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MINUTES
10-Year Strategic Planning Committee
Wednesday, June 25, 2014 @ 7:30pm
Norma Drummer Room/Seymour Town Hall

Members Present: Jeff Dussetschleger, Trish Danka, Kathie Vrlik, Bruce Baker, Don Smith, Jen Magri

Members Absent: Rick Belden, Rory Burke, Kristen Harmeling

- 1) Call meeting to order
The meeting was called to order at 7:33 PM.
- 2) Pledge of Allegiance
All Present recited the Pledge of Allegiance
- 3) Public comment
No one from the public attended. There was no public comment
- 4) Approval of minutes
Motion made by Bruce seconded by Jeff to accept. Discussion followed where Don noted that he arrived late (8:00 PM).
Motion made by Kathie seconded by Bruce to have the minutes reflect this change. Motion passed 5-0 with abstention (Jen).
- 5) Discussion: meetings conducted week of June 23
Only one meeting occurred which was with the Tax Collector.
The Tax Collector discussed her role and responsibilities. She discussed proudly her high collection rate and the steps taken to improve the customer experience. She also discussed challenges she has within her department: old/slow computers, only 2 people in the department and communication both within Town and with the community. The lack of staff especially during busy periods makes it hard on her department to take lunch or use the restrooms. She suggested having a "floater" working in Town Hall who could help in her department during its busy times and in other departments during theirs. Security was also mentioned as a concern.
The discussion on communication needs lead to a discussion about ways the Town could better communicate. A call-in line with weekly events was discussed as was a web video. These ideas will be returned to when developing the Pillar that includes communication.
- 6) Remaining schedule and activities for 2014
Discussed the need to continue interviews with Town departments. This is on hold until after the July 4th holiday.
Discussed the objectives for the Efficient/Effective Local government pillar of the Plan. The each committee member was asked review the goals and deliverables already noted and expand. The Chair asked that a committee member review the

building committee report and incorporate highlights in the infrastructure section. Bruce agreed to review this item. Jen agreed to research green space/tree initiatives. Both of these issues will be followed up on at the next meeting. It was suggested in the future that a committee member with knowledge in the area take the lead in producing the goals and deliverables.

7) Open discussion

Letter from retiring Librarian, Carol Ralston, was reviewed.

8) Adjournment

Motion: Don Second: Bruce

Motion Passed 6-0

Meeting adjourned 8:55 PM