



**Town of Walpole
Commonwealth of
Massachusetts Master Plan
Steering Committee**



Master Plan Steering Committee

Dean Bebis, Ashley Clark, Philip Czachorowski (Chair), Kari Denitzio, Andrew Flowers, Janet Fasanello, John Hasenjaeger, Jennifer Karnakis, Glenn Maffei, Michael McGrath, Donnell Murphy, Katie Turco-Abate (Vice Chair)

**MINUTES
MASTER PLAN STEERING
COMMITTEE
Monday, April 24, 2023**

Present: Philip Czachorowski, Janet Fasanello, Jennifer Karnakis, Kari Denitzio, Andrew Flowers, Katie Turco-Abate, Glenn Maffei, Ashley Clark, Mike McGrath

Absent: Donnell Murphy, John Hasenjaeger, Dean Bebis

Also Present: Patrick Deschenes (Director of Community Development)

Meeting stated at 6:02 P.M.

Mr. Czachorowski took roll call attendance. He explained the goal of the meeting was to approve the final draft. The only changes that were made from the committee were the correction of typographical errors. He added in dates of votes and asked that implementation numbers could be added.

Ms. Karnakis found additional grammatical errors, inconsistencies and found graphs being distorted. Others experienced the same problems. Mr Czachorowski did not have the same formatting issues.

Ms. Turco-Abate had no concerns regarding content, rather was concerned that the committee was responsible for the plan and it should be done correctly. It was important the plan was accurate. Ms. Clark agreed and added that formatting could be polished.

Mr. Czachorowski asked if the committee would accept to approve the plan pending edits and typos were corrected. Staff could be responsible for coordinating edits.

Ms. Turco-Abate felt that Ms. Barrett's team needed to be responsible for the edits. Mr. Deschenes agreed and wanted to see a finalized plan prior to a vote.

Members of the committee shared their screens to show formatting issues. Mr. Czachorowski thought the formatting problems could mean that the document was not compatible with certain devices.

Ms. Karnakis found additional odd spacing and formatting which others also found.

Ms. Clark said the maps should be centered within the pages. Mr. McGrath noticed that the maps and legends were landscape. He suggested that the legends should be readable and not landscape.

Ms. Denitzio asked if it could be approved pending formatting corrections. Ms. Turco-Abate felt the committee needed to see a clean and final version which the entire committee could vote on.

Ms. Clark confirmed that everyone approved of the content and the only changes that needed to be made were for formatting.

Ms. Karnakis asked if they should send staff additional edits. Mr. Deschenes felt that was appropriate and he could gather together all comments to forward to Ms. Barrett and her team. The goal was for a cohesive final product.

Mr. Czachorowski wanted to ensure Ms. Barrett could attend the next meeting. He confirmed that all changes should be sent to staff but noted the burden should not be on the committee to find all of the changes.

Mr. Flowers asked that the next meeting should not be scheduled until the draft is finalized. Mr. Czachorowski agreed and reminded the committee this meeting was deliberate scheduled quickly to allow for the plan to be presented at the May 4 Planning Board meeting as well as accommodating Ms. Barrett's schedule. The next meeting would not happen until the draft was finalized and ready to be voted.

Mr. Czachorowski summarized the next steps. He explained some of the changes he expected with regard to numbering the action items.

Minutes

Motion by Mr. Czachorowski and seconded by Ms. Turco-Abate to approve minutes from 10/25/22 meeting.

Motion carried 7-0-2 (Clark and Flowers).

Motion by Mr. Czachorowski and seconded by Ms. Turco-Abate to approve minutes from 4/4/23 meeting.

Motion carried 6-0-3 (Clark, Maffei and McGrath).

Adjournment

Motion by Ms. Fasanello and seconded by Mr. McGrath to adjourn. The motion carried 9-0-0 via roll call vote.

Meeting concluded at 6:31 P.M. respectfully submitting: Lauren Michalski.

