

MINUTES
10-Year Strategic Planning Committee
Wednesday, September 24, 2014 @ 7:00pm
Norma Drummer Room/Seymour Town Hall

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

Members Absent: Kristen Harmeling, Rick Belden

1) Call meeting to order

The meeting was called to order at 7:06 PM.

2) Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

3) Public comment

There was no public comment.

4) Approval of minutes

A motion was made to approve the minutes from the August 27th meeting.

Motion: Jen Magri **Second:** Bruce Baker

Discussion: Trish – Rick will be returning now that summer is over so please add him to the members list.

Vote: 5-0-1

A motion was made to approve the minutes from the September 10th meeting.

Motion: Bruce Baker **Second:** Jeff Dussetschleger

Discussion: Don – The minutes say “agenda” rather than minutes.

Vote: 6-0

5) Update – Planning & Zoning

Trish – Don met with Planning & Zoning.

Don – They said they'd discussed it and although we weren't there, they didn't have anything for us. Bob Looker was going to pull some things out of the Plan of Conservation and Development. Also, Bob Koskelowski had some ideas so I invited him to come to a meeting.

Kathie – We are only reaching out for input so if they don't have anything to contribute, that's fine. That doesn't mean we won't make recommendations.

Jen – Also, the charter says, “The Planning and Zoning Commission shall annually prepare and revise a five (5) year public improvements plan. It shall include estimates of the project costs to be undertaken in the ensuing fiscal year and in the projected five (5) year period. It shall be submitted annually to the Board of Selectmen for their recommendations.”

Trish – We're formally requesting the previous 2 5-year plans then.

Don – There was also no discussion of their staff. Bob Looker won't be there too much longer.

6) Review discussion with BoS for October 7 meeting

Rory – The meeting is October 7th, not the 30th like the agenda said.

Trish – We need to discuss what we'll be talking to the Board of Selectmen about. I think we want to bring background and facts, but we need to figure out the talking points.

a. Efficient and effective use of Town buildings

Jen – I would like to hear what their vision is as well, even if it's what they don't want.

Don – We should just bring the Efficient and Effective Government section to them. Also, establishment of a permanent Town buildings committee should be the first part of the Efficient and Effective Use of Town Buildings section.

Bruce – The police station and fire houses should as well.

Jen – The schools should be too. The Board of Education has plans, but they should be incorporated into this.

Bruce – We also need to make sure that they're not just going to reject it out of hand. We need to hear why they don't like it if they don't agree with it.

Trish – Then we will also recommend that we revisit the Building Needs Assessment recommendations. Updating the plan will require money. If it was rejected, it should have been put back to the committee with a list of specific objections. Now, repairs are being made piecemeal instead.

Don – I don't think we should get too specific, we should just recommend the establishment of the Town Buildings Committee, then create a prioritized multi-year inventory and assess the buildings and from there create a vision for the future that involves commitment and a plan.

Bruce – If the point of this committee is to help our bond rating, it won't be worth anything unless we have a plan for all of our buildings and all other major assets like roads.

Trish – If people are volunteering their time, I want to make sure that it's not being wasted.

Bruce – By the time the first report comes out, the composition of the Board of Selectmen may have changed, so we really shouldn't take them into account too much.

Trish – So we're going to give them the entirety of Efficient and Effective Government with the changes we've discussed.

Don- Yes, establish the committee and have them review and expand the Building Needs Assessment.

Bruce – We need to stress how important this is because you can't plan financially without plans for your major assets.

Jen – I have an example, a study that was done in June 2013 on all the schools' rooves.

Rory – I have all the field cards from the Town Buildings that I will send out.

Don – I think we also need to include the development of financial and use plans to carry out the required maintenance and other work.

Kathie – We want to make sure they touch on every building.

b. Other topics

Trish – I'll be happy to speak but would anyone else like to join.

Don – I could help with the Town Buildings portion.

Kathie – I could do the communication portion. We should each own a topic in case there are questions.

c. Handout

7) Open discussion

Trish – Minutes are available online so please look at them online so they can be approved. Also, Rory could you see where Doug is with Municast? In terms of the Library, Suzanne Garvey has reached out to us and we should set up an interview as well as the Board of Library Directors.

Rory – I could meet with her.

Kathie – I could too.

Rory – I will reach out to her.

Jeff – I could probably do the Library Board.

Trish – I can go if no one else wants to. We also need to meet with the Livable Communities Committee.

Bruce – Contact my wife, it shouldn't be a problem.

Trish – We also got Fred's goals for Economic Development.

Don – Numbers 1 and 3 are actually more closely related to planning, but are necessary for economic development.

Trish – I'm surprised the Greenway Trail isn't on there.

Jen – What's this about the WPCA?

Rory – That's an issue that has come up relatively recently.

Jen – What about available properties in Town?

Rory – That's already on the EDC website.

Jen – Most people are going to look at this and question how it has anything to do with economic development and what it can do for them?

Rory – The general public won't see the direct benefit in a lot of it, unfortunately.

Trish – Part of our job is to explain this to the public.

Rory - I just want to update you all on a few things. I found a reference to a Long-Term Financial Planning Committee in the Charter. I'm working with Town Counsel to ensure it has no effect on us.

Regarding communications, we will be testing recently added capabilities to the Town's reverse 911 system, Code Red. Now we are able to use a map function to target specific geographic areas for communications rather than only being able to call Town-wide. This should greatly improve the Town's ability to keep residents informed. Just to make you all aware, Recreation Director Jack Ahearn is retiring at the end of the week. I would also like to recommend that we meet with the Building Inspector soon because he was recently telling me about some ideas that would be good to integrate into the plan.

Trish – Don, can you meet with Rory and him?

Don –Yes.

Trish – Okay Rory, please schedule something.

8) Adjournment

Motion: Don Smith **Second:** Kathie Vrlik

Vote: 6-0

Respectfully submitted,



Rory Burke
Recording Secretary