Town of Chatham Comprehensive Plan Steering Committee

6/1/2005
7:00 PM to 8:49 PM
New Town Hall

DRAFT MINUTES

Meeting called by:	Mike Hart	Type of meeting:	Regular Monthly Meeting
Facilitator:	Nan Stolzenburg	Note taker:	Bob Balcom

Attendees:	Mike Hart, Bob Balcom, Bob Pollard, Van Calhoun, Mary Gail Biebel, Roy Carwile, Randi Walker, Nan Stolzenburg, Jean Rohde (7:10 pm), Rick Werwaiss (7:15 pm),
Please read:	May 17, 2005 Minutes
Please bring:	Draft June Event Sheets (if prepared)

Agenda

Call to Order	**Mike Hart**	**1**

Discussion: Mike Hart called the meeting to order @ 7:07 pm.

Adoption of May 17 Minutes	**Mike Hart/Bob Balcom**	**2**

Discussion: The minutes from the May 17, 2005 meeting were unanimously adopted.

Old Business: Review & Finalize Vision Statements	**Nan Stolzenburg**	**15**

Discussion: Nan gave a brief overview of the revisions that she had received. General consensus was that the revisions were fine. Mary Gail presented the draft vision statement for Economic Development. Discussion focused on the inclusion of home based businesses. Further discussion ensued on inclusion of language regarding strip malls and big box stores. Discussion ended after much debate regarding the tax statement.

Action items:	Person responsible:	Deadline:
Final Vision Statement	Rick Werwaiss	ASAP

Old Business: Review Process/Roles/Logistics for June Events — **Nan Stolzenburg** — **15**

Discussion: The committee discussed the vision information sheets prepared for the upcoming community conversations and the inclusion of the SWOT statements. The general consensus was that they SWOTs should be included. Discussion then turned to inclusion of the overall vision statement. The group decided that the overall vision statement could be a hand out. The discussion then turned to the inclusion of land use as a sub-committee topic for the events. It was noted that land use and zoning are embedded within all vision statements. Randi Walker clarified the agenda for the June events. Discussion regarding the facilitation of the agenda continued. Time allotments were discussed and the agenda further clarified.

Action items:	Person responsible:	Deadline:
Prepare meeting instructions	Randi Walker	ASAP
Prepare Overview of the Comprehensive Planning Process	Nan Stolzenburg	ASAP
Event summary	Randi Walker	ASAP
Final Vision Statement Information Sheets	Nan Stolzenburg	ASAP

Old Business: Review Goal Statements — **Nan Stolzenburg** — **15**

Discussion: Tabled until vision statements are complete.

Old Business: Discuss Ghent Randall Arendt Event — **Kary Jablonka (absent)** — **15**

Discussion: Discussion ensued regarding this event. Jean Rohde reported that the event had not come up with the Town Board. The following motion was made by Mary Gail Biebel (2nd Bob Pollard): The Comprehensive Planning Steering Committee takes no position regarding the Town of Ghent event featuring Randall Arendt. Motion carried 5-4. Discussion occurred regarding the pro's and con's of holding a Town event vs. a Comprehensive Plan Event. The group asked Jean (and Kary) to discuss with the Town Board.

Action items:	Person responsible:	Deadline:
Discuss holding Town Event regarding Comprehensive Plan Item (s) with the Town Board	Jean Rohde	Next Meeting

Committee Reports (As Necessary) — **Committee Liaisons** — **15**

Discussion: Tabled

New Business: August "Tools" Event **Nan Stolzenburg** **15**

Discussion: Nan discussed the need for conferencing with the education sub-committee to work out the details for the tentative August meeting with the public.

Action items:	Person responsible:	Deadline:
Continue discussion and planning August meeting	Nan Stolzenburg and Education Subcommittee	7/6/2005

New Business: Member Request **Mike Hart** **10**

Discussion: Mike Hart opened discussion regarding functioning of the steering committee. Mike directed discussion regarding bringing back work from the sub-committees to the whole group. He asked the members to think about what should be coming back and how should it be handled. General discussion ensued for clarification with no decisions made. Mike concluded the discussion by requesting members continue with their usual discussion about issues but when consensus is reached then we move on as a committee.

Action items:	Person responsible:	Deadline:
Contemplate the functioning of the steering committee/sub-committees	All	7/6/2005

Open Forum **Mike Hart** **5**

Discussion: None. All members thoroughly exhausted.

Adjournment **Mike Hart** **1**

Discussion: Mary Gail Biebel motioned for adjournment (2nd Bob Pollard). Unanimous. 9:51 pm.