

Worcester Planning Commission  
Meeting Minutes  
October 30, 2018

Members Present: Bill Arrand, Stewart Clark, Toni Kaeding, Myles Chater and Jaiel Pulskamp

- Review of October 2<sup>nd</sup> meeting minutes

Discussed the October 2<sup>nd</sup> minutes because of a misunderstanding about Toni's involvement with planning the meeting agendas. At the October 2<sup>nd</sup> meeting, Stew had said that Toni wanted to step away from the agenda responsibilities. Toni was not present and disputes the context of what was written in the minutes. It should be noted that the record in the October minutes is false and that the assertion about Toni stepping down from agenda duties is incorrect

Toni requested that the minutes be amended to reflect that Toni's statement about stepping away from responsibility was not true and she is disputing that she said it.

A motion was made to give Toni back the formal agenda making responsibilities. All voted in favor.

- The October 2<sup>nd</sup> minutes were updated by Myles to reflect Toni's position.
- Toni moved to approve the minutes  
Bill Seconded. All in favor

Discussed Google docs, rolls and responsibilities, process and email communications.

- There was some uncertainty about the approach to using Google docs to review the plan. It was decided that overall gds is a good tool and that we would use it to review the plan, but that no permanent changes would be made until the in person meeting. Stew will take the updated version and put it back into the word doc.
- Stew proposes that we do not use Google doc for the final version. It was decided that the Google doc changes will be transferred by stew into the reserved doc. Toni is responsible for formatting the word doc. Google docs will be used to make suggestion about small changes, but no changes to content will be made until the meetings. Stew will add things in blue which indicates changes we need to make small comments on the "new additional" information that is added. All agreed this was fine.
- The task over the next few months is to address Clair's big picture questions and get to the end of Clare's comments.

- There was discussion about email communications and that emails need to be more civil in tone.
- Stew had proposed (early October) simultaneously reviewing the WPC's reaction to Clare's comments along with the actual changes to the text prompted by those comments. He had prepared a guide (early October) linking Clare's suggestions to page by page changes in the text. He believed we could more efficiently review text-content changes and resolve the effectiveness of these changes if they were addressed at the same time. Toni wanted to proceed with a page by page analysis of content-changes and reflect on whether the changes resolved Clare's suggestions at a later time. The group chose to proceed with Toni's approach.

Toni made a motion to end discussion and review the plan. Motion was seconded.

Stopped review at part IX Land Use and Planning

Meeting adjourned at 8:05 PM

