



Northfield Master Plan Steering Committee with Roundtable

Minutes June 5, 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, and Kevin Leger. Roundtable members attending included Kathy Wright, Alex Stuart, and Sue Ross

Also attending were consultants Martha Lyon, Daphne Politis, and Brian Barber

Approval of Minutes

After review and upon a motion made by Jack Spanbauer seconded by Brian Brault, the MPSC members voted favorably the approval of the May 15, 2013 minutes.

Citizen Concerns/Other: none

Follow up Business from Previous Meeting

A. Budget report: An invoice for 14k has been approved and will be processed for payment

B. Consultants' reports on status of Inventory chapters and summaries: Martha Lyon gave an update on the distribution of Inventory chapters (town web site, Facebook, hard copies at library and town hall. After further discussion, member Fitzgerald will post link to sites on i-neighbors and will circulate through email to people who attended earlier forum, or visioning sessions who expressed interest in being kept up to date. Member Cornwell will set up email address for people to send comments to. June 30th will be the deadline for comments, or suggested edits.

C.. Consultants Martha Lyon and Daphne Politis reviewed a draft of the Elements of a Vision, Preliminary Goals , and Ideas for strategies for the Future of Northfield as given in handout to everyone present. The draft document after Introduction that describes process used to collect information, summarizes the public input of what people want to preserve; what people think is most important to change; what most concerns people about the campus reuse and potential benefits of campus reuse; and, what people desire most to be improved within the town. A discussion of 10 preliminary goals, objectives and strategies followed.

.D. Public Forum

Martha Lyon and Daphne Polities led members through a discussion of the format for the public forum that will be held at NES cafeteria for June 13. After brief introductions, there will be a power point presentation, a report on findings from the inventory summaries, and a then the break out into goal stations which members present signed up to staff. At each goal station there will be a sheet with Goals and strategies, and a "Burning Question" which participants will be asked to comment on. They will use post its to put their comments on sheets. After rotating through Goals, participants will then be asked to revisit stations and use dots to prioritize their choices.

There was a review of the logistics for the forum; Member Leger has solicited a large number of door prizes and member Cornwell will work on poster and presentation door prizes. Members Leger and Trelle are working on food for the event. After discussion and upon motion by Spanbauer, seconded by Malsch members voted unanimously that up to \$100 was approved for the purchase of refreshments for the forum. Richard Fitzgerald will take inventory summary sheets to Staples for color printing and will submit slips for reimbursement...

E. There was discussion by members about the use of CATV spots to extend public participation efforts. Kathy Wright has offered to help with this effort. She will work on having Tyler film at the forum; there were discussions about filming around town using the three questions from the earlier Visioning sessions, and perhaps holding interviews in studio at Pioneer. Members were asked to consider what music might be used accompany cable presentations.

Upon Motion by Dianne Cornwell seconded by Jack Spanbauer, members voted to adjourn at 9:00 pm.

Respectfully submitted, Dianne Cornwell
7/3/2013

Minutes reviewed and approved by MSPC on