

Westmoreland Master Plan Committee
10/23/2013
Un-Approved minutes

❖ **Call to Order, Members**

Present: Bill Campbell, Bruce Smith, Pat Baker, John Lukin, Carol Austin, Melissa Hoffmann;
Tom Finnegan

Before the meeting Dick Schmidt presented his draft section 4 and 5 for review.

7:01PM

❖ **Minutes**

Bill presented the un-approved minutes of the August 28th and September 25th master plan committee meetings.

Tom Finnegan made a motion to accept the August 28th minutes, Pat Baker second, all voted to accept.

Pat Baker made a motion to accept the August 25th minutes, Tom Finnegan second, all voted to accept.

❖ **New Business**

Bruce Smith circulated copies of the Survey Monkey tabulated results from surveys completed on-line vs manual. The total number using Survey Monkey is 27 with multiple pages for comments.

The board discussed various methods for collating on-line results with manual forms. There are 27 on-line surveys and 105 manual surveys. Everyone values the surveys and have different opinions on how to present and review. The biggest challenge is to present the data in a uniform format for evaluation and possible reporting.

The following individuals volunteered to enter the written comments from the manual survey to a file for analysis and distribution. Melissa Hoffmann - question 11, Tom Finnegan - question 13, Carol Austin - question 14 and Bill Campbell - question 18. Bruce agreed to make a copy of the back of the survey containing the questions and mail to Melissa, Tom, Carol and Bill.

John Lukin volunteered to tabulate the metrics for multi choice questions. He will use the actual surveys at the town hall.

Mellissa Hoffmann made a motion to adjourn, Tom Finnegan seconded, all voted in favor.

Meeting adjourned at 8:17 PM.

Next meeting December 2nd at 7:00PM

Respectfully submitted

Bruce Smith