



Meeting purpose

Share overview of the project

Talk about how committee will work together



Comprehensive Plan Committee (CPC)

Twelve volunteers representing town boards and committees, plus two at-large town members

Micki Sanderson, Historical Commission

Garret Barry, Public Works

Mike Bartlett, Community Preservation
Committee

Rebecca Bench, School Committee

Angelica Dewey, Open Space Committee

Julia Frisby, At Large

David Keir, At Large

John Kostek, Recreation Committee

Luke Longstreeth, Conservation Commission

John Pease, Agricultural Commission

Shawn Robinson, Council on Aging

Stephanie Slysz, Planning Board

Christopher Smith, Redevelopment Committee

Housing Authority Representative



Comprehensive Plan Project Overview

Town of Hatfield



Why a comprehensive plan?



From cover of 2016 Hazard Mitigation Plan

Brings community together to discuss and define what townspeople would like to see for the future.

The benefits for having a plan include:

1. **Consistency in decision making**
2. **Ability to make informed decisions**
3. **Achieve predictability**
4. **Wise use of resources**
5. **Preserving community character**
6. **Produce positive economic development**

It's important to update regularly to change with the times

History of 'Master Planning' in Hatfield

1986

Comprehensive Land and Use Plan

Planning Board

Consultant: Almer Huntley Jr & Assoc. Inc.

Process:

1. Listening sessions, public hearings
2. Led to map and zoning changes

2002

[Hatfield's Master Plan for the 21st Century](#)

14 volunteer committee members

Consultant: Pioneer Valley Planning Commission

Process:

1. Surveyed townspeople, held three public meetings
2. Results determined the topics of the six working papers written by Committee members with public input.
3. Led to some implemented recommendations

How we got here today

2021

2022

July

Hatfield developed its Municipal Vulnerability Preparedness (MVP) Plan. Plan defined Comprehensive Plan as a priority.

September

Hatfield receives MVP Community designation from Executive Office of Energy and Environmental Affairs, making Town eligible for MVP action grant funds.

April

Hatfield applies for MVP Action Grant with PVPC help to cover costs in development of Comprehensive Plan.

August

Baker administration awards Hatfield grant for Climate-Smart Comprehensive Plan.

Top Priorities from MVP Planning



Process - 2024 Climate-Smart Comprehensive Plan

Year 1 (July-June):

1. Confirm purpose, workplan, and get input from Comprehensive Plan Committee (CPC)
2. Consultants do analysis, collect data, conduct specific outreach, prepare chapter background papers and reports, and come back with drafts for committee input and finalize
3. Engage public for input

Year 2 (July-June):

4. Consultants with CPC chapter captains meet with working groups to draft chapters & then share with larger CPC group for feedback
5. Engage public for input on draft chapters
6. Compile chapters into formal plan document and develop action plan
7. Approval and submission of final document

Why 'Comprehensive Plan'?

- Sometimes referred to as a Master Plan however, incorporates more than what's generally part of a Master Plan
- For example, our project includes:
 - school programming - youth engagement
 - outreach to farmers and elders
 - municipal vulnerability preparedness and resilience-building strategies specific to Hatfield
 - Diversity, equity, and inclusion training for town staff
- Includes funds for more specialized consultants for a stronger (and more comprehensive) plan

Plan Elements

Planning Process and Engagement

Community Setting – Physical features, demographics, and climate change risks and vulnerabilities

