



TOWN OF EASTON
Park and Recreation Sub-Committee Meeting
Strategic Planning and Development Sub-Committee
Easton Public Library – Conference Room
September 27, 2023 – 4:30 PM

Meeting called to Order at 4:32pm

Minutes recorded by Kacey Gormley

Present: Kerry Caylor, Dave Gombos, Carolyn Oppenheim and Kacey Gormley

Absentee(s): n/a

Guests: none

1. Discuss sub-committee timeline and schedule of meetings

Sub-committee agreed to meeting regularly every other week for 3 months on Wednesdays from 4:30-6:00pm in the Library Conference Room; after 3 months the sub-committee will re-evaluate the meeting schedule

2. Outline project charter

Members decided to set up a shared folder that would allow continued work and progress between meeting times; Kacey to set-up this folder via Google Drive

Kacey to add project charter outline created by Kerry; Dave to add Town Master Plan
Members in agreement that the goal is to develop a 3-5 year plan in the service to the community

Kerry suggested that members begin with a focus on the Problem Statement and Scope within document shared

3. Public Comment - None

4. Adjournment

Meeting adjourned at 5:54pm