

**DRAFT**  
**FOSP Meeting Schedule**  
**with Workplan from Committee Charge**

**June 1st**

- (2) Cost Benefit Analysis
  - b. Review sample analyses
  - c. Prepare RFP and submit to Town Manager (include calculations on savings from municipal services not delivered to costs of bond to purchase open space conversion)
- (3) Definitions
  - a. Review state law/local land use ordinances
  - c. Review sample definitions from a variety of sources
  - d. Draft “rural areas” and “open space” definitions

**July 13th**

- (2) Cost Benefit Analysis
  - d. Review proposals/recommend consultant to Town Manager
- (5) Key Parcels
  - a. Review wildlife habitat/recreation/agriculture/scenic vistas/large lot maps
  - b. Draft and adopt criteria for key parcel designation (methodology for identification)
- (7) Range of Tools
  - b. Review Open Space Zoning/ Impact Fee land use requirements
  - d. Review Town land acquisition fund, history of open space purchases (bonding/general fund taxation)
  - f. Review methods of public/private partnerships
- (9) Status Report

**August 17th**

- (2) Cost Benefit Analysis
  - e. Meet with consultant/Review and approve analyses outline
- (4) Opinion Survey
  - a. Assign subcommittee to work on survey
  - b. Discuss questions that should be covered in survey
  - c. Prepare RFP to obtain polling consultant
- (5) Key Parcels
  - c. Identify and prioritize key parcels (including key access points/strips)
- (7) Range of Tools
  - e. Review zoning of key parcels

**September 21st**

- (5) Key Parcels
  - d. Discuss with key parcel property owners
- (2) Cost Benefit Analysis
  - f. Review analysis results
  - g. Publicize results
- (4) Opinion Survey
  - d. Review proposals/conduct interviews
  - e. Select consultant

**Extra September meeting?**

**October 19th**

- (4) Opinion Survey
  - f. Prepare survey questions
- (7) Range of Tools

- c. Receive presentation from Town Assessor on State Open space/tree growth/ag tax relief programs.
- g. Review any other approaches to open space preservation

(#) Growth Areas Review

**Extra October meeting**

(4) Opinion Survey

- f. Approve survey questions

(#) Growth Areas Review

**November 16th**

(4) Opinion Survey

- h. Compile and review results
- i. Publicize results

(7) Range of Tools

- a. Create tools folder online

(6) Workshop

- a. Select date and time for public workshop
- b. Publicize workshop
- c. Prepare agenda/presentation for workshop

**December 14th - Workshop**

Presentations:

- Analysis Study
- Public Opinion Survey
- Key parcels
- Tools folder

**January 2012**

- (3) Definitions
  - b. Review workshop comments
- (6) Workshop
  - e. Produce/approve meeting minutes/post on website
- (7) Range of Tools
  - h. Evaluate any open space approaches in relation to private property rights
- (8) Financial resources
  - a. Estimate the cost to preserve key parcels
  - b. Review range of funding options
  - c. Recommend funding approaches to preserve key parcels
  - d. including bonding
- (10) Report
  - a. Prepare outline of final report

**February 2012**

- (7) Range of Tools
  - i. Formulate recommendations
- (10) Report
  - b. Review draft final report

**March 2013**

- (10) Report
  - c. Vote to recommend report to Town Council no later than March 24, 2012.

