

COPY RECEIVED
DATE: 9/11/15
TIME: 4:05pm
TOWN CLERK'S OFFICE

MINUTES
10-Year Strategic Planning Committee
Wednesday, August 25, 2015 @ 7:30pm
Norma Drummer Room Seymour Town Hall

Members Present: Rory Burke, Trish Danka and Don Smith

Members Absent: Jen Magri, Jeff Dussetschleger and Kathie Vrluk

Others Present: None

1) Call meeting to order

The meeting was called to order at 7:34 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

There was not a quorum.

5) Outstanding interviews (Seymour Housing & Community Services)

Dave Keyser from Seymour Housing agreed to be interviewed on September 16. Rory will check with Mary McNelis. Rory will reach out to the boards, committees and commissions.

6) Communications subcommittee update

The communications subcommittee discussed doing short video clips on a set schedule to inform the public of various issues in Town as well as to increase awareness and public participation in the Strategic Plan. The Committee discussed having members present at large Town events like Smoke in the Valley and the Pumpkin festival to do in-person surveys. They may decide to push out the public session until the spring to allow more time to gather preliminary information. When the subcommittee meets again they will discuss it in greater detail.

7) Transferring interview templates to strategic plan

The committee will go department by department identifying which pillar the goals from each departmental template fall under and create an appendix for those that don't seem to have a place in the pillars as they exist. Subsequently, they will return to edit the goals and deliverables, as necessary, to be inclusive of the departmental information. There will be a final review to analyze whether items should be cross-referenced or removed as redundant as well as to determine whether items from the appendix warrant editing the pillars. Rory will have a packet for each member with an up-to-date copy of the plan and a copy of each departmental template.

8) Community forums

The Committee will defer to the communications subcommittee on specifics. The Committee is favoring doing in-person survey during the fall at events and a public forum in the spring. Residents can give their contact information to receive more information when a date is set.

9) Public comment

There was no public comment.

10) Open discussion

There was no open discussion.

11) Adjournment

The meeting was adjourned at 9:02 PM.

Submitted by,

A handwritten signature in black ink, appearing to read "Rory Burke", with a long horizontal flourish extending to the right.

Rory Burke
Recording Secretary