

Comprehensive Community Planning Steering Committee
May 28, 2010
Agenda

- I. Make introductions/housekeeping
 - a. Determine who takes minutes (rotate, permanent role?)
 - b. Share backgrounds and interest in committee
 - c. Possibly make name change of committee?!
 - d. Vote on committee officers
 - e. Briefly Review Open Meeting Law and Conflict of Interest

- II. Discuss structure of project
 - a. Review overall objective and timeline of project: Create master plan for next 10 years for Acton, to be voted on by Town Meeting in 2012
 - i. Share impressions/learnings from Phase 1 visioning document
 - ii. Share impressions/learnings from last master plan
 - b. Discuss committee/sub-committee structure
 - c. Agree on roles of:
 - i. Committee
 - ii. Planning Department
 - iii. Consultants

- III. Review Planners Collaborative project scope
 - a. Are we comfortable with PC?
 - b. Are we satisfied with the way the work has been scoped for them?

- IV. Agree on next steps
 - a. Determine objectives for June 2nd meeting
 - b. Decide on meeting schedule going forward (proposing 2nd and 4th Wednesday evenings)