

Town of Lakeville
MASTER PLAN IMPLEMENTATION COMMITTEE
Meeting Minutes
April 10, 2018

On April 10, 2018, the Master Plan Implementation Committee held a meeting at 7:00 PM at the Town Office Building. The meeting was called to order by Chairman Dixon at 7:00 PM. Members present: Rodney Dixon, Rita Garbitt, Patrick Marshall, Fred Beal and Sylvester Zienkiewicz. Members Absent: James Rogers and Keith Jensen. Also present: Jed Cornick from Southeastern Regional Planning and Economic Development District (SRPEDD). LakeCAM was recording the meeting.

Meet with Jed Cornock from SRPEDD for the Kick-off/Introduction Presentation for the Master Plan

Mr. Cornock distributed the Scope of Work with a projected time line and deliverables. The Committee discussed the project branding selected for the outreach materials.

Upon a motion made by Mr. Marshall and seconded by Ms. Garbitt, it was:

VOTED: To move forward with the design for the outreach materials.
Unanimous in favor.

Proposed dates for community events and public workshops were reviewed. Ms. Garbitt will check with the Town Moderator to see if SRPEDD and the Committee can have a table in the outer lobby at the High School at the Special Time Meeting scheduled for Monday, April 30, 2018 to distribute information. She will also check with the Park Commission to see if SRPEDD and the Committee can have a table at the Ted Williams Camp for three (3) hours on Saturday, April 28, 2018 to distribute information during the sports activities.

The proposed date for the first Public Workshop is May 19, 2018. Ms. Garbitt will check to see if the Library is available from 10AM to noon. If that date is not available, she will check on May 12, 2018. She will also check with the Arts Council for a table at the Arts Festival in October. Other activities were discussed such as parent/teacher conference nights, Senior Center events, etc.

In order to get the word out, Ms. Garbitt will announce the Committee's activities at the next Selectmen's Meeting, a Press Release will be drafted, and it will be put on the Town's website and LakeCam. SRPEDD has set up a project webpage and Facebook.

Upon a motion made by Mr. Marshall and seconded by Ms. Garbitt, the Committee

VOTED: To approve the proposed timeline of events.
Unanimous in favor.

Review the District Local Technical Assistance (DLTA) Grant Agreement

Ms. Garbitt reviewed the DLTA Grant Agreement in the amount of \$30,000. The services will be performed by SRPEDD on or before December 31, 2018.

Review SRPEDD Agreement for the Master Plan

Ms. Garbitt reviewed the SRPEDD Agreement for the Master Plan. The total costs is approximately \$95,000.00. (\$60,000.00 Town Meeting vote, \$30,000.00 DLTA Grant and 52 SRPEDD Municipal Assistance Hours)

Planning Board Letter sent to the Board of Selectmen

The Planning Board voted on March 8, 2018 to designate the Master Plan Implementation Committee to update the 2005 Master Plan.

Approve Meeting Minutes for December 19, 2017

Upon a motion made by Mr. Marshall and seconded by Ms. Garbitt, the Committee

VOTED: To approve the Meeting Minutes for December 19, 2017.
Unanimous in favor.

Schedule Next Meeting

The next meeting will be scheduled for May 15th, if the Library is available on May 19th. If the Library is not available, the next meeting will be scheduled for May 8th.

Adjournment

Upon a motion made by Mr. Marshall and seconded by Mr. Zienkiewicz, the Committee

VOTED: To adjourn the meeting at 7:56 PM.
Unanimous in favor.