

Sabin's Pasture Working Group Meeting Notes
11/26/07 5:30-7:00pm
Woodbury College, Atrium Room, 660 Elm Street

Present: Todd Bailey, Phil Dodd (sitting in for John Waldo), Bill Kaplan, Jennifer Hollar, Mary Hooper, Dave Keller, Jennifer Knauer, Rodger Krussman, Jim Libby, Claire Rock, Neal Rodar, Leigh Seddon, Roy Schiff, Nancy Sherman.

5:35-6:00 Communication Strategy - How to communicate with the Public

1. How members of the Working Group will coordinate with each other:

- **E-mail:** Members agree to use “reply all” with e-mail to most easily share information and questions. It was noted that not all members use e-mail daily, so it is not the best forum for urgent business.
- **Agenda & Notes for Meetings:** TPL will circulate the agenda to the group via email by noon on Fridays prior to a meeting (meetings are currently all scheduled on Mondays). Draft notes will be emailed to the group on Fridays following the meeting for comment, and sent to the City for posting the following Monday.
- **Urgent Business:** Time sensitive questions and announcements can be sent to Sarah at TPL. She will assist in reaching all Working Group members in a timely way (via telephone as needed).
- **Decisions:** TPL has final decision-making authority in this process. The Working Group contributes recommendations, ideas and information in an advisory capacity. TPL will communicate any decisions to the group at meetings.

2. Communication Strategy for keeping the public updated and engaged with the Working Groups' process. The group offered the following ideas. Actions that were determined for next steps are underlined.

- Identify: Who are the folks in the community who will want to know—when to engage them? Make communication as accessible and ongoing as possible—the final recommendation should not be a big surprise to the public.
- Clear purpose statement for the Working Group would be helpful for consistency in communications with the public
- Working Group intends to present progress and proposals at various community meetings (housing authorities, etc) at times/places to be determined.
- Should a member of the Working Group write an op-ed piece about the working group: time frame, who we are, how to contact?
- Rodger will work on a media strategy will report back to group
- Public is welcome to contact members with comments/questions: TPL will send contact information to City for posting on City's website.

6:00-6:50 Discussion/Brainstorming session:

3. Potential resources that the working group would like to invite/incorporate into its discussion. The group listed several specific possibilities, in the following categories:

- Natural Resources
- Housing
- Design/Planning
- Developers, Realtors, Builders
- Recreation & Trails
- Community Needs – including recreation, housing, needs of children and seniors
- Economic benefits of conserved land

6:50-7:00 Next Steps/Assignment of tasks
Confirm meeting schedule

Announcements

- The Sabin's Pasture Working Group will consider and revise the draft of the Goals & Purposes Statement later in the process. TPL has received some written comments; these are not yet reflected on the draft and will be saved for future discussion. The thinking behind tabling the Goals & Purposes Statement for now is that the work of brainstorming information & resources to inform the process is of urgent priority. These resources will help inform the Goals & Purposes Statement.
- Current target date for the Working Group to produce a recommendation: 3/1/08 prior to Town Meeting. Timing depends on the information that the group will gather— and may be subject to others' timelines (adjacent projects that may impact or inform Sabin's Pasture).
- Norwich University students have been looking at possible uses for Sabin's Pasture in Michael Hoffman's Architecture class. They will be presenting their thoughts on December 11th at a meeting of the Envision Montpelier Stakeholder Group for those who are interested in attending. 6:30 PM at Noble Hall at Vermont College.
- Next meeting is December 3rd, 2007