

**STRATEGIC PLAN COMMITTEE
MINUTES
November 9, 2004
Silas Deane Middle School**

Chairman Peter Gardow called the meeting to order at 7:07 pm. In attendance were William Donohue, Claudio Capone, Linda Avery, Leigh Standish, Ralph Karanian, and Jim Klynch. Also in attendance was Bonnie Therrien, Town Manager.

Chairman Gardow announced that the Information and Technology Committee would be holding a Public Hearing on November 10, 2004 at 7 pm in the Community Center and encouraged everyone to attend.

The Committee reviewed the final draft of the present update of the strategic plan. Everyone agreed to work on the strategic plan first to whittle down each strategy to one responsible party. Leigh Standish felt that not every strategy may have only one party responsible for each strategy. He did not want to lose achieving the goals by trying to be too efficient. The Committee did go through each of the goals and cleaned up the current list of responsibilities.

Bonnie Therrien handed out the list of Boards and Commissions so that assignments could be made as to a Committee member meeting with each Board and Commission to receive their input for the future plan. Assignments were made and Bonnie will get the dates to everyone as to each Board and Committee's next meeting date.

Leigh Standish left the meeting at 8:55 pm. The Committee went over what each Committee member will hand out and say to each Board and Commission.

The next meetings will be every other Tuesdays, beginning 11/23, except 12/28. This means 12/7, 12/21, 1/4 and then every other Tuesday.

A motion was made by Ralph Karanian to adjourn at 9:06 pm; seconded by Bill Donohue. The meeting adjourned at 9:06 pm.