

Union Square Neighborhood Council - Fourth Meeting January 17, 2018

1. Welcome and introductions 7:07pm start
 - a. Minutes have been posted on the website
 - b. Access to a discussion board was made available yesterday to the public by Ben Baldwin
 - c. Bill suggests changes to time allotment - would like longer agenda #3.
 - d. Bill introduces email from Brian from SCAT regarding more formality in SCAT meeting coverage (Bill would like to add to agenda 9) (Pennie states it will be touched in on 5a)
 - e. Jacob passed material around for 3a
 - f. Introductions (board members)
 - i. Bill Cavellini-cofacilitator
 - ii. Ben Bradlow
 - iii. Pennie Taylor
 - iv. Michele Hansen
 - v. Rachel Weil
 - vi. Ann Camara
 - vii. Joanne Berry
 - viii. Peter Insley - cofacilitator
 - ix. Ganesh Uprety
 - x. Jacob Kramer
 - xi. Tori Antonino
 - xii. Mike Firestone
2. Public comment
 - a. Bill Cavellini introduces communication guidelines to the public
 - b. Gary - announcement: SCAT not able to get camera to meeting. Would like a motion to create an institutional membership. Would like explanation for CBA public input and potential authorship.
 - c. Simon - on behalf of Andy would like a number of committees to meet together to get on the same page. Would like a motion to make this happen
 - d. Wig - would like CBA to be moved after agenda 4 and 5. (referring to the USNC flyer passed around) The graph refers to consolidated zoning. Somervision has to be before that to be legal. First comprehensive, then zoning, then consolidated. (referring to letter drafted by Mike Firestone) Very good tone in letter. 1st P - not all of Union Square represented. Above II - "Built Natural Environment". Affordability misleading, no affordability in commercial space in special permit. III - more than 15 acres is an option not an obligation for master developer. (general comment) Problem with accessibility with Canopy City. Open meeting law - conflict of interest is important
3. CBA Committee Report and decisions
 - i. Created membership database, flyer, delegated tasks to people to create these. First plan is to find people who voted, fill out membership form (for contact), invite to CBA meeting
 - ii. Have some volunteers to print materials and canvas
 - iii. Would like to discuss options for finding a location and different meeting dates if other locations are available
- b. Membership form

- i. Approval requested
- ii. discussion : Ann asked if addresses are clarified as home or business (peter suggests home or business checkbox) (ben bradlow suggests an extra line for business name
- iii. Vote to approve flyer: unanimous yes (11) no (0)).
- iv. We need a non-member voting form (peter suggests different form) (jacob suggests same form, extra checkbox) (jessica asks if form will be available electronically, jacob confirms yes) (pennie introduces website and agrees all information will be merged into database) (bill suggests vote on form) (jessica would like to know what happens after form is submitted - discussion postponed to communication)
- v. Vote: unanimous yes (11) no (0)
- c. Planning and organizing for the community meeting
 - i. Approval of one page flyer for meetings on 1/31/18 and 2/3/18
 - 1. Flyer can be posted or handed to someone. Gives some intro and idea into meeting expectations.
 - 2. Conversations about location: police station secured on wednesday by ann and michele. Jacob has been asking several locations for saturday venue and has not had luck. (ann suggested st anthony's, is asking for additional dates at the police station). Flyer will be printed in multiple languages, date and location needs to be confirmed before canvassing. (Liz suggests reaching out to Esther on Union Square Main Streets, Ben Bradlow is meeting with Esther tomorrow). (Mike suggests an overview of what Union Square Development is, Jacob confirms that is next item) (Ben Bradlow suggests redefining acres, Mike points out that what is stated on the flyer is accurate, Ben rescinds)
 - 3. Vote on flyer: yes (10) no (0), tori did not vote
 - ii. Approval of presentation creation plan
 - 1. Presentation has background on development and impact on neighborhood, what has been proposed and mentioned, then open up to discussion and break out groups. This will lead to consensus to determine what comes up most and participants will be able to submit comments after
 - 2. Discussion: (Ann suggests the Human Scale which explains urban development and would like to add it as an additional event) (Jacob announces meeting scheduled for next Tuesday and would like to receive any comments or suggestions until then) (bill suggests adding graphics to presentation, joanne offers images readily available from her website) (Jacob would like to push meeting out at least one week to better prepare for large meetings. Keep wed and sat as dates on the week.)
- 4. Built environment check-in (moved from 5)
 - a. Met on Monday at 7pm on 1/15, tori sent out invitation 3hours prior to meeting

