

**MEETING MINUTES**  
**SALEM COMPREHENSIVE PLAN COMMITTEE**  
**AUGUST 13, 2007**

Attendees: Dorothy Schneider, Brigid Nosal, Anita Witten, Rob Laukaitis, Eileen Ryan

Absent: Bill Eberle, Bruce Ferguson, Judy Flagg, Nancy Hand Higby, Joseph Childs, Chuck Alexander

Previous meetings action items:

Due to Bruce Ferguson's absence two of the previous month's action items were not reported on – they were:

Talk to Greenwich Officials regarding comprehensive plan process – Bruce Ferguson  
Talk to Chazen (Stuart Messenger) about Comprehensive plan services provided by the company and ask if they would be willing to speak to the group. – Bruce Ferguson

Dorothy Schneider also had two action items:

Talk to Rob Southerland (Saratoga Associates about services they provide for comprehensive planning.

Dorothy spoke with Rob Southerland from Saratoga associates. Rob Southerland stated he does not work on comprehensive plans but others in his office do. He stated based on his knowledge the village of Fort Ann completed a combined comprehensive plan which he thinks cost between \$50,000 - \$75,000 in services from Saratoga Associates. Rob also stated that the village of Cambridge completed a plan for about a cost in services of \$50,000.

Talk to Dede Nash Cambridge Village Mayor regarding their process for completing the comprehensive plan.

Dorothy has not yet spoken with Dede Nash.

New Business:

It was suggested that we get copies of the surveys used by other local villages and towns for their comprehensive plan.

Dorothy stated that there is a meeting to instruct applicants on filing for grants for the Agricultural part of a comprehensive plan on August 22. Dorothy was not sure of the exact time and location but will get this information.

It was suggested that Betty Little's office be contacted to get information about other possible grants that may be available for comprehensive plan development.

There was some discussion regarding the support for the comprehensive plan. The committee meetings have had minimal attendance and guidance from the Town Officials has not been forthcoming. The committee feels we need to have a methodology for moving forward and that a survey will be necessary. Without any funding a survey cannot be completed and consultant services for guidance and methodology is not possible. It was suggested that the other local towns that have completed or are in the process of developing a comprehensive plan may be able to help with a methodology but communication with local officials has not been established.

At this time the committee is hoping to get guidance from Town Officials as to the level of support and the need and or desire to move forward with the new plan. The Committee would also like an official decision from the Village regarding a combined plan.

**Action Items:**

- 1) Dorothy will contact Dede Nash regarding the methodology used in Cambridge and what services were provided by consultants.
- 2) Dorothy will talk to Town Officials as to the support for the plan and guidance as to moving forward.
- 3) Anita will contact Betty Little's office regarding grants.

**Outstanding Action Items:**

- 1) Bruce Ferguson will speak to Greenwich officials regarding their process for comprehensive planning and consultant services.
- 2) Bruce Ferguson will speak to Chazen about what services they provide and possible speaking to the Committee.

**NEXT MEETING: MONDAY SEPTEMBER 17, 7 p.m. TOWN HALL**