Land Use Task Group  
**Meeting Notes: 12-18-19**  
(Compiled by Scott Bartlett)

**Attendees:** Bob Stevens, Al Hoch, Diane MacArthur, Kevin Quinlan, Bruce Woodruff, Jim Nelson, Scott Bartlett

**Not Present:** Steve Zalewski

- Prior meeting notes from 11-20-19 were approved by the group.
- The group continued to plan the stakeholders input discussion session focused on the greater Green’s Corner area.
- The DRAFT invitation letter to property owners was reviewed. The date was changed to **January 27**th.
- The venue availability needs to be confirmed. (*Subsequent to the meeting the venue was changed to the Public Safety Building meeting room.*)
- The DRAFT potential overlay district map was reviewed. It will serve as a starting point for discussion.
- The Mailing List of Property owners was reviewed. Duplicates will be deleted.
- The group agreed that the initial invitation letter should be followed up by a reminder. **Scott** will coordinate this.
- **Bruce** volunteered to undertake the role of moderator for the stakeholders input discussion session.

**Next Meeting:**  **Wednesday, January 22, 1 pm, at Town Hall**

**Agenda Items for Next Meeting:**

1. Review the list of questions for discussion and make any needed changes.
2. Review logistics needed to support the event and seek volunteers for;
   - AV equipment coordination,
   - Easels with pads,
   - Refreshments & Snacks,
   - Scribes to capture comments,
   - Set Up,
   - Tear down and clean up
3. Set date for next meeting to review results.