

**Joint meeting of LCDC/PB on 6 Feb 2019  
Town Offices, 5:30pm**

Present for LCDC: Chris Ramsden, Earl Strout, Sue MacKenzie, Rich Brown  
Present for PB: Tim Cook, John Stadler, Vicki Smith, Kevin Sahr

Called to order at 5:32pm

We discussed the state of the video recording from the Forum. Robin Taylor is currently editing in the slides from the presentation into the video, and should have that process complete by Thursday this week. Once we have the video files (one presentation-only file, the second that is the full presentation), Rich Brown will upload them to Youtube and provide a link to all committee members.

We talked about the questions for a questionnaire to present to the town. Members expressed a number of concerns:

- It needs to be short - two sides of a page at the very most.
- We need to distribute it widely, for the greatest participation. We will investigate a mailing to all taxpayers, or to postal patrons, or some combination of those lists. We should also distribute copies at the Library and other local venues, and perhaps create an online version (e.g., SurveyMonkey) and send a link through the Listserv.
- The questionnaire can present a summary of facts, but questions should avoid "leading the witness" one way or the other
  - We should ask whether the respondent was able to attend the forum, watch the video, neither or both.
  - We should elicit what information people learned from the forum presentation/Youtube video
  - Do taxpayers support the current level of municipal services? Of educational services?
  - Do taxpayers believe they have sufficient insight into the budgeting and taxing process? Do they understand the structure?

After examining those concerns, we agreed to the following framework for the questionnaire:

a) Broad description of this process: Why are we here? Why did the LCDC and Planning Board hire the consultants? Here's a link to the presentation, with their overview.

b) Open Ended Questions:

- What did you learn from the presentation? (Didn't see/watch it...)
- How do you see Lyme in 10 years if it continues on its current path?
- How would you like to see Lyme in 10 years?

c) Focussed Questions:

- Are you satisfied with the value of the town's current educational services (considering the balance between the service and its cost)?
- Are you satisfied with the value of the town's current municipal services?
- Would you like to see changes to the housing situation in town:
  - For your own living arrangement
  - For your neighborhood
  - What we need in Lyme

d) What other problems/issues/questions do you think the town should consider? (This should allow an essay answer, and the survey should encourage people to submit any way that's convenient: paper survey, SurveyMonkey, email, etc.)

We agreed that we would move our meetings to the first and third Thursday of the month, so our next meeting will be Thursday, 21 February 2019 at 7pm.

Adjourn: 6:24pm

Action Items:

\* We will all review the questions above, to be prepared to finalize the questionnaire at the next meeting.

\* Vicki Smith will investigate the pros and cons (and expenses) of using either the taxpayer mailing list (which we can get from the town) or Postal Patron list, or alternatives, as well as options for allowing people to mail back their responses.

A video of this meeting is available at: <https://www.youtube.com/watch?v=0DuVzm-1fqM>

Respectfully submitted,  
/s/ Rich Brown