

**APPROVED**  
**MINUTES OF THE MASTER PLAN COMMITTEE MEETING**  
**THURSDAY APRIL 14, 2022**  
**5:00 PM IN THE MACOMBER ROOM**

**Members Present:** Lorne Jones, Jane Lannon, Ken McDonald, Kathy Richards (by phone), Rodney Rowland, Peter Schwab, Conni White, Pamela Yonkin

**Members Absent:** None

Chair McDonald opened the meeting by asking for approval of the previous meeting's minutes. *Pamela Yonkin made a motion to APPROVE as written the minutes to the meeting of the Master Plan Committee on February 10, 2022. Peter Schwab seconded. Motion carried unanimously.*

Chair McDonald handed out a Summary Report on the Master Plan survey prepared by Jenn Rowden from the Rockingham Planning Commission. Jane Lannon had also prepared a Word Cloud document that captured the oft-repeated words from the survey, thus highlighting what survey respondents found most significant. Discussion followed on these highlighted topics.

Committee members discussed that some significant topics that arose out of the survey are not within Town control, such as the 1B bridge, Fort Stark and Fort Constitution. However, we can still address these items in our Master Plan, in a manner that highlights to their governing institutions, their importance to Town residents.

The committee discussed compiling the raw data from the survey results in a more useable format. It would be helpful to "clump" the data by topics to facilitate writing specific sections of the Master Plan. It was suggested that the raw data could be organized in an Excel spreadsheet. Ms. Yonkin and Ms. Lannon agreed to work together to clean up the data and tag it. Chair McDonald agreed to discuss these options with Jenn Rowden.

The committee discussed how to approach writing the Vision Section of the Master Plan. This section will be driven by the results of the survey. Other towns' master plans were reviewed for their approach to this section. In general, the committee liked the plans that were most succinct and to-the-point. It was agreed that each committee member will write a proposed Vision Section and discuss it at the next Master Plan meeting.

Discussion ensued on when to pull other stakeholders into the Master Plan process and how to incorporate their 10-year plans. Stakeholders to be considered are for example: hotel, marina, church, fire, police, etc. Chair McDonald will seek input from Jenn Rowden on this subject.

The next meeting will be held on May 12, 2022 in the Macomber Room.

Ms. Yonkin made a motion to adjourn at 6:10pm. Mr. Schwab seconded and motioned carried unanimously.

Respectfully submitted,  
Darcy Horgan Recording Secretary