

POPE LAND DESIGN COMMITTEE

REGULAR MEETING

FEBRUARY 3, 2022- 10:00AM (VIA ZOOM)

1. Call to Order. Present: Vivian Garfein, Abeth Slotnick, Ray McGuire, Lisa McAuliffe and Curtis Rand. Tim Sinclair arrived later in the meeting.
2. **Approval of Agenda. So Moved** by V. Garfein, seconded by A. Slotnick and unanimously **Approved.**
3. **Approval of Minutes of December 20, 2021. So Moved** by V. Garfein, seconded by A. Slotnick and unanimously **Approved.**
4. Discussion
 - Progress with To Design & Updates – C. Rand has authorized Mat Kiefer to update the survey map to show the new pump station/generator. R. McGuire asked about the timing for a first interim report; C. Rand suggested writing up a punch list of questions for To Design. V. Garfein mentioned having a site visit with To Design at some point, weather permitting. R. McGuire suggested that would be a question for To Design, to ask when their team would be available. C. Rand suggested asking To Design for email updates every 2 weeks. A. Slotnick asked about having a proposed schedule of meetings with To Design; C. Rand suggested asking Phil Barlow what his meeting schedule would be and asking him to attend the regular monthly meetings of this Committee, as well as special meetings with appropriate notice. A. Slotnick noted that To Design would probably be having meetings with other groups involved in this project. C. Rand suggested that email updates are fine, instead of this Committee attending all of the meetings.
 - Next Steps – R. McGuire will draft a list of questions for To Design and circulate it to the Committee members for comment; it will be sent on to To Design. A. Slotnick suggested perhaps having a programming meeting with members from the other groups involved, such as P&Z, Inland Wetlands Commission and Historic District Commission. L. McAuliffe will find out who owns the SVNA and Day Care buildings on the property. R. McGuire summarized the list of questions for To Design. V. Garfein suggested that outreach to neighbors be discussed at a future meeting.
5. Public Comment -- One person attending did not have any comments at this time.
6. **Adjournment. So Moved** by A. Slotnick, seconded by V. Garfein and unanimously **Approved.**