MINUTES

VIRTUAL MEETING INFORMATION

Join Zoom Meeting
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Meeting ID: 835 0866 9698
Passcode: 953617

SPECIAL MEETING

1. Introductions

First Selectwoman Lyons introduced herself, Selectmen Bruce Wilson, Sheryl Trent, SBrand Solutions consultant and Sheri Cote, Economic Development Director. The following members were present: Seth Klaskin (BOE), Jonathan Stein (EDC), David Buller (YFS), Jerry Kerins (Senior Services), Carol Snow (PZC), Helen Bosch (public member), Ed Rieger (public member) and Matt Gordon (public member).

2. Summary of Charge

Mission: The role of the Strategic Planning Advisory Committee (SPAC) will be to assist in the development of the strategic plan and offer feedback and guidance to the Board of Selectmen and the Strategic Planning Working Group. Duties: SPAC will assist in the creation of a 10-year strategic plan and make a final recommendation on its adoption to the Board of Selectmen. Primary responsibilities will be:

- Attend regular in-person and virtual monthly meetings, and a one-day in-person retreat
- Attend, when possible, in person and virtual community engagement sessions
- Provide guidance and feedback to the Town’s consultant and the Strategic Planning Working Group throughout the plan development process
- Review draft and final strategic planning documents
- Spread the word, encourage community participation, and support the final strategic plan outcomes
- Recommend potential follow-through strategies to ensure adoption and execution of the strategic plan
3. Election of Officers

   **MOTION by** First Selectwoman Lyons and seconded by Carol Snow to appoint Bruce Wilson as Vice Chair.
   **VOTE: this motion was approved unanimously**

4. Update from SBrand Solutions consultant, Sheryl Trent

   Consultant Sheryl Trent gave the Committee an update on where the town is with the Strategic Plan and explained a working group of staff members that has helped get to this point. She spoke about the survey, Community Visioning Session and the Focus Groups.

5. Discussion of project timeline and future meeting dates

   The Committee reviewed a proposed timeline for the next few months and set the following meeting dates: July 26, August 23 and a September date TBD.

6. Citizen Comments

   None.

   **ADJOURNMENT**