

Town Common Committee Meeting Minutes

October 24, 2023

Approved December 19, 2023

Members Present: Maggie Gordon, Lenore Budd, Rachel Kring, AJ Driscoll, Nathan Fry

Members Absent: none

Staff: Alex Weinhagen (Director of Planning & Zoning, via phone)

Public Present: none

AJ Driscoll called the meeting to order at approximately 7:00 PM.

1. Agenda Changes - none.
2. Minutes of Prior Meeting - Lenore motioned to approve the minutes from Sept 26, Maggie seconded. Minutes approved by voice vote.
3. Brief updates on progress
 - Engineering RFP responses and next steps:
 - Received two responses; cost estimates were \$32,000 and \$49,000; lower cost estimate from Dubois-King (same firm that did the conceptual design); Select Board authorized spending \$32,000 of ARPA funds to move forward with the engineering; this is engineering for just phase 1 – i.e., earthwork, drainage, landscaping, rain gardens and overall stormwater runoff modeling.
 - Contract negotiation will include when to start and how long project will take. DuBois and King want to schedule a meeting with the TCC. Alex to see if they can attend Dec. meeting.
 - Maggie raised concern about getting Act 250 permit in time to begin work next spring/summer. Act 250 office wants to see clean plan with what's happening in which phase. Alex suggested signing contract and waiting to begin work until after neighborhood meeting. Doesn't see problem with getting permit. DRB will also need to review.
 - Lenore is hoping electrical/water service is included in this sitework.
 - Maggie questioned what berms should look like.
 - Urban & Community Forestry Grant application status:
 - Grant to plant trees. Maggie and Lenore put together a draft. Need Todd Odit to look at. Should maintenance of Creekside trees go into same grant as Town Common? Paul Wizerak looked at Creekside trees and seemed to think they were in good health and mainly needed trimming.
 - Need Town Tree Warden, Paul Wiczoreck, to weigh in on how many trees need to be planted/how big. Can we plant with volunteer support?
 - Marie Ambusk wants to be involved in tree planting. She is an expert on tree roots.
 - ARPA and Town budget requests:
 - Selectboard approved \$32,000 for engineering plans.
 - There's \$17,500 in budget for Town Common project now. Will advocate for 10,000 capital reserve from Selectboard at Nov 8 meeting.

4. Neighborhood Meeting Planning

- Fire house. November 28 at 7:00-8:00.
- Alex will bring over conceptual design and visuals and will give a brief summary of the project.
- AJ has been talking up the meeting and will send out neighborhood email.
- Community outreach/publicity - advertise to the community at large but do more of a push in the Creekside neighborhood. Alex can send flyers to nearby apartments by Parkside Cafe or leave door hanger. Post to Front Porch Forum.
- Nathan will prep a timeline for the project.
- Committee will bring food and beverages.

5. Agenda for Creekside meeting

- AJ Intro
- Alex background
- Nathan timeline
- Q&A with all members

6. Possible Funding Sources Discussion

- Rachel shared a Google Doc with grant funding sources that the group will continue to add to. The group discussed a number of possibilities and determined we need a phased plan to line up funding sources with needed projects.
- Ask Green Mountain Power to donate electrical work. Lenore to look into. AJ also suggested electric car charging stations.
- Solar on pavilion should be a discussion when we get to that phase.

7. To Do Items & Other Business

- Assignments
 - Everyone continue to research funding opportunities and add to Google Doc.
 - Alex to invite DuBois and King to Dec. meeting.
 - Alex to check neighborhood meeting date w/ Fire Chief and ask about chairs.
 - Lenore and Maggie to discuss Urban & Community Forestry Grant w/ Todd Odit.
 - Alex to send flyers to TC neighbors and advertise meeting on FPF.
 - AJ send out neighborhood email.
 - Nathan to develop project timeline.
 - Everyone bring refreshments for neighborhood meeting; Alex will bring napkins & cups, projector, laptop, screen.

8. Next Regular Meeting

- Dec. 12/18 (or 12/19??) at 7:00
- Meet w/ Dubois and King (Alex will check that with Du Bois and King).
- Go over results from neighborhood meeting.
- Discuss timeline.

Meeting adjourned at 8:35pm

Respectfully Submitted,
Rachel Kring, Secretary, Town Common Committee