

**Minutes from Downtown 2020 Committee Meeting October 3, 2012
Room # 309 at 8:30 AM**

In Attendance: Lou Gagliano (chair), Dan Kail, Gerry Kagan, Ken Bernhard and Craig Rebecca Schiavone

Absent: Robert Jacobs, and Valerie Smith-Malin

Summary of Minutes

1. Minutes from the previous meetings were approved without any change.
2. Chair noted that he had received contact from Valerie Smith-Malin as to a part time position she had taken. Valerie would still like to continue working with the group even though it would be more difficult to attend meetings. Chair felt he would still like her participation, and the group was in agreement.
3. Chair reminded members of the 10/11 7:30 PM meeting with the RTM Long Range Planning Committee, and asked those who could attend to do so.
4. Group reviewed their impressions of Jeff Speck who met with the group and toured the Downtown area last week. Group felt that he had many good ideas and should be considered as a viable candidate for the consulting position to guide the Committee in the Master Planning process. It was agreed that the Chair should request a proposal from Mr. Speck to be reviewed by the group. In a related conversation it was agreed that we should seek other possible candidates and Chair requested other names to contact. One name that was brought up was that of Robert Orr who has made Westport presentations in the past on the subject of downtown planning. Chair agreed to reach out and make contact of Mr. Orr. In the eventual review of candidates it is clear that we need to make sure how they define their deliverables, how they will seek out and obtain the "voices of the community", and the process they will follow through to the planning and IMPLEMENTATION process.
5. Chair updated the group on the efforts to raise funds. This includes the efforts with the Chamber of Commerce, which requested that the Chair attend

the next Board meeting to promote our request for funds. Chair again reminded the members to provide targets for our funding process using an earlier list the Chair had circulated as a foundation for thought. Again we seek to raise roughly one half of the funds from private members of the community, with the town via a budget request to fund the other half. We need to continue to promote the need for this with the elected bodies that will need to approve any budget request.

It was suggested that one of the reasons for the town elected bodies to approve the support of the planning efforts was the consequence of not moving to a Master Plan of Development and Implementation. It was suggested by a member of the public that use of the internet and social media be used to promote support for our work.

6. The meeting was adjourned at 9:45 AM.