**In Attendance:** Jennifer Moskowitz, Leona Colvin, Linda Lloyd, Sandy Helmig, Dan Carpenter, and Tracey Clothier.

1. **Reviewed Updated Schedule**

The project schedule was updated to show the dates of the committee meetings and public meeting plus where we are in the process. We have held 6 Advisory Committee meetings and will required 2 more to finish the plan.

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| **TASKS** | **DESCRIPTION** | **DATE** |
| 1 | Past Planning Initiatives Summary Report | December 2023 |
| 2 | Public Outreach Plan | December 2023 |
| 3 | Comprehensive Plan Committee Meeting #1: *Identify Issues and Opportunities* | January 31 |
| 4 | Newsletter #1: *Announce Project & Public Meeting*  | February 1 |
| 5 | Comprehensive Plan Committee Meeting #2:*Prepare for Public Meeting* | March 7 |
| 6 | Community Profile of Existing Conditions and Issues  | January-September |
| 7 | Public Meeting #1: *Informational Meeting/Open House*Community Survey | May 9May 1-31 |
| 8 | Comprehensive Plan Committee Meeting #3:*Vision, Goals and Strategies* | April 10 |
| 9 | Newsletter #2: *Public Meeting Findings* | March |
| 10 | Comprehensive Plan Committee Meeting #4:*Review Public Meeting Comments & Community Survey* | May 29 |
| 11 | Newsletter #3: *Community Survey Findings* | July 25 |
| 12 | Comprehensive Plan Committee Meeting #5:*Action and Implementation Plan* | July 25 |
| 13 | Comprehensive Plan Committee Meeting #6:*Action and Implementation Plan* | August 8 |
| 14 | Comprehensive Plan Committee Meeting #7:*Action and Implementation Plan* | September 5 |
| 15 | Draft 2024 Comprehensive Plan | Mid-September |
| 16  | Second Public Meeting: Presentation of the Plan | Late-September |
| 17 | Comprehensive Plan Committee Meeting #8:*Action and Implementation Plan* | Early October |
| 18 | Final 2024 Comprehensive Plan | October |
| 19 | Town Board Public Hearing and Adoption | November |

1. **Goals and Actions**

The Committee continued the process of developing goals, objectives and priority recommendations for the plan under 9 topic areas below. Based on the discussion the following general comments were made. Specific revisions to the 7.24.24 Draft were incorporated into Draft #2 attached.

* Sustainability and Resilience: Jen to revise recommendations
* Land Use, Zoning and Housing: Leona to revise recommendations
* Infrastructure: Dan to revise recommendations
* Natural Resource Protection: Sandy to revise recommendations
1. **Next Steps and Meeting**

Tracey will develop the newsletter which will report the findings of the public meeting and community survey. The next committee meeting is planned for Thursday, September 5th at 4pm. The committee will continue to work on identifying recommended actions for the plan; address distribution of the newsletter; and set a date for the second public meeting.