

## Westminster Master Plan Meeting Minutes

November 2, 2011

Present: Donna Brownell, Linda Wiest, Laila Michaud, Scott Ryder, Mike Fortin, Mike Gallant, Richelle Brown, Ted Fiffy, Heather Billings, Stephen Wallace.

### **Elections were held for board positions:**

Mike Fortin-Chairman

Mike Gallant- Vice Chairman

Heather Billings-Secretary

Steve Wallace as a staff member removed himself from nomination for any board position.

### **Review of survey:**

We went around the room for each member's comments & ideas. Steve to incorporate the consensus of ideas into the next version of the survey, to be finalized at the December meeting.

### **Survey distribution & collection discussion:**

Survey to be mailed with census. Should it be available at other town locations or would that skew the results if people filled out more than one? Electronic copy available on town website.

Linda to write newspaper editorial for discussion at December meeting.

Slotted box collection method recommended at popular locations: landfill, library, Vincents, IC Credit,

### **Reviewed civic organizations to contact over the course of the master plan process:**

Steve compiled the brainstorming list.

### **For next meeting December 7, 2011**

Finalize survey

Plan kickoff event for January

Plan publicity to use for each event.