

Master Plan Committee

Meeting Minutes

January 22, 2025

Meeting called to order at 5:03pm

1. Attendance: Matt Benoit, Community Development Director, Rich Preston, Linda Brown, Bob Minarik, Bob Moran, Mike Zwicker, Meg Schlesman, Ross Smith, Carol Gogolinski on Zoom, Gordon Larrivee. We welcome four new members Rebecca Lavallee from Historical Commission, Dan Mascroft at large, Rob Leonardi at large, and Margaret Bacon from Zoning Board. We now have 13 members. We still have 2 openings available.
2. Minutes of December 18, 2024: Bob Minarik motions to approve as amended. Mike Zwicker seconds the motion. Rob Leonardi, Margaret Bacon and Dan Mascroft abstain. The motion passes.
3. Discussion: From CMRPC (Central Mass Regional Planning Commission) Emily Glaubitz is present and Sam Carter is on Zoom.
 - Finance update from CMRPC (expenses to date). Expenses so far have been \$30,000.00. We have not received the funding from the approved grant, yet. The town funds in the amount of \$30,000.00 were received at the 2024 fall Town Meeting. Matt Benoit will email the grant contract to the new members. Emily will provide us with month to month expenses.
 - Draft Survey results from CMRPC are handed out by Emily. We have received 833 completed surveys. The survey will end January 31, 2025. Emily will have finalized survey results at the next meeting. Emily will provide us with a document that includes all the public comments, about 70 pages, which were submitted in the survey.
 - Master Plan Charge: We receive a draft document/composition from Matt Benoit titled 'Charge to Master Plan Committee for Creating and Updating Douglas Master Plan'. Bob Moran motions to approve the Master Plan Charge as amended. Rob Leonardi seconds the motion. The motion passes. Matt will email the amended Charge to the Committee. This document will then be sent to Planning Board for their approval or further amendments.
 - Draft Student Survey is handed out by Emily. This survey is targeted for grades 6-12. We review and agree to add two additional survey questions, such as, 'What is your favorite part of living in Douglas' and 'What do you like about surrounding towns'. Maybe put the easy questions at the end of the survey. Emily will discuss how this survey will be distributed among the student with the school principal.
 - Draft Mobile Workshop is handed out by Emily. The mobile workshops will be held in February 2025 and will be conducted at the Douglas Adult Social Center and the Douglas High School. The exact date is not finalized. Committee members Bob Moran and Ross Smith are interested in attending.
 - Draft Town Tour schedule is handed out by Emily. The Draft Tour date is February 3, 2025 from 9am to 4pm. We agree that the Driving Tour portion should be at the end to allow for extra time. In the future CMRPC will hold 'Stakeholder' interviews with the various town department heads.
4. Mike Zwicker motions to adjourn at 6:48pm. Ross Smith seconds the motion. The motion passes.

Linda Brown
Master Plan Committee Secretary