

Master Plan Steering Committee Meeting Minutes

Meeting Date and Time: Wednesday, July 23, 2025 - 6pm

Meeting Location: Zoom Only

Attendees (Members):

- Tim Willsmer (Planning Board Representative)
- Debbie Lincoln (Council on Aging Representative)
- Kim Duffy (Chair, Member At Large)
- Glenn McLeod (Select Board Representative)
- Emily Young (School Committee Representative) – Joined virtually at 6:03PM, left at 6:08PM, rejoined 6:09PM, Left 8:41PM

Attendees (Non-Members):

- Matthew Brenner (Planning Board Chair)
- Rami el Samahy (Over Under Consultant)
- Tristan Searight (Over Under Consultant)

1. Call to Order - 6:03 call to order

2. Public Comment - no public comment

3. Committee Comment - no committee comment

4. Vacant Seats (Conservation Commission, Zoning Board of Appeals, At Large)

*Conservation will talk about this at next meeting

* Zoning board of appeals - no response

Matt Brenner will reach out

* At Large

Will advertise on social media

5. Meeting Minutes Discussion and Approvals

6/25/25 Minutes Changes:

- Date Time Location
- Members
- 7/9/25 Minutes Changes
 - Add date time location members non members
 - Previous minutes that were approved list them

6. OverUnder / Lunenburg Discussion Summary – 7/15/25

- Over Under sent plans of other towns
 - Deb asked for more plans like ours and types of documents
 - Kim suggested briefly looking at design of them
 - Plans and Ideas will be sent to all

7. OverUnder Feedback on Master Plan draft recommendations from July 9, 2025 meeting

- Over Under looked at what we and it was discussed
 - Assess Purchase of town Center - was discussed
- Require a percentage of units in market rate developments to be deed-restricted affordable housing - was discussed
 - Kim Shared map of Sewer Service Available
 - <https://lunenburgma.gov/DocumentCenter/View/832/Sewer-Service-Area-SSA-Map-PDF>
- Use town owned land to develop affordable housing
- Establish affordable housing trust to help with housing projects
 - State will fund this
 - Convert to must have
- Encourage land subdivision in areas with sewer and water
 - Nice to Have
- Create first time home buyer program
 - Nice to have
- Create Strategy for town owned farmland
 - Must have
- Encourage farm to table restaurants
 - Combined with farmers market
- Encourage Lunenburg residents to buy locally grown product
 - Incorporated with others
- Making town center more walkable
 - Must Have
- Hire Economic Director
 - Reject Strategy
- Organize Open Space in new developments to provide wildlife connectivity
 - Reject Strategy
- Improve farmers market
 - Reject Strategy
- Make pedestrian safety and across improvements to the lower town common to turn it into a town green
 - Reject Strategy
- Develop options for a green space at 30 School site (Old Primary School Site)
 - Nice to Have
- Partially Demolish and repurpose TC Passios as a community center
 - Reject Strategy
- Work with MasDOT and state add sidewalks
 - Will rephrase and get back to us
- Prioritize bike infrastructure to connect surrounding areas
 - Will rephrase and get back to us

8. Next steps of Master Plan draft

- Get feedback from committees
 - Tristan shared a sheet to help get feedback from committees
 - Over Under to provide new spreadsheet with feedback
- How to divide to get feedback
 - Kim and Tony will take it
- Finalize timing was discussed
- Send to town manager
 - Town manager is on vacation this week; Matt will meet when she is back

9. Adjournment

- Kim Duffy made a Motion to Adjourn. Motion was seconded by Jerry. Roll Call Vote:
 - Tim (Aye)
 - Debbie (Aye)
 - Glen (Aye)
 - Jerry (Aye)
 - Kim (Aye)
 - Motion passes. Meeting adjourned at 8:59 PM.