

TOWN AREA PLAN WORK GROUP
Meeting of September 3, 2024, at 4:00 pm by Zoom
DRAFT MINUTES FOR REVIEW AND APPROVAL

Attending: Mary Anne Easley, Marsha Fader, Alison King, Lee Saperstein, and Henry Terry; Nicky Sheriff (PLUS).

Absent: Regen Horchow and Mickey Rowland.

Attendance was verified by a roll call; there was a quorum at all times. The meeting was recorded and can be viewed at the following address:

<https://www.youtube.com/watch?v=f6iIN6LDlg0&list=PL49sKqpy7VAhF3WZ8xvh3sdHgJEvCabR6&index=46>.

1.Call to Order.

Chair Henry Terry called the meeting to order at 3:09 pm. He then reviewed the rules on remote-attendance meetings and said that this meeting would be recorded.

He also noted that the Zoom log-in would be the same for all Tuesday meetings through the end of 2024: <https://us06web.zoom.us/join/join?pwd=ZEUduutpj8sHNfvMsiE7N7-6IUAzArtE6u4>.

2.Agenda Approval.

Henry Terry asked if there were any amendments to the agenda; hearing none, he asked for its approval, which was given on a motion by Mary Anne Easley, seconded by Lee Saperstein, and approved unanimously by roll-call vote (Mary Anne Easley, aye; Marsha Fader, aye; Alison King, aye; Lee Saperstein, aye; and Henry Terry, aye).

3.Approval of Minutes for August 16, 2024.

Next, Henry Terry asked for approval of the minutes for August 16, 2024, and Mary Anne Easley so moved, Marsha Fader seconded, and they were approved by roll-call vote (Mary Anne Easley, aye; Marsha Fader, aye; Alison King, aye; Lee Saperstein, aye; and Henry Terry, aye).

4.Public and Member Comments.

There were no members of the public present, hence no public comments.

5. Discussion on Draft Final Report.

Henry Terry asked Marsha Fader if the edited version of the Housing report was ready; she said that she was still awaiting Mickey Rowland's input. If needed for a deadline, she may have to complete the editing herself.

He then asked if there were comments on the draft final report that was attached to the minutes of the previous meeting. Mary Anne Easley noted that Henry Terry had not been credited for the section on Open Space. She also said that the opening paragraphs in Section One on Goals and Policies was confusing because it implied that the Town Area extended into the Downtown. Lee Saperstein said that he would provide correcting edits to the draft. The Goals and Policies statement had been written before NPEDC deemed the Downtown to be a separate area; the edits should make clear the distinction between the two areas.

Lee Saperstein suggested steps that will be needed to create a Final Report that would be submitted to the NPEDC, subject to Work Group approval. These include another round of editing the draft, primarily for format, typos, and word choice; interaction with Megan Trudel, Senior Planner, on means to transfer the document to the NPEDC; creation of a single master document on the survey; review and approval of the document by the Work Group; and, thence, submission. Most likely, according to Henry Terry, once they had a chance to read the plan, NPEDC would like to meet with the Work Group to review its findings. He, then, asked for consent to proceed.

Meanwhile, Marsha Fader had to step away from the meeting, which voided the quorum. While she was away, Alison King said that she, too, had to leave but that she would vote, yes, on the consent. It was agreed that work group members could signal consent in an e-mail to Henry Terry.

6. Adjournment.

At this point, Henry Terry asked if there was a motion to adjourn, which was provided by Lee Saperstein and seconded by Mary Anne Easley. Approved by acclamation, the meeting was adjourned at 3:35 pm.

The next meeting is on call. If needed, this meeting will be by Zoom.

For reference: Subcommittee composition.

2. Land Use: Liz Almodobar (resigned) and Mary Anne Easley
3. Housing: Marsha Fader and Mickey Rowland
4. Economic Development: Alison King and Mary Longacre (term expired June 30)
5. Natural and Cultural Resources: Liz Almodobar (resigned) and Marsha Fader
6. Open Space and Recreation Plan: Mary Anne Easley and Henry Terry
7. Services and Facilities: Regen Horchow and Mickey Rowland
8. Circulation; Mary Longacre (term expired) and Lee Saperstein

Lee W. Saperstein, Secretary, saperste@mst.edu