

COMMUNITY DEVELOPMENT PLAN STEERING COMMITTEE
PUBLIC MEETING
JUNE 23, 2020, 7 PM

MINUTES

The Ipswich Community Development Plan (CDP) Steering Committee participated in this meeting remotely using <https://zoom.us/> in accordance with the Governor's March 12 Order suspending provisions of the Open Meeting Law to promote public health and safety and social distancing.

Members present: Gordon Harris, Sheila Taylor, Kathleen Spinale, Chris Sandulli, Carolyn Britt, David Feldman, Andy Brengle, Clark Zeigler, Ingrid Miles, Christopher Morse, Carl Nysten, Jay Stanbury, Peter Eliot, Philippa Drew, Helen Weatherall

Planning Staff present: Kristen Grubbs, Ethan Parsons

Consultants present: Jenn Goldson, Anna Callahan

Other residents present: Paul Norberg, Charlotte Kahn

7:00 p.m.	Welcome and review of CDP minutes, schedule and timeline
7:10 p.m.	Review CDP goal prioritization survey results & general trends
7:30 p.m.	Discuss CDP draft strategies
8:15 p.m.	Review public engagement & outreach strategies
8:25 p.m.	Next steps

Zoom meeting was convened at 7:02pm. Ethan Parsons and Kristen Grubbs of the Planning Office and Consultants Jennifer Goldson and Anna Callahan, from JM Goldson LLC, welcomed attendees to the meeting.

Committee members reviewed CDP Steering Committee meeting minutes from 1/6/20, 2/5/20, and 4/23/20. Jay Stanbury recommended the committee adopt all three sets of minutes; Gordon Harris seconded the motion. A roll call vote on the motion was taken by all attending members; members unanimously voted yes to adopt the three sets of minutes.

Anna shared her screen to show the updated project schedule (dated 4/10/2020). During this month of June, the committee is reviewing the results of the CDP Goals prioritization survey completed by the public in May, as well as starting to discuss the strategies drafted by the consultants. In mid-late July, the consultants will hold a meeting with town department directors so as to engage municipal staff in reviewing strategies. August activities will consist of a Steering Committee meeting and continued drafting/revisions to the CDP components. Final CDP materials are currently scheduled to be presented to the Town at the end of September.

The committee discussed the timeline relative to concerns about the impact of the Covid19 pandemic on the community's attention and focus on the project. Members wondered whether we should slow the process down. Ethan reminded the committee that the goal was to bring the CDP to Town Meeting for consideration and adoption in the Spring of 2021, so there is room to take the time we need.

Anna Callahan reviewed the memo summarizing the results of the CDP Goals Survey for the committee, highlighting points of agreement/support and disagreement/conflicts among the responses.

The committee discussed the small participation rate for the survey (148 responses), wondering how to move forward with such a small number of responses to guide the process. The consultants advised that the responses can be used as a way to flag goals that are confusing or are worded or interpreted incorrectly. Perhaps language needs to be rephrased or goals rewritten. Survey responses are a check point for the process but not the only guide to the process.

Committee members shared comments and questions about the survey results and draft strategies, including but not limited to the following points:

- There seems to be a disconnect between the preference for single family housing and other environmental goals stated to be desirable; i.e. people seem to be unaware that single family housing has the largest impact on scarce community resources such as water supply and energy use
- There is a need to get ahead of people's lack of knowledge or understanding on varying issues
- The plan should have strong & bold goals, should function to lead the town into the future
- Certain conditions must be included in this next 15-year plan, including climate resiliency and mitigation goals that match the town's other plans, for instance electrification goals. These goals must be acted on in the first phase of implementation.

Meeting participants discussed the worksheet the consultants designed to elicit input on the strategies. The consultants are looking for Steering Committee members to provide feedback on: what strategies are the most critical; what strategies may be unachievable; given limited resources what 5(ish) strategies would you prioritize; any strategies that are missing from the list; and which strategies should be implemented in the next 1-5 years (versus 5-15 years).

Meeting participants were advised to work on the worksheet at home on their own time and submit responses to the consultants. The Committee decided to hold another meeting in early-mid July to discuss the worksheet responses and to further review the draft goals and strategies.

Meeting was adjourned at 8:42pm.

Minutes submitted by Kristen Grubbs, Town Planner

MINUTES APPROVED by CDP Steering Committee at JULY 14, 2020 meeting