

ATKINSON MASTER PLAN COMMITTEE

Meeting Minutes

April 20, 2023

Attendance:

Members

Anne Brenton
Sue Coppeta
Ken Grant
Karen McFadden
Ellyn Murphy
Kate Rochford
John Ottow
Noriko Yoshida-Travers

Consultants:

Others Present

Call to Order:

Karen McFadden called the Atkinson Master Plan Committee meeting to order Thursday, March 16, 2023 at 4:37pm

➤ Review Next Steps from Resilience Planning & Design:

- May 12th: Online Forum ends, all paper copies submitted to RP&D, and analysis of findings begins.
 - Anne Brenton will collect surveys and drop them off at Land Use office
 - Karen McFadden offered to help input into survey monkey
- May 18th Meeting:
 - Discuss some of the emerging issues/themes from the Forum results - and the date the full draft report will be available for review
 - Visioning - feedback from Committee on the 2015 Vision. Discussion of how to proceed.
 - Discussion on Planning Board participation. Sue Coppeta will suggest to PB chair to add to their agenda at their next meeting for discussion
 - Future Land Use Planning - What is a Future Land Use Plan, and how have different communities addressed this part of the Master Plan
 - Discuss format and timing of focus groups - how RP&D can help with logistics (RSVP, etc)
- June 15th Meeting:
 - Feedback on Draft Outreach Report
 - Draft Vision

- Next steps on Future Land Use
 - Discussion of Plan Outline
- Focus Groups
 - The decision to hold focus groups will come after initial results from the survey are available
 - Ellyn Murphy graciously agreed to lead any focus groups. Resilience will provide guidance
- Online Survey Promotion
 - Noriko Yoshida-Travers will reach out to the group of seniors that attended the last Senior luncheon to offer any help and encourage their participation
 - Paper copies of the survey will be available in the senior transportation cars. Noriko will print some up
 - Ask Julianna Hale if we could put some print material in the town clerk's office.
 - Anne Brenton will create a ½ page flyer with all information on where/how to take the survey
 - Need to advertise on town website landing page
 - John Ottow will put an article in the Carriage Town News for the week of May 4th.
 - Anne Brenton/Karen McFadden to craft an "Atkinson Challenge" for social media and MPC news to reach the goal of 10% participation as Hampstead had.
 - Noriko Yoshida-Travers updated the Community Center electronic sign to include the survey
- Committee Report out to the Planning Board
 - Targeting the June 1st meeting.

- Approval of, March 16, 2023 meeting minutes. 6/0/0
- Meeting adjourned at 6:15pm

The next Master Plan Committee meeting will be held on May 18, 2023 at 4:30pm at the Town Hall

Submitted by Karen McFadden on April 21, 2023