

**Townshend Planning Commission**  
**Minutes**  
**October 24, 2018**

**Present:** John Evans; Robert DeSiervo, Brandon Canevari and Andrew Snelling

1. **Call to Order:** Chairman Evans called the meeting to order at 7:30 p.m.
  
2. **Approval of the Minutes:** Canevari made a motion to approve the minutes of the September 26, 2018 meeting as submitted. The motion was seconded by DeSiervo and carried by those present.
  
3. **Additions and Deletions:** DeSiervo requested that West River Joint Planning Commission meeting be added under New Business. There were no objections.
  
4. **Members of the Public:** none
  
5. **Correspondence:**
  - Kindle Farm School – Natural Resources Board Jurisdictional Opinion concluding that Kindle Farm School needs to submit an Act 250 Land Use Permit Amendment. The letter was reviewed with no action taken.
  - Windham Regional Commission email awarding assistance in pursuing an Act 174 compliant energy element. The email requests that a contact person be appointed to interface with WRC. DeSiervo made a motion seconded by Canevari, to appoint Snelling as the contact with WRC on this project. The motion carried unanimously.
  - Town of Grafton notification of hearing on new Town Plan on November 13<sup>th</sup>. No action taken.
  - Project Review Sheet Carusona Mini-Storage indicating Act 250 permit and Wastewater System and Potable Water Supply permit are not required. No action.
  - Wastewater System and Potable Water Supply Permit WW-2-5697 for James Crozier et al. to replace septic system. No action.
  
6. **Old Business:**
  - Village Center Designation: Canevari reported on his communications with WRC and DHCD. The application for VCD no longer requires aerial photos and WRC can assist with the necessary maps. Richard Amore DHCD and Chris Campany WRC are available on November 7<sup>th</sup> for a preliminary site visit meeting. The Commission unanimously authorized Canevari to schedule the meeting and to notify

other potentially interested parties.

Act 174 Energy Element: No action

Sign Ordinance: No action

7. **New Business:** West River Joint Planning Commission meeting:  
DeSiervo said that he had received inquiries from other towns as to when we planned on scheduling another joint meeting. Evans made a motion, seconded by Snelling authorizing DeSiervo to schedule a joint meeting and to prepare an agenda with input from the other towns. The motion was unanimously carried.
8. **Other Business:** none
9. **Meeting Schedule:** Regular Meeting: November 14, 2018 @ 7:15 p.m.  
Regular Meeting: November 28, 2018 @ 7:15 p.m.
10. **Adjournment:** Canevari made a motion to adjourn at 8:40 p.m., carried by those present.

Respectfully submitted,

Andrew Snelling