

MINUTES
10-Year Strategic Planning Committee
Wednesday, February 21, 2018 @ 7:00pm
Norma Drummer Room/Seymour Town Hall

Members Present: Trisha Danka, Don Smith Jr., Kathie Vrlik & Rory Burke

Members Absent: Corey Marchetti, Stephan Behuniak & Bruce Baker

Others Present: None

Item #1: Call meeting to order

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

Item #2: Pledge of Allegiance

All present stood and recited the Pledge of Allegiance.

Item #3: Public comment

There was no public comment.

Item #4: Discussion: All – review components to finalize plan

- Rory to set up interviews with Town Historian, Historical Society, Facilities Manager, Community Services Director & Public Works Director.
- Committee to create a prefatory letter detailing their process.
- Committee to establish criteria for re-interviewing stakeholders and/or recommencing the process.
- Rory to follow up with IT Director re: creating new template
- Committee to develop list of interviews, staff & volunteer for interview distribution.
- Going forward, the Committee will target 1 interview a month for 5 years and start all over.

Item #5: Update: Communications Committee

Kathie met with Southbury's strategic planning committee to discuss how we ran the public summit.

Item #6: Open discussion

The Committee will develop implementation guidelines for inclusion in the plan.

Item #7: Public comment

There was no public comment.

Item #8: Adjournment

A motion was made to adjourn the meeting at 8:27 PM.

Motion: Rory Burke

Second: Kathie Vrlik

Vote: 4-0

Respectfully submitted,



Rory Burke