Land Use

Housing

Health and Social Environment - to include age and dementia friendly action plan

Farming

Economic Development

Historic and Cultural Resources

Natural Resources, Open Space, and Recreation

Transportation and Circulation

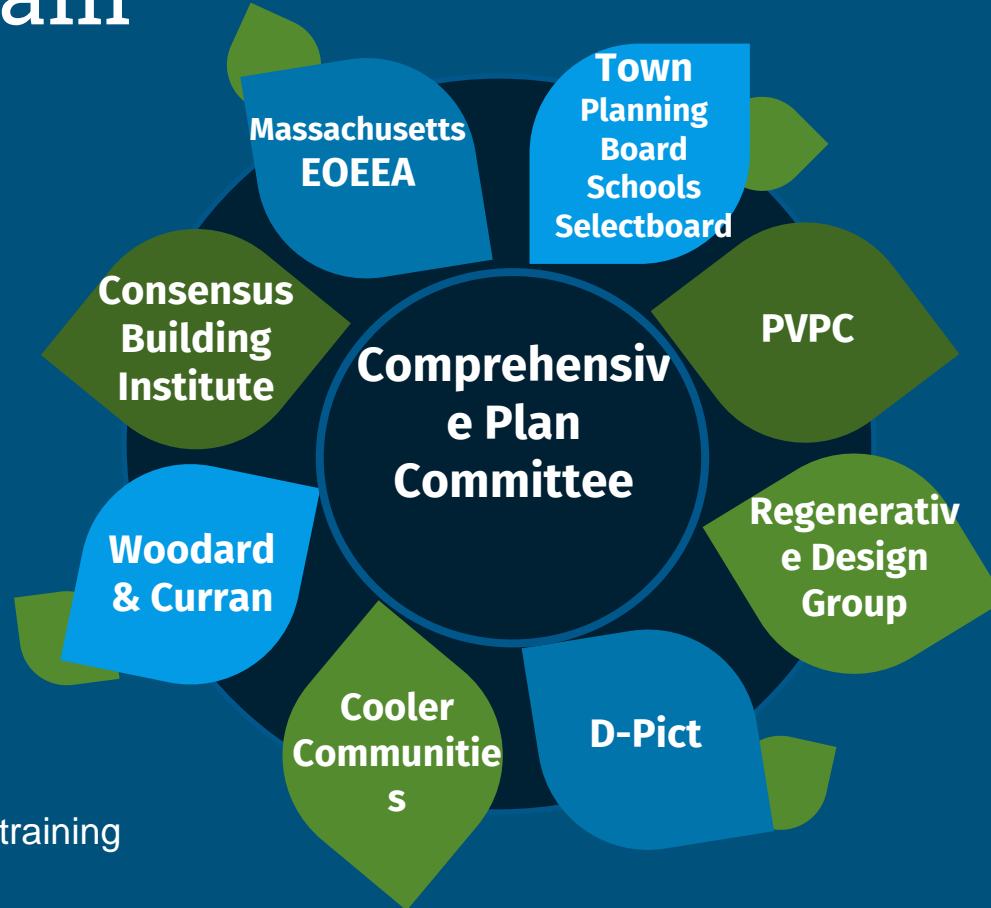
