

Symmes Advisory Outreach Committee Meeting Minutes of April 8, 2002
Town Hall Selectmen's Conference Room
Attendance: Cindy Friedman, Lynne Lowenstein, Jean Hopkins, Bob Carey, Beth
Ryan, David Walkinshaw
plus Lee Ellis, Nora Mann, and Ed Tsoi, Architect

Ed Tsoi presented 'Charettes' as a brain storming session used to gather ideas for the design of development of a site (in our case the Symmes property). A facilitator would conduct the charette, which should include a large cross-section of constituents especially if there are conflicting ideas. Procedure involves participants speaking 'from their hearts' with no pre-editing, listing ideas on white paper, forming groups which the facilitator listens in on to keep it focused and then coming together with a set of plans. This process is often a ½ to full day event.

Ed showed us a project he was involved with in 1994 - "The Future Search" which is an example of an output from a charette. Copy given to Cindy. Recruiting qualified participants is important. Ed suggests sending out 200 invitations in hopes of getting 100 participants. Respect use of their time. Have an information session and then most likely just one charette in September .

Old Business: Contact List Update - Is Ryan Lawler available?

Survey went out April 5th. Delivery of survey to 3 locations in town will be done after 4/22 meeting. There was some discussion about a need for survey to be done in other languages. Elizabeth Carr-Jones will help with analysis of the returned surveys. If there are a huge number of surveys, the committee will look at recording the results in detail of a significantly statistical number of them and then review the remainder for any inconsistencies.

Jill Plump will put a notice in the Advocate encouraging people to return the survey.

RFP Update RFP's been approved, will be posted with deadline of May 10th.

Bob Carey provided us with an update from the Medical Committee:
possibilities: Hospice, Inc., Jewish Community Center, Armstrong
- -Ambulance??

Closing on Symmes property with Lahey will be April 16th.

Future meeting times 4/22 - 6:30pm Planning Conference room
5/6 - 7:00 Library - upstairs conference room
5/20 - 7:00 Planning conference room

minutes submitted by Jean Hopkins