

## VISION 21 IMPLEMENTATION COMMITTEE

### Minutes

November 13, 2008

Present: Kirk Hazlett, chair; Sara Oaklander; Jennifer Page; Al Ruben; Paul Solomon

- Administrivia

1.1 Kirk called the meeting to order at 7:05. Minutes from the meetings of October 1 and October 23 were approved.

1.2 Kirk announced that the meeting of December 10 will be held in the Assembly Room of the Library.

1.3 Meeting dates for next year: All members present agreed that it was possible to meet on the second and fourth Thursdays of the month and on Monday evenings  
**Action Steps:** Kirk will talk with Tim Bowman about his scheduling options, will develop a schedule for VIC meetings for next year and will reserve the meeting rooms. We agreed to make adjustments for holidays.

- Discussion of recruitment of new committee members

Goal: We agreed that we will aim to have new members in place by the end of the year. We will delay asking the Board of Selectmen to appoint new members until we have more than one name to submit, but at year's end we will ask for approval of whatever names we have.

Follow-up: We reviewed the names of folks we have met with to determine what follow-up, if any, should be undertaken.

Adrianna Poole: Sara recounted Adrianna's frustration in being unable to gain access to the fire station for the 10/23 meeting. Paul reported that Adrianna is not interested in joining VIC but might be interested in working on ad hoc projects such as Meet Belmont.  
**Action Steps:** Kirk will call Adrianna to express our regret about the fire station and to encourage her to participate in some of our projects. Kirk will also call his contact at the fire station to report this incident.

Abby Magee: We liked her interactions at the 10/23 meeting and hope she will become involved. We know she is very busy. **Action Steps:** Jennifer will call Abby and explore with her if/how she might participate – either on the VIC or working on various ad hoc projects.

Tim Bowman: Paul Solomon reported the very good news that Tim expects to join us as a member and has already submitted his application to the Selectmen. **Action Steps:** Kirk

will follow up, tell Tim we are pleased that he has taken steps to join us, share our projected “best meeting times” with him and ascertain Tim’s availability for meetings.

Joanne Coakley: Paul reported that Joanne has been clear that she will not be able to join the VIC due to time constraints. Might work on some ad hoc projects, but not likely to have much time. No further action required.

Debbie Fenn: We were impressed by her enthusiasm, energy and good ideas. Sara reports that Debbie has young children, and her husband works many evenings, so she cannot consider becoming a VIC member at this time. However, she might do well working on or organizing ad hoc projects and seems interested in continuing the affiliation. **Action Steps:** Sara will follow up to explore possibilities.

Ted Dukas: Ted might be a good member, and we regretted his leaving before we could get his feedback on the booklet. He is not aware that we are looking for new members; (he attended because he had worked on Meet Belmont.) **Action Steps:** Jennifer will call Ted to (a) ask about his ideas on the booklet and (b) sound out his interest in working either on VIC or on an ad hoc project.

Martin Duffy: Paul reported that Martin has too many time constraints to join the committee. No further action required.

Other new prospects:

**Action Steps:** Jennifer will follow up with the two prospects she has approached.

**Action Steps:** Paul will approach Kathy Lind

**Action Steps:** Sara will sound out Brian Saper

- The Welcoming Booklet

Background: Jennifer reported that she was surprised to find the booklet already on the Town’s web site, in pdf format. (Of course, it’s quite useless that way.) She will meet tomorrow with Dave Petto, the town’s IT manager. Jennifer asked the group to generate questions she might ask and to suggest how she should approach the matter.

We agreed that this would be a preliminary meeting. Jennifer should try to find out if Dave would be able to advise us on how to take the existing (paper) format and help us put it on the Town’s site in a user-friendly manner, either imbedding it or connecting it to the Town’s site. We discussed its functionality – that is, how will someone use it? using links? Search capability? Pages behind pages? With a data base? We wondered what the town’s site can support?

Since a lot of information about the town is already on the web (restaurants, town clubs, etc.) we proposed that part of our work might be to help make that section a more welcoming and informative resource. Since prospective residents might go

to the town's web site, we should think of it as a "recruiting" tool for the Town – and a way to help newcomers have a successful "entry" into Belmont.

We are interested in input (content) on the web site and in collaboration (with other committees or departments) in this endeavor.

More questions for Jennifer to explore with Dave:

- 3 Who "owns" the content?
- 3 How was it developed?
- 3 Whom should we talk with to explore this idea further?.

Jennifer should also talk with Sandra Curro about this.

We agreed that this effort does not preclude the possibility of our also developing a (probably smaller) print "product" offering some basics and steering people to the Town's web site for more.

4 Next Meetings:

Monday, November 24 – Flett Room, Library 7 – 9 p.m.

Wednesday, December 10 – Assembly Room, Library 7 – 9 p.m.

(Please let Kirk know if you cannot make these.)

Respectfully submitted,

Jennifer Page  
Secretary Pro Tem