

TOWN OF CHATHAM
COMMITTEE MEETING MINUTES

- **COMMITTEE: Comp Plan Update Review Committee**
 - **MEETING CHAIR: Abi Mesick**
 - **DATE: January 10, 2021**
 - **TIME: 5:30 PM**
 - **LOCATION: Virtual, Google Meet**
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- **CALL TO ORDER:** Meeting called to order at 5:30 PM by ____abi mesick____.
- Present: Abi, Tim, Angus and Donal Collins

➤ **/DISCUSSIONS:**

Review and add to list of questions to ask planner candidates :

Interview Questions for Municipal Planner:

1. Prior to interview, send them a PDF of the current Comp Plan to read prior and ask them to provide us a list of the municipalities you created Comp Plan for (updated and full) and municipalities you created zoning laws for.
2. We have a solid current Comp Plan that needs updating. We have a limited budget and a hard-working committee. What would be your process to aid in updating our current plan?
3. Have you worked with rural or semi-rural municipalities?
4. How much do you charge?
5. Do you charge for mileage?
6. How much do you have to be here in person and how much can be dealt with remotely via email, conference call or Zoom?
7. Estimate for what the full project will cost?
8. What else can you tell us about you or your experience?
9. What is the consultant's current workload?
10. How would this project fit in with their current workload?
11. Who would work on the project?
12. What are the credentials of the project manager and other key

participants?

13. Would subcontractors be used? What are their credentials?

14. How would the new census data affect your planning and can you recommend a way to integrate the new census data?

Briefly discuss Joe Czajka's proposal for a Comprehensive Community Development Plan. All present sounded interested in hearing more and are looking forward to the Board's review and decision.

Adjourn 6:30