

Wasley Property Committee Agenda for January 14, 2021 7:00 pm

Location: Town Hall meeting room and Zoom

Called to order at 7:05

Present: Tim, Robert,

1. Approval of October 8, 2020 minutes (linked here)
(<https://docs.google.com/document/d/1dVG-AWTPXL2uRKB4aozN1yuOh4LrMIZs2Mj4p9-MPpk/edit?usp=sharing>)
 - a. Addition to previous minutes:
 - i. Item 3: request for funding from board of selectmen to cover mailing of surveys
 1. Approved by committee
 - ii. Item 4: motion to change meeting time
 1. Approved unanimously
 - iii. Item 3 moved to item 6
 - b. Motion to accept changes made by Kathy Newton, seconded by Josh
 - i. Approved by committee
2. Approve dates/times for 2021 meeting schedule:
 - a. Place: town hall meeting room and zoom
 - b. Dates and time: second Thursday of the month at 7:00pm
 - i. JAN 14
 - ii. FEB 11
 - iii. MARCH 11
 - iv. APRIL 8
 - v. MAY 13
 - vi. JUNE 10
 - vii. JULY 8
 - viii. AUG 12
 - ix. SEPT 9
 - x. OCT 14
 - xi. NOV 4 (this meeting is one week early due to Veterans' Day)
 - xii. DEC 9
 - xiii. Jan 13. 2022
 - c. Motion to approve these by Kathy Newton, seconded by Liz
 - d. Motion passed
3. BOF funding approval.
 - a. Original request planned to go to BoS, Colleen recommended going to BoF
 - b. BoF members had suggestions about use of property, recommended hiring outside advisement, had concerns about funding of any plans
 - c. Approved \$2000 max for expenditure with selectmen approval for this year only (by June 30, 2021), not for use on the property itself, only for media/communications
 - d. Next year's budget will feature line item for this committee (to begin 7/2021)
4. Discussion with Colleen F. and Don M.

- a. Don of park and rec
 - i. Rob approached Don seeking info about mailing and printing fees for the survey
 - ii. Re: postcards and newsletters; use of "Everydoor" direct mail which gets to every household, but does not reach folks with PO Boxes (due to split of Cornwall Bridge/New Preston post offices for Warren residents)
 - iii. P&R prints 700 copies of print, distributes 650 at cost of \$125, with print costs of \$125, total cost of \$250
 - iv. Newsletter to inform town; Don is suggesting 8 page newsletter, one page of tear-out for survey (to establish narrative of property, possibilities, etc)
 - 1. Printing costs on this around \$3000-4000
 - 2. Does not include envelop or business reply (ergo recommends requiring a stamp from respondents)
 - 3. Including envelopes would require volunteer time (to fold/staple into newsletter)
 - 4. Use multiple formats for dissemination: print, electronic, and video or phone calls
 - v. Suggesting needs assessment/focus group process
 - 1. Committee members seeking input from stakeholder groups (FoWS, FD, church)
 - 2. To expand survey and build consensus
- b. Colleen from town office re: history of the property purchase
 - i. Colleen reminds committee of similarities between this process and town hall reno/new build informational mailings
 - 1. Liz connects to history of Wasley purchase focused on preserving open space with recreational space
 - 2. Colleen: the needs of town have changed since purchase of property, so engaging more ideas is necessary
 - a. Concerns about maintaining property for benefit of not only previous need, but also other department and committee needs (ie: affordable housing as single unit)
 - 3. Liz: example of housing survey recently released: sent out electronically AND featured limited options
 - a. Don: concerns regarding electronic dissemination due to e-fatigue
 - b. Questions about of electronic devices and use of computers vs. mobile devices: vastly different in Warren than elsewhere
 - 4. Kathy Newton: this survey is first push to gather initial impressions from the town
 - 5. Colleen: options of sending out newsletter, trifold, pamphlet with tear off for return of input;
 - 6. Don: focus groups as second encounter to increase other ideas for property, about house/barn

7. Tim: any potential outcomes from the committee is almost certain to have to go through multiple town meetings, with potential for town vote
8. Reminder that this is a “preliminary survey” (include language to that effect in introductory paragraph at top of survey)
5. Sandra Bausch email.
 - a. Regarding use of property and potentials of survey
 - b. Indicates belief that survey is limited: “Warren needs a hub” at center of town
 - c. Needs for universal designed affordable housing, Wasley property unlikely to fit this need
 - i. For individuals who are elder or disabled, need to be center of town
 - ii. Accessibility to local attractions, use of property as site for campers
 - iii. “Bike hotels” where individuals ride bikes to hostel for overnight stay
 - iv. Wedding/celebration venue
 - v. Retreat space in house, or classroom space
 - vi. Heritage fruit orchard
6. Discuss survey.
 - a. Tim and Robert are in collaboration between region 6 and Litchfield schools committee: survey went out electronically and few folks indicate having received it. Mailing list uncertain provenance, as few people received it that way, either. Questions about who was targeted for this survey and how to repeat this outcome with this committee’s survey
 - i. Request to have electronic link in mailing so individuals can go to survey online rather than only manual fill, which would require manual input
 - ii. Piggy-back on town newsletter: send info in next newsletter? End of March print date (committee in favor of including our survey in this town-wide mailing, Colleen indicates it is possible)
 - iii. Suggestion to include postcard prior to announce mailing
 - iv. Town meeting planned for third Thursday in May, potential for some information sharing/collection at this
 - b. If mailing to be included in town newsletter, what should be included:
 - i. Content of survey has been approved already
 - ii. Discussion:
 1. Suggestion to remove options and leave as open question
 2. Options that had been raised in conversation in committee and around town are not in the spirit of the original purchase
 3. Purpose of the survey to collect large amount of information from a large pool of people, additional opportunity to collect information through focus groups important
 - iii. Transfer survey to a word document for Colleen to include in newsletter
7. Additional items:
 - a. Correspondance received by Robert at 5:23pm 1/14/2021
 - b. Move to discuss made by Josh
 - c. Judy and Kim Harkimer: birdwatching (Bobolinks): protected species in state

- i. Preservation of this species on this property provides opportunity to connect with Topsmeade, White Memorial, and Audubon Society
- 8. Draft agenda for next meeting (agenda to Joanne 24 hours prior to meeting for posting to town)
 - a. Approval of 1/14/2021 minutes
 - b. Any additions to the agenda
 - c. Discuss word format survey
 - d. Information about process and outcomes of ag easement as pertains to Wasley property
 - e. Discuss next month's agenda
- 9. Motion to adjourn at 8:47 (made by Robert, seconded by Kathy ED, unanimously approved)

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