

COPY RECEIVED
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TOWN CLERK'S OFFICE

MINUTES

10-Year Strategic Planning Committee
Wednesday, July 10, 2019 @ 7:00pm
Norma Drummer Room/Seymour Town Hall

Members Present: Kathie Vrlik, Don Smith, Stephan Behuniak & Rory Burke

Members Absent: Trish Danka

Item #1: Call meeting to order

The meeting was called to order at 7:04 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: Approval of May minutes

A motion was made to approve the minutes.

Motion: Don Smith

Second: Rory Burke

Vote: 4-0

Item #5: Continue discussion of Implementation Plan

The Committee reviewed the Economic Development portion of the plan. Rory will reach out to the EDC Chair to see how they would like to proceed.

They discussed the cadence for implementing agile planning. There will be a set schedule at the end of the year and based around the First Selectman's updates and the rest will be fluid. Kurt will report in April and October. In November, the Committee will have a final draft of their annual plan. At the first Board of Selectmen meeting, they will present their prior year progress report as well as the next year's draft. At the December Strategic Planning meeting they will finalize their annual plan based on any feedback they receive from the Selectmen. At the second December Selectmen meeting they will get approval. This year, in January, they will set an interview schedule and review the interview process. They will also reassess the Historical & Cultural section, which remains the only outstanding portion of the plan.

They assigned values to the existing plan for items that require more information, items that there is enough information but aren't possible in a 1-year timeframe, and items that there is enough information and can be included. They went through a few sections and agreed to do the rest prior to a special meeting at the end of the month.

They also discussed how to manage the process logistically. Rory will look into a cork board and eventually they can discuss a project management software system.

Item #6: Open discussion

There was no further discussion.

Item #7: Public comment

There was no public coment.

Item #8: Adjournment

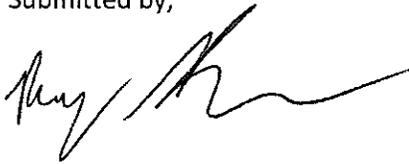
The meeting was adjourned at 9:07 PM.

Motion: Stephan Behuniak.

Second: Rory Burke

Vote: 4-0

Submitted by,

A handwritten signature in black ink, appearing to read 'Rory Burke', written over a horizontal line.

Rory Burke

Recording Secretary