

**Minutes**  
**Open Space Committee**  
**Fellowship Hall, Shelburne Center**  
**October 22, 2012**

OSC members present: David Schochet, Larry Flaccus, Rita Jaros, Paul Cohen, Gene Butler, Cynthia Boettner, Joel Dwight, Tom Miner, Linda Herrera

Guests: Kimberly MacPhee( FRCOG); Rick Feldman (Facilitator)

Facilitators: Sue Bishop, John Wheeler, Deb Andrews, Dick Boles, Whit Sanford, Chris Baronas, Margaret Payne, Brock Cutting, Jeff Boettner (absent Lynn Benander, Joan Greenfield)

6:30 – Open Space Committee Meeting

For the Open Space and Recreation Plan Forum on October 24 we need help with the set up – tables, chair circles, maps, posters, collating packets.

Rita and David will start at 1:00 on Wednesday.

Cynthia, Rita, Larry, David, and possibly Joel will act as scribes. Groups can pick a scribe from within the group if there are not enough scribes.

Break down at end of night will be done by Cynthia and Jeff Boettner, David, Joel

Diane Broncaccio and Cameron Graves have received emails from David inviting them to be there. Robo calls by David are going out tonight to everyone on the robocall list in town.

7:00 – Meeting with Facilitators.

Purpose of forum: To help the OSC know the issues of importance to the citizens of Shelburne – not to argue about the issues but to have the concerns recorded. This will help the OSC create a survey that will go out to every household. The results of the survey will help the OSC and other town committees write the new Open Space and Recreation Plan (since the previous one has expired).

6:30 – People will arrive, sign in, have refreshments provided by the Grange, and receive a packet which will contain a sheet with the 5 major issues. Each sheet will have the issues in a different order so that there will not appear to be any kind of prioritizing of the issues.

People will get colored dots to use to pick 1<sup>st</sup> and 2<sup>nd</sup> choice of issues/topics closest to their concerns.

7:30 -- After a brief introduction, they will break down into small groups, 7-9 groups of +/- 10 people are expected assuming +/- 90 people show up. The small groups will meet for 40 minutes.

Each group has a facilitator and a scribe who will write the responses on a large sheet on an easel (each group has an easel).

Facilitators will direct the conversation so as to give every person in the group the opportunity to voice concerns in a positive, non combative way. He/she will also ask the group if anything should be added to the original issues list. The group will also be open to overlap and address other issue areas which will all be recorded by the scribe. At the end the facilitator can add his/her own concerns.

Unrelated issues brought up by participants will be entered on a separate "parking lot" sheet.

One person will be chosen by the group to "report out" -- this can be the scribe, the facilitator, or someone else in the group.

8:20 -- Facilitators and Scribes discuss the wrap-up.

8:30 -- In the wrap up, the reporter will refer to concerns already voiced by another group briefly and only speak to concerns that have not already been reported on.

People will be encouraged to sign up to participate in discussions of the issues of particular interest over the next year as the Plan is worked on.

Facilitators who spoke of preferences for issues:

Paul -- River and water resources.

Dick -- Recreational facilities and programs

Sue -- Quality of life, historical resources.

John -- Agriculture

Whit -- Any

Linda expressed concern about people focusing on their pet peeves, set viewpoints, personal agendas leading to cross conversations.

Rick will be the facilitator of the meeting. Facilitators will have to set ground rules: Do not interrupt other people, Listen to other people. Avoid referring to named land ownership -- keep the references generalized. Ground rules and the agenda for the meeting will be posted. He said a good scribe must capture and encapsulate what has been said and the facilitator has to help the scribe get it right.

The meeting adjourned at 8:30

Submitted by Rita Jaros, Clerk