

**Long Range Plan Steering Committee Meeting**  
**Monday, January 23, 2023**  
**Longmeadow Public Schools Office, Meeting Room A15 – 535 Bliss Road, Longmeadow MA 01106**  
**Hybrid Meeting**  
**Wednesday January 11th, 2023 7:00 p.m.**

Minutes

**1. Open Session, Announcement of Audio and Visual Recording**

**2. Introductions, Town Staff, LRPSC Members, Planning Consultants**

LRPSC Members in attendance:

- Anastasios Angelides, delegate from the Board of Health.
- Shelley Baron, member at-large.
- Patrick Carnahan, delegate from the Conservation Commission.
- Ed Carroll, member-at-large.
- Nicole Choiniere, delegate from the School Committee.
- Bruce Colton, delegate from the Planning Board.
- Shyla Ruiz Kachwaha, Youth Community Liaison for the Long Range Plan Steering Committee.
- Tom King, delegate from the Historical Commission.
- Dave Marinelli, delegate from the Tree Committee.
- Corey Odentz, Senior Community Liaison for the Long Range Plan Steering Committee.
- Joy Pan, Youth Community Liaison for the Long Range Plan Steering Committee.
- Stephan Platzer, delegate from the Council on Aging.
- Minoo Tehrani, delegate from the Energy and Sustainability Committee.
- Terry Weiner, Senior Community Liaison for the Long Range Plan Steering Committee.
- Dan Zwirko, delegate from the Select Board.

LRPSC Members not in attendance:

- Andrew Berke, delegate from the Parks and Recreation Commission.
- Cheryl Thibodeau, delegate from the Planning Board.

Staff:

- Corrin Meise-Munns, the Assistant Town Manager and Director of Planning and Community Development. Facilitator for this meeting.

Guests:

- Emily Slotnick, planning consultant from BETA Group.
- Judi Barrett, lead planning consultant from Barrett Planning Group.

**3. Presentation and Discussion' Project Framework, Schedule, and Role of the LRPSC**

Judi Barrett of Barrett Planning Group gave a presentation covering the traditional and required contents of a long-range plan (or “master plan”), as governed by MGL Chap 41 Sec 81D. Traditionally, a master plan is a shared vision for the future of a community over the next 10 years or so, and includes a

framework as to how to evaluate progress. A long range plan includes a statement of shared principles; a picture of who is here today and who will be here in the future; a plan for preservation, development, and change; community-developed goals and policies and an implementation program (actions, responsibilities, timeframe, resources); and finally, a process for evaluating and amending the plan.

The required “master plan” core elements in MA are governed by MGL Chap 41 Sec 81D, and include:

- Land use
- Traffic and circulation- including bikes, pedestrians, and cars
- Housing
- Economic development how money comes in and out
- Open space and recreation
- Natural and cultural resource areas and what they do (Longmeadow Historical Society, DPW, etc)
- Community facilities and services

The basic framework for a long range plan includes:

- Visioning and goal setting – discussion groups, homework assignments, help from community
- Data collection and inventory – such as from the Building Department permit records, Council on Aging reports, Parks and Recreation levels of service, water usage from DPW, etc.
- Data analysis
- Evaluating the future conservation and development opportunities – are plans actively referred to and implemented?
- Selecting a preferred plan for conservation and growth; preparing and adopting the plan
- Implementing the plan – while all town departments actively work toward implementation, it is ultimately the Planning Board that has the sole legal authority to adopt the plan. When developing goals and strategies to implement those goals, the Town will have to seriously consider its capabilities (staff time, budget, etc.) to implement the plan.

In addition to the basic framework required by MGL, Longmeadow will be including the following unique components in its Long Range Plan update:

- Each chapter will be framed with a lens of social equity and climate science. This means:
  1. Planning for Longmeadow’s future through the lens of climate mitigation, climate resilience, and social equity
  2. Considering actions that will advance, not harm, the town’s capacity to respond and adapt to the impacts of climate change
  3. Making Longmeadow a climate-ready community

The project schedule is as follows:

