

**MINUTES**  
**Phillips Revitalization Steering Committee Meeting**  
**September 8, 2011 at 6:00 p.m.**

Attendance: Margaret Cosenza, Dick Stovall, and Dick & Pam Matthews (Absent: Matt Sharp, John Stinchfield)

At our last meeting, we had decided we all needed to check the Comprehensive Plan to answer questions about our committee make-up. Pam reports that she checked and found no mention of a Revitalization Committee, but there are two committees appointed by selectmen: the Plan Implementation Committee (PIC) and the Economic Development Committee (EDC). Margaret says there is a PIC and that we are essentially the EDC, just with a different name.

Margaret will check to see who is on the PIC, where they are with their review of the Plan, and whether they would like to meet with us. Pam will go through the Plan again and make a list of duties the EDC is supposed to be addressing; she will present the list at our next meeting.

We need another member on our committee to replace Nancy O'Toole; last month Margaret asked Dick M. to put a notice in *The Vitalizer*, which did not produce any volunteers, other than Nancy Morgan, who said she would help when needed, but Margaret thinks she is already on the PIC. Pam will talk with Elaine about the vacancy and ask her to put it on the agenda for the selectmen to appoint another member.

As noted in our last meeting, a Community Development Block Grant for sidewalks and downtown improvements is being pursued by Town Manager Elaine Hubbard, who has set up a meeting with Amy Landry from AVCOG for Sept. 19 at 3 p.m., to learn how to start on this process. We are invited.

Dick M. passed out a general outline that he created to start exploring the sidewalk project. He has also started a map that he will bring to the Sept. 19 meeting.

Our committee has called a summit meeting of all area organizations and interested parties to be held Sept. 22 at 6 p.m. at the Town Office, with the purpose of improving communication between all who are striving to help our community. We've invited everyone we can think of, including the public through press releases to local papers. We seek to coordinate these groups and ask them to keep the town informed; we don't wish to obstruct their activities, we only want to work together to create opportunity. In some cases, a project may need to be cleared with the planning or zoning boards, and we want this to go smoothly without hindering economic growth in the area.

Margaret suggested we might ask each group, "What is your vision? How would you see this contributing to the town?" Pam will act as moderator for the meeting, asking one representative from each organization to answer this question with a brief, 3-minute answer. After every organization has spoken, a discussion period will ensue. It was suggested we invite Tom Saviello and Russell Black, and Pam will do so.

During our last meeting, Dick Stovall proposed that the sub-committees be brought back into one Steering Committee. Nothing about sub-committees is mentioned in the Comprehensive Plan (according to Pam). We agreed that if we dissolve committees we would lose volunteers who are on those committees, and it doesn't hurt to have the committees standing by. The sub-committees needn't meet until they're needed.

Dick M. passed out some research he's done on a mission statement for a proposed business association. He's been talking to a few business owners and has met with a positive attitude about an association being formed.

**Next Meeting: Thursday, October 6, 2011 at 6 p.m. at the Town Office**

*All meetings of the Revitalization Committees are open to anyone interested in attending. New members are always welcome. To get on our mailing list, please contact Pam or Dick Matthews at 639-2630.*

Respectfully submitted,  
Pam Matthews, chairperson