

MASTER PLAN IMPLEMENTATION COMMITTEE (MPIC)

January 21, 2025, Meeting Minutes

Members Present: Cheryl Tougias, Chair; Members Dick Burke, Regina Campbell-Malone, Roxanne Musto, Elaine Benson, Taber Keally; Cheyenne Frazier, Assistant Director of Planning & Community Development

Meeting called to order at 7:00pm.

The next meeting will be held on 3/4/25 and 4/1/25.

MILTON SHUTTLE BUS SERVICE DISCUSSION

Ms. Deborah Milbauer from the Partnership for a Healthy Milton, <https://www.townofmilton.org/252/Partnership-for-a-Healthy-Milton>, a non-profit organization promoting public health in Milton, reached out to MPIC regarding intra-town shuttle bus service in town. She noted that the Master Plan has a thorough and thoughtful section on Transportation in the 2015 plan (starting on page 161 <https://www.townofmilton.org/DocumentCenter/View/1901/Master-Plan-Volume-1-PDF>) that recommended:

- Evaluate the need for a new transit service (including town-owned and operated) to provide cross-town connections between commercial areas.
- Improve transit and service connections and identify need for a new shuttle bus.

Ms. Milbauer, a faculty member at Northeastern, brought forth the idea of using a Northeastern student to assist in doing outreach to other towns with these types of transportation services to gather information about how their programs work. This could be either an internship program, work-study or a volunteer opportunity. Regarding funding, MPIC still has funds available for this project if needed.

Chair Tougias and Ms. Frazier will follow-up with Ms. Milbauer and Josh Fiala from the Metropolitan Area Planning Council on next steps and information regarding the initiatives of other towns.

POTENTIAL FUNDING FOR WHARF PARK SURVEY

Mr. McKay noted that The Milton Farmer's Market has been leading an effort to make improvements at Wharf Park, including making it more accessible, as the current location is on a slope with protruding tree roots that is taking a toll on the vendors and on older members of the community.

Mr. McKay started looking at rehabilitation of the park using funds received from the CPA program and conducting community outreach to see what members of the community would like to see out of the park. The group received \$75,000 from the CPC and their "soft costs" are approximately \$150,000. Soft costs include such services as landscape architecture and engineering. The group will be working hand in hand with the Selectboard and the Town Administrator regarding this project as this project benefits the entire community.

Mr. McKay and his group are requesting \$3,900 from MPIC for funding with the existing conditions site survey.

Chair Tougias entertained a motion to use MPIC funds to support the Wharf Park and their site survey. Member Burke seconded the motion. Members Musto, Keally, Burke, Campbell-Malone and Chair Tougias voted in favor.

COMMUNITY HEALTH PLANNING FORUM RECAP

Members Campbell-Malone and Musto attended the Community Health Planning forum hosted by the Milton Health Department. At the forum, they dove deep into the Community Health Assessment and where the town stood in terms of its' initiatives. Member Musto mentioned that some of the leading topics at the forum included mental health issues, including depression and alcoholism, and food insecurity.

Member Musto will reach out to Caroline Kinsella, the Director of Health, to see if she would be willing to speak to MPIC personally regarding the forum and next steps.

ANNUAL REPORT REVIEW

The Annual Report due date is Friday, January 24th.

Member Musto asked for further clarification of library parking in the report. She had another comment concerning wording about the Town Farm RFP Review Committee and how it should match the charge. Member Burke had a comment regarding library parking and availability and member Campbell-Malone mentioned that she is part of groups that meet at all different times of the day at the library, and it is still a struggle to find parking some days. Member Benson mentioned that the meeting rooms at the library are available for a fee of between \$75 to \$100 depending on the length of the meeting. She mentioned that the library utilizes its spaces as well as members of the public.

Member Keally made a motion to authorize Chair Tougias to submit the annual report as reviewed. Member Burke seconded the motion. Members Musto, Benson, Burke, Keally, Campbell-Malone, and Chair Tougias voted in favor.

MAPC VISIONING CONTRACT: DISCUSSION AND VOTE ON REVISED SCOPE AND FEE AMOUNT.

On January 6th, the committee took a vote to amend the contract they have with MAPC regarding the community visioning project surrounding 7 Brush Hill Road to add Pagoda Circle. Following this vote members raised concerns about the appearance of conflict of interest and member Campbell-Malone was asked to recuse herself. The committee will be taking another vote with member Campbell-Malone recused.

Chair Tougias entertained a motion to approve the revised contract to include Pagoda Circle not to exceed the amount of \$16,100.00. Member Burke seconded. Members Benson, Keally and Chair Tougias voted in favor, and members Musto and Burke abstained.

DISCUSSION OF DRAFT MPIC 10-YEAR REPORT TEMPLATE AND COMMITTEE MEMBER SPREADSHEET

Member Campbell-Malone is spearheading the format for the 10-year report. The committee will continue to work on each individual section of the document. Cheyenne will reach out to Josh Fiala to see if he has seen any other 10 year reports from other towns for reference.