- Completion no later than June 30, 2024
- Schedule correlates with project funding (Municipal Vulnerability Preparedness (MVP) Action Grant)
- Will incorporate work currently underway with the Pioneer Valley Planning Commission
  - 1/23 Mobilization
  - 02/23 – 04/23 Data Collection, Research Interviews
  - 05/23 Public Visioning Workshop
  - 06/23 – 07/23 Inventory and Assessment Report
  - 07/23 – 12/23 Age Friendly Community Planning
  - 09/23 Community Survey
  - 10/23 – 12/23 Vision and Goals
  - 12/23 – 02/24 Develop Draft Implementation Program
  - 01/24 – 3/24 Public Implementation Workshop; Draft Plan available for comment
  - 04/24 – 05/24 Wrap up

The LRPSC will function as a discussion group, helping to guide the planning consultants with policy-level planning direction. The LRPSC will read and discuss articles on current best practices in planning, and help the consultants with identifying relevant issues in Longmeadow regarding those topics and how to develop potential goals and solutions to planning problems in town.

Additionally, the LRPSC will engage in on-the-ground community engagement by essentially becoming LRP ambassadors and implementing citizen-led/citizen-assisted engagement activities. More on this topic will be discussed at coming meetings.

#### **4. Discussion questions**

Judi Barrett led this discussion with the following questions. A general summary of the responses are included with each question.

##### What do you most want to see as a result of the master plan process?

The LRPSC members are especially interested in reviewing the original 2004 Long Range Plan to see what was accomplished and what was not, and understand why. There is interest in this version being more successful than the original, which seems to have been abandoned. Patrick Carnahan emphasized that that all of the Town’s plans (including the Open Space and Recreation Plan, the Hazard Mitigation Plan, and the Housing Plans) need to work together and align with the goals established in each.

Many members expressed interest in the climate aspect of the LRP update – including developing strategies to make the community more climate resilient, reduce greenhouse gas emissions and energy inefficiency, and to preserve the ecological and habitat value of the town’s open space and conservation areas. Minoo Tehrani emphasized the need to educate the public about transitioning to electric vehicles and provide resources for doing so. Both Joy Pan and Shyla Ruiz Kachwaha spoke of the need for the Town to adapt to climate change to offset the projected catastrophic impacts on their generation, and Shelley Barron stated that as a mother of three, she is serving on the LRPSC to ensure a better future for her children’s generation. Terry Weiner noted that she has seen a marked decrease in insect populations

in recent years, and hopes that the Town will come together to ensure a healthy environment for Longmeadow's nonhuman residents.

Many members were also interested in developing and implementing tangible strategies to increase social equity in Town. Tom King noted that the LRPSC is predominantly white, and so we would have to try hard to keep that equity lens and reach those who are not already included in the conversation. Anastasios Angelides reminded everyone about the work that the Longmeadow Anti-Racism Coalition (LARC) and the Racial Justice Task Force have already done to identify pressing issues in town on this subject. David Marinelli noted that affordable housing for seniors should be a priority. Anastasios Angelides emphasized that Longmeadow Public Schools are a very strong school system and need to remain so—the Long Range Plan should focus on that goal, among others.

What do you think the three biggest challenges will be?

Members of the LRPSC questioned how the Town could manage our increasing traffic, including cycling, pedestrian, and auto traffic.

Bruce Colton stated that funding was going to be the biggest challenge.

Multiple members noted the need to engage the larger public as to why the Town is prioritizing an update to the Long Range Plan, and why the strategies identified in the plan are important—especially given that many of the strategies identified in 2004 were not implemented.

Shyla Ruiz Kachwaha noted the need to include youth, such as high school students, so they can be aware of how to participate as well.

What do you think are the town's best assets to build upon for master plan implementation?

Many members agreed that Longmeadow has an unusually highly educated population, which should mean that residents are generally equipped to engage in processes such as these. With many residents working from home, people could have more time to participate. LRPSC members also feel that Longmeadow residents are generally community driven and oriented toward the future.

Members also noted some physical assets, such as the large number of public trees and historic homes, and the variety of open space.

**5. Resident Comment**

Walter Gunn, 1579 Longmeadow St, expressed his thanks to the team. Mr. Gunn appreciates the great group of people working together for the common goal and he is excited to participate in the public engagement activities.

**6. LRPSC Member Comments**

None.

**7. Next Meeting Look-ahead**

The next meeting of the LRPC will be on March 27, 2023 at 7 pm via zoom as well as in-person

Election of officers – we will have an organizational meeting to nominate and elect officers– all job descriptions will be sent out by email