

**TOWN OF WESTPORT  
SIGN DESIGN GROUP**  
Kennedy Administration Building  
Community Meeting Room  
5387 Mary Lake Road  
Waunakee, WI 53597

**Minutes - October 5, 2021**

The meeting was called to order at 4:04 p.m. by Chair Cuccia via GoToMeeting video conferencing. Members in attendance: John Cuccia, Amy Freidig, Chris Moore, Joe Pichette, Mark Trotter, and Tom Wilson. Members absent: None. No others were present.

There was no public comment on matters not on the agenda. The minutes of the August 18, 2021 meeting were approved as presented on a motion by Moore, second Pichette.

The draft public participation plan was discussed. After a lengthy discussion mainly around the proposal for a survey on the plan or symbol, it was determined to provide a revised draft to the Plan Commission and Board and have them decide what procedure they want to do and when, but to certainly recommend polling committee members for the Town once a symbol has been chosen to see if on the right track. Wilson will also work on this for the next meeting.

The revised draft RFP as presented was discussed. Trotter explained the several major revisions made based on last meeting's comments. Several additional suggestions and comments were made to be incorporated for review at the next meeting. The draft will be revised by Trotter and Moore as suggested and agreed by the Group, and will be then presented for review at the next meeting.

Moore then indicated that not much more had been done on the symbols, but he will work on a package for review at the next meeting that contains some context for the recommendation to the Plan Commission.

For Miscellaneous Business or Forthcoming Events raised, it was determined by consensus that the next meeting of the Group will be November 17 at 4:00 p.m. by GTM.

Motion to adjourn by Wilson, second Pichette. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Thomas G. Wilson, Recording Secretary  
Town Attorney/Administrator/Clerk-Treasurer