



**Master Plan Steering Committee**  
Tuesday, July 19, 2016 at 5:15 p.m.  
The Visitor Center, 14 North Street

**MINUTES**  
**Approved 9/20/2016**

**I. Call to Order**

Mr. Putnam called the meeting to order at 5:40 PM.

**Present:** Melissa Richmond, Eileen Skowronski, Debora Matteau, Bill Carpenter, David Putnam, Andy Lafreniere Richard Wahrlich

**Absent:** Jim Feleen Marilyn Harris, Abigail Carman, Nick Koloski

**Staff:** Nancy Merrill, Director, Planning and Development Department; Zachary Williams, Business Development Coordinator

**Others Present:** Bernard Folta, Rebecca MacKenzie

**Motion:** To accept the agenda as presented.

**Made by:** Ms. Matteau      **Second:** Mr. Carpenter

**Vote:** Unanimous in favor

**II. Minutes**

**a. June 21, 2016**

**Motion:** To accept the minutes of June 21, 2016

**Made by:** Mr. Carpenter      **Second:** Ms. Matteau

**Vote:** Unanimous in favor

**III. Business**

**a. Draft Vision Statement**

Ms. Merrill presented the draft vision statement, which the committee reviewed and discussed. Points made during the discussion:

- Each chapter will have its own vision statement, but chapter vision statements must not conflict with the main statement.
- Poverty is not mentioned specifically, but the addressing of it is contained in nearly all of the components of the vision statement.
- The vision statement should represent all of the chapters in the Plan, but each chapter need not be specifically mentioned in the vision statement.
- The future tense is confusing – rewrite in present tense.
- The vision statement relies heavily on the survey results.

- Language will be added regarding social services for families.
- The arts should be combined with STEM –creative economy should be allowed to stand on its own.
- There should be coordination/collaboration between the chapters through the subcommittees.
- The Master Plan should correlate with the Regional Plan.
- The Steering Committee’s job is to make sure that each of the chapters connect throughout the plan and connect with the vision statement.

**b. Subcommittees update**

The Energy chapter subcommittee is scheduled to meet on July 20<sup>th</sup>. Zach will be staffing it.

The Natural Resources chapter subcommittee will be meeting July 21<sup>st</sup> as part of the regularly scheduled Conservation Commission meeting. deForest is staffing it.

**IV. Correspondence**

**V. Other**

The committee agreed to skip the August meeting.

Mr. Folta said that Scott Sweet should not be serving on the Transportation subcommittee as he is not a resident of Claremont. Ms. Merrill said Mr. Sweet is listed as a member of the subcommittee by mistake. He is not serving on the subcommittee, but will be providing assistance to the subcommittee.

Ms. Skowronski and Ms. Matteau volunteered to serve on the Community Facilities chapter subcommittee.

**VI. Adjournment**

**Motion:** To adjourn the meeting.

**Made by:** Ms. Matteau

**Second:** Ms. Richmond

**Vote:** Unanimous in favor

The meeting adjourned at 6:43 PM.

**Respectfully submitted,**

*deForest Bearse*