

BI-TOWN COMMITTEE MEETING

Thursday, March 2, 2017
Wilmington Town Hall | 8 a.m.

MEETING MINUTES

Attendees:

Ken Black, Gretchen Havreluk, Brandan McGrail, Scott Murphy, Heidi Taylor, Randy Terk, Pat Weisbrich

Heidi Taylor called the meeting to order at 8:15 a.m.

I. Approval of Minutes

On a motion by Randy Terk, seconded by Ken Black, the minutes from the February meeting were approved unanimously.

II. Bi-Town Charge

On February 8m 2017, the Town of Dover approved the new Bi-Town Charge. The change for the new charge regarding committee membership is as follows:

Committee Membership (Total Maximum Members 12)

Quorum shall be determined by number of filled seats:

Gretchen made a motion to change the language regarding the Quorum to

Quorum shall be determined by the number of seats

Randy amended the motion to change the language to:

Quorum shall be determined by the number of membership seats filled

Scott and Randy will take the amended charge to their respective Selectboards for approval.

III. Bi-Town Marketing Plan Update – Gretchen Havreluk

- The Summer campaign will be ready for review within the next several weeks
- There will be a business meeting on March 15 at the White House, 9 a.m. – 11 a.m. The purpose of the meeting is to recruit local business to report various transaction type statistics. During the meeting, questions will be answered and feedback will be considered as this plan rolls out.
- Marketing objective: to attract visitors to the Deerfield Valley. It is the responsibility of individual business owners to make their experience better.

IV. Valley Trail Update

- Scott gave an update on the permitting issue. It appears there has been miscommunication between those responsible for Wetlands and the ANR. Currently, the Valley Trail project has cleared the Wetlands review and is now in the hands of the ANR.
- Ken mention that the US Forest Service is moving forward toward the creation of a parking area/trailhead entrance on Handle Road to access the Ridge Trail, allowing for public access to the National Forest.
- Randy mention that the Trail Committee should recruit volunteers to maintain the trail and Economic Development should provide the necessary funding.

BI-TOWN COMMITTEE MEETING

Thursday, March 2, 2017
Wilmington Town Hall | 8 a.m.

V. Update Permitting Study | Prepare for the March 6 meeting

A meeting will take place on March 6 at 10 a.m. with Diane Snelling, Chair of the Natural Resources Board. Who will lead the meeting and proper meeting protocol was discussed.

VI. Updates

A. Wilmington – Scott Murphy

- West Main Street Sidewalk Kick-Off. Construction is scheduled to begin on April 15, with completion date June 30 (or before)
- Gretchen working on a Downtown Transportation Grant for South Main Street
- Heidi asked about grants for parks. Gretchen indicated that Wilmington is not pursuing these grants.
- Wilmington Works just received a \$25,000 donation for Buzzy Town Park
- Look Road bridge is under construction

B. Dover – Ken Black

- Did not receive the funding for Valley Trail B Plus from Country Club Road to Edwards Village Loop or funding for Valley Trail B Plus from Edwards Village Loop to Stugger Road. Both grant applications were strong and Dover was encouraged to re-apply for the next round of funding.
- Internet discussion continues. The goal is to present to voters for a vote.
- Ken's replacement is a work in progress. Ken has not announced a specific retirement date yet
- An Assistant Zoning Administrator, Wayne Estey, has been hired to replace Dave Cherchio when he retires at the end of March. At that time, Wayne will become the Zoning Administrator.

C. Hermitage Club – Brandan McGrail

- Town houses and single family units are under construction. This should provide 150-200 new jobs this summer
- April 9 is the official closing date for skiing

D. SVEDS – Gretchen Havreluk

- A public meeting was held at the Old Twin Valley High School. Re-purposing the high school is project #11 on the SVEDs list

The next meeting will be held on Thursday, April 6, 2017 at the Wilmington Town Hall, 2nd Floor at 8:00 a.m. On a motion by Randy Terk, seconded by Ken Black, the meeting was adjourned at 8:50 a.m.

Respectfully submitted,

Pat Weisbrich

Pat Weisbrich
Assistant Director, Dover Economic Development