- b. Focus needs to be brought to built committee because it will be long term input regarding all phases of development
 - c. Built environment will give feedback to builders on designs, keeping public informed, oversee follow through on feedback for presentations, communicate with planning board
 - d. Tori will look for document that was supposed to be submitted to design feedback
 - e. Would also like to be involved with rest of development going on in union square
 - f. Would like to get 10-15 min in CBA large meeting to get a pitch
 - g. (wig reports there was a good representation in meeting, zero feedback for US2 proposal which is bad, reiterated CBA is only 1-2% of proposal) (rachel replies asking what a successful engagement process would be) (wig responds engagement in the built environment is the essential part at this point) (joanne suggests contacting rebecca on planning board for primary point of contact) (bill, public, would like to suggest a role for the committee to quantitate data for advocacy points) (michele asks wig for actual success) (bill cavellini states not having bell and whistle presentations) (wig states you have to engage on primary data of developer) (ben bradlow reminds everyone committee discussions should happen in the committee, attendance and minutes should be recorded and shared, would like to suggest to make built a working group rather than committee) (peter closes agenda)
5. Outreach and communications check-in
- a. Report
 - i. Pennie - met last night and had 6 people in attendance. Website was discussed, currently challenging, Junwa(?) and Weebly(?) discussed. Mobile compatibility, calendars, eForms. Two different sites will be created and compared.
 - ii. 100-150 statement from committee's to post onto website.
 - iii. File of all minutes and important documents currently all held on a single link on the website that only Ben Baldwin can edit.
 - iv. Emails for committee's will be at the discretion for each committee.
 - v. Mission statement to use for different events as an intro. Glossary to post all acronyms, would like crowdsourcing.
 - vi. CBA committee asked to help with outreach so contact list was split up to help future outreach efforts.
 - vii. Will add what happens after form is submitted will be added on agenda for next week.
 - viii. SCATV meeting is going to be set up soon for videography and what videography will look like.
 - b. Outreach suggestions
 - i. Ann - videography (would like to have 5-15min from the meeting to put on SCATV). Received email from peter levine to post 3-5min on SCATV and two pages completed in summary of the meeting. Thought of fr richard's counsel who has prior experience with SCATV (michele has two volunteers who would like to help).
 - ii. Bring a neighbor! An easy way to bring people to the meetings and introduce and set up home visits.

- iii. Discussion: (pennie would like to go beyond the communications group to sort out what will help or what will not) (bill cavellini put motion forward to have meetings video recorded, would like to make this official so proper training can occur, brian would like an institutional membership, bill has made it clear to brian that USNC does not have money) (jacob suggests being strategic when asking people to show up and believes a summary is sufficient) (gary would like videotape for specific records) (dennis thinks bring a neighbor is a good idea until everything is sorted out) *ganesh leaves at 8:22pm
 - iv. Pennie reiterates setting up meeting with SCAT to determine feasibility and restrictions. Bill Cavellini would like to move with motion to make SCAT to be an institutional member so people can be trained on how to take video
 - v. Vote for SCAT to be institutional member: unanimous yes (11) no (0)
- 6. Letter to BOA
 - a. Changes
 - i. Needed to take more time to discuss ongoing outreach and was not completely inclusive, will adapt most of wig's comments.
 - b. Comments
 - i. pennie - 3rd page tope line, one of those is not like the other
 - ii. Simon - conflict in 1st P, USNC is voting membership of the neighborhood, inaudible, does not like affordability, does not like educating we are here to listen, preventing displacement for low income people in union square; how defined?
 - iii. Gary - sue thomas if recognized by city that would make USNC public (mike responds bylaws define this org to be independent, nonprofit org. Some people in the city suggests that could be jeopardized, we will keep an eye on it)
 - iv. Tori - 2nd page 1st P she would like to see public spaces separated from commercial
 - v. Peter - put affordable housing and affordability at even playing field by separating the two from each other
 - c. Litigation
 - i. Plan was to send after final approval tonight with tweaks. Would like to add "tentatively" before meeting dates and include locations "tbd" (pennie confirms BOA is in outreach for follow up)
 - ii. Requests for response in writing by Jan 29, suggests putting a final line in before sincerely including a contact (will include co-chair's emails)
 - d. Vote - all yes (11) no (0)
- 7. Planning for open meeting law meeting on Monday, 1/22/18
 - a. Mike has Jonathan Sklarzak making a presentation about an open meeting law and how he advises public bodies to engage and adhere to law. Can offer current topics in open meeting law. (ben would like to add ethics issues, mike states this could be a separate topic) (michele take ethics test, mike responds move this to open meeting law and ethics meeting and mike will add to it)
 - b. Date and time - canopy city at 7:00pm

8. Bylaw committee discussion - tabled to online discussion. Ann would like it to be translated to basic understanding. Unanimous to table yes (11) no (0)
9. Future meeting logistics - space, facilitators, etc (liz can volunteer the space for normal meetings with appropriate notice for free) (rachel will reach out on the public discussion) (jessica suggests retails) (dennis suggests a flyer as to why we need help)
10. Public comment - all in favor of extending period yes (11) no (0)
 - a. Liz - asked board to keep open mind in spirit of collaboration with developer, caution to not alienate groups underrepresented. Public space should not be completely disregarded for future meetings since these are not business specific
 - b. Dennis - membership form online with google form, the sooner this can happen the easier this can be - benefit is an automatic response (pennie responds and invites dennis to next communication meeting)
 - c. Van - Becoming a public issue could be troublesome and would like to help
11. Adjourned 9:06pm