

**MASTER PLAN IMPLEMENTATION COMMITTEE  
MEETING MINUTES  
Monday February 24<sup>th</sup> 2025  
Joint Meeting with the Planning Board  
McAuliffe Meeting Room – Southborough Town House  
17 Common Street  
Southborough Massachusetts**

Members Present: Debbie DeMuria, Sam Stivers

**CALL TO ORDER:**

The meeting was brought to order by the Chair at 6:53 PM.

**DISCUSSION: Master Plan Implementation Committee (MPIC) Quarterly Update**

Ms. DeMuria called the meeting of the Master Plan Implementation Committee to order.

Ms. DeMuria noted that they are now doing Bi-Annual Updates. She then explained the Committee membership and the work they have done to quantify the progress of goals. She reviewed the progress that has been made for each of the categories, what still needs progress or has not changed, and spoke about the Master Plan Annual Report that will be available at Town Meeting.

Ms. DeMuria also spoke about the challenges they are facing, and which areas are showing the most success. She outlined their next steps, what changes might be made, and some recommendations on shifting some responsibilities from the Select Board to the Planning Board. She asked the Board for input on the work or priorities of the MPIC and moving some responsibilities to the Planning Board.

Ms. Hoolahan expressed concern about the Planning Board taking on the new responsibilities because of workload and then questioned the role the Board. Ms. Braccio suggested that changing the responsibilities requires a larger discussion and she would like more time to consider the recommendations. Ms. Luttrell agreed with Ms. Braccio's suggestion.

Sam Stivers noted that the MPIC's work has been primarily tracking and outlined the history of previous master plans and ways that this Master Plan is working. He also spoke about what has already been accomplished and how this has improved the town.

**MOTION TO ADJOURN:**

The meeting was adjourned at 7:10 pm.

