

Minutes of the Town of Marble  
Special Meeting of the Board of Trustees  
March 15th, 2023

A. Call to order & roll call – The meeting was called to order by Mayor Ryan Vinciguerra at 6:04 p.m. Present: Emma Bielski, Amber McMahill, Tony Petrocco and Ryan Vinciguerra. Absent: Larry Good. Also present: Ron Leach, Town Administrator; Alie Wettstein, Administrative Assistant and Terry Langley, minutes.

B. Consider approval of Purchasing Policy for Planning Consultants –

Prior to considering the purchasing policy, Ron explained that Dana Hlavac is our DOLA point person. Dana told them that the town would need to have a purchasing policy in place before getting the state DOLA funds. The town has submitted the grant application, the purchasing policy and the RFP to DOLA. Dana said that the documents are good. He said there was some language that needs to be added to the scope of the project, including a three-mile plan. It will be included in the RFP. It could take up to six more weeks before the grant is awarded.

Tony Petrocco made a motion to approve the Purchasing Policy for Planning Consultants. Amber asked if this covered anything outside the planning consultants. Ron said that it does not, but the town does need to develop a comprehensive purchasing policy for such things as snow removal. Ron expressed appreciation to Tony for the help he has given with examples of purchasing policies, RFPs and his expertise. Amber McMahill seconded the motion. The motion passed unanimously.

C. Review Request for Proposal (RFP) for Master Plan Facilitator – Ron recommends doing a full competitive RFP process through Bidnet Direct. Bidnet Direct is a website for use of governments in posting RFPs. It is the gold standard for correctly posting RFPs. Alie has been in a zoom meeting with Bidnet Direct and can get the town registered. Ron researched other towns' and entities' RFPs to develop this RFP. He found they all have purpose, scope, deliverable, funding and logistics statements. He found that they are generally a one month to six weeks process. Ron would like to get this posted on Bidnet Direct on Friday, March 17. The town should know about the grant by the time we would be ready to hire the facilitator, about April 17. Kendall Burgemeister reviewed the RFP, had a few comments but overall felt it was a good and legal document. Ryan asked for clarification regarding posting the RFP to the paper as stated in the RFP and Ron will do that. Emma Bielski made a motion to approve the RFP for Master Plan Facilitator. Amber McMahill seconded and the motion passed unanimously.

D. Review MP committee membership applications – Alie reported 10 applicants with six from town residents and four who live out of town. Ron had a recent application from Steve Fowler. Applicants include Charlie Manus, Connie Hendrix, Chris Palmer, Brian Suter, Jeremiah Akers, Sue Blue, Sam Wilkey, Amy Rusby, Angus Barber, Steve Fowler and Greg Tonazzi. There are a few more interested. The final roster should be set by the first week in June and a cap of 14 was decided on. If more than that apply, the late applicants will be placed on an alternate list.

E. Structure and planning for first committee meeting – Ron would like the board to attend the first meeting. He suggests the following agenda:

1. Introductions

2. Review 2000 Town of Marble Master Plan

3. Review proposed Charter document – This will be a guide for the committee and could include such things as rules on reaching a consensus, rules of respect, conduct of meetings and can be something the committee itself develops. Amber expressed some reservations regarding the possibility of getting lost in minutia in doing this at the first meeting. Tony said the committee should come up with a series of questions to ask the citizens. He recommended a couple of people attend the Roaring Fork Leadership Program.

4. Values audit & mission statement – This also would be used to guide the group and would be developed by the group. Emma suggested an exercise similar to the one done during the Colorado Tourism meetings, including brainstorming the members' vision for Marble.

Ryan asked who would lead these exercises if they happen before we have a facilitator. Ron said that he has experience leading these types of things. Amber expressed some reservations regarding the possibility of getting lost in minutia in working on the charter at the first meeting. Tony said the committee should come up with a series of questions to ask the citizens over the next 7-8 months, compile the answers and develop a document/plan. He recommended a couple of people attend the Roaring Fork Leadership Program. Emma suggested sticking with the first two activities at the first meeting. Ryan spoke to asking the committee for questions/concerns resulting from the review of the previous master plan. Emma suggested members do the SWOT analysis – Strengths, Weaknesses, Opportunities, Threats. Amber said that DOLA and the Colorado Municipal League both have information on master planning.

Ryan said the first meeting would be an open meeting because the board will be there. He asked if other meetings would be open to the public. Ron said that, as a public process, the meetings can be open with some rules to be followed. Ron said there need to be guidelines for talking to the media as part of the charter.

Ron asked for the board's vision for the end product. Ideas could include options for the town. Emma suggested strategic approaches that would guide this and future boards. Ryan felt that getting engagement from the public including through conversations and surveys. Tony pointed out that a master plan is a legal document that has to be followed. Amber spoke to important issues outside of OHVs and traffic that need to be addressed, including annexation, infrastructure, and STRs. Tony spoke to more involvement if answers/surveys are anonymous. Amber wants people to have ownership in decisions. Terry pointed out that we have talked about reaching out to people with expertise for particular issues. Emma suggested surveys directed to certain target populations. Ron feels that this will free the board by having the committee deal with certain issues.

Alie said that she has followed up with the applicants with a welcome letter, a time line and a request to review the previous Master Plan and to note what they feel needs updating, is missing and what they are interested in and what day/time would be best for them.

After a discussion as to the date and time for the first MP meeting, it was decided to choose it at the April town meeting.

F. Other – Ron would like to pay Daley for the plowing prior to next month's meeting. The bill is currently \$10,284.75. Ron asked if this could be approved as an emergency purchase. Ryan Vinciguerra made a motion to pay the bill. Amber McMahill seconded and the motion passed unanimously.

Ryan circulated Ron's evaluation and is waiting for comments from the board. He said that pending comments, Ron would get back pay for any approved raise. This will be on the agenda for April 6 town meeting.

G. Adjourn - Emma Bielski made a motion to adjourn. Tony Petrocco seconded and the motion passed unanimously. The meeting was adjourned at 7:17 p.m.

Respectfully submitted,  
Terry Langley