

## Vision 21 Implementation Committee

Minutes: January 20, 2015 (Draft)

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*Members present:* George Durante, chair; Doug John, Natalie Leino, Don Mercier, Jennifer Page, Paul Solomon

*Members absent:* Mary Power

*Also present:* Andy Rojas, Selectman liason; Allen Babroudi, prospective member

1. The meeting was called to order at 7:06 p.m..
2. The minutes of December 16, 2014, were approved as submitted.
3. Vision Survey:
  - 3.1: Strategy for compiling survey results by question
    - 3.1.1 It was decided that the corresponding written comments for each question of the survey would be left intact without any editing in order to preserve the integrity of the original response.
  - 3.2: Strategy for drafting the final report
    - 3.2.1 Discussion ensued about how the final report might highlight participants' major suggestions and concerns, as well as provide insights about how residents assess the progress of the Town in implementing its vision. Some strategies for presenting the data include
      - word clouds or other means to qualitative response frequency
      - for the electronic version, the table of contents should be in a p.d.f. file that allows the reader to click on and go to any one section of interest
      - graphs and charts
      - qualitative data in sections
      - an executive summary
    - 3.2.2 Editing Participants' Comments  
Discussion: Should we edit the text of comments? It was agreed that there is a fine line between editing so that comments will be understood and respected and editing text so that the meaning is inadvertently changed. It was decided that (other than edits that might already have been made) we will not edit participants' comments.
  - 3.4 Review of Precinct Data:  
George explained that participants were asked to enter the precinct in which they vote. 666 did so. An additional 452 skipped the question. And an additional 283 participants gave information that might reveal what precinct they live in.
4. Next steps on survey:

4.1 Doug and Jennifer will examine the data supplied by the 283 participants (see above) and will determine, where possible, the precinct representation.

4.2 Natalie, Alan and George will work on the charts and graphs

4.3 George and Natalie will draft the Executive Summary; Andy wondered if it would include any conclusions, some editorializing, identifying big issues that come out of it.

5. Committee vacancies:

Selectman Andy Rojas assured members that he would nominate Allen Babroudi for membership on the Committee. Allen's resume and application are in. George indicated that he did submit the "advertisement" to the Belmontonian and the Citizen Herald.

6. New VIC projects:

We brainstormed some possibilities:

- a "course" in Town Government for newcomers
- how to support block parties, perhaps by precinct?
- Town businesses: Jennifer could report of previous VIC activity; we might consider collaborating with the Chamber or with the Economic Development Comm.

7. Next meeting: February 17, 2015, Flett Room, Library