



All Wards Neighborhood Planning Assembly  
April 20, 6:15 pm  
CCTV Center for Media & Democracy  
294 North Winooski Ave.  
Minutes Draft

Meeting Start 6:15 pm

Steering Committee Members Present: Martha Molpus-Ward 7, Lea Terhune-Ward-4, Richard Hillyard-Ward 6, Charlie Giannoni-Ward 3, Charles Simpson-Ward 6, Nate Orshan-Ward 5  
Phet Keomanyvanh of CEDO  
Alicia Roderigue of AmeriCorps.

### **Welcomes and introductions**

Ward 6 hosted the meeting held at the offices of Channel 17, No. Winooski Ave and provided pizza and cider amounting to slightly less than 50 dollars of Ward 6 budget. Lea Terhune provided salad and Nate provided hummus.

We welcomed Alicia Roderigue the AmeriCorps team leader dealing with those volunteers/interns assigned to City Hall and other non-profit agencies.

### **Sandwich board give away-Lea Terhune, Ward 4**

Lea Terhune provided sandwich boards advertising NPA meetings. NPA 6 took one now in Charles' possession.

### **Recruitment and election of NPA Steering Committee members**

Phet Keomanyvanh will help in recruiting candidates for vacant seats on the NPA steering committees but we should continue our efforts as well. Lea Terhune notes that service on the NPA is often a step to appointment to a board of commission or higher office, which may be an incentive for some.

### **City Hall's Internship Summer Program-NPA Intern-Phet Keomanyvanh, CEDO**

Phet said twenty-two candidates applied for City Hall's Summer Internship Program; assisting the NPAs will be one responsibility of one such intern. This intern will start at the

end of May and continue through mid-August and is likely to focus on social media and outreach issues. Other interns may be available in the fall for such responsibilities.

### **NPA expenditure and current balance-Phet Keomanyvanh, CEDO**

Purchase orders for expenditures by the NPAs need to be submitted to Phet Keomanyvanh by June 1, 30 days prior to the end of the fiscal year. That means we need to expend the rest of our budget, approximately \$350, and not simply entail it by a contract, say to suppliers for a block party. Other NPAs have spent their budgets on a number of items: donations to Front Porch Forum; a garden in memory of a deceased NPA Steering Committee member; a stipend to the camera crew videotaping NPA meetings; signs, speaker honorariums, awards, prizes for “contests” such as for the best neighborhood garden.

### **Open Meeting Law**

Open Meeting Law as it applies to the NPAs was discussed. Phet, our CEDO liaison, indicated that she would take care of posting meeting agendas on time to meet OML requirements as long as we submit the details. Where we fail to do so, she may have to submit a generic or “draft” agenda to cover the requirement. Richard Hillyard suggests that we add “draft” to our agendas for flexibility and Lea notes that if we include “agenda” as the first item of business at the NPA meetings that will give us latitude to modify agendas to reflect last-minute changes. Lea also notes that the NPAs need a CEDO staff person to help us comply with the OML, just as City Council members have. If we on the steering committee simply discuss the items on the agenda, it seems that this doesn’t constitute a meeting under OML. If we discuss the expenditure of funds among a quorum of steering committee members, that does require compliance with OML. However, there still seems to be some lack of precision on this interpretation and Phet is following up with the City Attorney. Lea notes that it would require action by the state Attorney General for any of us to be fined the \$500 for non-compliance with OML, and that this has never taken place. Further discussion revolved around when we should schedule counter-balancing speakers with Richard saying this was especially appropriate when a controversial commercial project was being proposed by a scheduled speaker. Charles had perhaps a broader view that included controversial city-proposed projects. Phet is looking into the possibility of Steering Committee members using a city government server when carrying out official communications. She says that the city attorney is investigating this possibility.

Meeting Adjourn 8:30 pm  
Respectfully submitted,  
Charles Simpson