



Northfield Master Plan Steering Committee with Roundtable
Minutes May 15, 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, Brian Brault, Steve Malsch, Jack Spanbauer, Kevin Leger

Roundtable members attending included Judy Phillips

Also attending were consultants Martha Lyon, Daphne Politis, Bill Giezentanner, Jeff Maxtutis, Brian Barber

Approval of Minutes

After review and upon a motion made by Brian Brault seconded by Steve Malsch, the MPSC members voted favorably the approval of the May 1, 2013 minutes with 2 abstentions.

Citizen Concerns/Other: none

Follow up Business from Previous Meeting

A. Budget report: There is approximately \$40,000 remaining. The 4/30/13 invoice has been processed

B. Consultants' reports on status of Inventory chapters and summaries: Members were presented with draft summaries of the 7 Inventory Elements. Martha also presented members with a copy of the full draft Chapter that covered Historic and Cultural Resources. This chapter had been reviewed by sub groups and was an example of what the full chapter summaries will be when each of the consultants has completed their element/s. Each consultant then reviewed the highlights of the inventory element or elements they had prepared. Some attention was given to the "What does it Mean" section of each element, including some thoughts about how things could be addressed as part of next steps. Members were asked to review the summaries in more detail and send comments back to Martha and Daphne by May 31. These summaries will be used at the Public Forum on June 13.

B Recap of Mini Visioning sessions

Rich Fitzgerald reported the workshops were held as planned at the elementary school on Friday, May 10 with two teams going to all classes grades 1 through 6. The children responded to questions about what they liked most and liked least about Northfield, and if they could change one thing what would it be. Gwen Trelle reported the findings from the grades her team visited. All children were sent home with "homework" for parents/guardians which included questions from the visioning sessions. Rich will pick up the returned forms during the coming week. There will be one or two additional visioning sessions at the middle school and high school during advising periods on May 22. Rich cannot attend, and will send out email to try and recruit volunteer/s to hold sessions. The results from the school visioning sessions will be incorporated into a "kids report". Daphne will send Rich a template to follow.

C. Additional resources for Master Plan. There was discussion on how the money voted at town meeting could best be utilized. The money was voted to increase public participation. No decisions were made on how the money will be spent at this time.

C. Public Forum

Martha Lyon led a discussion of the format for the public forum that will be held at NES cafeteria for June 13. There will be an up to date report, a power point presentation, a report on findings from the inventory summaries, and a break out into goal stations that will be staffed with members and consultants. After discussion and decision on some logistics for the forum, members Trelle, Leger and Cornwell will work on publicity information to be completed before Memorial Day. Member Leger and Cornwell will work on door prizes. Members Leger and Trelle will help organize the food for the event. Martha Lyon will attend our next meeting June 5 to complete plans for the forum.

Upon Motion by Steve Malsch, seconded by Jack Spanbauer, members voted to adjourn at 9:05 pm.

Respectfully submitted,

Dianne Cornwell

Minutes reviewed and approved by MSPC on 6/5/2013