

BROOKLINE PLANNING COMMISSION  
MINUTES

January 13, 2016– Brookline Town Office

Present: Barbara Bourne, Suzanne d’Corsey, Tom Kavet via Skype, Charlie Ezequelle via speaker phone

- Meeting called to Order 7:16 pm
- Minutes approved from December Meeting
- Charlie advised a Status Report be made available on the BPC’s work regarding the Town survey and timeline. Likewise, the following should be noted:
  - The Brookline Planning Commissions meets monthly on the 2nd Wednesday, at 7 pm
  - Tom Kavet joined the BPC, and is the Chairperson.
  - A couple more people to join the BPC would be welcome.
- Report to Auditors for Town Report, due January 17, will be sent by Charlie.
- Barbara reported the Selectboard, at their last meeting, unanimously passed and advised the BPC to proceed with the town survey, etc.
- Suzanne shared communications from Guy Tanza regarding the use of a free online form of the Town Survey, through SurveyMonkey, which could be accessed via the town’s website. A link and reminder for the survey (which will also be mailed out) will be made available through the current town e-mail lists. The BPC will begin the process of creating its own email list of property owners and residents for future notifications.
- Town Planning Survey Review and Finalization for Selectboard circulation:
  - The current draft of the town survey was reviewed, some additions were made including suggestions for the use of the 3 properties the town owns (school, church & round schoolhouse), managing invasive species, and encouraging feedback on items in the survey.
  - Barbara & Tom will be survey response committee, with contact information on the survey form and town website.
  - A finished draft will be done and sent to the Selectboard before their next meeting, in the hopes that they will be able to review it before the BPC’s next meeting on February 10.
  - Upon which, the BPC will finalize the survey, then print and mail it.
  - Barbara will follow up with Guy to obtain the grand list (property owner) and voter check list, which will be the mailing list for the town survey. Extra copies, if needed, will be made available on the town’s website.

- Following February's meeting, copies will be made available for Town Meeting
- Barbara will ask Guy the best way to print the survey.
  - Correspondence
- John Bennett of Windham Regional responded to the town plan process to Barbara- she'll forward email to committee.
  - Adjournment at 7:53 pm

Respectfully submitted by Suzanne d'Corsey