

**TOWN OF STANFORD**  
**MASTER PLAN REVIEW COMMITTEE**  
September 19, 2013

PRESENT:

Tom Angell  
James Sansum  
Richard Bell  
Mark Burdick  
Tom Dewhirst  
Duffy Layton  
Larry McKeough  
Kathy Zeyher  
Gary Lovett  
Karen Mosher  
Jeffrey Spiers

Call to order: 7:04pm

1. MINUTES OF AUGUST 22, 2013-

The Committee reviewed the draft minutes. Mr. Burdick inquired whether a vote carries with the majority of the Committee or the quorum. The Committee discussed, and Mr. Burdick agreed to look further into the issue. An amendment was made to the minutes. Mr. Angell moved and Mr. Lovett seconded to approve as amended, with all voting in favor. Motion carried.

2. ADMINISTRATIVE-

The Committee received copies of the following:

- Draft Master Plan
- Minutes of the Town Board public hearing on March 11, 2013
- Minutes of the Town Board Special Meeting Draft Master Plan Information meeting of May 13, 2013
- Two bundles of public comments

3. OLD BUSINESS-

Mr. Burdick noted that he will inquire with the Town Board whether a carrying vote should consist of a majority of the total Committee, or with the majority of a quorum.

Mr. Burdick reviewed procedure of review of public comments. He noted that the Committee will have the opportunity to review two videos; one of the Town Board public hearing and one of the Town Board informational meeting. Additionally the Committee will review the minutes of said hearings, as well as the comments submitted to the Master Plan Committee and Town Board, copies of which were distributed earlier at the meeting. The Committee discussed options for viewing the videos.

Mr. Sansum suggested the Town add the videos to the Town website. Mr. Burdick agreed to inquire with the Town Board of their ability to do so. Mr. Layton commented that he felt the Committee should view the videos together. Mr. Spiers added that the Town may receive additional comments throughout the life of the Master Plan Review Committee (MPRC) and that MPRC meetings are open to the public.

The Committee discussed review of the 1980 Master Plan, noting that it is available to view on the Master Plan Committee website (<https://sites.google.com/site/stanfordplan2010/>). The Committee generally agreed that members should review the document on their own.

The Committee agreed to table discussion of the viewing of videos to the end of meeting at which time they can test viewing the DVD on Mr. Sansum's laptop computer.

4. NEW BUSINESS-

The Committee began review of submitted written comments. They agreed to review together and number each comment and categorize each for further discussion. It was agreed that a spreadsheet of comments and corresponding categories will be prepared by Ms. Turck, based upon the index categories of the Draft Master Plan.

Committee began review of comments and labeled according to respective subsections of the Draft Master Plan.

Prior to adjournment the Committee attempted to view a DVD on Mr. Sansum's laptop, but were unable to do so due to technical difficulties. Mr. Burdick agreed to inquire with the Town what resources would be available to facilitate viewing the video together as a committee.

Mr. Burdick noted that the November meeting shall be changed to November 21, 2013, so as to avoid the Thanksgiving holiday. The Committee generally agreed.

5. ADJOURNMENT-

Mr. Layton moved, and Mr. McKeough seconded, to adjourn at 9:15pm. All voted in favor. Motion carried.

Submitted By: \_\_\_\_\_

Michelle Turck, Secretary

Approved By: \_\_\_\_\_

Mark Burdick, Chairman

APPROVED