



**Northfield Master Plan Steering Committee with Roundtable
Minutes April 17, 2013
Meeting held at Town Hall**

Meeting was **called to order** at 7:06 pm by Chair Rich Fitzgerald

Attending: Richard Fitzgerald, Dianne Cornwell, Gwen Trelle, Steve Malsch, Brian Brault
Kevin Leger. Absent was Jack Spanbauer

Roundtable members attending included Alex Stuart

Others present: Daphne Politis and Martha Lyon, consultants

Approval of Minutes

After review and upon a motion made by Brian Brault seconded by Gwen Trelle, the MPSC members voted favorably with one abstention the approval of the April 3, 2013 minutes.

Citizen Concerns/Other: None

Follow up Business from Previous Meeting

A. Budget report: No additional invoices or expenses to report on

B. Martha Lyon presented members with a model draft Executive summary of the Transportation Element, and reviewed how each of the members of the consultant team would be preparing similar summaries for each element covered in the Master Plan. Martha Lyon updated members on her work to date on historical resources and historical preservation. She indicated that she had been working with Ethan Carr, faculty at UMASS, on developing plans for a "design studio" that would be done by students, and allow residents to see different scenarios of how new businesses could be integrated into the Main Street. There is also interest in using Northfield as part of a project on Heritage Landscapes that could be used to demonstrate possible reuses of the campus for both residents and the owner/s. Martha asked about an updated traffic count for Main St. Member Cornwell suggested she speak with Tom Hutchinson about the cycle for current traffic counts done in town that are authorized by Board of Selectmen.

Daphne Politis reviewed the work she has completed on the inventory of Public Facilities and Services and the people she has already contacted and met with. Discussion followed about whether there was a town hall planning committee. Members suggested Daphne speaks further with Tom Hutchenson. Also, after discussion, member Leger with the assistance of member Cornwell will be reviewers for this part of the Master plan.

Member Brault stated that the Master Plan Roundtable now had a face book page.

There was further discussion about having a booth at the May 18th carnival at the elementary school. Children would be asked to draw pictures about a relevant topic to the Master plan, and the pictures would be incorporated into the project. Members will discuss this further at the May 3 meeting.

Next Steps

Martha and Daphne led a discussion about the next Public forum after consideration, it was agreed that Rich will check with elementary school to see if the cafeteria would be available for the forum either June 13th or 20th in the evening. The purpose of this forum is to update the public on what we have heard so far, to review the inventory of the elements, and findings of existing conditions. Participants would then break into smaller groups to discuss. Next meeting dates for MSPC with Roundtable are May 1 and May 15th.

There were no topics not reasonably anticipated by the chair at the time of posting

On a motion by member Malsch, seconded by member Brault, the Committee voted unanimously to adjourn at 9 pm.

Respectfully submitted,

Dianne Cornwell

Minutes reviewed and approved by MSPC on 5/1/2013