**Documents used at this meeting:**

- MPIC Update to the Planning Board February 24, 2025

Respectfully submitted,  
Debbie DeMuria, Chair, MPIC

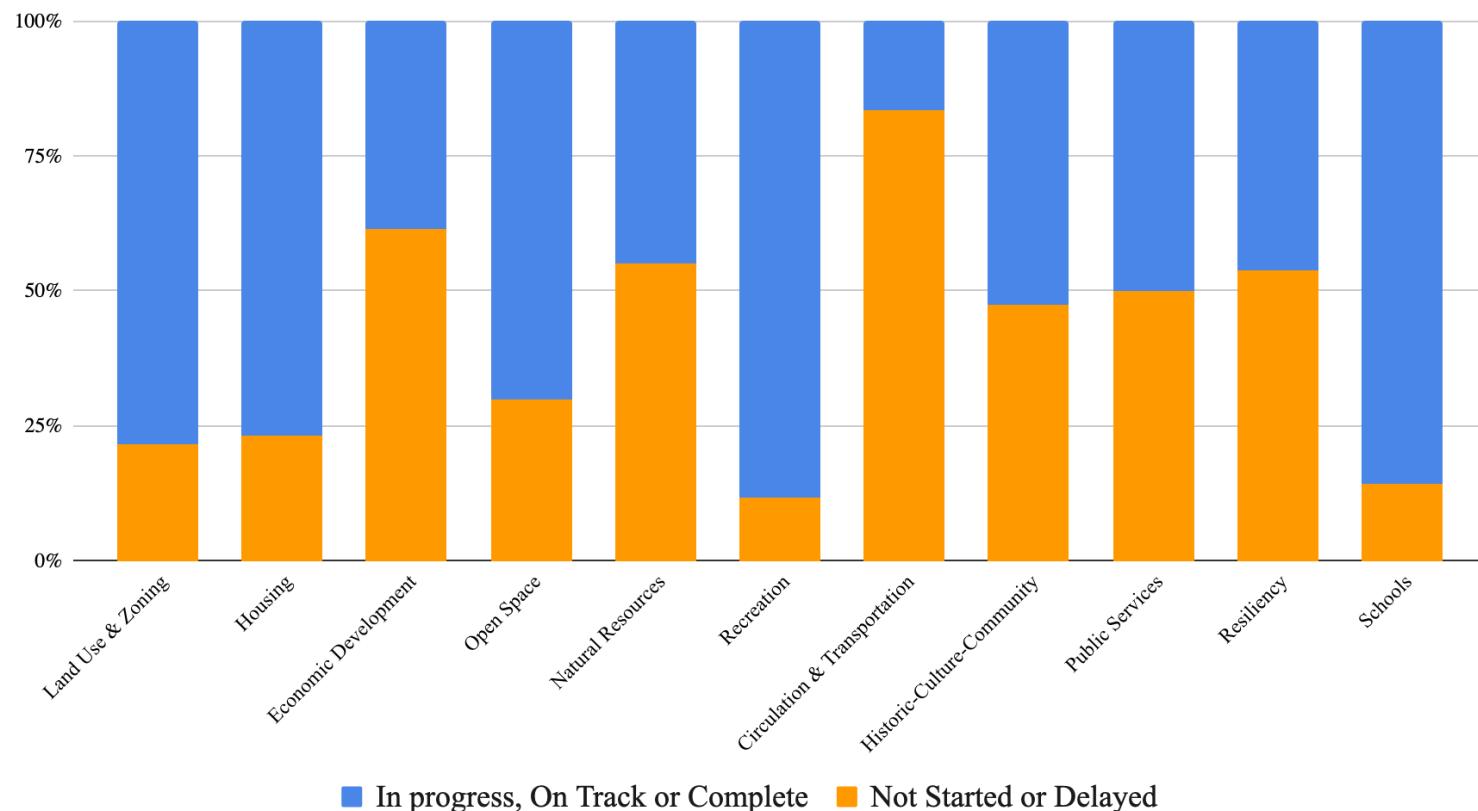
