



TOWNWIDE MASTER PLANNING COMMITTEE

February 27, 2020
MINUTES

Members Present: Matt Triest, Cynthia Greene, Teresa James by phone, Pete Peterson, William Harvey, Mary McCarthy, Jerry Potts, Jay Duncan, Chair, Tom Erb

Members Absent: Laurel Scotti, Jessica Reilly, Philip Stashenko, Mike Pastore, Kevin Ryder, Sean Kay, Sarah Raposa, Ex Officio and Kristine Trierweiller, Ex Officio

Consultants Present: Daphne Politis, Jeff Maxtutis

Location: DPW conference room

Call to Order: 7:05 PM

Reviewed and approved the January 23, 2020 minutes.

All Inventory Chapter summary sheets are completed except:

- Housing and population – coming
- Economic development that has been submitted
- Land use expected March 4th

Once these are completed, all the existing conditions will be complete. Members were asked to review and comment on these by 3/13. Each chapter has a two-page summary sheet. Additionally, there is an 8-page summary on sustainability as it reviews all the elements and one on the state hospital. Sarah put these summary sheets in the drop box on January 25, 2020.

The Public Forum #2 will be March 26 at the MHS gym, 7-9:30 pm.

The purpose of the Forum is to gain Medfield citizen input on the 8 goals and objectives. Each goal has up to 3 objectives with ideas on strategies on how to achieve them. Committee members will staff the 8 Goal stations. Each station will have a large sheet of paper and participants will have post-it notes to add their ideas on how to achieve the goals. Committee members will encourage participants to visit each station.

The Forum will start with a PowerPoint that highlights what has been done so far – vision and inventory- and the goals and objectives that will be discussed at the Forum. All participants will get copies of the summary sheets and a 1 pager with goals and objectives.

Participants will be asked to go to all the 8 goal stations to provide their input for 8 minutes at each station. There will be an additional station for other thoughts not on the goals. A second round of visiting all the goal stations to prioritize all the goals. The third round will be to rank the top three goals.

Snacks – sweet and savory. It was discussed that considering Covid19 we might want to have wrapped items such as granola bars. There will not be time for a community dinner at this forum, but it was discussed that we may want to have a dinner at the last forum when we discuss the plan.

Raffle – all were asked to solicit items. Jay obtained 2 free sessions at Fitness Together and Jerry will buy three gift cards.

Fun – Daphne has created a frame for a photo booth. Cynthia will develop a word match with fun facts and inventory information.

Vision – we discussed putting the vision into a graphic format as it is a long narrative. Teresa will draft it in a pathway form, and Daphne will consider other graphic ideas such as a Venn diagram or word cloud.

Outreach – Members were asked to contact friends and acquaintances to encourage them to participate in the Forum and to try to get at least 5 people to commit to attend. Sarah will develop a flyer to use in the outreach efforts. Below is the list of where we will post the flyer and who will do the postings.

OUTREACH ASSIGNMENTS FOR FORUM #2 MARCH 26, 2020

- Sarah will send out a flyer for all to use that will include information on each of the three forums and an RSVP.
- Daphne will send out the outreach plan created for the first forum
- A&D laundry – Cynthia
- Apartments – Friary St, 121 North and Medfield Gardens
- Brewery tap room and Bullards – Cynthia
- Cultural alliance newsletter – Jerry
- Dump – Jerry
- Email to Forum#1 and survey participant – Sarah
- Facebook and ICS reminder – Tom working with Nick
- Hometown weekly – Jay
- Ice House with placard on primary day 3/2 – Jay
- Library - Cynthia
- Library event 3/22- Jerry
- Local cable – Jay and Daphne interview
- New-n-towne – Teresa
- Nursery and pre-schools – Mary
- Parc and Wilkins Glen – Jay
- Patch – Jay
- Realtors – Mary
- Restaurant and coffee shops – Pete
- Schools – electronic packet, alumni Facebook group, CPE – Jess
- Sr. center and St Patrick's day event – Roberta
- Theater Play Bill or poster for 3/13-15 event – Jerry
- Tilden Village - Roberta
- Town electronic signs – Sarah
- Zullo – Jerry

Adjournment: By motion made and seconded, the meeting adjourned at 8:42 pm

Respectively submitted:
Cynthia Greene