

Duxbury Planning Commission

Meeting Minutes September 9, 2010

Members present: Erica Campbell, Brian Fitzgerald, Garrett MacCurtain, Rick Scharf, Wayne Walker

Meeting was called to order at 6:38 pm by Brian Fitzgerald

Minutes: Minutes of the August 3 meeting adopted on motion by Scharf/MacCurtain. Unanimous.

Meeting Schedule: In order to accommodate members' work schedules, it was decided to move the regular meeting of the planning commission to the second Thursday of the month, with the next meeting scheduled for October 14.

Public Meeting for Town Plan Revision: The remainder of the meeting focused on planning for a session, or sessions, to get input from the public that can be used in the town plan revision. Decisions included:

- Hold two meetings, on October 14 and November 11.
- Venue – Crossett Brook Middle School, library preferred, with cafeteria as backup
- Schedule two hours, 6:30 to 8:30 pm.
- Begin with short presentation(s) to provide background, follow up with small group sessions (provided there are enough people; work with the whole group if not) and conclude with reports from the breakouts and a brief review of the next steps.
- Topics for the first meeting will be energy, food and transportation. For the second meeting, cover topics related to how the town should grow: what characteristics define Duxbury's neighborhoods, overlay districts, growth incentives.
- Publicize event with mailing (mailed by September 27) and notice in Waterbury Record (October 7 and 14)

Tasks:

Make arrangements with school – Erica
Prepare text for postcard invitation – Erica
Design postcard – Wayne
Determine process for printing and distribution – Brian
Develop PowerPoint template – Garrett
Set up Google Docs for information sharing – Garrett
Send meeting notice to Ken Scott for posting – Erica
Arrange for flip charts and projector/computer – Brian
Draft Community Brief and submit to Waterbury Record – Rick

Next Meeting: October 14 public meeting at Crossett Brook Middle School.

The meeting adjourned at 8:01 pm.

Minutes by Brian Fitzgerald