

N2N Team Meeting Minutes 07282023

Call To Order:

Meeting was called to order at 10:00 am

In Attendance:

Beth Roman
Kris Webb
Larry Hall
Joanne Carl
Cindy Harvey
Gary Harvey
Bob Shefer

Bill Kehoe
Kristin Knifong

Observers:

Mayor Ott

Approval of Minutes:

Joanne moved to approve the minutes from July 20 with correction re: "Sample Survey". Cindy seconded. Passed 9-0.

Team Structure:

There was a brief discussion regarding filling the open facilitator position. Team decided there was no need to add a facilitator.

Survey:

14 completed surveys have been returned. Three people want to volunteer. Joanne will get all data to Kris. Blank surveys will be made available at Board meeting on 8/1.

September Town Picnic:

Date: Sunday, September 24th

Time: 3:00 pm

Location: Scutti Park, Town Hall

Pot Luck, bring your own non-alcoholic beverage and side to share. Kris and Sean will provide meats.

Map of Code Enforcement Process:

We started identifying the process steps. Will finish at next meeting.

Code Process

① Town Tour

(1x/month)

- Complaint from neighbor
 - Code Violation
 - Observation
 - Consensus??
- can remain anonymous⁽⁵⁰⁷⁾
— How valid is the complaint

② Letter to property owner/resident

- to owner / resident / both

— Respond to letter
work out solution

③ Follow-up drive by via monthly tour or by request

④ 2nd and/or 3rd letters as follow-up

⑤ Citation / Court Summons

Next Steps:

1. Finish mapping the code enforcement process
2. Subcommittee assignments
3. Fishbone problem statement

Adjournment:

Meeting was adjourned at 11:00 am

Upcoming Meetings:

August 1 @ 5:15 pm prior to Board of Trustees meeting
August 11 @ 10:00 am
August 17 @ 5:30 pm
August 25 @ 10:00 am
August 31 @ 5:30 pm