

## **NCD STUDY COMMITTEE REPORT TENTATIVE DISTRIBUTION LIST**

Carl Valente, Town Manager  
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Aaron Henry, Planning Director  
Melissa Tintocalis, Economic Development Director  
Richard Canale, Chair, Planning Board  
David Kelland, Chair, Historical Commission  
Jeanne Canale, Chair, Town Meeting Association

### **TALKING POINTS FOR NEIGHBORHOOD NCD MEETINGS**

*(These will be hosted by ONE of the Study Committee members.)*

- 1) Introductions
- 2) Brief history of how we got to this point (pgs. 2 & 3 of the Study Report)
- 3) Discuss remaining timeline in the process
  - a) joint public hearing by Planning Board and Historical Commission in September
  - b) 30 days after that to "opt in" or "opt out;" must return letter or automatically "in"
  - c) depending on response, border lines may be re-drawn
  - d) proposal goes to Town Meeting for a vote, probably in November
- 4) Encourage people to read the definitions; remind them that there is important information imbedded in the definitions (Bylaw pages 2 through 4)
- 5) Discuss briefly the formation of the NCD Commission if approved by Town Meeting (Bylaw pages 5, 6 and 7)
  - a) five members and two alternates; three and an alternate from the neighborhood
  - b) staggered terms to begin with and three year terms after that
  - c) meetings twice annually and by request of an NCD member
  - d) amendments to the bylaw can be made by 2/3 vote of members
  - e) dissolution of the NCD can be made by 2/3 (67%) vote of members
- 6) NCD review process (Bylaw pages 7 through 11)
  - a) changes that are exempt (Bylaw, pages 7 and 8)
  - b) changes subject to review (Bylaw, page 8)
  - c) decision criteria (Bylaw pages 9 through 11)
  - d) additional guidelines (Bylaw page 11)
- 7) Address HDC (Bylaw page 11) if neighbors in HDC are present
- 8) Encourage them to read the Study Report if they haven't already; the history and old maps are very compelling.