

SYMME ADVISORY COMMITTEE
MINUTES
JULY 18, 2001

Members Present: Harry McCabe, Alex Moschella, Eddie Randolph, Charles Foskett, Robert Carey MD, Allen Reedy, Elizabeth Carr Jones, Phyllis Bailey, Rev Linda Fisher Privitera, Brian Rehrig

Participants: Alan McClennan, John Maher

Charles Foskett, Chairman, called the meeting to order at 7:12 p.m.

APPROVAL OF MINUTES: The Committee approved the minutes of July 11, 2001.

MATERIALS DISTRIBUTED: Mr. Foskett distributed revised copies of the memorandum entitled "Goals, Objectives and Getting Things Going" dated July 18, 2001.

VOTES: The Committee voted unanimous approval of the following:

- A. OPERATING TASKS: The Committee adopted the following Operating Tasks and the timeframes associated with each task:

Tasks to be completed before October 1, 2001:

1. Gather input from constituent groups targeting feedback by August 15.
2. Develop the plan and schedule for events and activities required before the October 1 deadline.
3. Develop the outline for community input and open process.
4. Develop a position paper on why the Town should undertake the Symmes project.
5. Develop a proposed vote for the October 1, 2001 Town Meeting.

Tasks to be completed after October 1, 2001:

6. Create an out reach program to specific interested communities, such as medical providers or local businesspeople.
7. Identify the concurrent and congruent processes that need to occur and be managed.
8. Determine the timing and use of outside expertise, such as developers and facilitators.
9. Identify and document the sensitivity points in the community that need to be critically examined, understood and included in our process.
10. Perform sensitivity analyses on various alternatives of use, price, investment and outcome.
11. Determine optimal site management structure for long-term success.
12. Develop mechanism for income segregation to assure tax-rate mitigation as outlined by Selectmen goals.

- B. WORKING GROUPS: The Committee adopted the following Working Groups and general principals for a Working Group Charter:

Working Groups:

1. Commercial Use Working Group
2. Public Use Working Group
3. Residential Use Working Group
4. Medical Use Working Group
5. Financial Analysis Working Group

6. Media Coordination Working Group
7. Message Coordination Working Group
8. Community Outreach Working Group

Working Group Charter

1. To recruit volunteers and accumulate expertise in the Working Group's subject area.
2. To collect information, conduct research, and develop plans and alternatives for consideration and use by the Symmes Advisory Committee.
3. To support the Symmes Advisory Committee with operational expertise in carrying out its mission.
4. The Symmes Advisory Committee may develop more detailed charters over time.

Upon Motion the meeting was adjourned at 9:21 p.m.