

Community Outreach Working Group Minutes

9/13/01

Present: Bob Carey, Susan Kilcoyne, Lynne Lowenstein, Jeron Paul, Eddie Randolph

Charlie Foskett attended the first portion of the Outreach Working Group Meeting lending instruction on what the goals of this working group should be. We need to move forward keeping 4 things in mind, *Efficiency, Coordination, Solicit Opinion, Educate*. The group agreed that these 4 goals would be threaded into every initiative that is generated from our working group.

What's the message? The group believed that before we "reach out" to the community to solicit opinion or provide information, we need this information first. *Where to get the message?*

What do the people of Arlington want? The group believes that we need to ask the residents of Arlington what they would like to see take place with the Symmes campus.

We agreed to develop a draft questionnaire to be filled out by as many of the residents of Arlington as possible. The questionnaire will reach all residents not just taxpayers. We will use Arlington Cable, Arlington Advocate, Arlington Web-Site, and possibly a mailing to solicit feedback. The content of the questionnaire will be taken from the 4 categories the Selectmen have outlined, *Medical Use, Commercial Use, Public Use, and Residential Use*. A 5th category will be added for "*Other*". The questionnaire will have attached an introductory letter explaining the purpose and instruction. The draft of this questionnaire will be presented to the SAC for final approval. The questionnaire will be distributed after the Purchase & Sale of the Symmes property.

The Outreach Work Group will submit to the SAC an estimate of expenses that will be incurred by this initiative.

The group agreed that in order to coordinate information for educational purposes. It would be critical that we receive informational updates from the other working groups under the SAC. We will be requesting 1 page updates and information from the other 7 working groups.

We will be looking at demographic information that we believe has been collected by the SAC. This information will be beneficial for educational information when delivered and for any projecting that we may need to do.

ACTION ITEMS:

1. Lynn to draft an introductory letter for the questionnaire
2. Susan to expense out any costs associated with this working group
3. Susan to contact Jane Howard for demographic information

NEXT MEETING :

9/19/01 7:00 P.M. at Selectmen's meeting roeem 2nd floor front of town hall.

Susan Kilcoyne