

To: Parks, Trails, OS Committee  
From: Jen Coates  
RE: Proposed Meeting Schedule and Timeline

If it works, I suggest we meet on a consistent evening and time for the next 5 months, and I will propose the 2<sup>nd</sup> Tuesday of each month at 5:30-7:30PM at Town Hall, but of course this is slated for discussion and input to best suit everyone's schedule.

**Meeting #1:** (June 14): Review of Plan Draft and prior recommendations - Schedule, Plan Outline/Review, Maps and Vision, and Review and Develop Goals and Objectives

**Meeting #2** (July 12): Review and Develop Goals and Objectives

**Meeting #3** (August 9): Develop Action Plan – Goals 1 and 2 (*What is it that we want?*)

**Meeting #4** (Sept 13): Develop Action Plan – Goal 3 and 4 (*How to achieve needs/desires*)

**Meeting #5** (Oct 11): Develop Action Plan – Goal 5 and Other... (*Maintain and Monitor, and...?*)

**Meeting #6** (Nov 8): Finalize Plan

Present Plan to Planning Commission – **Nov 29, 2011**

Present Plan to Town Council – **Dec 14, 2011**