

WHITE'S POND STUDY COMMITTEE MINUTES
FEBRUARY 13, 2012

Members present: Dick Downey, Ellen Duggan, Paul Boothroyd, Jason Kreil,
Herb Symes, Eugene Redner (non voting member)

Members absent: Peter Reed

Audience present: Carol Leary of Maynard Can!

1. Meeting called to order by Chairperson Dick Downey at 6:00 p.m.
- 2A. Motion made by Herb Symes to approve the minutes of January 30, 2012.
Motion was seconded by Paul Boothroyd.
Motion was approve unanimously.
- 2B. Review Action Items
There were no past action items to review.
3. Citizen Input
 - A. Emails – There were no emails to review.
 - B. Audience Input
Carol Leary of Maynard Can informed the committee of an upcoming meeting of her organization that would be dealing with the topic of water as a valuable resource. She felt that the topic would tie in nicely with the work of our committee and was extending an invitation to the WPSC to attend this event. Carol will send Dick the actual meeting date information.
4. New Business
There was no new business this evening.
5. Working Session
 - A. Topic Outline
 - B. Final Report
Much time was spent discussing, revising and refining the topic outline and items for the final report. Ellen asked how much detail was needed as to the fact that we are dealing with a lot of information. Dick felt that we need to pull everything together that we have done to date and provide a document that future water study committees could use as a reference. Ellen suggested that we go through the outline point by point and eliminate items as needed. Ellen also presented the committee with her list of topics that she felt needed to be included in the final report. Jason and Dick felt that an executive summary report of five or six pages would be important. It has been their experience that in a lengthy document most people focus on the executive report portion and then pick out sections of the executive summary for more in depth investigation within the referenced areas of the report.

- ACTION ITEM
Dick will work up an Executive Summary for the next meeting.

6. Other Business

- A. It was determined that the next meeting of the WPSC will take place Monday February 27, 2012 at 6:00 p.m. in the Municipal Building.

7. Adjourn

Ellen made a motion to adjourn the meeting.
Jason seconded the motion to adjourn.
The motion to adjourn passed unanimously.
The meeting adjourned at 7:55 p.m.