

**Town of Richmond**  
**Recreation Committee Meeting**

AGENDA

**Tuesday, Feb 1, 2022 at 7 - 8:31 PM**

Town Office Meeting Room, 3rd Floor, Main Conference Room, or online at:

Join Zoom Meeting: <https://us02web.zoom.us/j/86357302307>

Join by phone: (929) 205-6099

Meeting ID: 863 5730 2307

- I. Call to Order (by 7:05pm)
- II. Welcome and Roll Call
- III. Public comment for non-agenda items (7:05-7:15)
- IV. Williston Recreation Committee: (7:15 - 7:45): Bob Metz rec committee changes and shifts that have taken place over the years.
- V. Approval of Minutes from previous meeting (7:45-7:50): [Jan 4, 2022 minutes](#)
- VI. Updates: (7:50 - 8:00)
  - a. July 4th activities and parade (Stephanie)
  - b. [Act 78](#) has been signed into law and allows for Town Committees to hold meetings 100% virtually. This means there is no longer a requirement to designate a physical meeting location for a meeting. This change is in effect until January 15, 2023. (Ravi)
- VII. Continue setting work plan priorities for the year (8:00 - 8:30): select up to three activities for next 6 - 12 months in each area. Refer to the work plan table.
  - a. Area: Volunteer's Green: Are there things missing in this area (e.g., 4<sup>th</sup> of July)?
  - b. Area: Funding/Grant Writing:
    - i. Return to the discussion about the VOREC grant. Status of grant (Ravi) and next steps if needed
    - ii. Are there things missing in this area?
  - c. Next meeting: **Who can take notes at the March 1 meeting?** Set agenda items for next meeting (**Jessica Brodie**, Executive Director, Vermont Recreation and Parks Association) and Motion to Adjourn: 8:30

Members:

- |   |   |
|---|---|
| ● Chrissy Keating (Bolton Representative) | ● Kate Anderson (Co-Chair)                          |
| ● Mark Fausel                             | ● Kate Kreider                                      |
| ● Stefani Hartsfield                      | ● Sheri Lynn (Huntington Representative) (Co-Chair) |
| ● Harland Stockwell                       |   |

**Town of Richmond Recreation Committee**  
**Vision, Mission, and Objectives**

*Vision Statement*

*To provide community members with boundless opportunities to spend their leisure time.*

*Mission Statement:*

*We serve the Communities of Richmond, Huntington, and Bolton by overseeing and designing a variety of diverse recreational programs accessible to all residents. These programs shall enhance community cooperation and resilience, and encourage active mind, body and spirit.*

*Goals*

- 1. Improve access to a variety of recreational activities that promote wellbeing through increasing awareness of opportunities in the Richmond, Bolton, and Huntington community.*
- 2. Promote collaboration in offerings to the community in addressing the health related social needs of a diverse population.*
- 3. Increase community engagement by designing positive, cost-effective programs for all residents that promote wellbeing and resiliency.*
- 4. Guide the creation and management of aesthetically pleasing, safe, healthful, and enjoyable public areas in Richmond, Bolton, and Huntington*

**Rec Committee Work Plan Table**

<b>Areas</b>	<b>Objectives</b>	<b>Mark X for priority</b>	<b>Comments Lead</b>	<b>Subcommittee if needed</b>
Outreach & Education supports Goals 1 - 4	NEW			
	NEW website events postings	X	Understand capabilities of the website by attending <a href="#">selectboard meeting 1.18</a> .  It is 6 months out and will use the contents of the rec brochure, Kirsten and Sheri are working on this.	1. Sheri 2. Mark 3. Kate 4. Chrissy

Areas	Objectives	Mark X for priority	Comments Lead	Subcommittee if needed
	Create an education and outreach plan designed around engaging residents in all three towns		Lead? This is possible committee and subcommittee work.	
	Finalize Recreation Brochure		<p>The brochure is completed. The content will make up the rec committee portion of the new website.</p> <p>Include many community resources Senior Center (invite Martha Nye back) and businesses. Add the Resource software Wellbeing initiative.</p>	
	Create a feedback/inquiry form	X		
	Reach out to Mount Mansfield Unified Union School District (MMUUSD) school board or high school to gauge interest in mentorship or community service, internship opportunities in our community.		Need to recruit volunteers for a number of things (Lead?)	
	Explore what other recreation departments are doing state (Williston, Essex, Hinesburg, Colchester, etc.) & nationally to keep communities mentally and physically well in rural areas.	X	Sheri will reach out to the other committee chairs to attend meeting	
	Collaborate with Lake Iroquois Recreation District		Ongoing (Lead?)	
	Review the Community		Martha Nye Who	

Areas	Objectives	Mark X for priority	Comments Lead	Subcommittee if needed
	Senior Center's programs to determine areas of collaboration or how they may be able to support other Rec Committee objectives		can connect? (Lead?)	
	Create a PR plan to educate the community and visitors of Richmond's recreational opportunities through the town website and social media.		Not this year	
Volunteers Green supports Goals 1 & 4	NEW 4th of July Activity		Need to work on list of volunteers (Lead) Mark, Stephanie, and Harland? Lisa was checking on Petra Cliffs which is free	1. Kate K 2. Community Advisors 3. Trish
	NEW			
	Continue to allow for public events such as festivals, parades, and vendor fairs and create a streamlined approval process for such uses			
	Create a park use/event form including clear guidelines and information resources for permit applicants, clarifying requirements and steps for permitting and approval.			
	Create a 12-month work plan for Village Green			
	Update the Municipal Park Ordinance			
	Ensure that Volunteers Green is maintained and publicly accessible/usable for residents and visitors			
	Assess for signage needs at Volunteers Green			
	NEW			

Areas	Objectives	Mark X for priority	Comments Lead	Subcommittee if needed
Funding/ Grant writing supports Goals 2 & 4	NEW			<ol style="list-style-type: none"> <li>1. Kirsten</li> <li>2. Chrissy</li> <li>3. Ravi</li> <li>4. Community Advisors</li> </ol>
	VOREC (Vermont Outdoor Recreation Economic Collaborative) application	X	Possible steering committee if grant is awarded. Public engagement process (Lead?)	
	Identify possible methods of funding further recreation and community engagement opportunities			