

**MASTER DEVELOPMENT PLANNING COMMITTEE
OCTOBER 27, 2020**

5:00 PM

MEETING MINUTES

(DUE TO THE COVID-19 PANDEMIC THE MEETING WAS HELD VIRTUALLY USING ZOOM)

Members Present: William Renault (WR), Annie Wilton (AW), George Dow (GD), Ken Lisiak (KL), Tom Schank (TS), Frank Twiss (FT)

Members Absent: None

Also Present: Town Administrator Andy Sheehan (AS), Finance Committee co-chair John Erickson, Fire Chief Tom Martinuk (TM)

The meeting was called to order at 5:06PM.

With the resignation of Amy Karas the MDPC needs a new chair. WR offered to chair the committee. GD moved to elect WR chair; FT seconded. Unanimous by roll call.

The group discussed volume 1 from HKT. Members noted a few typos and changes. They will be forwarded to AS and he will pass them along to HKT.

The group discussed the scope of the project they wish to propose. By unanimous agreement the members support proposing the full project at once. It was agreed that the benefit of low interest rates makes it advantageous to do it now. Members asked AS to have HKT double check the cost estimates.

KL suggested looking at the annual carrying costs of the existing buildings using a 10 year horizon. Members asked what Howe Manning would cost today.

The group discussed a potential timeline of Town Meeting approval sometime in the spring of 2021 and ballot approval at the May 2021 Town Election.

The group agreed to begin promoting the project before the holidays. AS was asked to get the MDPC on a Selectmen's meeting before the holidays.

The group discussed marketing. AW offered to take the lead and reach out to HKT for their advice and experience on successful campaigns. Media, videos, and social media were discussed in general terms.

WR asked if we could tap into any of the municipal vulnerability preparedness grant funds for the project. AS will discuss with the conservation agent.

6:07 Meeting adjourned