

**Town of Stamford
Comprehensive Plan Advisory Committee (CPAC)
Monthly Meeting Agenda
April 28, 2010**

1. Call to order
 2. Approval of Minutes from March 24
 3. Old Business
 - a. Survey results and participation
 - b. Preliminary workshop results and attendance
 4. New Business
 - a. Documentary: *The Power of Community – How Cuba Survived Peak Oil*, Saturday, May 15 at 12:30 pm
 5. Next meeting(s): May 26, June 23, July 28, August 25
 6. Adjournment
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Stamford Comprehensive Plan Committee
Minutes for March 24, 2010

In attendance: Kelly Keck, Lorelle Phillips, Paula Nissen, Harry Nissen, Nancy Haycock, Mike Triolo, Nan Stolzenberg

1. Minutes from March 10th were approved.
2. Documentary
The documentary, A Farm for the Future, will be shown at the Stamford Library on March 27th at 12:30 p.m.
3. Survey
The survey is now printed, and is ready to be mailed out. Harry will give the box of blank extra surveys to Brooke White who will be placing drop boxes for surveys at 4 locations. All boxes will have a batch of blank surveys for anyone who did not receive one by mail.
4. Press Release
A press release was drafted during the meeting. It highlights both the mail survey and the April workshop. Paula will email the press release to Kelly who will send it out to all papers, including the Mountain Eagle, the Daily Star, and the Shopper. He will also email it to the Village of Stamford's Board.
5. Posters
Nan will draft a poster to publicize the workshop. She will email the poster to all committee members by the end of the week. Everyone who can should print out posters and take them

around to any place that may help us attract attention to the workshop. Nan will also send 20 copies to Nancy who will post them in businesses.

6. Workshop

The workshop will be held on April 24, from 10:00-12:00 at the Hobart Community Center on Cornell Street. Participants will be organized into small groups at tables with a committee representative -- Group Leader -- at each table. When people enter, they will sign up with Lorelle Phillips at the Welcome Table. She will give each person a name tag and randomly assign him/her to a table. Mike Triolo will make a welcoming statement and then Nan will run the workshop. Mike will also make some concluding remarks about the Committee's role at the end of the workshop.

We discussed Nan's suggested Power Point presentation, and decided to ask her to tighten up the introductory planning slides to shorten that section. The Grounding Exercise can also be shortened.

Group leaders will help keep the discussion moving, and take notes. Nan will give each table flip chart paper to keep track of discussion points. It is expected that it will take about a half hour to get through the negatives and positives section.

The Visioning Section will take 35-45 minutes. This will include using post-it notes to capture what would be a "perfect" Stamford. Then these ideas will be categorized by the group, giving each cluster of ideas a name. Then each cluster will be translated into a sentence. All the sentences together will add up to the vision statement. At the end of the exercise, Nan will pull out the common threads from all groups.

The Places of Importance section is intended to mimic what we did in August at our meeting. There will be a map of Stamford at each table, and each person will use numbered stickers to identify the places that are special in the area. (We decided to introduce this exercise earlier in the workshop before the brainstorming sessions.)

Everyone is asked to bake some muffins or coffee cake, etc., for snacks that will be available during the workshop. We also need napkins, paper plates, cups and drinks.

Also, everyone should arrive at 9:00 a.m., rather than 10:00, to set up and arrange the snacks and review each Group Leader's role in the small groups.

Nan will email everyone the hand-outs that we will be using the week before the workshop. She will bring all the necessary materials – pens, stickers, flip charts, etc.

7. Next Meeting

April 28th is our next regularly scheduled meeting. We will start to work on the Vision Statement and review the research areas.