

Tercentennial Planning Committee

Minutes

January 6, 2016

Members Present: Jerry, Marge, Carol, Jeanne, Mayer

Members Absent: Joel, Beverly

Staff Present: Erin, Melissa

1. Approve minutes of the previous meeting

The minutes were approved as written.

2. Review the Committee's Charge

The committee's charge will need to be revised if they wish to work on implementing the recommendations they deliver to the Council in March. At the Council meeting when they deliver their report, they will also request this amendment to their charge. Erin and Melissa will coordinate on proposed amendment language.

3. Review the workplan

Erin distributed an updated version of the workplan she drafted. It is fairly ambitious to do by mid-March.

4. Initial outreach meetings and updates

Erin said they have reached out to several committees and organizations and have scheduled meetings with many of them already. She discussed the meeting they had with the Senior Advisory committee this morning.

The committee discussed reaching out to the faith community. Carol offered to be in touch with the pastor of the Falmouth Congregational Church to see if the faith leaders in town still meet once a month.

The committee discussed how to reach out to different communities in town outside of the social groups. Suggestions were: posting on the Find it in Falmouth page, asking the superintendent, the faith leaders, including both the retail and service businesses, reaching out to Bonny Rodden (METRO) and Cushman Anthony.

5. Set Dates for Stakeholder and Public Forums

Erin thought the stakeholder meeting would be by invitation, and the public forum would be open to everyone. The committee discussed when to hold the meetings, where to hold them, and how much time there should be between them. Carol suggested issuing a survey as well.

The committee decided on a stakeholder meeting on either February 29 or March 1, and a public forum on either March 7 or March 8, depending on room availability. Jeanne will be in touch with the Lunt auditorium to check their availability. If they are not available, staff will check with the school gymnasium.

6. Next Steps

Outreach meetings will continue and hopefully they can meet with all these groups before the end of February. Carol asked for cards for committee members. Erin will follow up with Lions, Rotary and the Chamber. Jeanne will follow up with the Historical Society. Carol will reach out to the Legion. Marge will contact some of the older residents and some of the newer residents to ask them what they are interested in

learning about Falmouth, to guide the educational piece. Erin thought it would be good to have some regular citizens at the stakeholder meeting as well. Carol will reach out to the faith community. Mayer will reach out to the town departments – fire, police and public works.

Erin will draft a survey and send it to committee members by email for review and input. The committee will finalize it at the next meeting and then it will be published on Survey Monkey and committee members will distribute copies around town – suggested locations included the Library, Town Hall, churches, businesses, the Activity Center, and others.

7. Next Meeting Date

The next regularly scheduled committee meetings are Wednesday, February 3 and Wednesday, March 2, both at 11:00 am at Town Hall. An additional meeting was scheduled for Wednesday, March 16 at 11:00 am to prepare the committee's report and presentation for the Council meeting on March 28, 2016.

8. Other Business

There was no other business.

9. Adjourn

Meeting adjourned at 12:30 pm.

Notes prepared by:
Melissa Tryon