

Ad-Hoc Committee on Auburn's Agriculture and Natural Resource Economy
City of Auburn, ME
Thursday, November 16, 2017 6:00 PM – 8:00 PM
Community Room, Auburn Hall, 60 Court Street

1. Roll Call and Introductions
2. Review Purpose of Committee

PURPOSE: This Ad-Hoc Committee (the "Committee") is established to serve in an advisory role to the City Council, Planning Board and city staff during the length of the contract term with Crossroads Resource Center (the "consultant"). The Committee will be the primary volunteer liaisons with Crossroads Resource Center and will meet at a time, place and such frequency as the Committee and the consultant deem necessary. Any final report and/or recommendations from the work of the consultant will come to the City Council and/or Planning Board by way of votes of the Committee. The Committee may select a chair or vice-chair, if necessary, and shall determine as a group and with guidance from the consultant the best way to facilitate their meetings. It is expected that the Committee is not the only means of public input and involvement in the study, but they may provide guidance to city staff and the consultant on approaches to public engagement throughout the study period. Any continuation of this Committee beyond the term of the consultant's contract will be at the discretion of the Mayor at the time or vote of the City Council.

3. Review obligations of the committee to comply with public meeting standards, etc.
4. Discuss and decide on need for chair and vice-chair. Nominations for chair. Determine additional roles and responsibilities as needed (interview scheduling, survey dissemination)
5. Review Scope of Work & Timeline associated with study.
6. Presentation of actions to date
7. Review lists of stakeholders to interview
8. Discuss survey objectives, targeted stakeholders, and dissemination strategies.
9. Discuss timing and format for 3 focus groups/community listening sessions, and one public presentation.
10. Additional concerns, questions