Town of Otis Revitalization Committee Meeting
Otis Town Hall Meeting Room
July 29, 10:00 AM

1. **Call to Order: 10:03 am**

Present: Stacey, Cynthia, Hal, Jackie, Celeste, and Susan Ebitz (past committee member).
Absent: Tim & David
Public: Wylie Goodman (BRPC), Cathy Bezozo

2. Welcome new & returning members

3. Vote for Chair, Vice Chair, Secretary

Cynthia nominated Stacey for Chair; Hal seconded, all in favor.
Jackie nominated Cynthia for Vice Chair; Stacey seconded, all in favor.
No one was assigned the secretary role at this time. Stacey & Cynthia recorded meeting minutes for this meeting.
Because Celeste has yet to be sworn in, she did not vote.
Given our prior secretary paid for and managed Zoom, there was a brief discussion about the town providing the service or collecting donations to pay the yearly fee. Stacey is reaching out to the Town Administrator and Selectboard to clarify whether the town is renewing its account and whether the Revitalization Committee will be granted permission to use it for our meetings. Members felt strongly that a virtual attendance option is important for transparency and increased public participation. Susan shared that the cost is approximately $159/year for a pro account. Wylie suggested that Leigh Davis be contacted about the Zoom issue.

4. Approval of April & June Minutes

Hal made a motion to approve the 4/27/26 minutes with one correction to the date; Jackie seconded the motion; all in favor.
Jackie made a motion to approve the 4/30/26 minutes; Cynthia seconded the motion, all in favor.
Cynthia made a motion to approve the 6/3/26 minutes with one correction to the location; Stacey seconded the motion, all in favor.

5. Public Comment

None.

6. Review Consultant Report

Accompanying the report, a cover letter to the Selectboard from the Revitalization Committee was reviewed and amended. The cover letter summarized the report, included Revitalization Committee remarks, and requested insight from the Selectboard on next steps and a joint meeting. Member discussion of the report spanned positive remarks about background information for possible downtown water solutions to a less-than-stellar expected actionable plan. Stacey shared that an initial draft was shared with her that included inaccuracies and a more urban approach to our small-town challenges. She asked that the draft better reflect the limitations and capabilities of the town currently.

7. Community Day after action and debrief

Susan and Jackie met with members from the Cultural Council and Otis Ridge to discuss the event. Recreation played a key role in planning and executing as well. Town offices and departments were well represented, as were Otis food establishments. Everyone agreed that the event was a success. Musicians, venue, food vendors, community, and town leadership were all happy with the event. Feedback indicates that it was a good time of year to hold the event, publicity was good, the chicken farmers were a hit, and the volunteers were great! Suggested changes for the future: shorten the event, move the bands to a more central location, enlist a dedicated photographer, and have attendees sign a consent form when their picture is taken. Sponsors were thanked with handwritten letters and signed and framed posters: Otis Cultural Council, Otis Ridge, Chaffee Construction, and Lee Bank. It was noted that our Revitalization Plan presented to the Selectboard included reinstating the Celebration Commission. Alternatively, Hal mentioned that a Celebration Committee could fall under the Recreation Commission.

8. Joint meeting with Selectboard

Stacey submitted the Revitalization Plan previously approved by the committee for the Selectboard and Town Administrator to review and requested a joint meeting to discuss. The request was addressed by the Selectboard chair, indicating that if they want a meeting, they will reach out. A follow-up email was sent to the town administrator, but no response was received. Stacey will follow up again.

9. Any items not anticipated

Wylie from BRPC sat in on our meeting to learn about our past consultants' work and to begin to learn how she can best serve our town through the DLTA grant. She will be discussing next steps with her colleagues and asked to be kept in the loop regarding upcoming meetings.

10. Public Comment

None

11. Adjournment

Hal made a motion to adjourn at 11:43 am; Cynthia seconded the motion, all in favor.

Next meeting: August 24, 2026, 10:00 AM