

**STRATEGIC PLAN COMMITTEE  
MEETING MINUTES  
February 1, 2005**

Chairperson Peter Gardow called the meeting to order at 7:11 PM at the Silas Deane Middle School. In attendance were, Claudio Capone, James Clynych, Leigh Standish and Rae Ann Palmer, Assistant to the Town Manager.

Chairperson Gardow deferred approval of minutes to the next meeting.

Correspondence discussed included an email regarding the Tourism Commission Legal Notice regarding their strategic plan; printed information/articles from Finance Director Lisa Hancock regarding bond ratings; and information regarding current "Smart Growth" principles. It was agreed that Asst. To the Town Manager Palmer would summarize the Smart Growth materials for the group and get a historical report on the Town's Bond Rating.

A general discussion regarding benchmarks ensued. The discussion included points about accountability and how reports are presented to Town Council. It was agreed that the new plan should include a provision to require feedback from the various boards and commissions to Town Council.

Due to the low attendance, it was agreed that the committee would adjourn and come to the next meeting prepared to work on the remaining sections of the new plan.

The meeting adjourned at 7:55 PM.