



# TOWNWIDE MASTER PLANNING COMMITTEE

March 26, 2020  
MINUTES

**Members Present:** Jay Duncan, Chair, Cynthia Greene, Teresa James, Pete Peterson, Mary McCarthy, Jerry Potts, Roberta Lynch, Laurel Scotti, Jessica Reilly, Kevin Ryder, Kristine Trierweiler, Ex Officio, Sarah Raposa, Ex Officio

**Members Absent:** Tom Erb, William Harvey, Matt Triest, Philip Stashenko, Mike Pastore, Sean Kay

**Consultants Present:** Daphne Politis, Jeff Maxtutis, Amy Allen, Martha Lyon, Judi Barrett, Maggie Peard

**Location:** Virtual Meeting via Zoom

Recording of Meeting: <http://ma-medfield.civicplus.com/DocumentCenter/View/4175/playback>

Chair Jay Duncan called the meeting to order at 7:04 PM and stated the following: *Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Medfield Townwide Master Planning Committee is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the instructions on the agenda and meeting notice.*

The Committee reviewed and approved the February 27, 2020 minutes.

Motion: Peterson; Second James; roll-call vote:

JD - yes	JP - yes	RL - yes
CG - yes	MM - yes	
TJ - yes	LS - yes	
JR - abstained	PP - yes	

## **The Public Forum #2:**

Daphne updated the Committee on what has been done to date: Summary Sheets, Draft Goals and Objectives, Preliminary Vision and Goals, Existing Conditions document (all online).

The Committee did a run-through of the virtual public forum a designed by the consulting team.

6:30 – 7:00 Welcome and technical assistance (Amy & Maggie to provide technical assistance)

- If haven't previously registered for a Goal Station, do so now?
- Help with Zoom and familiarizing with instructions

7:00- 7:15 PowerPoint Presentation

- Summary of purpose/process

- Summary of inventory findings
- Vision and Goals
- Instructions for virtual participation (and availability of technical support)
- Recognition of limitations (including not being inclusive of those without computer and/or computer literacy)
- Acknowledge need for additional outreach

POLL #1: Demographic questions of attendees

- How old are you?
- How long have you lived in Medfield?
- Do you currently have children in the school system?
- Other?

Present each goal/objectives (no strategies) – share screen with list.

#### BREAK OUT ROOMS

Each participant can choose 2 goal stations

- All 8 goals will be holding discussions at the same time
- There will be two rounds so that each participant can visit two Break Out Rooms (5 minute break between rounds)

Introduce goal and objectives

If many people (over 10) then mute them and ask them to raise hand, otherwise hold conversation.

Discuss burning issue questions for each goal.

Facilitator directs conversation, Scribe keeps notes on Whiteboard

Record session and save

#### RECONVENE AS A LARGE GROUP

POLL #2: Protect Medfield's TOWN CHARACTER

Which Objective do you consider to be most critical to the Town's future?

Objective 1.1. Celebrate the DOWNTOWN and work to increase its vitality.

Objective 1.2. Preserve and enhance Medfield's HISTORIC RESOURCES

Objective 1.3. Protect, enhance, and connect existing NATURAL FEATURES and acquire additional OPEN SPACE

Objective 1.4. Guide DEVELOPMENT and REDEVELOPMENT so that it is in keeping with the Town's character.

POLL #3: Make GETTING AROUND Town safe and pleasant

Which Objective do you consider to be most critical to the Town's future?

POLL #4: Encourage ECONOMIC ACTIVITY

Which Objective do you consider to be most critical to the Town's future?

POLL #5: Provide a range of HOUSING options

Which Objective do you consider to be most critical to the Town's future?

POLL #6: Provide PUBLIC FACILITIES and SERVICES that meet the needs of all residents.

Which Objective do you consider to be most critical to the Town's future?

POLL #7: Support the reuse of the STATE HOSPITAL

Which Objective do you consider to be most critical to the Town's future?

POLL #8: Improve GOVERNANCE and plan for FUTURE RESILIENCE

Which Objective do you consider to be most critical to the Town's future?

POLL #9: Prioritize goals

Choose the 3 goals that you see as being most important for the Town to expend resources on achieving first (list the 8 goals)

#### WRAP UP AND NEXT STEPS

Feedback will be documented and will be made available on the website:

<https://www.town.medfield.net/350/Townwide-Master-Planning-Committee>

- LINK – to Summary Sheets and Vision and Goals
- LINK – to on-line survey of burning issue questions
- LINK – to place on MP website for people to add comments/strategies to Vision and Goals

Public Forum #3: Unveiling the Implementation Plan

- Planned Date: June 2020
- Goal is to hold this as an in-person forum with an opportunity for participants to provide input on recommendations for achieving the vision, goals and objectives and to prioritize action steps.

#### OTHER WAYS OF PARTICIPATING

- Live Stream on Cable TV with link to survey
- Comments on website (a separate link to each goal for people to add strategies?)

#### Summary

The TWMPCC determined that it is best to pause concern about public participation issues due to virtual meetings, the inventory on businesses may not be relevant based on the existing situation, and importantly, is the master plan a high enough priority to move forward in light of health, wellness, and financial issues.

The Committee will revisit the topic at the next regular meeting: Thursday, April 23, 2020.

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

Motion: Reilly; Second James; roll-call vote:

JD - yes	JP – yes	PP - yes
CG - yes	RL – yes	
TJ - yes	MM - yes	
JR – abstained	LS - yes	

Respectfully submitted:

Sarah Raposa