicker seconds the motion. The motion passes.
3. Staff Updates:
 - a. 2024 Community One Stop for Growth Grant Application-status. CMRPC submitted forms for this Grant on 6/20/2024 and no updates yet. We should be hearing back from Grant to see if funded.
 - b. CMRPC participation-Present for the first presentation from CMRPC are CMRPC Principal Planner Emily Glaubitz and CMRPC Director of Community Planning Dominique Dutremble. CMRPC will send out tonight's presentation electronically to Matt Benoit so we can review and keep for our records. Master Plan should take up to two years to complete. In order to complete the first phase of the Master Plan we should have two meetings a month starting August 2024 and October 2024. First meeting in August 2024 a draft survey will be presented to the MP Committee for review, approved and sent out to the Douglas community. The second meeting in August 2024 we will finalize the survey. We agree a short survey should only be about 20 questions and we will have it before our next meeting. Typically we would need about 500 completed surveys. Places where surveys could be left are the Douglas Adult Social Center, Douglas Post Office bulletin board, Churches, etc. The Grant funding includes a budget for a Town wide mailer. We could create a Douglas Master Plan Face Book page. We also need to house Master Plan Workshops so the Douglas community can be involved. The location for the workshop would need to be large and indoors. Matt Benoit will create a new draft Master Plan meeting schedule to start meeting twice month. He will check with the town clerk for this large meeting room availability. Matt will email this new schedule to the Committee. We add to our list of SWOT topics to be looked at under Weaknesses category is 'lack of advertising in strategic locations such as a portable message board' for important Town Government functions.
 - c. Stormwater Bylaw discussion-A proposed Stormwater Bylaw was passed over at Douglas 2024 Annual Town Meeting on April 2, 2024. A revised General Stormwater Bylaw was reviewed by the Planning Board. A Stormwater Committee will need to be created consisting of Douglas Town residents.
4. Next meeting is August 21, 2024.
5. Mike Zwicker motions to adjourn at 8:15. Bob Moran seconds the motion. The motion passes.

Linda Brown

Master Plan Committee

Secretary