

TOWN OF STANFORD “ DRAFT MASTER PLAN COMMITTEE OF 2013”

**MINUTES OF AUGUST 22, 2013 MEETING
(3 pages)**

The newly formed “Town of Stanford Draft Master Plan Committee of 2013” convened for their organizational meeting at 7:00 pm on Thursday, August 22, 2013 at the Stanford Town Hall.

Members in attendance were:

**Tom Angell
James Sansum
Richard Bell
Mark Burdick
Tom Dewhirst
Duffy Layton
Larry McKeough
Kathy Zeyher**

Members absent were:

**Gary Lovett
Karen Mosher
Jeff Spiers**

Also in attendance was:

Mark D’Agostino, Stanford Town Council

POSSIBLE LEGAL and/or CONSULTANT COSTS, and FUNDING FOR SUCH COSTS:

Question was asked whether legal and/or consulting services would be available to the Committee in the event such services were needed to answer questions and/or to address issue that were unfamiliar to the Committee.

Duffy Layton indicated that he knew of private funding that might possibly be available to the Committee, in the event the Town does not approve funds for such costs. Richard Bell indicated that the use of private funds should be avoided, as such private funding would most likely be scrutinized by many.

Councilmen D’Agostino indicated that there is money in the budget set aside for Master Plan work, although the Town Board would have to approve the expenditures prior to authorization of the specified legal and/or consulting work.

It was the general consensus of the Committee that private funds would not be considered at this time.

MISSION OF THE COMMITTEE:

Committee members reviewed the Mission of the committee as defined in the one (1) page document entitled “Resolution Defining Draft Master Plan Committee of 2013”.

CHAIRPERSON:

Tom Angell nominated Mark Burdick to be Chairperson of the Committee. All voted in favor.

MEETING SCHEDULE:

Meeting nights were scheduled thru December, 2013, as follows:

- September 19, 2013 - 7:00 pm to approx. 9:00 pm, at Town Hall
- October 17, 2013 - 7:00 pm to approx. 9:00 pm, at Town Hall
- November 28, 2013 - 7:00 pm to aprox. 9:00 pm, at Town Hall
- December 19, 2013 - 7:00 pm to approx.. 9:00 pm, at Town Hall

TENTATIVE COMPLETION DATE:

Discussion was tabled until next meeting.

REQUEST FOR SECRETARY:

A motion was made by Tom Angell, seconded by Larry McKeough, to make request to the Town Board to hire a secretary for the committee. After discussion, all voted in favor of asking Town Board for approximately 4 hours of secretarial work per each scheduled meeting thru December, for a maximum of 25 total hours thru December. Mark Burdick will make the request to the Town Board.

It was further discussed that the previous Master Plan Committee Secretary, Michelle Turck, might be ideal for the position, if she is interested.

It was further discussed that additional secretarial hours would need to be requested for 2014, and that it would have to addressed during the 2014 budget process.

INFORMATION TO BE GATHERED:

Color copies of the Draft Master Plan will be furnished to each member of the Committee. James Sansum will obtain estimates to get additional color copies made in the event there are not enough copies for each member.

Councilman D’Agostino will forward all other available information to be reviewed by the Committee.

INITIAL COMMITTEE REVIEW METHODOLOGY:

It was discussed and agreed that each public comment/question will be reviewed by the Committee at the meetings. Each comment/question will then be determined, by a majority vote of the committee, whether it needs to be addressed by the Committee. If the comment/question is determined to need addressing, said

comment will be categorized, according to the Draft Master Plan format, for future review by the Committee.

ADJOURN MEETING:

Committee adjourned their meeting at 7:54 pm on the motion of Tom Dewhirst. All voted in favor.

Respectfully submitted,
Mark Burdick
Chairperson

APPROVED