

Wilbraham Vision Task Force

Selectmen's Office: Town Hall

Minutes for June 11, 2013

Meeting called to order at 7:04 pm

Present: Carol Albano, Stephen Brand, Susan Burk, Chuck Phillips, Tracey Plantier, Edna Colcord, Christopher Novelli

1. **Minutes** from June 4 accepted as read (motion made by Carol, seconded by Nancy)
2. **Steering Committee Meeting** – Chuck gave an overview of his meeting with the Steering Committee. Chuck had sent an e-mail out to the Task Force with his overview. Chuck took questions from the Task Force regarding the meeting. Stephen was concerned that the town would even begin to voice considerations regarding budget regarding the findings of the Vision Report. The committee agrees that the report is to continue by stating what the community wants regardless of budget.
3. **Chuck spoke about the overview document for the Planning Board and Selectboard.** Proposed Date to meet is by June 25th. Chuck will contact both groups for scheduling.
4. **Roll-out Presentation.** Chris is working on the presentation and is trying to consolidate the total findings and make it visual as best he can. Stephen pointed out to emphasize action items, not areas that don't convey action. Task Force members who are responsible for specific groups will reach out to their groups and discuss tentative dates. Karen and Susan spoke about the work they have been doing on the Core Chapter. Karen gave the words that have the most frequent responses for the open ended questions. We agreed that they should look at working on consolidation of these common themes for a slide(s) for the roll-out presentation.
5. Vacation Calendar – everyone should send their vacation dates to Tracey
6. Karen discussed the additional material that needs to be organized for the complete data for the report. All of the documents that are referenced have to be organized for digital availability. October 1 would be the target date for getting all of this data organized.
7. Report completion date. Target is beginning of August. Tracey working on Livability next and proposed meeting with Livability team next Friday, June 21st.
8. Karen recommended roll-out presentations
9. Karen making a motion: Statement is VTF will recommend going to Phase II which would lead to the preparation of the Comprehensive Community Plan incorporating or take other action that is deemed more appropriate. Seconded by Stephen. Approved by all.
10. Karen makes a motion that our final report will not include a proposed scope of work for a comprehensive master planning process, schedule and budget. Seconded by Edna. Approved by all.

11. Audience of Citizens: Dave speaking as a Planning Board Member. Dave just reminding the VTF that the Planning Board is only responsible for zoning and to keep that in mind for the roll-out presentations.

Meeting adjourned at 9:15 pm (motion made by Nancy, seconded by Carol.)

Next VTF meeting June 18, 2013, at 7:00 pm, Town Hall

Respectfully submitted, TP