



## Village Steering Committee

Town Of Hinesburg

10632 Route 116 Hinesburg VT 05461

802.482.2281 | hinesburg.org

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### Meeting Minutes November 18, 2013

**Present:** Michael Buscher, Rolf Kielman, Jeff French, Catherine Goldsmith, and Jane Starkweather

Meeting minutes from last meeting from October 14, 2013 are approved.

Jane motions to make Rolf Kielman our new Chair. All approved. Rolf is the new chair of the Village Steering Committee.

Jeff French nomination to continue taking meeting minutes. All Approved.

#### **Agenda Item 1: Benches**

Jane Starkweather will take Benches to see what it would cost to have plaques embedded into the benches.

Mike B raised the point that in previous meetings we have discussed approving the design of the bench for the memorial park yet we have not reviewed the design and formally approved. The benches that have been used for the public spaces (path, etc.), may not be the quality we want for the park itself.

Mike requests that we should consider raising funds for brick pavers and nicer benches for Memorial Park.

We have three other donors who have come forth wishing to have a memorial bench for a total of six to date.

Next meeting Rolf will bring one of the recycled benches in to make the determination if we should move forward with these benches for the Memorial Park setting. Jane confirmed they are ordered and in route to be delivered.

Rolf would like to see us create a formal design of Memorial Park that fits in the budget and design

discussed previously by the VSC. The VSC needs to move with some expediency to ensure the park work can continue its pace and be completed after winter. We should review hardscape, landscape and bench placement. Would like Mike to finalize the plans that have been started and at Jan meeting to formally adopt.

### **Agenda Item 2: Trees**

VTrans stated to Mike that the Clear Zone is 16 feet from the white line on edge of road by park grass. We can put them closer to the street than previously thought. It appears we should be able to get six trees in there for the length of the park. As Mike finalizes the design, we would like to see the trees in the new placement area for review and approval.

### **Motions on Agenda 1 and 2:**

VSC motion that trees in arc pattern along road is something we all agree should be in the design? All approved, will be included.

Second design element was around monuments. We discussed if a seating area in front of the monuments is needed. Approved that a seating area should be depicted in the design. All approved to have that in the design as well.

Want to invite Peggy Cioffi to review design as well to ensure the park is acceptable as well as she has volunteered countless hours and personal money to maintain the park. She should have a review and say in final design.

Further, do we need additional monument for conflicts that are not memorialized? Suggested we engage with Veteran's groups in town to get a list of names or suggestions.

Meeting on December 9th to review final plan options with specifics and vote on final design.

### **Agenda Item 3: VSC Member Roles**

Rolf would like members to have specific roles and projects that they own and are accountable for to drive projects forward.

Mike: Would like to review a design advisory board for Hinesburg much like South Burlington. VSC can have a more formal seat in the design review process and provide analysis to hand off to the DRB, Planning Commission and/or Select Board.

Rolf would like us to see a formal member who is the liaison with the various Boards of the town and

understands projects that are coming. Alex requested VSC input into a townhome design coming. We need to formalize a position where this person will gather all the information of proposed projects and report back to VSC on what is coming in order to gather feedback and recommendations back to the various boards from the VSC.

Motion for Rolf to be appointed Design Advisory Coordinator to head up gathering list of proposed projects and ability for new projects to be sent to him. He will then delegate those projects to VSC members to go and review documents and write up a summary of proposal to give to VSC for review. Motion approved.

Mike is in charge of reviewing and presenting the Norris 25 Unit project

Jeff proposed reviewing Overlay Zoning Districts for strip in 116. Review as used in neighboring communities and see if VSC believes it should be further reviewed and create a presentation to planning commission. Some suggestion would be around incentives not penalties to presence in this area. For example, state and federal Rehab credits. Catherine will look into incentives and more formal historical districting.

#### **Agenda Item 4: Additional Members To VSC.**

Discussed possible members that may be interested in joining VSC. Performing some outreach to see who we can get to join. Mentioned some names of folks who expressed interest. Discussed posting of Front Porch Forum to advertise. Jeff will put a posting up.

#### **Next Meeting:** December 9th, 7 p.m. Town Hall

- Catherine to review the status of Sidewalk connections in town. Also Hannaford request for moving parcels that were not in original plans.
- Jane to get quote for plaques in benches
- Jeff review Overlay District concept for protecting older homes around Route 116. "Main Street" type designation. Submit VSC opening on Front Porch Forum.
- Mike to bring options so we can vote on final Memorial Park plan and summarize Norris 25 unit development
- Rolf contact some potential candidates for VSC and compile list ongoing projects submitted to various boards