

## **Campus Master Planning Committee (CMPC) Meeting**

Meeting Minutes, Hartwell Multipurpose Room

January 22, 2016

**Present:** Carole Kasper (Chair), Vin Cannistraro (Vice Chair), Ken Bassett, Tim Christenfeld, Renel Fredricksen, Dilla Tingley, Bryce Wolf

**Also Present:** Carolyn Bottum (COA), Tim Higgins (Town Admin), Buckner Creel (LPS), Becky McFall (LPS), Dan Pereira (P&R). Guests: Judith Lawler, Lucretia Giese

**Present Representing LLB:** Greg Smolley

**Absent:** Paula Cobb, Patty Donahue

Carole called the meeting to order at 8:05am.

**Minutes:** The minutes for the December 10 CMPC meeting were approved. The committee also voted and approved Carole's/the Chair's finalizing of these January 22 CMPC minutes.

### **Review of the CMPC Final Report:**

There were no "Big Content" issues raised. It was recommended that the titles of each of the Sections of the Report be referred to in the Table of Contents, along with the page numbers. Names and affiliations of committee members need to be added to the Executive Summary/Intro Section. Photos should have captions throughout the Report. Photographs should be removed from the Executive Summary/Intro Section. The two photo pages between the Section 4 conclusion and the final Concluding Summary of the Report should also be removed. Other minor revisions were made.

The majority of time was devoted to making sure the report emphasized that there are good opportunities with each of the Examples A, B, and C, and that the report should not seem to be supporting one over another. Many changes were made to ensure that it was clear that elements from all the conceptual plans could be used to develop plans D, E, or F, etc. in the future as the process moves forward. A cover design was selected.

Greg will post the revised report on Monday (1/25) and give us a deadline for making minor changes. The report will go to the printer on Wednesday (1/27).

We will print 10 complete Reports and 10 Reports without the Appendices.

### **Report Presentation:**

The report will be delivered to the Board of Selectmen and the School Committee at the Selectmen's Meeting on Monday February 8, 2016 at 7:30pm in the Donaldson Room at Town Offices.

The Selectmen and School Committee will decide whether to have a warrant article at the March Town Meeting "To Hear a Report from the CMPC".

**Wrap-up:** Carole thanked the Lincoln public, LLB consultants, CMPC members, Town professional staff, and Town administrative staff members Peggy Elder and Janice Gross for collaborative work throughout this CMPC project.

The Meeting was adjourned at 10:30am.

Submitted by Dilla Tingley