

## DRAFT MINUTES

November 19, 2014

5:00 p.m. called to order. Chaired by David Cole

**Present:**, , Jim Hartnett, David Cole, Elaine Ostroff, Jim Coyne, Sean Leach, and Jeff Bull

**Absent:** Ann Boxler, Jack Baughan, Nancy Rioux, Gay Gillespie, and Melissa Pacheco

### 1. Approve Minutes October 15, 2014

The minutes of October 15, 2014 were approved. Moved by Jim Coyne and seconded by Sean Leach, unanimous.

### 2. Report on results from October 25, 2014, Workshop

Hartnett stated that he had received a draft copy of the report from Horsley and Witten and had sent it back to them for further revisions.

### 3. Final Review of Chapters

The committee discussed the timeline and agreed that the goal would be to complete the document by the end of June 2016.

The committee agreed to send the chapters out for review, discussion followed as to who should review the chapters. Committee members and individuals were selected to review the chapters. Hartnett will update the list and forward the chapters for review.

### 4. Discussion on Education workshop

There was some discussion about the possibility of eliminating the education chapter but the committee agreed that the chapter is important and should be included in the plan. Cole asked Hartnett to send all the committee members a copy of the education chapter for their review.

Ostroff suggested that the Education Committee meet prior to the next Master Plan Committee Meeting.

### 6. Schedule of future meetings (5 min)

Next scheduled meeting will be held December 17, 2014

Meeting was adjourned at 6:30 pm, moved by Coyne and seconded by Hartnett.