

Minutes
Culture, History and Governance (CHuG)
Sub-Committee
November 28, 2007

Present: Susan Brooks, Paul Giese, Nancy Henderson, Karen Keane, Jack MacLean, Harriet Todd, Peter Sugar; Rita Walsh of VHB/COG (she is a Senior Preservation Planner)

We discussed the following:

- We reviewed the status of the C&H interviews:
 - LEAP: completed and minutes drafted
 - Churches: St. Anne's completed and minutes written; First Parish has been postponed until early in January due to some schedule conflicts
 - MMNHP: completed: minutes being drafted
 - Thoreau: call has been made: we are still waiting for a response
 - C of A: interview set for 12/4
 - Garden Club: interview and write up are complete
- SC Meeting of 11/27: here are the salient points:
 - After a lengthy discussion about the survey, it was agreed to go ahead. Subcoms will forward their questions to Mark Hochman by 11 December. The survey will be fielded early in January with results due by the end of the month. While a full analysis will not be possible prior to the 2/2 public meeting, some results will be available for discussion.
 - CHuG also presented its survey/questionnaire to be issued to past and present board/committee members. This was favorably received
 - We also discussed the way we would move to the 2/2 meeting: how to present our Goals and Objectives to encourage a meaningful discussion; it was felt by all that we ought to 'stick our necks out' which would then bring some real debate to the table. At the same time there was no absolute clarity to this approach and it was not really clear whether everyone agreed to a uniform approach
 - There was agreement to allow for a slight slippage of the schedule: a new schedule will be published shortly (subcom drafts of goals and objectives are now due the first week of January, with working papers due towards the end of February through April)
 - The next SC meeting is set for 12/18. there will also be a series of meetings between Judi Barrett and the subcoms on 12/4 and 12/10
- CHuG Goals and Objectives: we reviewed the most current draft (a conglomerate of past and recent efforts).
 - It was agreed that the draft is in a sufficiently acceptable form for us to await our meeting with Judi Barrett next week. (After some discussion, we agreed to leave the goals for now as a series of questions, with the tasks stated in a more definitive form as the second page. (We feel more comfortable with questions at this time, which will only become more definitive statements, once we have received outside/public input – not until after the 2/2 meeting.)

- We hope to receive any additional input by the end of this week: after which we will send the draft to Judi to allow her to prepare for our meeting with her.)
- Our work plan will be updated after our meeting with Judi to follow closely the tasks as outlined in 'Goals and Objectives'. It was also pointed out, that it should not be our intent to complete all the work as part of the MP effort - many of the tasks will be set for implementation after the MP has been completed and approved. What the MP will have to define is who will do the particular task (i.e. which town board or committee), how the work may be done and the need to establish a time frame.
- Board/Committee questionnaire:
 - The questionnaire is almost complete – except for some minor corrections
 - The list of recipients is also nearly complete, with some additional past members to be added
 - The cover letter will be signed by the CHuG chair but it will also list the full committee membership
 - The mailing (to occur next week) will be handled by Susan B – but the questionnaire will also be posted on the web - to be protected by password – and responses can be sent electronically
- Survey: we did not discuss this at length as Mark H. was absent. It was pointed out that there has been little change since the first version though Harriet has proposed a number of revisions and additions, based partly on some preliminary testing and commentary she has received. We agreed that these points need to be addressed by Mark. (Note from the SC meeting that subcom input will be received by 12/11)

Next meeting: 7:30 AM on 12/5. Note also the special meeting with Judi Barrett on 12/4 at 4:00 PM