

## POPE LAND DESIGN COMMITTEE

### SPECIAL MEETING

NOVEMBER 4, 2021 – 10:00AM (VIA ZOOM)

1. Present: Curtis Rand, Abeth Slotnick, Ray McGuire, Vivian Garfein, Tim Sinclair and Lisa McAuliffe.
2. Appointment of Chairman: C. Rand asked if R. McGuire would Chair the Committee; R. McGuire agreed.
3. Discussion: Draft RFP submitted by A. Slotnick for approaching the RFP process.  
C. Rand suggested that the Recreation “wish list” be added as a list, not a layout. A. Slotnick suggested including the existing developed portion of the Trotta field to the overall plan. R. McGuire asked if the Board of Selectmen (BOS) has decided to develop the property; C. Rand indicated that decision would be up to the Town, at a Town Meeting. The BOS has agreed to the pre-development funding portion of the planning process, as a first step to show some possibilities for development. Further consideration for funding will be included in the budget planning process next year. George Massey offered comments as a member of the public, not representing a specific interest group; he submitted a sketch of his ideas for the property which can be discussed further at the next meeting. A. Slotnick mentioned that these ideas and concepts can be discussed in working sessions with the planners, resulting in different schemes and options. R. McGuire asked if there was consensus by the housing advocates on what types of housing they want; A. Slotnick answered no, that is what planners could suggest. C. Rand talked about some information which had been sent in by Barbara Douglas, regarding density planning, for the Committee to look at. He also referenced a book, Rural By Design, which is available for the members to read. The process of contacting planning firms was discussed; C. Rand is willing to contact the first 4 firms, supplying them with A. Slotnick’s draft, the recreation list and a link to the Pope Committee Report. He would ask for their initial responses and have preliminary conversations with them. R. McGuire suggested sending out RFP’s and having a sub-committee or a “point person” to deal with questions from the responding planning firms. C. Rand suggested having one person from recreation and one from housing represented. C. Rand went over some of the points made in A. Slotnick’s Draft Letter/Scope of work to be provided:
  - Review the documentation
  - Produce base maps
  - Review proposed elements
  - Determine if proposed program could fit on the site
  - Develop sketch-level plan options
  - Review sketch plans
  - Revise sketch plans
  - Present revised sketch plans at a public forum

The planning firms contacted will be given the general concepts of what the Committee wants them to do. Based on responses and after interviewing the firms for their qualifications, the Committee will eventually select one firm to go on to the next steps. The Committee would like to have a draft letter to send out to the planning firms at their next meeting on November 18, 2021. All meeting agendas will be posted on the Town website, as well as all recorded (Zoom) meetings. R. McGuire asked about the role of the Historic District Commission (HDC); C. Rand suggested that Tom Callahan, Vice-Chair of the HDC, might be willing to inform this Committee of the HDC role. For more information, L. McAuliffe referred to the original Pope Committee Report: <https://www.salisburyct.us/pope-committee/>. The Committee will discuss next steps at the meeting on November 18, 2021.