

PLYMOUTH MASTER TASK GROUP

Master Plan Task Group

Meeting: Meeting: via Zoom 8:30 a.m. – April 6, 2023

Attendees:

Members: Steve Bolotin - Chair, Darice Wareham, Glenn MacGregor, Evelyn Strawn, Lorenzo Pizarro, Don Williams, and David Peck.

Staff: Lee Hartmann

Mr. Bolotin opened the meeting.

Minutes:

Mr. Williams moved to approve the minutes of March 23, 2023. Seconded by Ms. Strawn. The vote was (5-0-1).

Master Plan Scope of Work

Mr. Bolotin said that the purpose of this meeting is to conduct a quick review of the various collected scopes.

Mr. Peck said that there is quite a difference in the length of the example scopes. Using a shorter scope makes the most sense. It will allow the work program to evolve.

Mr. Hartmann agreed. The more specific a scope becomes the less flexible the work program becomes.

Mr. Bolotin said that the scope should look at the potential for zoning/rezoning specific areas.

Ms. Strawn sees the master plan as identifying zoning/rezoning issues that should be addressed in the future.

Mr. Peck said that the biggest challenge will be getting broad public participation. Outreach and participation will be important. A consultant team with multiple outreach approaches should be selected.

Mr. Bolotin asked how we should use scenario planning in the process.

Mr. Hartmann suggested focusing scenario planning on the land use section of the plan.

Mr. Williams added that scenario planning needs to also focus on the financial consequences of various actions.

Ms. Wareham suggested prioritizing items in the scope.

Mr. Hartmann said the best way to prioritize scope items is to set a base scope and include various add-on items which can be selected based on available funds.

Mr. Peck suggested asking OCPC to create a list of communities that are updating their master plans and the associated costs.

Ms. Strawn said that in discussions with various individuals she has been using an update price of \$500,000 and no one has balked at that number.

The consensus of the Task Group is to place a focus on public outreach in the scope.

Ms. Wareham suggested including the development of a public outreach app in the scope.

Mr. Peck suggested clearly identifying in the scope the timeline to have a master plan. The scope needs to include logistics such as the number of master plan hard copies and any other incidental costs.

Mr. Peck moved to adjourn the meeting. Mr. Williams seconded. The vote was unanimous.

Approved: April 27, 2023