

Town Plan Steering Committee
March 16, 2016
5:30 - 7:00 pm

Present: Ian Bender, Chris Granda, Alison Anand, Heidi Bormann

Project Updates and Rapid Fire Round Up: Clare handed out *Project Update, March 14, 2016*, and reviewed all the activities to date, they include:

- Website: regular posts with meeting and event announcements, outcomes and opportunities for people to provide comments.
- Facebook Pages: Project Page (149 fans) and Town Planner page (77 friends). Regular posts with meeting announcements, outcomes and opportunities for people to provide comments.
- Mail Chimp Newsletter: 170 subscribers (increase of almost 100 from July 2015) sent 17 newsletters with event announcements, outcomes and updates.
- Front Porch Forum: regular postings with meeting with event announcements and outcomes.
- Planning Wall: postings of updates, info, and email newsletter sign up at Town Center Building.
- Postcards: sent out approx. 2,200 postcards.
- Posters: hung up over 50 + posters advertising Vision Forum, Resilience Fair, and Rapid Fire Workshops.
- Farmers Market Table: Hosted table at 4 events.
- 4th of July Parade and Booth: 6 Volunteers walked in parade with Banner and handed out over 250 pencils/lollipops with project logo and links. Volunteers hosted booth with email sign-up, surveys and chalkboard.
- Chalkboard: At Town Center Building and Richmond Market 366 comments.
- Press releases: 3 press released distributed to 5 media outlets. Media Coverage: VPR's Public Post, Times Ink.
- Survey: 392 Surveys (plus 32 interviews and 53 vision cards, plus chalkboard comments = 843 total comments compiled for Vision Statement.) PLUS Youth Survey: 300 responses
- Vision Event: 65 people attended
- Vision Statement: draft circulated thru all outreach channels with requests for input and comments (FPR, FB, Email Newsletter, emailed to all town boards and committees) Vision process highlighted in new VT Planning Manual.
- Resilience Fair: 20 + attendees
- Rapid Fire Planning Nights: Covered 11 vision topics over 5 evening meetings, reviewed 57 goals, generated 387 Action Ideas. Total people attended: 55 different people attended (many attended multiple meetings). Average attendance: 24 people (range from 16 to 37).

Plus Rock hosted a table at Town Meeting day. Many people stopped by the table to talk about the project and provided positive feedback plus there was a large scale map of the village, were people were invited to place colored candies to show the locations of new development. The intent of the map was to let people know the next phase of the project will include making a map. Lastly all the Rapid Planning Notes are on-line.

Review Project Goals and Terms of Reference: Rock referenced the Project Goals handout and the committee's Terms of Reference document and wanted to check in with members about the general project goals and the role of the committee. Rock specifically referenced the Terms, specifically #1. Granda asked how the committee would be involved with reviewing the draft sections of the plan and the status of the written document. Rock provided a brief overview and stated the plan format would

follow the vision statement and the eleven bulleted items in the vision statement would serve as the chapters of the new plan.

Alison asked when the first town plan was created, was it 1981? And suggested mapping aquifers. Alison read the first paragraph of the Conservation Commission's updated draft of the Natural Resources Section. Discussion followed about how to use the CC draft. Clare will be incorporating the CC's draft into the *Richmond: Our Town, Our Future* draft for the review process. The CC draft is available for review on the CC webpage of the town website.

It was recommended she bring a more structured outline of how the committee would review and provide recommendations to the planning commission to the next meeting. Plus we'll consider making up paper packets for people to review. Committee members also echoed the need to have balance and the documents to have one author.

The length of the project was also discussed. Member's present expressed interest in working on the town project thru competition even if it goes longer than 18 months. We will shoot to have a draft by July 4 so we may share it with people at July 4 festivities.

Upcoming Mapping Workshop - Discuss Format and Timeframe: Rock shared information about the upcoming mapping workshop. The intent will be for participants to identify areas in Richmond most appropriate for future housing and business, resource protection and etc. The outcomes of the workshop will help inform the future land use plan of the new town plan.

The committee agreed the best time frame would be to continue the schedule of the Rapid Fire Planning Night Series and host the workshop on a Wednesday evening. We'll probably aim for the 1st Wednesday in May. We should plan to have the questions framed out before the workshop and use them to advertise the event.

Project Timeline and appetite for other activities: The committee agreed to keep on meeting to the end of the project, and aim for July 4th as a target date to show people something, hopefully a draft plan. We'll check-in in May. Rock mentioned Green Up day and tree planting, the committee agreed this would be a good project to do. We should also seek to work with a youth group to help with weeding and for downtown clean up.

Wrap up: Chris Granda reported on the energy study for the state. The purpose is to evaluate a tax on fossil fuels, the study would look at how to use this tax. If people are interested in participating with that process let Chris know. Mark F would be interested.