

Minutes  
Culture, History and Governance (CHuG)  
Sub-Committee  
January 23, 2008

Present: Susan Brooks, Paul Giese, Nancy Henderson, Mark Hochman, Jack MacLean, Karen Keane, Bill Stason, Harriet Todd, Peter Sugar

We discussed the following:

- We reviewed the Steering Committee meeting discussions of 1/22/08. It was pointed out that:
  - There will be an evening presentation on 2/8 by Armando Carbonell, a planner – on regional planning issues at Bemis Hall.
  - The Public Forum will be held on 2/9 in Brooks Auditorium with the break-out groups then distributed in the various adjacent classrooms.
  - Doors will open at 8:00 AM, there will be refreshments, and we will get going sometime around 8:45.
  - There will be an hour long general discussion led by COG, with an electronic flip chart maintained for this session.
  - The two break-out sessions – each of 45 minutes - will be held such that the first one will be attended by random attendees, and the second one by people interested in the particular topic
  - The Forum will conclude at 12:45
  - As to the surveys: the SC approved the expenditure of a maximum of \$2,000 for a consultant last time.
  - Mailing of the surveys will be to individual households through the Town's bulk mailing method and the return mailing will be paid for by the respondents
- We agreed that we will have the following facilitators for the break-out groups:
  - Cultural and Historic Resources: Harriet Todd, Nancy Henderson; fall-back: Susan Brooks
  - Governance: Peter Sugar, Bill Stason; fall-back; Paul Giese
- Bullet-points for discussion: these should be reduced to a maximum of four for each break-out group. Bill and Harriet agreed to edit the points. We need to send the final product to the SC by 4 February at the latest. We also agreed to have the bullet points in some large format posted in the two rooms where we will be located to assist the public and not have to have additional hand-outs. PS to follow-up with Mark Whitehead
- Board-Committee survey: we received appx. 40 responses (33%). We also agreed that we may extend the deadline for appx. one more week. PS to contact chairs to request additional responses.
  - The survey has been coded and tabulated by Harriet, Bill and Nancy. There will be a more scientific tabulation by our consultants, once Mark Hochman has established the price with them.
  - The current tabulation is by topic - but it would be interesting to see the tabulation by board/committee to discover particular leanings from the various groups
- CHuG survey:
  - The survey is close to completion
  - It has been sent to the consultants to get a price for the tabulation of the results
  - Mailing: see above.
  - The newspaper article will appear in next week's Journal. Mark will send the draft to PS for any edits by this w/e

- We may be able to obtain other publicity through Jim Cunningham (Public Service announcement), and also by posting the notice on the Town website – Chuck Miller. There was a further suggestion that we may be able to interest students at the High School in the process
- We will certainly allude to the survey during the Public Forum process on 2/9
- Printing costs still need to be established.
- The survey will be fielded on Monday, 2/4, i.e. just preceding the Forum
- Institutional interviews:
  - The minutes are being revised to follow a uniform format
  - The Thoreau Institute interview will take place on 1/30, at 3:00 PM. The interviewers will be PS, JMCL, PG
- We went back to a discussion of the long-term view of the MP. We agreed that buy-in by the Town is essential – thus we need to involve not only the Selectmen but also many of the other town boards and committees. This discussion is critical for implementation and thus we should raise it as one of the important points which the SC ought to pursue and which should appear in the Work Plan
- It appears that Julie Dobrow of the School Committee would like to talk with us about strategies to get a greater involvement in the town by parents of school-age children. We will set up such a discussion group (Susan B following up). Once set-up, we will also invite anyone from the other subcoms to attend if they would like.
- Susan Brooks spoke about the meaning of the Open Meeting Law – which is currently being reviewed by Martha Coakley at State level. We could send her a memo of our concerns – Susan will find out what the schedule/deadline is.

Next meeting: 7:30 AM on January 30, 2008 – **at the Library**. (Note: we all liked being at the Library today and we will hold our future meetings there.)