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## MINUTES

### 10-Year Strategic Planning Committee

Wednesday, March 11, 2015 at 7 PM

Flaherty Room – Seymour Town Hall

**Members Present:** Trish Danka, Kathie Vrlík, Jeff Dussetschleger, Don Smith (departed 8:26 PM), Jen Magri and Kristen Harmeling (arrived 7:48 PM)

**Members Absent:** Bruce Baker and Rory Burke

#### 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 February 25<sup>th</sup> 2015 regular meeting.

**Motion:** Kathie Vrlík

**Second:** Jeff Dussetschleger

**Vote:** 5-0

#### 5) Review of Zoning Enforcement

The Zoning Enforcement interview was conducted by Rory and Bruce. Trisha handed out the template for review and offered explanation of Rory's notes from the interview. There was discussion of the need to revise some ordinances regarding storm water permits. The Board of Selectmen would need to push it to the Ordinance committee. There was some discussion regarding the contents of the Zoning Enforcement questionnaire as well as the goal template. Per Don, the Building Department will be gaining a secretary for all code enforcement activities. Edits were made to the template per Don Smith's suggestions. Trisha made notes regarding the changes and will pass along to Rory for update.

#### 6) Update: other interviews to be transferred to strategic form – any done?

Kathie added library and tax collector to the Google Drive. Jen added 6 of them to Google docs as well - Kristen will need to review and enhance since she had conducted the interviews. Kathie distributed the Library template for review and discussion commenced regarding possible edits. Trisha made notes regarding the changes and Kathie will update. Kathie feels that the library needs to become more self-sustaining. Trisha stressed that the new librarian should be given the opportunity to pursue new opportunities. Each document needs to be free standing.

**7) Remaining town department meetings**

Rory has messages out to police and fire regarding interview appointments. Also need to still conduct others as well. Rory will continue to work through.

**8) Open discussion**

Reappointments - letters were distributed to those that it affected as they need to be sworn in and ethics disclosure forms need to be completed. Trisha read notes from Rory regarding updates to the Code Enforcement Office and the Zoning Enforcement interview. Kathie provided an update on the signage regarding the proposal for the 2 sided digital sign and added information to the Google Drive. Discussion was held regarding submitting grant requests to Matthies for funds to help defray cost. The Committee discussed going to view the signs that are local.

**9) Adjournment**

A motion was made to adjourn the meeting.

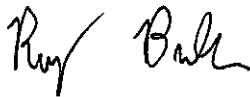
**Motion:** Jeff Dussetschleger

**Second:** Kristen Harmeling

**Vote:** 5-0

The Meeting was adjourned at 8:33 pm

Submitted by,

A handwritten signature in black ink, appearing to read 'Rory Burke'.

Rory Burke

Recording Secretary

(from notes taken by Jen Magri)