Master Plan Steering Committee - Meeting Minutes

Master Plan Steering Committee
Date: June 25, 2025
Location: Eagle House
Time: 6:00 PM

Attendees
Members
- Jerry Reid - Clerk
- Tim Wilsmer
- Kim Duffy
- Debbie Lincoln
- Sondria Harp
- Emily Young

Non-Members / Guests
- Rami (Over Under)
- Renee Emkey (Virtual)
- David Niose
- Matthew Brenner
- Mike Rupp
- Anthony Sculimbrene - Vice Chair
- Amanda Moore
- Jennifer Warren-Dyment - Town Manager
- Cesar (Planning Board)

I. Public Comment
- None

II. Current Business
a. Discussion with Over Under - Current Matrix
- Difference of opinion noted.
- Reviewed Lunenburg Strategy feedback results.
- Discussed achievable goals for the committee.

Strategy Decisions:
- Prioritize bikes - Accept
- Continue to be a green community - Accept
- Organize open space in new developments for wildlife connectivity - Already addressed in Town Open Space Plan
- Incorporate resiliency strategies in conservation land - Accept

Master Plan Steering Committee - Meeting Minutes

- Sponsor agricultural workshops in Lunenburg - Reject
- Year-round farmers market - Accept (already in progress)
- Review business bylaws to simplify advertising spaces for sale/lease - Accept
- Add crosswalks and sidewalks to master plan - Accept
- Work with MassDOT/state to add sidewalks along state roads - Accept
- Develop universally accessible playground for all ages - Accept
- Use empty town buildings for after-school activities - Reject
- Develop community garden - Accept
- Encourage year-round programming (farmers market, artisan market, tree lighting) - Accept

b. Status of Community Advertising
- Postponed to next meeting when a plan is available.

c. Official Board Reorganization
- Quorum: Now 5 due to Planning Board changes.

Officer Elections:
Chair:
   Vote:
      Jerry Reid - Kim
      Tim Wilsmer - Kim
      Kim Duffy - Kim
      Debbie Lincoln - Kim
      Sondria Harp - Kim
      Emily Young - Kim
   Result: Kim Duffy elected Chair.

Vice Chair:
   Vote:
      Jerry Reid - Anthony
      Tim Wilsmer - Anthony
      Kim Duffy - Anthony
      Debbie Lincoln - Anthony
      Sondria Harp - Anthony
      Emily Young - Anthony
   Result: Anthony ("Tony") Sculimbrene elected Vice Chair.

Clerk:
   Vote:
      Jerry Reid - Jerry
      Tim Wilsmer - Jerry

Master Plan Steering Committee - Meeting Minutes

    Kim Duffy - Jerry

    Debbie Lincoln - Jerry

    Sondria Harp - Jerry

    Emily Young - Jerry

  Result: Jerry Reid re-elected Clerk.

Administrative Access:

  Motion: Make Emily and Kim Facebook admins for posting advertising and agendas.

  Vote:

    Jerry Reid - Yes

    Tim Wilsmer - Yes

    Kim Duffy - Yes

    Debbie Lincoln - Yes

    Sondria Harp - Yes

    Emily Young - Yes

  Result: Motion passed.

Other Notes:

- Reviewed meeting laws and requirements.

- ZBA seat open - Amanda to follow up.

- Finance Committee: New member Mike.

- Parks removed from MPSC.

Meeting Cadence:

- Over Under recommends bi-weekly or monthly meetings.

- Decision: Bi-weekly meetings on the 2nd and 4th Wednesday at 6:00 PM.

- Next meeting: July 9, 2025.

Action Items:

- Amanda: Reach out to Conservation Committee & ZBA.

- Kim: Email Rami for scheduling, book meeting rooms, provide old minutes.

- Jerry: Provide today's minutes.

- All: Review new spreadsheet, take notes, and discuss at next meeting.

- Committee: Define "must have" vs. "nice to have" items.

- Create concrete plan, share with committee.

- Update Facebook; coordinate with Kara (IT) for social media outreach.

- Consider Lunenburg Ledger ad and flyers for Master Plan Steering Committee.

- Explore TV "crawl" for announcements.

III. Committee Comment

- None

Master Plan Steering Committee - Meeting Minutes

IV. Meeting Minutes Approval

Date: 4/9/25

Vote:

    Jerry Reid - Yes

    Tim Wilsmer - Yes

    Kim Duffy - Yes

    Debbie Lincoln - Yes

    Sondria Harp - Yes

    Emily Young - Yes

Result: Minutes approved.

V. Adjournment

Motion to adjourn by Kim. Seconded by Tony.

Vote:

    Jerry Reid - Yes

    Tim Wilsmer - Yes

    Kim Duffy - Yes

    Debbie Lincoln - Yes

    Sondria Harp - Yes

    Emily Young - Yes

Result: Motion carried.

Adjourned: 8:46 PM