

Town of Hartford, Vermont

Ad-hoc Committee for the 2016 Town Survey

Meeting Minutes 7 July 2016

Committee members present: Simon Dennis, Rebecca White, Lannie Collins, John Flynn, Richard Liscinsky F. X. Flinn; absent: Connie Reimer,

Guests: Zachary Azem of UNH, survey manager

5:35 pm Meeting called to order in Room 2 Town Hall by Simon Dennis 7 July 7, 2016

Member introduced themselves to other members.

Zach Azem introduced himself – Project Manager for survey

Richard discussed history to date of Committee and selection of UNH for Vendor

Discussion and Change to original Charge to Committee, change is as follows:

Hartford Survey Committee

In order to facilitate greater citizen involvement in the 2017-2018 budget-setting process and so that the Selectboard's work on this budget can be informed by the best information possible, The Hartford Selectboard will constitute a three to seven-person Ad Hoc Committee to design and execute a survey for the purpose of soliciting citizen input on the FY 2017-18 Town Budget. The terms of this committee will extend between July 8, 2016 and March 7, 2017.

The charge of this Committee will be to:

1. Design survey with assistance of UNH to solicit citizen input on the FY 2017-2018 Budget to bring to the Selectboard for ratification and communicate with the Selectboard regarding needed information.
2. Execute survey and compile results from same, to be compiled and performed by UNH
3. Submit a brief report to the Selectboard no later than November 11, 2016
4. In order to conform with the open meeting laws, committee meetings will need to be warned and recorded.

Zach explained what the report back to town Select board will contain.

Election of Committee Officers, Simon Dennis previously appointed as Chair by Hartford SelectBoard.

Rebecca nominated Simon Dennis for chairman, Richard for Vice Chair, F. X.. Flinn for clerk, seconded by John Flynn passed by vote of 5 in favor (Simon Dennis, Rebecca White, F. X. Flinn, Richard Liscinsky, John Flynn) none opposed, one abstention, (Lannie Collins).

Future meeting date set for Thursday, 14 July at 6:00 PM. In order to meet a tight timeline, it was agreed that we would meet weekly for the survey design phase.

Simon agreed to circulate draft charge to the committee.

Zach agreed to circulate a process statement and timeline.

Task for the next meeting will be, development of areas that will be explored through the distribution of survey and results that are derived from the survey. Committee members will bring ideas back to the group to narrow results to those that will bring us to the goal of the committee.

Motion to close meeting by Rebecca White seconded by Lannie Collins. All were in favor and the Meeting closed at 6:54.