

## Comprehensive Plan Committee Meeting Minutes

September 28, 2016

1. Call to order- the chair called the meeting to order. It was seconded.
2. Minutes- The motion to approve the minutes from the August meeting was seconded and approved by the committee unanimously.
3. Survey Progress Discussion- Stephanie Carver from GPCOG talked about the progress made on the online survey conducted through Survey Monkey. Town Manager Rosemary Roy discussed the status of the paper surveys. The group talked about ways to expand the exposure of the survey, discussing the website, local press and other options.

The group also discussed how to input the paper surveys most efficiently into Survey Monkey. It was agreed that town staff would do it as time allowed. Rosemary also said the Town is also planning to send out a postcard that will include the link to the website. The survey will be mentioned at the next Selectmen, and Planning Board meetings, which are both televised. The committee discussed submitting a letter to the editor to the Forecaster discussing the Comprehensive Plan update and the importance of the Survey.

4. November Election Survey Discussion-Rosemary discussed the idea of setting up a Comp Plan Committee booth at the election to pass out paper surveys to the public. There are certain limitations on how and when people can be approached and she will discuss with the Town Clerk. Several members of the Committee will help Rosemary run the booth.
5. Begin discussion on Vision Statement- Chair Grace Lowell introduced the idea of working on the vision statement to the group. The group discussed the idea and decided to look at several examples and discuss a general timeline for public engagement opportunities. In the previous plan there were many stakeholder meetings throughout the process. However, at that time they did not have the added communication of social media to keep the public informed. It was decided that there would be a visioning session in January where the survey results and a draft vision statement are introduced and discussed. The Committee envisions that the vision statement will evolve through public feedback throughout the process. The committee agreed to look at some drafts circulated by the Town Manager and discuss the Vision Statement at the next meeting in October.
6. The meeting adjourned at 8:00pm.

