

Village of Hermon

Dissolution Study Committee

Meeting #1 - 6/26/2014 @ 6:30 p.m. @ the Hermon Fire Hall

Minutes

Attendees: Jeff Foster, Tracey Woodrow, Jamie Matthews, Lee Carvel, David Doiron, Nathan Young, Sheri Smith, Michelle Capone, Cathy Race, Tim Burley, and Carrie Tuttle

1. Introductions: Dissolution Committee members and consultants provided a brief introduction as to their background and interest in serving on the committee. C. Race confirmed that committee members were appointed by Village Board with the exception of Jamie Matthews. Cathy said that she would make sure that the Village appointed Jamie at their next Village board meeting.
2. Purpose of the Meeting: C. Tuttle provided an overview of the purpose of the first Dissolution Committee Meeting (i.e., to introduce the committee members, go over the draft Department of State Work Plan, and outline the schedule for the project)
3. Project Objective: C. Tuttle reviewed the project objective as stated in the DOS Work Plan and conveyed that the objective of the DSC is to develop a report that documents the findings and provides answers to questions that Village and Town taxpayers will have. A copy of the Edwards Dissolution Study and Plan was provided for reference to Committee members. This is also available online at <http://www.cgr.org/edwards/documents.aspx>
4. Project Components & Schedule: C. Tuttle reviewed the tasks and schedule that is outlined in the DOS work plan. The overall schedule shows a completion of 20 months from contract execution; given that the contract will be executed in early July that would result in a contract completion of March 2016.
5. Comments/Suggestions:
 - The DSC agreed that email communication would be best to share information and thought that a website would be helpful to communicate/share information with the public about the project. C. Tuttle will investigate getting a website setup for sharing DSC related documents and information.

- The DSC also requested that personal information of group (phone numbers and email addresses) not be shared with the general public. C. Tuttle offered to use her email as the primary point of contact for general public questions on the project.
- Some Committee members mentioned that they may require some documents printed due to their size. C. Tuttle and T. Burley mentioned that they could print any documents needed upon request and either mail or drop off at the Village office.

6. Future Meeting Schedule: DSC agreed that meetings on the 4th Thursday's of each month at 6:30 p.m. would work best for everyone. Future meetings will be held at the Library and Cathy with make arrangements to reserve the space.

A copy of the DOS Work Plan was forwarded in a separate email on 6/27/2014.

Minutes Respectfully Submitted by C. Tuttle