

Master Plan Update Committee 2023

Meeting Minutes

March 6, 2024, 6:30 PM

Third Floor Training Room

355 East Central Street

This meeting was available to be attended in person by all citizens. The meeting was also live-streamed by Franklin TV and shown on Comcast Channel 9 and Verizon Channel 29.

Recordings have been made available on Franklin TV's "Franklin Town Hall TV" YouTube channel. Additionally, citizens were able to participate remotely via phone and Zoom.

Committee Members in Attendance: *Chair Glenn Jones; Vice Chair Cobi Frongillo; Clerk Melanie Hamblen; Joe Halligan; Ginelle Lang; Gino Carlucci; Rick Power; Meghann Hagen; Bruce Hunchard; Eric Steltzer; Jennifer Williams;*

Committee Members Absent: *Kenneth Elmore; Erin Gallagher;*

Others in Attendance: *Bryan Taberner, DPCD Director; Amy Love, Town Planner; Jill Slankas, Barrett Planning Group LLC; Jeff Maxtutis, BETA Group, Inc.*

Chair Glenn Jones called the meeting to order at 6:29 PM.

Subcommittee Updates

Vice Chair Frongillo said that the CSFC subcommittee was not able to meet quorum for their meeting earlier in the evening, so he and Member Lang will share information they gathered from Facilities Director Mike D'Angelo with the absent subcommittee Members later. Member Lang, Chair of the Land Use and Zoning subcommittee, updated everyone on their joint Public Outreach meeting with the Sustainability subcommittee at the Franklin Public Library on Saturday March 2, saying that some useful insight was received and discussions had with residents. She added that March 16 will be the date of another public hearing for the Land Use and Zoning Committee at the Winter Farmers Market. Member Lang asked about what the Land Use & Zoning subcommittee is allowed to discuss in regards to solutions to issues that might directly impact what other subcommittees are focused on. Chair Jones forwarded her question to Town Planner Love. Town Planner Love instructed everyone on how they can sign up for news updates specific to the Master Plan Update Committee online, and they are planning to post the summary of the survey online. Member Hagen remarked that, going forward, a better sense of collaboration and understanding of what other subcommittees are doing across the board should be something that the Committee Members work on. Chair Jones responded that the Committee can start focusing on that issue after March most likely. Member Carlucci provided update as Chair of the Sustainability subcommittee to agree with member Lang on the productivity of the joint Public Outreach meeting, and said that their next subcommittee meeting is scheduled for March 11. Member Hagen updated the OSRP and NCHR subcommittee on their recent trip to the SNETT Trail and are planning to meet next on March 23.

Meeting Minutes

Member Hunchard motioned to approve the December 13, 2023 and February 7, 2024 Master Plan Committee Meeting Minutes. Seconded by Member Carlucci. The Committee voted unanimously in favor of approving both sets of minutes.

Planning for Workshop Meeting

Chair Jones made note that, ideally, a non-quorum group of Master Place Committee Members would be formed to meet with the Consultants sometime before March 22 to come up with plans for the March 23 Open House. Ms. Slankas then went over what the group would need to provide to ensure the Workshop is ready, and stated that they needed to determine what they want the public to be able to provide input and feedback to. Chair Jones noted that, with the size of the room at Dean College they are planning to utilize for the workshop, the plan is to have each subcommittee take a corner of the room to focus their discussions with the public at. Chair Jones added that what each subcommittee is going to be expected to bring is up to them, at which point he asked the Consultants for ideas and examples they would recommend.

Mr. Maxtutis weighed in to say that, no matter the technique, it is important for people to see each other providing input because it stimulates them, more so than anonymous feedback notes. Member Williams asked how they would be advertising and promoting the Workshop to people currently so that they can put it on their calendars sooner rather than later. She also asked about having a site plan accompany the Workshop advertisement so that people who see it will know where at Dean College it will be happening. Chair Jones and Town Planner Love said the Workshop will be advertised soon on email, social media, and the Town website, as well as Franklin Matters. Member Williams asked if targeted, non-automated messaging could be sent out to specific entities and communities like the Police Department and the leaders of advocacy groups. Chair Jones agreed that should be an element of the promotion of the Workshop. Member Halligan offered to reach out to Alan Earls of the Franklin Observer to see if he could run a repeating advertisement of it, and added that he could cover expenses for it should it become a cost to the Committee.

Chair Jones placed himself on the non-quorum group for Planning the Workshop Meeting, along with Member Lang, Member Williams, and Member Carlucci. Member Steltzer remarked that the Workshop is a great opportunity to not just collect feedback, but also to clarify and educate the public about what a Master Plan is. Town Planner Love responded that the educational component is planned to be a part of the event. Member Lang asked about having a location map ready to be present at the Workshop, and recommended using the lobby outside of the meeting room as a space for a welcome table. Chair Jones concluded by saying the members of the group would be sent an email laying out the remaining details that need to be set up. The group members coordinated when they would meet to plan out those remaining details.

Next Meetings (Main Committee)

Open House/Workshop: March 23, 2024 from 11:00AM- 3:00PM at Dean College, Alumni Memorial Hall at 60 School Street

Public Outreach 2: April 10, 2024 at 6:30PM in Town Council Chambers

Next Meetings (subcommittees)

Open Space & Recreation, Natural, Cultural, and Historic Resources: March 23, 2024 at 6:00PM

Community Service, Facilities & Circulation: March 20, 2024 at 5:15PM

Land Use and Zoning: March 18, 2024 at 7:00PM

Housing & Economic Development: March 7, 2024 at 5:00PM

Sustainability: March 11, 2024 at 6:30PM

Additional Comments**Adjourn Meeting**

Member Hunchard motioned to adjourn the meeting. Seconded by Member Steltzer. There was a unanimous vote in favor of adjourning. Meeting adjourned at 7:06 PM.

Respectfully Submitted

Tyler Paslaski

--Master Plan Update Committee Approved Minutes at April 17, 2024 Meeting