

**MINUTES  
BLUE RIBBON COMMITTEE ON  
AFRICAN BURIAL GROUND  
(CHESTNUT STREET)**

Tuesday, February 13, 2007  
at 4:00 p.m.  
held in the  
Law Library, City Hall

Meeting commenced at 4:00 p.m.

Members in attendance were: Councilor John W. Hynes, Chair, Mary Bailey, Valerie Cunningham, and Jack McGee.

Geraldine Palmer (on behalf of Vernis Jackson who was unable to attend).

Councilor Laura Pantelakos and Mr. Splaine were unable to attend the meeting.

[Public Works Director Steve Parkinson, and Suzanne M. Woodland (Ex-officio members)]

Also attending were Deputy City Manager Cindy Hayden, David Moore of Community Development Department, and both Stephen Plunkard and Jeff Goller of Stantec.

David Moore summarized the process to date to engage landscaping design and engineering services. David Moore represented that negotiations were still ongoing with Stantec to finalize the contract, but given the aggressive schedule for the design services it was agreed that this introduction would take place prior to the execution of a contract.

The Stantec representatives were introduced to the members of the Committee and thereafter there was an overview of work that Stantec proposes to undertake.

Steve Plunkard reviewed the tentative scope of work. That scope of work includes as a first step review of the archeological and historical information and digesting that for purposes of making presentations to the public. The discovery phase will also include a survey of the Chestnut Street area.

The next phase will include an informational meeting and design charatte. Stantec will be using modeling to help visualize the space available for the memorial park and will be organizing speakers to participate in the process. The design charatte is for members of the public to brainstorm ideas. In its role as

facilitator, Stantec will help encourage participants in the design charatte to work within the limitations and challenges of the site. The landscape proposals should take into account the view and use of the area during the day, night and throughout the changing seasons. Lighting will be a consideration. There was discussion with regard to what extent students could be encouraged to participate in the process. Stantec will help facilitate the creation and evaluation of design ideas.

The next phase will be to develop preliminary drawings/conceptual plans. The goal will be to develop a final plan by July. Stantec is also hopeful that they can heighten awareness of the project so as to obtain additional funding for the project.

There was significant discussion with regard to the schedule of the design charatte. There was consideration of whether it would be most effective to do the informational meeting and the design charatte on a single Saturday date or whether to provide separate dates for the informational meeting and the design charatte.

There was discussion as to how to reach out to all members of the community including the African Americans, the arts community, the historical community, abutters and the schools.

There was a discussion of the best possible location for the design charatte and some attempt at forecasting how many members of the public may be interested in attending.

Motion by Jack McGee, seconded by Mary Bailey, to adjourn at 5:00 p.m.

Submitted by: Assistant City Attorney Suzanne Woodland