

Memo

To: Select Board
From: Valerie Oorthuys | Planning Director
Date: March 23, 2023
Re: Master/Comprehensive Plan Committee At-Large Member Appointments

At their meeting of March 14, 2023, the Planning Board reviewed three letters of interest for the Master/ Comprehensive Plan Committee. It is understood that one applicant has withdrawn, therefore comments on that application are not included in this memo.

Responsibilities of the members of the Master/Comprehensive Plan Committee include collaboration with a consulting team on data collection and analysis, public outreach, synthesizing information, and additional tasks to provide direction to Planning Staff and consultants. Therefore, members do not need to be subject matter experts, but should have skillsets related to facilitation, collaboration, and decision making. Members should be cognizant of their own biases and interested in finding creative solutions while keeping an open mind.

The Planning Board recommends meeting in person with the applicants to better understand their interests, skills, and motivation. Board members highlighted the following items in the letters of interest which indicate the applicants' skills that are aligned with the tasks of the Master/Comprehensive Plan Committee:

- Laurie Burnett: Experience with strategic planning, group facilitation, interest in hearing from diverse stakeholders
- Charlie Hartford: Experience in gathering and synthesizing information from a wide variety of stakeholders, project management

Thank you for the opportunity to provide the Planning Board's thoughts and for your continued support of the Comprehensive Plan.