

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

MEETING MINUTES

Tuesday, November 4, 2025 AT 6:30PM

Kendall Room

Present: Jean DeBellefeuille (Chair), Lee Parker, Ian McConnell (Secretary), Yvette Meunier (Staff)

Absent: John Scribner (Vice Chair), Marty Szydlowski

- I. Meeting called to order with requirements for a Quorum met
- II. Agenda accepted
- III. Pavilion Discussion with Farmer's Market Representatives – Dave Asmussen (Blue Bell Farm), Reeve Wood (Counterpoint Bread), Ian Jarolmac (Stonecipher Farm)
 - a. After reviewing the Pavilion planning process to-date, the Farmer's Market representatives shared the following priorities for the Pavilion design:
 - i. Essential elements
 - Power outlets – 120V @ 20A for each stall (every 10')
 - Reliable Wifi
 - ADA accessibility
 - Protection from rain/wind/bad weather that could be accomplished by:
 - a. Eaves/overhang with min clearance 13.5' to accommodate trucks
 - b. Temporary plastic curtains
 - Storage area for market signage
 - Easy access for vendors to bring goods to their stalls – ideally they could back their vehicle directly up to stall for unloading which would likely require an engineered lawn that would not be torn up by vehicles
 - Appropriate lighting for evening events
 - Roof that can support solar panels
 - Bollards or concrete post footings for structural safety given risk of vehicles hitting support posts
 - Programming corner that would require wall(s) of some sort
 - ii. Key design considerations
 - Preserve openness, visibility to natural surroundings, and natural light which could be accomplished by:
 - a. Shallow pitch
 - b. High walls
 - c. Translucent roofing panels

- Support beams should be placed at increments delineating stall width of 10-12'
- May want to expand footprint to match standard stall sizes – 48' x 84'?

iii. Non-essential priorities ('nice to have')

- Ability to drive a vehicle under the pavilion
- Movable tables/benches to stay in pavilion on non-market days
- Temporary awning/shade structure
- Drinking water fountain/house

iv. Open questions

- Need for refrigeration is not clear as most vendors bring their own cooling and just need electric hook-up
- Access to bathrooms and changing area may be more important if we are trying to host larger events such as weddings

IV. Next CDAC meeting is scheduled for December 2nd at 6:30pm

V. Meeting Adjourned