

Approved Planning Commission Minutes Feb 14, 2023

Tim Segar called the meeting to order at 5:04

Present

Tim Segar, Staley McDermet, Edie Mas (via zoom), Matt Tell, Brian Potter, Don Sherefkin (via zoom)

Excused: Jennifer Girouard, Will Shakespeare, Patti Smith

Mary Sargent, Zoning Administrator

Guest: Jean Boardman

Minutes

The minutes of Jan 10th were approved, unanimously . Everyone commented on a good set of minutes.

Communications

1. Tim forwarded correspondence from Jean Boardman who wants information about possible underground power/internet conduits to her house as opposed to the three poles in the center of town. DVFiber says she'll have to pay for it.
2. Tim reported on the joint PC/SB meeting Feb 9 (see below)

Discussion on power lines in town

In response to Jean's request, Tim said he thought it might be part of an infrastructure grant application concerning the Village District, where the poles were located, part of the process the PC and SB are now discussing – a process to have Town decide on a choice of projects for possible grants. (see below) . It's a great idea but PC doesn't apply for grants. There might be a possibility of burying the lines when the septic infrastructure is put in. Jean will pursue current plans with GMP and keep us posted as needs be.

Discussion on PC/SB meeting Feb 9

In summarizing SB meeting, Tim said he felt progress was being made. SB is ready for more discussion and understands PC isn't going to pick a project. At the meeting they agreed that the next step would be to have the PC prepare a description of three priority projects. SB can decide on the first project, so Nick can then look for possible funding as he now has a list of a number of State funding sources. He did attend a special meeting to discuss the support the State is willing to give small towns to determine and apply for grants, so is aware that Towns can ask for a consultant to assist them. Tim mentioned some examples in the energy field. SB wants PC to develop a sketch of what these projects might look like .

After some discussion, a motion was made to approve that the Planning Commission recommend to the Select Board three priority projects suggested by action steps in the Town Plan, for the Town to pursue appropriate grants. Seconded and unanimously approved.

Further discussion continued to outline how the PC will proceed to create the priority action steps for the SB. As background, Edie went over some of the work done by the PC last year to prioritize action steps.*(see notes below. They are included here to assist with the next steps the PC will take.).

Tim forwarded to the PC a memo to the SB dated May 11 outlining 4 areas of prioritized action steps with detailed description: 1. actions to enhance energy plan activities, 2. create part of a needed Village District infrastructure, 3. Affordable Housing, and 4. Transportation. The SB had not been able to act on them as they found they were not specific enough. So a consensus decision was made to decide and pick ONE action from each priority area and flesh it out abit at the next PC meeting March 14th. Each PC member is to communicate by group email what step they choose in each category, referring to the memo. The object is to keep the projects narrow and understandable. The SB will select. Nick will go over what funding is available.

Discussion on Short-term housing survey

Tim mentioned that he had brought up the idea of the survey the PC would like to send out to the SB, who was supportive, actually wanting to add some questions. Discussion about best way to send it out. Matt will find out

what our budget is to include a full mail with return envelopes (SB might approve more than our budget). Other possibility is a Google Forms survey, which Brian had suggested last month. He set it up and put it in our chat so we can proof it. Edie mentioned that Will and Jennifer had done some work on this so their input was important. Any changes in survey should be sent to Brian. Edie will ask who Mixer is mailed to, emailed to. If PC sets up Google survey, then notices can be given out in Mixer, Front Porch Forum, etc.

Next meeting will be March 14 at 5 pm.

Jean was thanked for her valuable suggestions. Staley mentioned that this would be his last meeting, and he was hoping to take up the outstanding zoning amendments. Tim said he would always be welcome to present these at a future meeting if we didn't get to them.

Meeting adjourned 7:01

Respectfully submitted,
Edie Mas

* **THESE DO NOT NEED TO BE PART OF MIINUTES just FYI:** Staley had prepared a comprehensive chart summarizing all the action steps, with the intention the PC would review each one in terms of specific improvement, whether it was measurable, who it was assigned to, whether realistic, and a timeline. Although not completed, PC members had chosen 10 priority action steps, and then were to prioritize them into top 3. (this was in Feb-April). This from Edie's notes, mostly read aloud at meeting or referred to :

"1. Make the Town Offices energy-efficient and prepared for emergencies" (based on Town Plan Section A, Community Services Action Step #2, *The Town will make all efforts to equip the Town Office with needed emergency equipment as specified in the Emergency Plan*, and Energy Section D Goal 1: Step #3 *Have energy audits and weatherization projects in town facilities, including both indoor and outdoor lighting, and identify strategies for reducing energy use.* And #8 *Encourage the retro-fitting of existing structures with energy saving measures such as insulation, storm windows, efficient heating equipment, and energy efficient appliances.*)

"2. Build infrastructure for creating affordable housing in Village District, starting with implementing community septic plan" (based on Town Plan Section A Community Services, Community facilities action step #5 *The Town should study the feasibility of creating in cooperation with the Windham/Windsor Housing Trust and other funders, a small number of affordable housing or assisted living units in the Village District to be supported by a common septic and solar power system*, and Energy Section D, Goal 3, steps #1 and 2: *work towards the establishment of a Town Septic in our village center; Identify appropriate sites for affordable housing.* AND Land Use Section H, Village District, step #1, *Investigate options for implementing a community septic system in the village center.*)

"3. Increase public parking in Town with electric charging station(s) (based on Section C Transportation action step #6 *The Town should explore the possible siting of an electric recharging station to encourage electric vehicles*, and Section D Energy Goal #2 & 3: *Promote initiatives for ride-share, vanpool, and/or car-sharing, and identify potential parking areas for park-and-ride opportunities. Promote the use of the GoVermont website. Explore the possibility of a commuter parking lot, including electric vehicle charging stations*