

Windham Economic Development Committee
Strategic Planning Steering Committee
Meeting Minutes
(04/04/14) - **Final**

Attendance: Regular members - Ed Gallagher (Chair), Jim Coburn, Charles Roberts, Michelle Farrell

Guest: Ralph Valentine (WEDC Chairman)

Meeting Called to order at @ 8:40

Ed Gallagher opened meeting and welcomed members and the public to this initial kick-off meeting. He noted the intent and purpose of this sub-committee formation was to evaluate progress of the 2011 WEDC strategic plan and to update plan as necessary for current timeline events, given critical juncture of route 93 development and recognizing Town of Windham is in process of updating the Town's overall master plan.

Members Introduced themselves and provided backgrounds and interest in serving. Mr. Coburn and Mr. Gallagher are current (1st term) WEDC members. Mr. Turner is a local business owner and Mrs. Farrell recently served on the school board. Both are Windham residents interested in community service.

WEDC Chairman Ralph Valentine thanked members and provided background on WEDC original plan.

Members were not aware meeting was to be televised on cable which was noted as perhaps unprecedented for a sub-committee hearing, but Mr. Gallagher welcomed the public to be engaged in the planning dialogue and provide feedback and input on process. He highlighted that good economic development is one important aspect (of many) that contribute to the Town of Windham's overall quality of life for residents. Good planning is essential to foster the environment desired by residents recognizing the many unique assets the town has to offer including good schools, community services, recreation opportunities and public safety. A balanced tax base done well would hopefully contribute to supporting and enhancing our community's quality of life.

Members were provided copies of the 2011 strategic plan and additional planning documents. Members noted that the original plan was a thoughtful and very well done document they could build on.

Jim Coburn provided a perspective on strategic planning and explained how a “mind map” tool and brainstorming technique are used in planning.

Members discussed the process they would use to advance discussion on the strategic plan and agreed next steps were to review the existing plan in detail prior to next meeting.

Members agreed to meet the 1st and 3rd Friday mornings until work completed.

Next meeting scheduled 04/18/14 at 8:30am for 1 hr.

Meeting adjourned 9:30am

Submitted by Ed Gallagher