

## Richmond Recreation Committee

### REGULAR MEETING MINUTES FOR December 1, 2020

Members Present: Mark Fausel, Chrissy Keating, Martha Nye, Kirsten Santor, Kate Anderson, Stefani Hartsfield, Jack Linn

Members Absent: Ashley Hanlon, Harland Stockwell, Naomi Hahr

Others Present: Justin Graham (RiseVT), Ravi Venkataraman (Town Planner/Staff)

Kirsten Santor opened the meeting at 7:03 pm.

#### Public comment:

No new business

#### Approval of Minutes from previous meeting:

Motion by Mark to approve the November 11th meeting minutes, seconded by Chrissy.

Voting: unanimous.

Motion carried.

#### Committee updates:

##### Action Committee:

- The recreation internship “job” description has been submitted to the Administrative Assistant of the Town for approval before distribution.
- We anticipate having an intern, but timing and availability may be an issue due to COVID. UVM has moved to remote learning through February.
- Intern will work on creating an editable recreation brochure.

Next Steps: Kirsten will share the “job” description with the Committee after it is approved.

##### Community Outreach Committee updates:

- Martha plans to contact Western Slopes and Stefani will contact the School Board.
- We had discussed reaching out to local web designers to create the brochure. It was determined that the intern will take on this responsibility.
- We discussed using DASH funds to create a webpage for the brochure that links to all town websites(Richmond, Bolton, Huntington).

- Ravi spoke with Bob Gradeck, Liaison for the DASH grant. Bob confirmed that the remaining DASH funds could be used for the brochure/website. It needs to support community health and wellbeing and data.

Next Steps: Committee needs to have a plan to utilize the funds by the end of the year. It needs Select Board approval.

Next Steps for all sub-committees: formalize a plan to meet in between Recreation Committee meetings. Each subcommittee will report out at Recreation Committee meetings.

Subcommittees do not need formal approval from the Recreation Committee to move forward on objectives.

#### Town Ordinance:

- Kirsten confirmed with Ravi that Town Ordinance duties have fallen on the Town office (Administrative Assistant and Town Manager) in the absence of a formal Recreation Committee.
- The Committee discussed the history of the ordinance, former recreation committee, and the Town budget in relation to this committee.

Next Steps: Action Committee will collaborate with the Town to delegate duties appropriately. Stefani distributed the ordinance in a word document. The committee should submit comments and suggestions by the next meeting. The Action Committee will draft a new Town Ordinance to be approved by the Select Board.

In addition, Jack Linn has offered to do research on the town revenue and expenditures related to maintaining the park. He will report findings at the next meeting.

#### Adjournment:

Motion by Mark to adjourn the meeting, seconded by Stefani.

Voting: unanimous. Motion carried. The meeting adjourned at 8:07 p.m.

Respectfully submitted by Chrissy Keating