Facilities, Services, and Social Resilience

Action Plan

Yellow = plan elements not required by MGL, Chapter 41, Section 81D

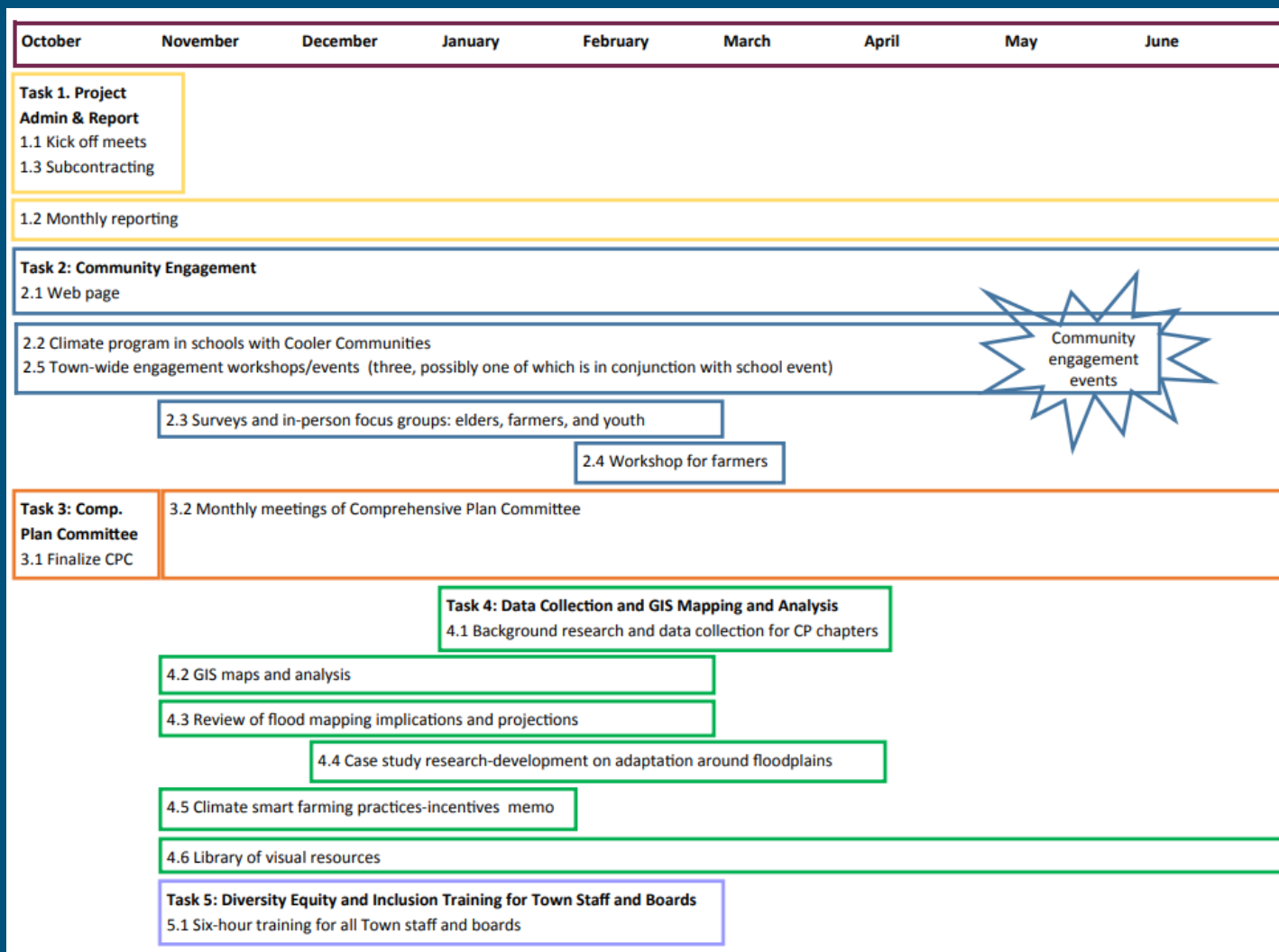
Italics = plan elements that will involve review by the Comprehensive Plan Committee, but will not require chapter working groups

