

Strategic Planning Committee Minutes - December 21, 2004 Silas Deane Middle School

Chairperson Peter Gardow called the meeting to order at 7:13 pm. In attendance were Leigh Standish, Claudio Capone, Bill Donohue and Jim Clynych. Also in attendance was Bonnie Therrien, Town Manager.

Leigh Standish made a motion to accept [the minutes of November 9, 2004](#). Claudio Capone seconded it. The vote was unanimous.

Bill Donohue made a motion to accept [the minutes of December 7, 2004](#). Leigh Standish seconded it. Bill mentioned that Planning and Zoning was not mentioned in the minutes as having someone meet with them. Bonnie said that their last few meetings have been cancelled. The vote was unanimous.

Claudio Capone reported that he met with the Culture and Arts Commission. He spoke to the Chairperson and she would like to have programs that are more like Glastonbury, but they would need more money to do this.

Jim Clynych reported that Ralph Karanian, when he met with the Town Council, had received some feedback from some of the members that financial areas should be included in the new plan, as the present one does not have any financial goals or strategies. It was also discussed by Council to extend the deadline for the Committee to have their final report. They talked about extending it until May but no formal vote was taken that night. Jim also mentioned that the Fire Department is not in the plan. Bonnie said she would be meeting with the Fire Department members after the first of the year.

Leigh Standish said that the charge of this Committee is to get the current plan up to date by distilling information and comments from the public, staff, Boards and Commissions and make new recommendations into the new plan.

Chairperson Gardow said that there should be no further public hearings until the final draft is complete. He asked the Committee members what would help to make the January 8th meeting as productive as possible. Claudio Capone said that an agenda should be set before hand and take the existing plan and look at what the successes were, to help in putting together the new vision plan. Bill Donohue felt it would be better to look at all of the items that have not been started yet and see why they were not started. If they are not necessary anymore, eliminate those items. Claudio felt this was a good idea, as if they are not done by now, they won't be accomplished. Bill Donohue said it would be important to be able to defend why an item was moved from one category to another.

Claudio Capone said that the vision statement should be completed just before putting together the plan. The plan in 1995 did not include a vision statement.

The Committee decided to start reviewing those items that have not been started as of yet:

1. Under Economic Development, "Create a brochure and video on Wethersfield", this will be deleted as EDIC has decided not to do a video and they are working on a web site, which they feel would be more effective. The brochure is being updated.
2. Under Economic Development, "Meet with CT. Transit and other carriers to discuss alternatives" - Delete
3. Under Economic Development, "Develop entertainment and tourist use of the Cove and riverfront" - Delete as the Historic District Commission is developing a master plan for the District.
4. Under Economic Development, "Hire a marketing consultant to develop a marketing plan for the tourism industry" - Change to ongoing, as they have hired someone to develop a plan
5. Under Environmental Concerns, "Investigate sources of funding and the use of in-house staff to study ponds and dams". This should remain in the plan so it doesn't fall of the radar screen, but it is not a high priority. The Conservation Commission should take charge of this.
6. Under Environmental Concerns, "Develop a public education program." and "Disseminate information and materials through schools, the Nature Center and other community associations". Perhaps the Nature Center

- could take this on. Will keep this in place.
7. Under Environmental Concerns, "Investigate the feasibility of establishing a dump station at Cove Park". Delete, as no longer relevant.
 8. Under Government Process and Structure, "The Town Council should authorize the Technology Review Committee to employ and should provide funding for an independent, outside professional consultant to prepare an integrated town-wide information system plan. The plan should include utilization of levels of technology that are the most cost-effective and appropriate to the Town's needs; consideration of privatizing and/or sharing services with other Town when feasible." This is no longer relevant as there is a citizens committee working on this. Delete.
 9. Under Government Process and Structure, "Conduct annual opinion surveys either through the mail or newspaper." No longer relevant. Delete.
 10. Under Government Process and Structure, "If appropriate, consider hiring or contracting with a high school student or senior citizen at a reasonable hourly wage to serve part-time as an information coordinator to implement the information distribution strategies listed herein". No longer relevant. Delete.
 11. Under Government Process and Structure, "On a rotating basis publish human interest stories, positive news stories, or interviews on Town and School Departments, personnel and volunteers in the local media." Change to ongoing.
 12. Under Public Services, "Utilize educational resources (students) to publicize interviews about Town services." Keep this in.
 13. Under Public Services, "Employee survey (anonymous)." Leave in as should be done.
 14. Under Public Services, "Community volunteer coordinator." This is no longer relevant and should be deleted.

A motion was made by Bill Donohue to adjourn at 9 pm; seconded by Jim Clynch. The vote was unanimous.