

MASTER PLAN IMPLEMENTATION COMMITTEE (MPIC)

June 9, 2025, Meeting Minutes

Members Present: Cheryl Tougias, Chair; Members Dick Burke, Regina Campbell-Malone, Meghan Haggerty, Elaine Benson, Taber Keally, and Cheyenne Frazier, Assistant Director of Planning & Community Development.

Meeting called to order at 7:00 pm.

The next meeting will be held on 6/14/25, 08/4/25, and 9/10/25

MILTON SHUTTLE BUS SERVICE DISCUSSION

Chair Tougias sent out an updated scope of work that Ms. Milbauer drafted regarding the potential intern. Ms. Milbauer asks that the Master Plan Implementation Committee consider awarding a stipend out of their budget that would be used to pay a Northeastern student to handle the scope of work. There has been discussion about whether another committee or department will take on this project after MPIC sunsets, but nothing has been finalized yet.

Member Haggerty had questions regarding if there was a precedent as to what MPIC would expect when the scope of work was completed and what qualifications of the student would be sought out. Chair Tougias mentioned that she reached out to MAPC to see if they knew of other communities that were running shuttle programs and they sent back between 6-8 other community resources.

Ms. Frazier noted a conversation she had with Finance Director, Amy Dexter, regarding encumbering funds in one fiscal year to be used in the next.

Currently, no consensus as to further next steps. Members Keally, Burke, would like to recommend Chair Tougias advise Ms. Milbauer to explore other committees. Member Campbell-Malone would like to see the project completed. Member Haggerty would like more questions answered before committing. Chair Tougias is going to speak with Ms. Milbauer about coming back to the July meeting.

DISCUSSION OF DRAFT MPIC 10-YEAR REPORT AND SPREADSHEET UPDATE

Chair Tougias reminded all the members of their assigned sections for the 10-year report. The members went through the spreadsheet to update Member Haggerty. Chair Tougias shared the updated Final Report Framework and how it is laid out. Members went through the final report, added notes and formatting changes. Members agreed to get their portion of the document up to speed as there are only 3 meetings left before the committee sunsets and Member Campbell-Malone will need time to format the content.

Meeting adjourned at 9:00pm.