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Townshend Planning Commission
(Converted using OCR)
January 24, 2018

Present: Andrew Snelling; Robert DeSiervo, and Dale West
— John Evans arrived 7:50 p.m.

1. **Call to Order:** Vice Chairman DeSiervo called the meeting to order at 7:15p.m.
2. **Approval of the Minutes:** West made a motion: To approve the minutes of December 27, 2017 as submitted, seconded by Snelling and carried by those present. It was noted that there are no minutes for January 10, 2018 as the meeting was canceled.
3. **Additions and Deletions:** None presented
4. **Members of the Public:** None present
5. **Correspondence:**
 - Email from Joslyn Wilshek re: Kindle Farms wetland permit pertaining to the construction of a greenhouse. Snelling mentioned that the Kindle Farm School property straddles the town line and the permit states that the affected wetland was in Newfane, but that attached map indicates that it is actually in Townshend. DeSiervo made a motion: To contact Joslyn Wilshek to bring up the possible discrepancy, seconded by West and carried by those present Snelling volunteered to send an email to Joslyn Wilshek
 - Letter from Craig Hunt resigning from position of Planning Commission recorder. DeSiervo made a motion: To accept Mr. Hunt's resignation with regrets and thank him for prior years of service, seconded by West and carried by those present.
 - Brattleboro Development Credit Corn flyer. No action
6. **Old Business:** (John Evans joined meeting at 7:50 p.m.)
 - Letter to Gov. Scott etah re: Townshend Lake: DeSiervo presented a revised draft of letter for review and discussion on how to best restore the recreational value of Townshend Lake. No action was taken and DeSiervo will continue researching the matter.
 - Act 174 Energy Plan: Snelling presented a summary of the energy usage and generation data from Windham Regional Commission spreadsheets for discussion.
 - Village Center Designation: Evans asked about the benefits of obtaining Village Center Designation (VCD) and Snelling provided a copy of the Agency of Commerce & Community Development "Benefits" page from their VCD brochure. Snelling stated that we should only pursue VCD if the businesses in each village area thought they could utilize the program benefits to revitalize the respective villages.

7.

Infrastructure Inventory & Review: no action

Review of Town Plan action items: DeSiervo will prepare a summary of the - action items for discussion at the next meeting.

New Business:

Clerical Support Requirements: There was a discussion on how to best handle the future clerical requirements of the Planning Commission. It was generally agreed that it is better if minutes are taken by someone not on the Commission but it will take some time to fill the recorder position. Snelling volunteered to take minutes and prepare the agenda for the next few meetings.

8.

Other Business:

Fire Station tour October 23, 2017. There was a discussion about whether the Fire Station tour constituted an inadvertent meeting of the Planning Commission. West made a motion: That whereas there was a question regarding if October 23, 2017 Fire Station tour constituted a meeting of the Planning Commission, then the appropriate action was to prepare minutes of the tour for presentation at the next meeting, seconded by Evans and carried by those present.

9.

Meeting Schedule:

Regular Meeting: February 14, 2018 at 7:15 p.m.

Regular Meeting: February 28, 2018 at 7:15 p.m.

10. Adjournment:

Evans made a motion to adjourn at 9:15 p.m., seconded by West and carried by those present.

Respectfully submitted,

Andrew Snelling