

**Town of Richmond**  
**Recreation Committee Meeting**  
AGENDA  
**Tuesday, April 5, 2022 at 7 - 8:30 PM**

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. [Vermont Recreation and Parks Association](#): (7:15 - 7:e5): Jessica Brodie, Executive Director
- V. Approval of Minutes from previous meeting (7:35-7:40): [March 1, 2022](#)
- VI. Business: (7:45 - 8:30)
  - a. Area: Volunteers Green:
    - i. Review the July 4th Park Event Form and Process (Duncan Wardwell):  
The July 4th Parade Committee has submitted their Park Use Form for the July 4th and the morning of July 5th. Duncan updated the Park Use Form to include his contact information for any questions. Form located on the applications page of the Town Website (<http://www.richmondvt.gov/documents/applications/>).
    - ii. Discuss activities for July 4th (Ravi and Linda):
      1. The process for volunteering to set up activities during the Fourth of July
      2. Any specifics on the role and responsibilities of activity leaders
      3. Petra Cliffs - To make sure their setup is ready
      4. Ideas for activities
    - iii. Update on the Municipal Park Ordinance (Ravi) [Selectboard Meeting Documents - Richmond, VT | Richmond, VT - Our Town](#) ([richmondvt.gov](http://richmondvt.gov))
    - iv. Recreational Committee Member and Volunteer Recruitment
  - b. Area: Funding/Grant Writing:
    - i. Return to the discussion about the VOREC grant. Status of grant (Ravi)
  - c. Next meeting: **Who can take notes at the May 3 meeting?** Set agenda items for next meeting.
  - d. Motion to Adjourn: 8:30

Members:

- Chrissy Keating (Bolton Representative)
- Mark Fausel
- Harland Stockwell

- Kate Kreider
- Sheri Lynn (Huntington Representative) (Co-Chair)

**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**

Areas	Objectives	Priority	Comments Lead	Subcommittee if needed
Outreach & Education supports Goals 1 - 4	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
	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 - now known as the Recreation Resource List  Purpose at one time was a brochure but with the new website will develop the rec committee portion of the website		The list is completed. The content will make up the rec committee portion of the new website.  Include many community resources Senior Center (invite Martha Nye back) and businesses. Add the Resource software Wellbeing initiative.	
	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 in the state (Williston, Essex, Hinesburg, Colchester, South Burlington, 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	

Areas	Objectives	Priority	Comments Lead	Subcommittee if needed
	Collaborate with Lake Iroquois Recreation District		Ongoing (Lead?)	
	Review the Community Senior Center's programs to determine areas of collaboration or how they may be able to support other Rec Committee objectives		Martha Nye Who 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	4th of July Activity	X		1. Kate K 2. Community Advisors 3. Trish
	Continue to allow for public events such as festivals, parades, and vendor fairs and create a streamlined approval process for such uses	X	ongoing	
	Create a park use/event form including clear guidelines and information resources for permit applicants, clarifying requirements and steps for permitting and approval.		Ravi reported that this is ready and online. May want to make it visible on the new website	
	Create a 12-month work plan for Village Green	X		
	Update the Municipal Park Ordinance		Ravi reported this is underway.	
	Ensure that Volunteers Green is maintained and publicly accessible/usable for residents and visitors		This falls under VOREC grant	
	Assess for signage needs at Volunteers Green		This would come under the VOREC grant	

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