

Mill Site Study Committee

Meeting minutes - November 12, 2008

Present: **Committee Members:** Kurt Amidon, Stephanie Cronin, Albert Harris, Ronald Karr, Jeff Sauer, Joseph Sergi, and Stephen Themelis
Members absent: Jerrilyn Bozicas, Roger Goscombe, Gary Giguere, and Michael Landino, Ken Morgan, and Matt Nesbit
Also present: Jay Donovan (Assistant Director NMCOG) and Georgette Rogers

Mr. Sergi called the meeting to order at 7:07pm. Mr. Karr joined the meeting at 7:15pm. Mr. Amidon joined the meeting at 7:27pm. Pepperell Selectman, Patrick McNabb, joined the meeting at 8:09pm.

Approval of Minutes from October 15, 2008: On a motion from Mr. Themelis, seconded by Mr. Cronin, the minutes from the October 15 meeting was approved unanimously as drafted.

Committee Personnel Changes: Mr Sergi announced that Jeff Chabot has resigned from the Mill Site Study Committee and that at their meeting on November 10, the Board of Selectmen appointed Ken Morgan to join the Committee.

Review of Visioning Session: Mr. Donovan presented the results from the October 25 Visioning Meeting and distributed a brief Memorandum summarizing the session and listing the strengths, weaknesses, opportunities, and threats as discussed at the meeting, as well as a more detailed notes breaking down resident preferences. Mr. Donovan reported that, in his experience, the turnout at the session (about 35 residents, including Committee members) was very good for a community the size of Pepperell. He also felt it was a good discussion that documented some clear preferences.

Mr. Sauer, who had to leave the session early, asked whether there was any discussion of the Mill Site for municipal buildings. Several members remembered that it had been brought up, but with minimal discussion. Mr Sergi, however, added that the current physical state of the public safety complex (59 Main St) makes renovations impractical and that it could make a lot of sense to move the communications, police, and fire departments to the Mill Site, perhaps with some agreement with a developer to offer the Shattuck School building at 59 Main St. as part of a development package, perhaps for some form of senior or other housing.

Mr. Harris noted that a video of the Visioning Session is now running on cable access channel 15.

Status Report for 43D application: Mr. Donovan reported that NMCOG is completing the draft of application, working with Town Administrator, Bob Hanson, that they expect to present to the Board of Selectmen at the Board's November 24 meeting. Mr. Donovan noted that an early draft may be submitted to the state for comments prior to the Selectmen's meeting since the completed application is due to the state on November 26. The application requests \$60,000 for a master plan, based on estimates for the work of \$54,300.

Mr. Sergi asked how long the process would take once the application was received by the state. Mr. Donovan suggested that the state would probably respond with a receipt letter within about two weeks, followed by a comment period of 2-4 weeks, but that funds should be available soon after that. After that, a Request for Proposals could go out for a consultant to develop the master plan. A discussion followed about what form such a master plan would take. Mr. Karr, who worked on the Town's master plan as a former member of the Planning Board, envisioned a plan that included more than one option or vision for the Mill Site, but also a list of those things the Town specifically does not want there.

Sub-committee assignments: Following a discussion about the roles and make-up of sub-committees, the following Committee members agreed to work with:

Environmental Engineering – Mr. Nesbit, Mr. Amidon, Mr. Harris, and Selectmen McNabb

Finance/Grants – Ms. Cronin and Mr. Sergi

Marketing-Communications – Ms. Rogers, Mr. Sauer, and Mr. Goscombe

Conceptual Design – Mr. Amidon, Mr. Karr, and Mr. Landino

Business Opportunities – Mr. Themelis, Ms. Bozicas, and Mr. Morgan

While it may be premature for some of the sub-committees to meet immediately, it was agreed that it would be appropriate for sub-committee members to begin discussing the size and scope of their sub-committee in anticipation of expanded membership from the community at large.

General Business:

Mr. Sergi reported that the ETA was signed by the Governor.

Mr. Sergi reported that the Selectmen had received four proposals for a marketing study, to be funded by Perry Vidox.

Action Items:

Item #1 – Visioning Session follow-up: Mr. Sergi will ask the Selectmen's Administrative Assistant to contact those residents who attended the Session and offer them a role on one of the Sub-Committees.

Next Meeting: Wednesday, December 17, 2008, at 7:00pm.

Adjournment: The meeting was adjourned at 8:34 pm.

Respectfully submitted,

Jeff Sauer, Mill Site Study Committee Secretary