**Answers to Questions Submitted Concerning Request for Proposals for the Town of Hermon 2023 Comprehensive Plan**

**QUESTION:** What level of participation from Town staff is anticipated during this project, in particular, related to community engagement and public outreach initiatives?

**ANSWER:** Staff members will be expected to be involved with all four task areas identified in the Request for Proposals. The specific extent of that involvement will be determined based on staff availability and the interest in staff involvement from either the Consultant, the Committee, or the Council. The key staff contacts for the Consultant and the Committee are the Town’s Code Enforcement Officer and the Town’s Director of Economic & Community Development. The Consultant is expected to solicit the feedback and review of relevant staff members in creating the policy and strategy recommendations. Staff are not expected to be made available to serve as the primary authors of any of the documents anticipated by the Request for Proposals. The Consultant will be expected to submit any requests of staff involvement to the Director of Economic & Community Development, and the Town reserves the right to decline to provide said staff time or input for any reason. If requested by the Town, the Consultant shall make any work product available for comment and review by any member of Town staff.