# Master Plan Implementation Committee

- Debbie DeMuria (Chair)
- Judith Watson (Clerk)
- Sam Stivers
- Will Warren

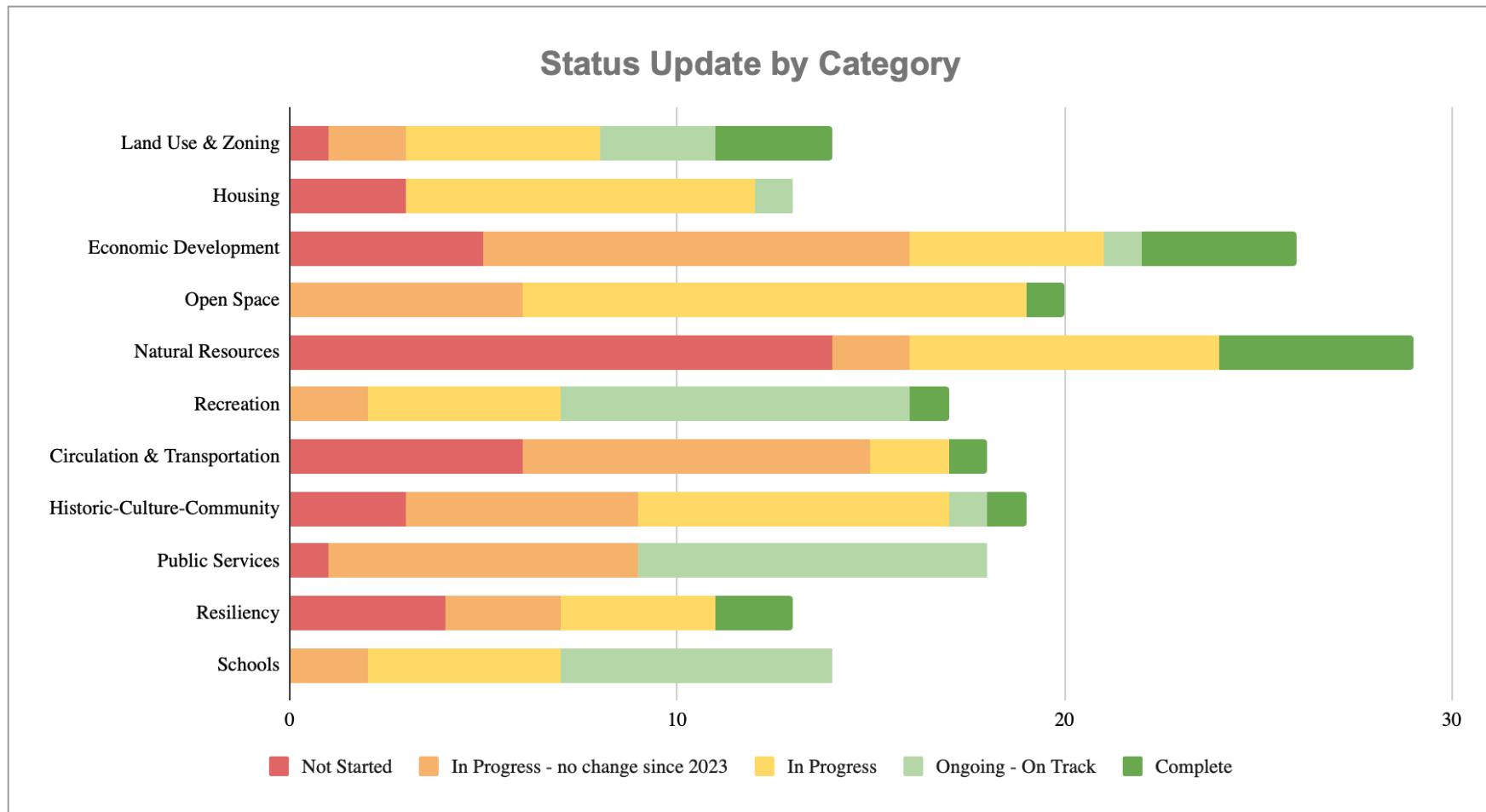
Update to the Planning Board  
February 24, 2025



