



MASTER PLAN COLLABORATION COMMITTEE MINUTES

THURSDAY, NOVEMBER 9, 2023

LOCATION: Room 6 (Veterans Hall), Pembroke Town Hall

STARTING TIME: 7:00 pm

COMMITTEE MEMBERS PRESENT: Stephan Roundtree (Chairman), Steve Ciciotti (Vice-Chair), Scott Chaharyn, Curtis Kuta, Tracy Marino, Sharon McNamara, Sue Bollinger,

OTHERS PRESENT:

At 7pm, Mr. Roundtree opened the meeting of the Pembroke Master Plan Collaboration Committee by reading the Chairman's statement.

REVIEW OF ROUTINE ADMINISTRATIVE MATTERS

Committee members discussed a change in the December meeting date to when VHB was available. Members decided on Tuesday, December 12, at 6:30pm.

Mr. Roundtree initiated a discussion regarding the Master Plan Committee to be continued after the plan was finished. Mr. Ciciotti suggested adding an agenda item to the next meeting to discuss the scope of the committee if it continued. Discussion continued regarding the role of the committee in relation to the finalized plan and making future changes.

DISCUSSION OF MASTER PLAN UPDATES AND STATUS OF INPUTS

Mr. Ciciotti discussed changes to the prior vision statement. Ms. Bollinger stated that she agreed with what was presented. Mr. Ciciotti also stated that the draft of the plan had come out very nicely. Ms. Bollinger and Mr. Ciciotti stated that they had sent some edits to VHB for the draft. Other committee members stated that they would be sending edits.

DISCUSSION OF ACCESSORY DWELLING UNITS

Mr. Roundtree stated that he had researched accessory dwelling units in other parts of the country and reported his findings. Discussion ensued regarding what other cities/towns in Massachusetts as well as other states were putting forth for limitations on accessory dwelling units. Discussion continued regarding affordable units and enforcing restrictions and whether

accessory dwelling units were a fit for Pembroke. The committee agreed that guidelines for accessory dwelling units were to be a priority.

DISCUSSION OF LEASING PUBLIC BUILDINGS AND LAND

Mr. Roundtree stated that he researched leasing public buildings and land and would like to see a plan put together for the town to lease land and buildings. Mr. Ciciotti stated that the town should not be landlords, and buildings should be for town use or sold. He noted that selling unused town property was a goal of the Select Board.

DISCUSSION OF FEDERALLY FUNDED ACTIVITIES

Mr. Roundtree stated that he researched funding that was available for climate initiatives. He stated that the federal government had set aside \$500 billion dollars for climate change initiatives. He elaborated on some of the issues addressed through the federal initiatives. He stated that the state and federal monies should be examined to help solve local issues. Ms. Bollinger stated that she would be in favor if it benefited climate change as well as the town of Pembroke, such as a bike path throughout town. Ms. McNamara asked Mr. Roundtree to clarify what he was looking to do; Mr. Roundtree stated that investigating a wastewater facility in the town would be a place to start. Discussion ensued regarding the potential impacts to residents. Ms. Bollinger suggested the topic be revisited closer to the ten-year review of the final Master Plan. Committee members discussed the need for a dedicated grant writer in town.

Mr. Roundtree advised that he would provide a 2024 meeting calendar to the committee members. Mr. Chaharyn inquired about the mission statement to be adopted, Ms. Marino stated that it was better to wait for VHB to be in attendance before the committee took a vote.

At 8:11pm, Ms. Marino made a motion to adjourn the meeting, Ms. McNamara seconded the motion, and the committee voted unanimously in favor.