**Fair Haven Vermont Economic Development Committee & Downtown Partnership**

**Regular Meeting**

**June 3, 2025**

**Unapproved Minutes**

**Attending: EDC** -- Chadd Viger, Ceil Hunt, Glen Traverse**,** Laura Pedroni, Mike Parelec, Judy Sutherland

**Planning Commission** -- Ann Finley, Bob Richards, Linda Sienkiewicz, Debra Liaicona

**Rutland Regional Planning Commission** -- Logan Solomon, Gary Holloway

**Select Board** -- Sam Lucci

**Call to Order**: Chairman Glen Traverse called the meeting to order at 5:00 p.m. and led the assembly in reciting the Pledge Allegiance to the Flag

**Review and Approve Agenda**: Ms. Hunt made a motion to approve the agenda as presented; seconded by Mr. Pavelec and passed.

**Approval of Minutes from May 6, 2025**: The matter was tabled to allow time for members to review

**Meeting with Gary Holloway & Logan Solomon**: Feedback on EDDP Bylaws & Partnership Agreement -- Mr. Traverse said the EDDP is/has been working together with Zoning, planning Downtown Partnership. Updating the Downtown Designation is in progress; are reviewing by-laws with Rutland Regional. Mr. Holloway noted working with the community overseeing the Downtown Partnership program; provides/reviews feedback ideas to set up criteria. This includes outreach for information from other Towns and working with all commissions and organizations. He reviewed the process to arrive at Downtown Designation, focusing on by-laws. RRPC works with 24 Towns and all Towns are different, finding their own needs. There are four areas of concentration: Organization (director, volunteers, by-laws); Economic Development (business inventory); Environment (parks, public spaces); Promotion (marketing, website). Duties for each area were discussed, including striving for a seven-person board, identifying accomplishments, and identifying goals. Mr. Traverse noted there is a five-year strategic plan for Downtown Partnership. Ms. Pedroni reviewed some things done, including: Fair Haven Blooms that involved volunteers, business involvement; bike shop donating unsold bikes that will be borrowed through the Library as are books; and welcome baskets. There is the Itty Bitty Committee that works together well to decorate the Park (gazebo), Stick Figures at Halloween, and Fair Haven Fridays. Mr. Viger noted that beautification can be outsourced, is not specific to this committee; does not matter who does the work as long as it is communicated. EDC has been editing its by-laws, focusing on what does the community want this group to do. Mr. Traverse said the goal is to have the Selectboard approve edited by-laws. Mr. Viger noted the need for flexibility, to expect working by-laws -- what are requirements; identify red flags; include budget oversight. Mr. Solomon said by-laws demonstrate commitment to the goals of the Town, noting each Town is different. The Downtown Partnership was discussed briefly. Work done by this committee is important to the Planning Commission’s Town Plan application. Mr. Richards said the Planning Commission is meeting tomorrow; their goal is to have the Town Plan application ready to submit by September. Mr. Holloway said he would like to hold another meeting focused on Historic Preservation (How do you protect what you have?) Maps are in the updating process. Mr. Holloway noted there are training meetings available and to let him know if interested in participating. Also to make sure the Agency of Natural Resources gets back to you.

**OLD BUSINESS**

**IBC Updates – Ceil/Judy**: Plan to have banners for annual events.

**Economic Development Newsletter -- Ceil**: There is a lot going on in Town; Concerts in the Park is on the Website. Question -- how to communicate more effectively? Miss newspaper(s); Scott Forman is doing a good job online with People, Places and Past; the Bulletin Board is not up yet. Discussion included, cost of mailing; distributing flyers in places with large foot traffic.

**NEW BUSINESS**

**Update on the Bond Vote to Purchase the National Guard Armory for Our DPW Town Garage Relocation**: Mr. Traverse reminded of the Armory walk-thru noting there were not many people attending. Mr. Pavelec spoke to the upcoming $1.47 million bond vote, that it would help a positive vote if the cost could be communicated to people on the basis of “how much will it cost me”. The “Junk Ordinance” is updated and at the attorney. Will be on the next agenda.

**Public Comment**: Ms. Laiacona said there is not enough parking close to commercial buildings and noted there is one person that has six cars day and night in the Park and Ride. The ordinance and policies are not being enforced and suggests 10/15 minute parking. Mr. Traverse said this could be discussed at the next meeting.

The **next meeting** is July 1, 2025

Mr. Viger **moved to adjourn** at 6:35 p.m.; seconded by Ms. Hunt and passed.