

Approved BASIC Meeting Notes Sept. 22, 2016
Gibson Aiken Center, 6:30 PM

Members in attendance: Joe Bushey III, Jeff Clark, Melissa Clark, Spencer Crispe, Elizabeth McLoughlin, Francine Vallario (Quorum has been met)

Others in attendance: Carol Lolatte

1. Adjust meeting agenda – Budget has been added to line #5, Design has been added to line #11
2. Approve meeting notes from July 7, 2016 - approved
3. Public Participation - none
4. Update on Act 250 status – The 74 page Act 250 Amendment Application has been completed by Liz and signed by Peter Elwell. Carol will sign in the required areas then the application will be submitted electronically by Monday 9/26. A \$100 check needs to be submitted with the Storm Water Permit portion of the application but no funds are needed for the Act 250 Permit portion of the application since we are a municipality. Once submitted, we should hear back from the state in about 60 days.
5. Budget – When applying for the ArtPlace America Grant, \$42,000 was added to the budget for art specific elements. Since we did not receive the grant, BASIC voted (6-0) in favor of removing the \$42,000 from the budget, which brings our budget back down to \$230,000. for a 4,900 sq. ft. park at \$46.50 per sq. ft.
6. Update on Video for You Caring web page – Mondo Media has been extremely busy and although several updates have been made, the video is not complete. Mondo Media expects to have the finished copy completed soon.
7. Fundraising webinar – Stantec is hosting a free webinar on fundraising on Tuesday, Sept. 27th at 2:00 pm. Liz and Melissa plan on participating.
8. Restaurant request from Erin Scaggs. – Erin from Erin's Fish & Chips on Elliot Street contacted BASIC about us participating in a fundraising event through them. On the first Tuesday of each month they donate 60% of their profits to a predetermined organization. BASIC would be responsible for advertising for the evening. BASIC voted (6-0) in favor of participating and will follow up with Erin to schedule for the December opening.
9. October/November Gallery Walk – Melissa will get permission from The Shoe Tree and apply for permitting through the town to set up in front of their store for both October and November Gallery Walks.
10. Vt. Community Foundation Withington Fund thank you – Melissa has typed up a thank you letter to be published in the Letter to the

Editor section of the Reformer.

11. Design – In order to begin the design process, BASIC needs to submit an RFP, which can't be done until the Act 250 Permit is approved. Jeff, Liz and Melissa will meet with Carol to get started on the RFP so it will be ready to go once the Act 250 approval is confirmed.
12. Press Release –Liz will get started on writing up a press release to be published once the Act 250 permit is granted.
13. Set date of next meeting – Oct. 6, 2016 6:30pm
14. Adjourn