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**MINUTES**  
**10-Year Strategic Planning Committee**  
**Wednesday, October 22, 2014 @ 7:00pm**  
**Norma Drummer Room/Seymour Town Hall**

**Present:** Jeff Dussetschleger (7:04 PM), Kathie Vrlik, Trish Danka, Jen Magri, Kristen Harmeling, Don Smith and Rory Burke

**Absent:** Bruce Baker

**Others Present:** Tom Schutte

**Item#1 - Call meeting to order**

The meeting was called to order at 7:02 PM.

**Item #2 - Pledge of Allegiance**

All present rose and recited the Pledge of Allegiance.

**Item #3 - Public comment**

There was no public comment.

**Item #4 - Approval of minutes**

A motion was made to approve the minutes from the October 22, 2014 regular meeting.

**Motion:** Jen                      **Second:** Kathie

**Vote:** 5-0

**Item #5 - Discussion: Board of Selectmen meeting outcome**

The meeting was not without issue. There were some misunderstandings between the committee members present and the Selectmen. The Commission discussed communication with the Board of Selectmen and the level of specificity of the recommendations the Committee would be providing to the Board, e.g. the composition of the Permanent Town Buildings Committee and the desired goals of the recommended studies. It was pointed out that, with regards to the Permanent Town Buildings Committee, there was already a provision in the plan for board and committee members to be qualified whenever possible. They decided to add provisions to the Town Buildings Committee portion to allocate funds for a study of Town buildings and to add some clarification as to the goal of the studies. They also recommended the investigation of the streamlining departmental organization and municipal services.

**Item #6 - US Mayor's Climate Protection Agreement – Rory**

The First Selectman was recently appointed co-chair of CCM's Sustainability Committee. He was speaking with the chairman, the mayor of Bridgeport, Bill Finch, and he introduced both the U.S. Mayors Climate Protection Agreement and Bridgeport's BGreen program. He has put them forward to us for consideration as a basis for some sustainability aspects of the Strategic Plan. In particular, items number 5, 6, 10 and the end of 4 should be included. Rory will put together some language for inclusion and send it to Trish.

**Item #7 - Remaining town department meetings**

**a. Schedule for Wednesday evenings**

The first Wednesday in November has regular Board of Education and Board of Selectmen meetings so we will not be conducting interviews.

**b. Schedule for Rory/Bruce daytime**

Rory will reach out to Bruce to schedule some interviews.

**Item #8 - Open discussion**

Doug is almost done with communicating with MuniCast to get our projections.

Kathie met with the Library Board of Directors. The issues that were brought up were the same that came out of the interview with the Head Librarian. The mold and the inability to use the meeting room. They have commissioned a mold study. They seek to keep the Library modern and competitive and to keep the Library as a jewel of the Town. Kathie is going to move the Library recommendations from the Efficient and Effective Local Government Pillar to Community Services. Technology was reiterated as an issue and the kitchen equipment and card catalogues should be investigated as an outside-the-box source of revenue. They want to benchmark Library hours and are conducting surveys to do so.

Kathie has also been researching the CEIS electronic information sign. They look for a 20-year agreement because it costs \$80-100,000 for their comprehensive services. There are 6 slots for advertisers and one channel for municipal messages. Kathie is going to find out how they cycle and how much an ad costs. It needs to be zoned commercial/industrial and they recommend you start with one board. Rory recommended we investigate the cost of purchasing something similar outright as a basis of comparison. Any Silver/Amber/FBI alert supersedes all messages for 24 hours. They will come and do a presentation if we're interested. Also they cover the electric.

**Item #9 – Adjournment**

A motion was made to adjourn.

**Motion:** Jen Magri

**Second:** Kristen Harmeling

**Vote:** 6-0

Submitted by:



Rory Burke  
Recording Secretary