

Board of Selectmen  
February 8, 2021  
Master Plan Committee

Members in Attendance:

Elaine Mroz  
Jane LaPointe  
Jill Sackett

1. Master Plan Committee outline of newly adopted Master Plan. - Attachment A, (Master Plan and MP Presentation Slides)
2. Master Plan Implementation Committee discussion –MPC members drafted the makeup and mission of a potential Master Plan Implementation Committee for BOS consideration as outlined in Strategy SF 7.1 of the Master Plan. - Attachment B
3. Master Plan letter of introduction for Annual Report discussion - MPC members have drafted an introduction to the Mater Plan Public for the BOS to consider including in the Annual Report. – Attachment C

Attachment B

Master Plan Implementation Committee (MPIC) Roles and Responsibilities

Five/Seven member MPIC shall be appointed by the Board of Selectmen for terms of three years each.

The Winchendon Master Plan describes the will of the people of Winchendon. All town boards, commissions, committees, staff and citizens should use this Plan to guide their work in creating the future everyone seeks. The Master Plan Implementation Committee (MPIC) is charged with overseeing its execution and will work with the Town Manager and Responsible Leads.

Members of the MPIC have a demonstrated interest in and knowledge of the MP, are a Winchendon resident or have vested interest in the community, are a demonstrated team player, are reliable and have at least one of these qualifications:

- Project management
- Communications
- Town history
- Knowledge of “how things work”

MPIC specific responsibilities include:

- Coordinate and monitor implementation
- Collaborate with players to develop and track execution goals
- Assist with goals that require additional resources
- Encourage ongoing citizen engagement
- Assess status of specific actions, evaluate priorities, and suggest new implementation techniques where appropriate
- Identify successful strategies and barriers to progress
- Periodically evaluate the plan
- Create a mechanism to provide updates and progress reports to the Board of Selectmen

For MPIC appointments beginning in year 2021:

Member 1 term expires 2024  
Member 2 “ “ 2024  
**Member 3 “ “ 2024**  
Member 4/3 “ “ 2023  
Member 5/4 “ “ 2023  
Member 6/5 “ “ 2022  
**Member 7 “ “ 2022**

Thereafter, all MPIC reappointments will be for terms of three years each.

## Attachment C

Late in 2020 the Planning Board approved a new Master Plan for Winchendon. The plan is based on the desires and expectations of the many citizens who expressed their views during a public planning process over the last several years. The Master Plan lays out goals and strategies which provide guidance to all people who love the Town and are willing to work together for its future.

This Master Plan is ambitious and groundbreaking. Past plans have focused primarily on places and properties in town. This plan brings new emphasis on the people of Winchendon. Many of the Master Plan's strategies require new cooperation across town employees, boards and committee members. Many of its strategies require public participation and support. Achieving these goals requires us all to be committed, persistent and patient. It requires us all to listen, ask questions, assess, learn, grow and adapt - together. It requires us to bring new meaning to "Winchendon Working Together".

Winchendon can't achieve the goals of this Master Plan unless we change what we work on and how we get work done. Doing things the way we've always done them won't accomplish what our community asks for in this Master Plan. Every board, committee and department is called on to review current priorities, take on new challenges, and identify existing activities that can be adjusted or discontinued. The people of Winchendon are called on to find time in their lives to participate in this work to create the change they ask for. The Board of Selectmen is committed to provide the leadership to pull people together to make changes and fulfill the promise of the Plan.

If you are a town employee or volunteer on a town board, commission or committee, you are in a special position to help the community move this work ahead. This document lists the position or group with the initial responsibility to work on each strategy. To help move this work forward, the Board of Selectmen will establish an Implementation Committee in early 2021. The committee will help each responsible group set priorities, review and modify roles and responsibilities, coordinate work with other committees, and get public engagement. We encourage all citizens to step forward to help in this work.

The people of Winchendon have developed many Master Plans in the past, often repeating goals identified in earlier plans but never accomplished. This time can be different. If we work together in new ways with new public engagement there is no limit on what we can accomplish.

**The Board of Selectmen  
February 2021**