

Meeting Minutes

Committee -Community Preservation Committee

Date: Thursday, July 18, 2024

Time: 4:00PM

Location: Zoom

Committee Members in Attendance: Will Flanders, Mary Lou Gallup, Jennifer Hale, Joan LaPierre, Carolyn Wheeler.

Members of the Public in Attendance: Andrea Donlon, Franklin County Regional Council of Governments (FRCOG), John MacGibben, Shelburne resident and prospective committee member.

Will Flanders called the meeting to order at 4:07 PM

Will Flanders introduced John MacGibben, Shelburne resident who is interested in potentially joining the Committee. Discussion of which seats are open and the roles of the committee. The committee introduced ourselves and Andrea Donlon

Joan LaPierre made a motion to accept the June Meeting Minutes with one change: *Joan LaPierre was in attendance at that meeting (but not listed)*. Carolyn Wheeler seconded. Unanimously approved.

Andrea presented the current draft version of our community preservation plan with edits based on the feedback of Chase Mack from the Community Preservation Coalition. The committee reviewed the whole draft, accepting most changes and making small adjustments. **Joan made a motion to readopt the changes to the draft Plan as amended, Carolyn seconded the motion, unanimously approved.**

Andrea Donlon mentioned that Jen Hale is the only parent with a child in the school system on the Board, suggested we find another parent, perhaps in the village, for another member at large. Jen said she would try to think of some people to ask.

Mary Lou presented Application subcommittee work on the Application packet, including Instructions, Pre-application, and Application. The committee discussed changes proposed by Joan LaPierre, who looked through the packet extensively and made great suggestions. Many were accepted and some other small changes were made. **Jen Hale moved to readopt application packet as amended, Joan LaPierre seconded, unanimously approved, pending changes.**

Jen Hale will post the Draft Community Preservation Plan and the Application Packet on the town web page when they are updated.

Public Hearing is coming up on the 30th of July. Andrea Donlon presented an informative slideshow she put together for the presentation. Will Flanders said that he was willing to do the entire presentation, unless someone else wants to do part of it. Everyone was happy for him to do the talking.

Jen Hale asked if we need to do some advertising. Will Flanders said that the required public notice has been given, with notices in the Recorder on the Public Notices Page and at the Town Hall. Jen wondered if we should do some more advertising to try to get people to come to the meeting. Mary Lou Gallup said that she would put together a simple flyer to post on notice boards around town and on Facebook. Will Flanders will send her the wording of the public notice, but she will probably want to make it sound more catchy and interesting. Jen Hale will review the flyer once Mary Lou has a draft, and will help distribute the flyer around town when it is ready.

Will Flanders(?) mentioned that it would be helpful to have an email for members of the public to reach the committee if they have questions or comments about the Community Preservation Plan. Will Flanders will ask Terry Narkowitz on Monday how to set up a committee email that he will monitor until we have administrative assistance.

Discussion of Beans and Jars. Jen Hale explained Beans and Jars exercise: We will have 4 jars that are labeled to represent each of four funding priorities: Housing, Open Space, and Recreation, and Historic Places, and we will give every Shelburne resident who attends the meeting a certain number of beans (possibly 7 each to represent the 65% of funds that are not set aside for a specific purpose, or it could be 13 beans to represent 5% per bean), and everyone will get up and put their beans into the jars that represent what they would like the committee to prioritize. This will give the committee a broad sense of what to prioritize when we are reviewing projects, as well as be a fun exercise and get everyone out of our seats in the middle of the meeting. Jen will bring the jars, appropriately labeled, and some beans. Will has a big jar of kidney beans; he will locate them and tell Jen how many there are and she will get more if needed.

We will need a suggestion box at the meeting. Joan LaPierre will put together a suggestion box and some ¼ sheet pieces of paper and a pencil or two for people to write down suggestions.

We will need someone to write down questions and comments that come up during the meeting. May Lou Gallup said she will do it if no one else is available, but would prefer not to. Jen Hale wondered if Susan Berger would be interested in doing this job (?).

Jen Hale said she does not know how to post announcements on the town webpage, she will ask Terry N how to do that.

Will Flanders said we will need to post an agenda for the committee meeting we are having before the public hearing. Will Flanders will put the agenda together. Jen Hale will post it on the website and send to Joe for posting at Town Hall.

Will Flanders said that the CPA Coalition was supposed to send us an invoice for our contribution, but they have not done that yet.

Will Flanders said that he will provide a draft of the clerk position job description at the next meeting on July 30th. We discussed what time to meet at the Town Hall on the 30th, and decided to meet at 6:00.

Will called for Public Comments. John said he is interested in joining and Will told him to contact Terry Nakowitz next Monday.

Will asked if anyone had any business unanticipated by 48 hours before the meeting, no one did.

Next meeting will be in person, July 30th . 6- 7 PM
in the Selectboard meeting Room at the Town Hall.

The Public Meeting will take place July 30th 7-9 PM
in the Selectboard meeting Room at the Town Hall.

Motion to Adjourn: Carolyn Wheeler moved. Joan LaPierre seconded. Unanimously approved.

Meeting adjourned 6:14 PM

Respectfully submitted by Jen Hale. Please send comments and corrections.