



**Northfield Master Plan Steering Committee with Roundtable
Minutes for April 2, 2014
Meeting held at Town Hall**

Meeting was **called to order** at 7:00 PM by Rich Fitzgerald

Attending: Brian Brault, Gwen Trelle, Steve Malsch, Dianne Cornwell
Roundtable members attending: Kathy Wright

Citizen Concerns/Other: none

Business from Previous Meeting

A. Budget: Rich Reported that the budget has been expended, and all bills have been received from consultants and paid. Rich also suggested that the Planning Board has about \$1000 that could be used for a mailing before town meeting.

Ongoing Business

A. Chair Fitzgerald informed the committee that The Planning Board has voted to accept the Master Plan.
B. Members again discussed forming a Master Plan Implementation Committee and what the mission would be.

After discussion a motion was made by Brian Brault, seconded by Steve Malsch - the Master Plan Steering Committee voted unanimously to recommend the formation of a Master Plan Implementation Committee (MPIC) be appointed by the Board of Selectmen. The MPIC would consist of not more than seven members. The Purpose of the MPIC would be to act as liaisons and advocates for the advancement of the Master Plan Goals and Objectives. The duties of the MPIC would be to facilitate and coordinate the activities of the appropriate town committees and the community. Chair Fitzgerald will forward the recommendation to the BOS.

C. There was some discussion of how the Master Plan will be presented to Annual Town meeting. There was agreement that a subcommittee of members Cornwell, Trelle and Wright, would meet to draft a letter that could be part of town wide mailing. Letter will be sent to Chair. Members agreed to be available to help stuff envelopes or assist as needed to get mailing out before town meeting.

Upon motion by Kathy Wright seconded by Steve Malsch, members voted to **adjourn** at 8:25 PM.

Respectfully submitted, Richard Fitzgerald

Minutes reviewed and approved by MPSC on June 25, 2014