

Town of Sharon Master Plan Steering Committee
Minutes of 12/6/16
Sharon Community Center
Filmed by SCTV

Planning Board	
Shannon McLaughlin Co-Chair	Susan Rich absent
Pat Pannone Co-Chair	Peg Arguimbau
Eli Hauser absent	John Lee absent
Ted Philips	Chuck Levine
David Crosby	Laura Smead
Signe Peterson Flieder	Susan Olson Drisko
Keri Murray	

Meeting

Co-Chair Pannone called the meeting to order at 7:05 PM. This was the first meeting of the Committee. Introductions were conducted.

Co-Chair McLaughlin reviewed the executive summary document and stated this is the vision document of why what is being done is important and discussed what the MPSC can do for the Town. The intent of the document is to be the base of a living document to be amended as the Committee moves forward. She reviewed the mission and process to be executed as well as the funding process.

Co-Chair Pannone stated that in the beginning of the process MAPC was approached to see what they are doing around the State. Ralph Wilmer discussed the Master Plan and helped to get a handle on what is involved. Mr. Pannone said we should take advantage of MAPC strengths which is Traffic Study and Housing and Open Plan studies. He suggested a more seasoned consultant should be used for visioning. He said there is a grant in place for the Housing Production Plan.

Co-Chair McLaughlin commented that in her experience in working with a Master Plan creation a consultant was used in Foxboro. She will provide a copy of the plan at the next meeting.

Ms. Arguimbau said that a Space and Recreation Master Plan is in the process of being updated from the Conservation Commission and requests that this committee also work as the OSRMP committee (in conjunction with the Con Comm members) to share and collaborate on pertinent information

Mr. Crosby commented that the Water Management Adv Plan Commission has a water master plan that he can share.

Laura Smead, a Town Planner for Canton stated that it is important to define goals of what is to be accomplished. She said Sharon is missing the visioning part. There needs to be a public engagement process and a consultant can be valuable for this. She said to think through how implementation and the plan for land use, zoning changes etc. can be done and assign milestone dates. At the end, an implementation committee needs to be formed to ensure the plan is put into place. She said she would like to include a

public health component and energy planning. She has a list of consultants and fees that she will provide. She will also provide samples of existing RFPS used to secure consultants.

Ms. Peterson Flieger said it's important to tie all together with a non-duplication of efforts. We need to engage experts to make sure we are asking the right questions.

Co-Chair Pannone provided a gant chart and reviewed the timeline for the process. He said the critical path is Town Meeting. We need to prepare an RFP for the consultant.

Ted Philips suggested that documentation of quotes for other plan costs is obtained and shown to Town Meeting. He also stated he would discuss the creation of an article for this expenditure with the Finance Committee.

Ms. Murray said she would create a drop box to add to the Committees website.

All members need to ensure they have been sworn in at Town Hall.

Adjournment

The Committee voted to close the MPSC meeting.

Future Scheduled Meeting

1/3, 1/31

Attachments

MPSC Action Item Listing