

Master Plan Committee

Meeting Minutes

Sept. 12, 2024

Meeting called to order at 7:02pm.

1. Attendance: Present are Matt Benoit Community Development Director, Richard Preston, Carol Gogolinski, Bob Minarik, Ross Smith, Mike Zwicker, Gordon Larrive. Excused absences are Linda Brown, Meg Schlesman and Brandon Moore. Not excused absences are Bob Moran and John Bombara.
2. Minutes from August 28, 2024 are reviewed. Bob Minarik motions to approve the minutes as presented. Ross Smith seconds the motion. The motion passes.
3. CMRPC presentation for Draft Douglas Master Plan Survey. Present are Emily Glaubitz and Sam Carter.
  - Land Use & Maps -We would like the map colors to match the colors with our own Zoning map on the Town website. Add Route 16 number indicators on the east and west portions of all maps. Add all abutting town names to all maps. Add major street names to maps. Add locations of major town services such as Municipal Center, Library, etc... Carol states on the Open Space map a western parcel near Chamberlain Pond is not Open Space or DCR property and is privately owned. The maps should be somewhat correct if they are to be used as a guide for the survey. Make a note on all of the maps 'For Survey Purposes Only/Not for Official Use'. Add to the Open Space map recently donated land off Conservation Drive in the northwest part of Douglas. Matt will send the location of this new Open Space parcel to Emily. Some of the colors and descriptions in the map key can be removed as they are not shown as part of the maps. Add Adult Entertainment area to the Zoning Map.
  - Town Services – Add 'Prefer not to answer' at the end.
  - Income – Add 'Prefer not to answer' at the end.
  - Somewhere at the beginning of the Survey add 'Affecting the Town for the Next 20 Years'.

We will approve this final Draft Survey at the next meeting.

4. Post Cards: The Committee approves of the Post Cards form and wording. They will be ordered so they can be mailed out to the Douglas community. There are two different QR codes on the Survey and the post cards. There needs to be something in writing under each of the QR codes indicating what they are for and the differences.
5. Master Plan Survey information distribution and survey paper drop off discussion: Maybe post something on the privately owned Dynamic Douglas website? CMRPC has started a Facebook page for us.
  - Completed paper surveys can be returned to the outside Municipal Center drop box, inside the Douglas Simon Fairfield Public Library and inside the Douglas Adult Social Center.
  - Last page of the Survey should have where the outside drop box is located and the hours and locations of inside drop boxes.
6. Open House Workshop presentation: November 14, 2024 from 5:30pm – 8:00pm. Location will be the Douglas Municipal Center Resource Room and the Community Room. There could also be tables set up in the hallway if needed. Refreshments to be served.
7. Bob Minarik motions to adjourn at 8:05. Ross Smith seconds the motion. The motion passes.

Linda Brown

Master Plan Committee

Secretary