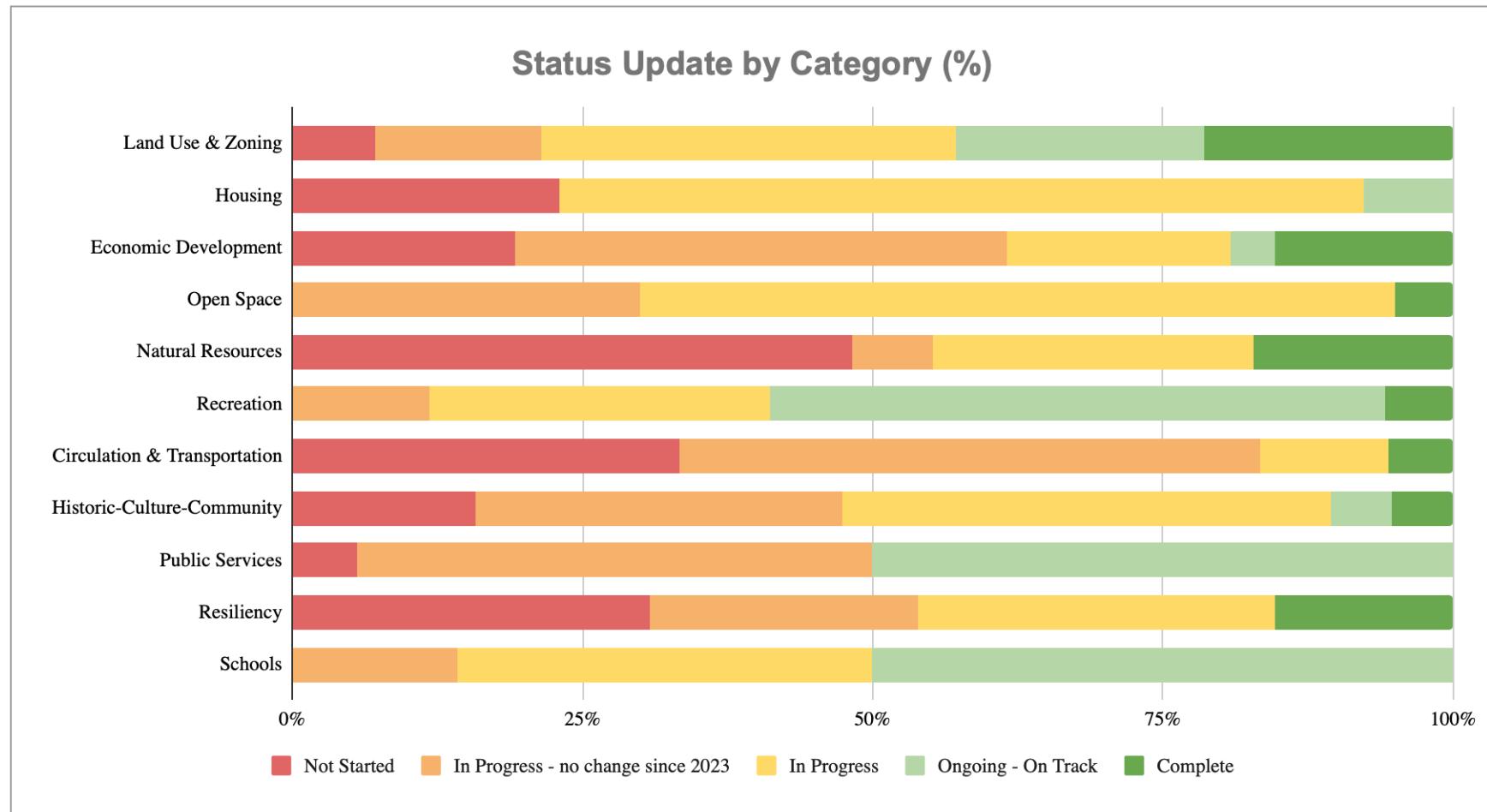
## 2024 Progress of Master Plan Goals and Recommendations



# 2024 Progress of Master Plan Goals and Recommendations by Category



## 2024 Progress of Master Plan Goals and Recommendations by Category (%)



# MASTER PLAN IMPLEMENTATION COMMITTEE

## PROPOSED REALIGNMENT OF RESPONSIBILITES - February 2025

### SUSTAINABILITY

#	Recommendation	Current Responsibility	Proposed Responsibility	Comment/Status
LU-4.0	Establish strategies for energy conservation, carbon footprint reduction and climate change resiliency	Select Board	Planning Board	Reflects proposal to establish a Sustainability sub-committee under the Planning Board
NR-2.0	Enhance Southborough efforts in making sustainability a core aspect of Town and community activities	Select Board	Planning Board	Not started
NR-2.1	Establish a Sustainability Committee with responsibility for ensuring that sustainability issues and opportunities in Southborough are proactively managed, including applying for grant funding by collaborating with Town departments and committees	Select Board	Planning Board	Not started. Note the SB opted not to establish this committee
NR-2.2	Develop a 5-year Climate Action Plan for Southborough	Select Board	Planning Board	Not started
NR-2.3	Strengthen and expand partnerships within the Town and state to develop climate change solutions	Select Board	Planning Board	Not started
NR-2.4	Recommend, develop and monitor programs designed to enhance long-term sustainability and resilience in response to environmental, resource and energy challenges	Select Board	Planning Board	Not started
NR-3.0	Reduce the consumption of non-renewable natural resources by public and private users	Select Board	Planning Board	The 8 recommendations under this goal are assigned to the DPW and Facilities