

## Scope of Work

### **TASK 1: Data Collection**

Collect demographic, housing, natural resource, historic, energy, GIS and village policy data to establish baseline for planning.

### **TASK 2: Devise Engagement Program**

Develop comprehensive strategy to solicit input from village residents and other stakeholders.

### **TASK 3: Kick-off Meeting**

Conduct a public meeting to introduce the community to baseline data, engagement strategy, and planning process schedule.

#### **Deliverables – Kickoff Meeting**

**Summary of Actions and Input**

### **Task 4: Village Walking Tour**

Conduct a walking tour of the village to engage residents and stakeholders in place-based visioning.

#### **Deliverables – Neighborhood Walks**

**Summary of Public Input**

### **Task 5: Community Visioning Meeting**

Engage local community in imagining village future at a public meeting. This will be supplemented with QR coded flyers and online engagement platforms.

#### **Deliverables – Visioning Meeting**

**Summary of Visioning Ideas**

### **Task 6: Activity Cards and Survey**

Distribute activity cards at village institutions with link to online survey.

#### **Deliverables – Visioning Meeting**

**Summary of Visioning Ideas**

### **Task 7: Student Engagement Activity**

Engage elementary and preschool students in an activity to solicit their visions for Old Bennington.

#### **Deliverables – Visioning Meeting**

**Summary of Visioning Ideas**

### **Task 8: Preparation of Findings**

Collate and prepare presentation of community identified visions, priorities, and strategies.

#### **Deliverable – Summary of Findings**

### **Task 9: Presentation of Findings**

Present findings at a public meeting to solicit community feedback.

#### **Deliverable – Summary of Findings**

### **Task 10: Draft Plan**

Drawing from findings and community engagement, draft the new village plan with enhanced energy plan element.

#### **Deliverable – Draft Village Plan**

### **Task 11: Present Draft Plan**

Present the draft plan at a public meeting and online platforms to collect further feedback from community members.

#### **Deliverables – Public Meeting**

**Summary of Public Input**

**Task 12: Finalize Proposed Plan**

Revise the draft plan based on public feedback and deliver to village planning commission.

**Deliverable – Final Draft of Village Plan**

### Schedule of Work

|                                     |                                     |
|-------------------------------------|-------------------------------------|
| Task 1. Data Collection             | <b>July – September 2025</b>        |
| Task 2. Devise Engagement Program   | <b>July – August 2025</b>           |
| Task 3. Kick-off Meeting            | <b>September 2025</b>               |
| Task 4. Village Walking Tour        | <b>October 2025</b>                 |
| Task 5. Community Visioning Meeting | <b>October – November 2025</b>      |
| Task 6. Activity Cards and Survey   | <b>October 2025 – December 2026</b> |
| Task 7. Student Engagement Activity | <b>October – December 2025</b>      |
| Task 8. Preparation of Findings     | <b>January – February 2026</b>      |
| Task 9. Presentation of Findings    | <b>March 2026</b>                   |
| Task 10. Draft Plan                 | <b>March – June 2026</b>            |
| Task 11. Present Draft Plan         | <b>June 2026</b>                    |
| Task 12. Finalize Proposed Plan     | <b>July 2026</b>                    |