



Ward 5 Steering Committee meeting
DPW Conference Room, 645 Pine Street
May 8th, 7:00 pm

Agenda items

- welcome new steering committee members, open meeting law,
- discuss possibility of recurring meeting schedule and location
- discuss May meeting agenda
- discuss June party
- discuss 242 Main resolution
- elect steering committee positions
- discuss updating by-laws to account for previous NPA's confirmed vote to increase SC members to 7.



Neighborhood Planning Assembly Minutes

NPA:
(choose one)

Wards	Wards	Wards	Ward	Ward
1 & 8	2 & 3	4 & 7	5	6

Date of Assembly : 5 / 8 / 2017

Start Time: (Commence): 7:00 PM

Location: Zero Gravity Brewery, Pine St. Finish Time: (Adjourn): 8:30 PM

Notetaker: Ben Traverse

Please forward to Phet Keomanyvanh, pkeomanyvanh@burlingtonvt.gov

Steering Committee Members in Attendance:

Alec Bauer
Ben Traverse
Mike Fife
Elisa Nelson
Joanna Grossman

Discussion Topics

- Can be copied from agenda items
- Content of discussion not required

Formal Actions Taken

- Should immediately follow corresponding agenda item
- Includes electing a new steering committee member, voting to send a formal communication to the City, decisions to spend money. Identify names of those who made motions, result of vote.

Discussion Topics and Action Items:

- Discussed requirements of Open Meetings Law
- Discussed scheduling of recurring Steering Committee Meetings
- Discussed mission of the NPA and NPA by-laws
 - Ward 5 website is not updated with current bylaws; Elisa to look for copy of most recent bylaws provided to CEDO.
- Discussed ongoing efforts on how the NPA can further engage the community
 - Joanna may engage City Market to see if volunteer hours can be made available for individuals who provide childcare at NPA meetings.
- Discussed prospect of joint efforts with other wards
- Discussed open NPA positions (Moderator, Neighborhood Liaison, Representative to Neighborhood Coordinating Council)
 - Consensus was that Alec would remain as Moderator until summer break in meetings; select a new moderator prior to meetings commencing again, including consideration of a rotating moderator.
 - Joanna volunteered for the Neighborhood Liaison position, particularly focused on digitizing our efforts.
 - Mike expressed interest in the Neighborhood Liaison position and position with the Neighborhood Coordinating Council.
 - No firm decisions made.
- Discussed upcoming meetings
 - Alec to coordinate May meeting, including potential invitations to CDBG, Champlain Elementary, BPD Chief del Pozo, Rep. Mary Sullivan and Rep. Joey Donovan for a legislative wrap-up, Chapin Spencer (DPW), and Councilpersons Shannon and Mason.
- Discussed joining other wards in proposing a resolution supporting 242 Main
 - Mike agreed to draft text of resolution for potential consideration at May meeting.

Please Remember to Enter Adjournment Time!

NPA Liaison Phet Keomanyvanh: 802-865-7172