



CITY OF EASTHAMPTON

Master Plan Committee c/o Planning Department

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Community Planning Days

Executive Committee

Responsible for securing the location(s), food and transportation...and funding!

- DETERMINE CAPACITY OF TREEHOUSE COMMUNITY ROOM; SUFFICIENT FOR FRIDAY EVENING?
- CONFIRM WBMS OR OTHER SPACE FOR SATURDAY; RECOMMEND ROOMS OR SPACES FOR
 - CHILDCARE / ART SPACE
 - REGISTRATION / GALLERY DISPLAY
 - 10 (?) BREAK-OUT DISCUSSION ROOMS
 - ASSEMBLY
 - LUNCH SPACE
- COORDINATE FOOD: DINNER ON FRIDAY, LUNCH ON SATURDAY
- PROJECT COSTS AND IDENTIFY FUNDING SOURCES!!
- IDENTIFY VOLUNTEERS (& LEADER!) FOR SET-UP, CLEAN-UP BOTH DAYS
- ARRANGE TRANSPORTATION FOR THOSE WHO NEED IT, AND A PREREGISTRATION DEADLINE SO EFFICIENT ROUTE CAN BE DETERMINED
- STAY ON TOP OF SUBCOMMITTEE RESPONSIBILITIES, PARTICULARLY THE PHOTOGRAPHS
 - BRING 5 OR 6 CAPTIONED PHOTOS ON DISK (OR PRINTS) TO THE 3/28 MEETING
 - WORK WITH STUART AND JESSICA ON THE SUMMIT ARTICLES

Photographs for PowerPoint and poster:

The purpose of the photographs is to illustrate or represent broad range of issues each subcommittee is discussing. What challenges does Easthampton face? What models are out there that might be applicable to Easthampton? Are there successes or strategies Easthampton can celebrate? What trends can be identified, positive or negative?

BRING THESE IMAGES TO THE MARCH 28TH EXECUTIVE COMMITTEE MEETING AS .JPGS ON A DISK (OR AS PRINTS TO BE SCANNED).

Jessica Schwartz will produce a draft poster to be reviewed at the April 11th meeting.

Consultant contacts:

Jessica Allan, Pioneer Valley Planning Commission

Walter Cudnohufsky, Mollie Babize, Walter Cudnohufsky Associates, Inc.

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