

Town Wide Planning Committee

Meeting Minutes

June 28, 2016

Meeting convened at 7:15 pm.

Members Present: Siobhan Bohannon, Sue Meola, Rich Simmarano, Norma Chanis, Rajeshkumar Barur, and Anita Scheipers.

Members Not Present: Joanne Dunne, Pat Bryant, Tony Sanders, Raymond DeSantis

Also Present: Resident David Femia

Discussion and Decisions:

1. The committee provided an update to Anita Scheipers, the new Town Administrator, regarding the status of the existing draft sections of the Master Plan document, and stated they believe they have 3 sections of the document that still need to be drafted. Additionally, they agreed that sections of the existing drafts must be reviewed and brought up to current correct detail on items such as statistics, status of certain projects. The data used in the existing drafts included 2010 data.
2. It was agreed that the next steps for the committee would be to have the Town Administrator send out the existing draft documents to the committee to review and identify the sections that may need to be updated. The members also asked if the Town Administrator could provide samples of other communities Master Plans so as to give the committee a sense of formats typically used, how goals were identified for each section, and how implementation of goal related action items was intended to be completed. It was also agreed that when sections of each document are reviewed, the boards or committees that are stakeholders to the subject matter should be invited to the meeting to provide feedback regarding potential edits, identification of specific goals, and suggested implementation strategies.
3. Next Meeting: Meetings are planned to be held the 4th Tuesday of each month at 7:00PM. The next meeting is July 26, 2016. Room location TBD.

Meeting adjourned at 7:55pm

Respectfully Submitted: Anita M. Scheipers

Date Accepted: 10/25/2016