Consulting team

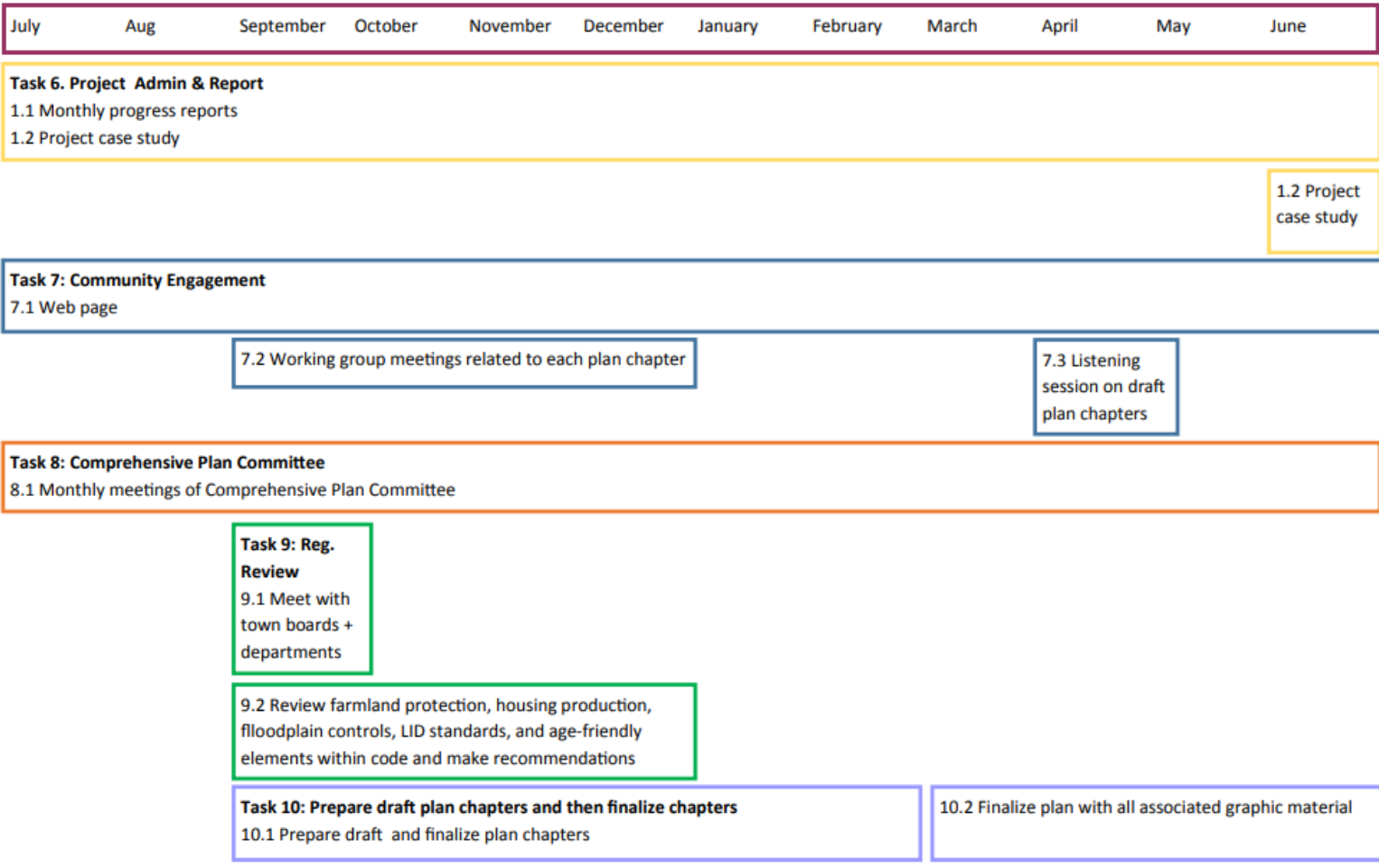


In process in selecting vendor for training on diversity, equity, and inclusion

Timeline Year 1



Timeline Year 2



Naming and branding this project

- Some communities have named their comprehensive planning process to create identity, greater visibility, and excitement.
- Some examples:



Who has marketing and design skills? Or ideas?

Let's start thinking for the new year!

Process once complete

1. Comprehensive Plan Committee recommends plan to Planning Board
2. [Under MA General Law](#), the Planning Board approves a 'master plan'
3. Select Board will also approve ceremonially

We may also want to consider:

1. Community education of the plan
2. Establishing an Implementation Committee to follow-up on plan recommendations and accountability
 - How to do we keep this a living document?
 - How do we keep this from sitting on a shelf when complete?
 - How do we ensure recommendations are actioned on?

Any questions?

Does this make sense?

Does the public engagement process make sense?

What can we explain better?

What questions do you have?

Stretch break!

10 minutes



Working Together and Logistics

Comprehensive Plan Committee



Role of Comprehensive Plan Committee

- Attend monthly meetings
- Provide feedback on development of information for the plan and give further shape to overall project, especially public engagement
- Serve as emissaries for project throughout Town, enabling others to understand importance of the work and attending related public engagement events
- Help inform chapters, serving as member of working group to draft chapters or even as “chapter captains” if have specialized knowledge on topic (*please note expression of interest sign-up*)
- Review and provide feedback on draft chapters and participate in activities toward action plan development

Working together

Important to promote space where everyone feels safe to interact, learn, and discover...true for all the groups that we bring together.

Each of you possesses important questions, insights, and answers that will be helpful in shaping this plan.

While likely there will not be agreement on everything, bring your best self to the conversation so that our work together can lead to producing the best plan possible.

Working together - a few ground rules

- Strive to listen and learn from others (curiosity helps!)
- Be aware of your use of “air time” during discussions, and make space for others to speak
- If you feel you are speaking off-topic, be sure to describe how your thought connects (you may be seeing connection that others cannot)
- Remember to look around the room during meetings and recognize the awesomeness of being able to collaborate with others who care so much about this place called Hatfield (gratitude helps!)

Logistics - monthly meetings (1)

- Format and location
 - Recommend in-person format
 - Town Hall, ok?
- Timing
 - Does 6 to 8 p.m. work well or should we consider another time?
 - 3rd Thursday of each month, with next proposed meeting for January 26?
- Meeting planning
 - Recommend Stephanie, Marlene, Ken, Patty, and any other needed consultants serve as small planning team to create meeting agendas and circulate to chair

Logistics - monthly meetings (2)

- Facilitation
 - Recommend chair with support of consultants
- Note taking
 - Recommend consulting staff

Logistics - communicating

- Email
 - TownAdministrator@townofhatfield.org
 - pgambarini@pvpc.org
 - kcomia@pvpc.org

- Project website (coming soon!)

A question...

At the threshold of this comprehensive planning process, what do you see as Hatfield's greatest future challenge?

Next steps and wrap up

