

**Durham Master Plan Steering Committee
November 16, 2010
Town Council Chambers**

Forum Subcommittee Report:

Leslie reported the following information about the progress of this subcommittee:

Durham Marketplace will cater the event, which when confirmed with the Middle School, will take place on January 28, 2011 (snow date: January 29, 2011) from approximately 6-9pm.

Childcare will be available featuring a story hour and activity hosted by the library. Jim mentioned he will investigate the possibility of having babysitting and CPR certification available for older kids as an option.

A "Save the Date" email blast will go out with the Friday town updates December 3rd with the mailing of a postcard invitation with RSVP link during the first week of January to all residents, including property owners, and renters.

Other marketing will include:

- Durham Cable Access Channel
- Press releases
- Flyers/posters around town
- Email blasts in Friday updates
- Blurbs in newsletters and possibly in school mailings
- Radio PSAs

Survey Subcommittee Report:

Molly and Joe reported the following information about the progress of this subcommittee:

The draft format of the survey has been formulated and the committee is working with other boards in town to determine their topic areas and potential questions.

The committee has reviewed surveys from the past 20 years and will try to use questions from previous surveys to be able to show changes.

The survey will be mostly web-based, with paper copies made available to those groups and individuals preferring that format.

The Planning Board will approve the final version of the survey at its January 26 meeting with revisions being made if necessary after the January 28 visioning forum. The survey will be available for 3 weeks in February to the public.

A summary brochure of the survey results will be made available in March/April.

Other Business:

UNH students from a technical writing class on campus brought 3 brochures on the Mill Plaza study, the Core Strategic Plan charrette and the Oyster River Dam for the committee to review for possible distribution at the January forum. They have asked the committee to review the brochures for content, readability and formatting feedback. Please share the thoughts with Michele Craig, who is working with the students (michele.craig@unh.edu).

Next Meetings

The steering committee will meet on December 14th and January 18th at 7pm both evenings at the Town Council Chambers.