

**Community Outreach Working Group  
Minutes**

**9/19/01**

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

- \*Copy of the Selectmen's mandate handed out and reviewed by the group.
- \*Lynne drafted a sample questionnaire along with a cover letter.
- \*One suggestion was to open the town hall for several forums to encourage dialogue between residents and representatives from the various committees.
- \*Purchase and Sales of the Symmes campus expected to be signed by October 1<sup>st</sup>.
- \*David suggested strongly that the wording for the cover letter and with every communication sent out by this working group include the "mandate" set forth by the Selectmen.
- \*One suggestion made was to try and get Phil McCarthy to join our group as he has strong skills in setting up forums. Lynn and Eddie will talk with him.
- \*The group agreed that there should be one central drop off for the completed questionnaire and that it should be at the Town Hall.
- \*The questionnaire will be completed and ready for presenting by 10/1/01. We will remove the category "Other" from the questionnaire.
- \*David will send Lynn the official town vote/mandate to Lynn to be incorporated into the final version.

