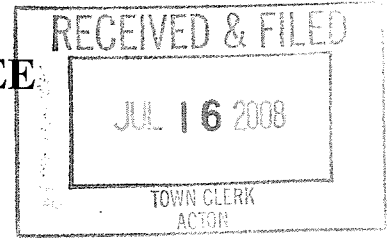


# OUTREACH STEERING COMMITTEE

**MINUTES**  
**June 11, 2008,**  
**7:30 PM**



Location: Acton Senior Center

**Next Meeting: TBD**

Present:

Ann Sussman	Debra Elkhoury	Jim Snyder-Grant
Kathryn Acerbo-Bachman	Larry Powers	Linda Chance
Ryan Bettez	Susan Benson	Susan Mitchell-Hardt
Leigh Davis Honn	Nancy Tavernier	Roland Bartl
Terra Friedrichs	Jim Purdy	Daphne Politis

## 1. Minutes

Minutes were approved for the May 8, 2008 meetings.

## 2. Membership

Four members volunteered to step to Associate position:

- Nancy Tavernier
- Michael Kreuze
- Larry Powers
- Jim Snyder-Grant

Now a quorum will be 10 attendees.

In September we will finish the Outreach work. A new Steering Committee will be form with sub-committees.

## 3. Walkability

Peter Rutten will research the various aspects and types of sidewalks, trails etc., and report back to the committee.

#### **4. Making the Committee more “Green”**

Conservation of paper was discussed. Debra Elkhoury will be in charge of recycling at functions and Ann Sussman will be her backup.

#### **5. Tufts Student Intern**

Tammy Zborel is the student who will be assigned to intern with us. We will have access to Tufts Visualization Screen (which is worth a great deal of money).

The Tufts contact is Justin Hollander.

Ann and Roland will have further discussion offline.

#### **6. Data Analysis**

As the data are analyzed, it becomes apparent that open space is important.

#### **7. Kathryn Acerbo-Bachman**

Kathryn gave an overview of her background in Art & Architectural History, and Research and Design. She has done research for USAID and statistics.

She reviewed our data and stressed that the results are extremely preliminary. The “Other” really has about 400+ uncoded responses. Some of these can be collapsed.

#### **8. Boards, Committees and Commissions**

Daphne explained that one of three presentations has been given.

Dates of the remaining meetings were handed out.

It will be important to learn what projects are already planned, and to identify conflicts.

Then it will be important for the various groups to meet with each other.

## **9. Additional Outreach**

- Daphne and Jim had Focus Group meetings with Town Department Heads.
- Jim attended a Chamber Breakfast.
- Phone survey
  - Estimated time of 10 to 15 minutes is actually 20-25 minutes/call.
  - 450 of 600 calls have been completed.
  - Calls will extend through next week.
- Business survey
  - We have preliminary results
  - Results need analysis
- School participation
  - The best participation Daphne has seen
  - Enthusiasm, quality, and quantity

## **10. Additional Recommended Reading**

- Weston Design Guideline which addresses rural character
- Heritage Landscapes Inventory provides a process
- These are available on the website

## **11. PowerPoint Presentation**

- Presentation was reviewed by Daphne

## **12. Break out into facilitated groups**

- There was only one group.
- Facilitation was lively and notes were captured.
- Group ended at 11:00 P.M.

Minutes respectfully submitted by Linda Chance.