

Glover Planning Commission minutes

August 23, 2022

The hybrid meeting was called to order at 7:08 PM

Randy Williams, Jim Bowes, Carmela Young, Ann Creaven, Liz Nelson, Mariel Hess, Steve Lowe, Nella Cargioli Coe and James Coe were present.

Randy moved to approve the minutes from the last meeting, Carmela seconded. The motion was approved.

Randy reviewed the list of projects that he presented at the last meeting. He would like to condense it. There is an ARPA grant due date coming (September 26, 2022), and he would like the Planning Commission's proposals to be simple, but they will need a budget.

Mariel asked if there is any update on the ownership of Glover Green. Randy said there is progress: Sara Davies Coe and Patricia Kules of Little River Surveys and Brian Carroll are working on it. They need to get approval from the property holders on adjoining property lines, then a document, then to the court for a quit claim deed. This will affect how quickly we can start projects.

We will be approaching the Fire Department to donate or sell their property to the Town of Glover.

Ann Creaven, Maria Young and Meg Carter of Northwoods walked the riverside piece to scope it out for a plan. Jim said that Meg's work is very good. She did the hazard mitigation work for Glover's Town Plan that was required by the state. Randy said she had good ideas about how to improve the riverfront. It may cost several hundred dollars.

Randy wants to zero in on the list but not rule out expanding the scope from the limited area of the Master Plan area.

We asked Nella and James (as interested citizens with expertise on grants and regulations) if we should hire a landscape architect to develop the green. James said that it would be helpful to have a clear plan to be reviewed and funded and to get community buy-in.

There is money available for technical help and assistance in grant writing from NCIC and NVDA. Steve said the ARPA money is 20% for planning and is for a minimum of \$10,000.

What about the implementation of a grant proposal? James said the application should include money for planning, implementation and a work site manager. It depends on the scope and size of the project. Nella said some towns hire a Clerk of the Works. The General Contractor might manage the labor, both hired and volunteer, possibly manage the whole project.

Randy asked what are the resources for this-- who would we hire for the green project: team engineers? Landscape architects? A project manager? Nella said ARPA might require a Civil Engineer or architect.

James said you would have to have a RFP, and Steve said "We would need a budget for that." It is a "which comes first --chicken or egg" problem.

We should start with a plan, figure out the scope and the components and build a budget - \$10,000. to \$1,000,000. Quantify the percentages of the hard parts, that is: actual work and the soft parts, that is: design, engineering, interest, project management.

The ARPA deadline is Sept. 26, 2022.

These are the items on the list:

1. Gazebo
2. Wi-Fi on the green
3. Permanent path from School to Green
4. Wayfinder signage
5. Trial diagonal parking in front of Currier's and Busy Bee
6. Bury electric lines over Green
7. Pavilion on Green
8. Clean-up and development of Fire Department land
9. Electric vehicle charging stand/bicycle charging stand
10. Glover Ball field construct a pavilion/pickle ball court
11. Information Kiosk
12. Shadow Lake – construct a picnic shelter
13. Fence along new Westlook Cemetery piece
14. Have a grant writer help with these projects
15. Hire a professional to manage these campaigns
16. Supplement money for West Glover church steeple

The Glover Planning Commission will hold a zoom meeting to formulate a procedure and determine priorities for applying for an ARPA grant. James and Nella will advise. Steve and Randy suggest we concentrate on the following project numbers: 1,2,6,7,8,9,11 with a focus on the Town Green. The meeting is set for Sept. 7, 2022 at 7 PM.

Steve to James "Can you give us figures and scope?" James said it is a big picture but it can be in parts.

We decided that we need to meet to map out an approach.

Motion made by Carmela, "The Glover Planning Commission will complete an application to the Glover ARPA Committee that will focus on the Green." Seconded by Mariel. Approved.

Randy also mentioned the REDI grant as possible funding.

He said the Preservation Trust came to visit the West Glover Church to discuss possible funding for repairs and upgrades. Jan Lewandowski, who also visited and looked at the structural aspects of the building, and is helping with the cost estimate. Probably an additional \$60,000 will be needed.

Brian Carroll has reached out to VTrans about the diagonal parking/ crosswalk plan.

Anyone can submit a proposal for other projects: Peggy Day Gibson for Trails, Shadow Lake Association etc. However, Nella said ARPA does require a municipality sponsor or backing for these projects.

Randy said the process is: projects sent to ARPA Review Committee (forms on line or in Town Clerk's office), the proposal is reviewed by that committee and then the proposals are sent on with recommendations to the Glover Selectboard.

Carmela says, "Don't forget about maintenance and upkeep in the proposals!"

Carmela moved to adjourn the meeting at 8:21 PM. Approved

Respectfully submitted,

Liz Nelson, Secretary