

Approved BASIC Meeting Notes March 24, 2015
Gibson Aiken Center, 6:30 PM

Members in attendance: Joe Bushey, Jeff Clark, Melissa Clark, Spencer Crispe, Elizabeth McLoughlin, Francine Vallario (Quorum has been met)
Others in attendance: Carol Lolatte, Marty Fitzgerald, Patty Fitzgerald

1. Adjust meeting agenda – no adjustments
2. Approve meeting notes from February 3, 2015 – Approved
3. Public Participation - none
4. Act 250 Permit update/next steps – Carol is working with town officials to request quotes for development of a concept plan that encompasses a 6,500 sf skate park, a dog park, storm water drainage and 6-8 parking spots. Once the concept plan by the chosen company is approved, BASIC will be able to go before the DRB for permitting. Carol should receive quotes by April 2nd. She is also working with town officials regarding whether the current Act 250 permit at LMP will need to be amended. She doesn't anticipate having to apply for an entirely new permit. Once these two steps are complete, the skatepark location will be official.
5. BASIC/Dog Park – Carol states the proposed dog park needs to be included in the concept plan when addressing permitting for both the DRB and Act 250. The dog park committee agrees to pay a small amount (possibly \$500-\$1,000) for the cost of their portion of the concept drawings and permitting.
6. Reach out to news outlets & social media with new site: Reformer, The Commons, ibrattleboro, radio, Facebook – Josh Moyse, a teacher at the Windham Regional Career Center, is putting together a documentary on the skatepark with one of his classes. BASIC has been contacted for interviews for the film. BASIC will work on creating a press release for all news outlets & social media to be released once the location is official. The Town's website & department's Facebook page are also sources of social media to be utilized.
7. Donations
 - a. Letters to previous supporters and potential new ones due to new site location - BASIC will begin constructing an updated letter to be mailed to supporters asking for donations, but will wait until this site is absolutely official (probably in June) before sending out mailings
 - b. How to approach large local donors – BASIC will construct a list of possible large donors to approach in June

- c. How to approach out of area donors: Tony Hawk, large corps – to be address in the same manner as grants and large local donors. Hannaford, Price Chopper, TD Bank, Ben & Jerry's and Proctor & Gamble are a few large corporations we should approach
 - d. Investigate grants, especially state funded grants –BASIC has looked into the two grants forwarded to us by David Schoales. We will plan to apply for the October deadline once the site is official. Liz has a list of several other grants we can apply for and BASIC will continue to research other opportunities.
 - e. Donation Cans – BASIC was notified by the Vt State Police that the donation can at the DLC Liquor Store in West Brattleboro was stolen. Since this is the last known can in circulation and there hasn't been much positive feedback from the cans, BASIC has decided to discontinue the cans
8. Update Website – new location & personal profiles – Francine, Joe and Liz will try to have their profiles written for the next meeting. Melissa will contact Rebecca to have her update the website with these profiles, the new location, and the \$20,000 donated by the town for investigating the feasibility and assisting in development of the skatepark
 9. Gallery Walk – BASIC will plan to set up a table at the May 1st Gallery Walk. We will put together a flyer with updated info and stating that donations are being accepted. Liz will check with Ralph at the Shoe Tree to set up our table in front of his store. Melissa will apply for a permit from the town manager's office.
 10. Signage at LMP – Spencer has talked with Brian and confirmed the required square footage limitations of a sign near the entrance of LMP. Spencer will provide a proposed sign at the next meeting which, if approved by BASIC, needs to be submitted to the town for approval
 11. Bumper stickers? Spencer will provide a proposed design for new bumper stickers. He will also get a quote from his graphic designer for BASIC to review. Melissa suggests looking into the cost of window decals as opposed to bumper stickers
 12. Set date of next meeting – Thursday, April 9th 6:30pm
 13. Adjourn