

Mendon Master Plan Committee

20 Main Street

Mendon, MA 01756

April 3, 2013 Meeting Minutes

Attendees: Bill Ambrosino, Mark Mortimer, Sharon Cutler, Bill McHenry, Shirley Smith, Kathy Schofield

The meeting was called to order at 7:10pm by Mark Mortimer. The committee reviewed meeting minutes the following motions were made:

Motion: A motion was made by Bill Ambrosino and seconded by Shirley Smith to approve the Minutes of the February 27, 2013 meeting as written. The motion passed with unanimous approval.

Discussion took place on the results of Sharon's contact with Anne Mazar on the use of CPA Administrative funds to support the elements on Open space, historic and Community housing. Approval had been received from the State that this was an acceptable use of the funds. Shirley had completed the application for the use of CPA funds in the amount of \$5,772.00. **Motion:** Bill Ambrosino moved that the application for CPA funds in the amount of \$5,772.00 be approved. The motion was seconded by Shirley and passed by unanimous vote of the committee.

Mark discussed the results of his calls to area communities that had used CMRPC as their support for Master Plan or project development. Both towns he talked to felt that Vera and Trish from CMRPC were excellent to work with and would be used again. In all the feedback was positive, the follow-up was terrific, and overall the projects came in on time and on budget. A new proposal has been received which cut the costs by \$4,690 to allow for a revised bid of \$35,270. **Motion:** Bill Ambrosino moved that the revised bid from CMRPC in the amount of \$35,270 be accepted as presented. The motion was seconded by Shirley Smith and passed with unanimous approval of the committee. **Action Item:** Bill will contact Vera at CMRPC and advise them that the Committee has approved their revised bid and ask them to forward a contract to him. When it is received Bill will forward it to Mark and Mark will ask Gail to add it to the Planning Board's next agenda for their vote. Once the Planning Board has approved the contract Gail will forward to Board of Selectmen for their signature.

Action Item: Bill will ask Vera if our next meeting on 4/24/13 would provide them with the opportunity to come and start a kick off meeting.

Discussion took place on how to promote the master plan such as ABMI, Town Crier, Radio and MDN. The possibility of appointing a promotional liaison from the Committee was discussed but no formal decision was made.

Kathy Schofield recommended we consider setting up a presentation by Alan Manoian and invite all Town Boards to generate conversations on how to move the Town forward in the future. She indicated that there was potential to use CPA funds to support this effort.

Motion: Bill moved that the meeting be adjourned. Shirley seconded the motion and it was passed with unanimous approval. Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Sharon Cutler

Secretary