

Townshend Planning Commission
Minutes
February 14, 2018

Present: John Evans; Andrew Snelling; and Robert DeSiervo

1. **Call to Order:** Chairman Evans called the meeting to order at 7:20 p.m.

2. **Approval of the Minutes:** DeSiervo made a motion: To approve the minutes of January 24, 2018 as submitted, seconded by Snelling and carried unanimously. Evans made a motion: To correct a typo in the October 23, 2017 minutes and to approve them as amended, seconded by DeSiervo and carried unanimously.

3. **Additions and Deletions:** Snelling made a motion: To add a brief discussion of Act 171 and a discussion about Planning Commission record storage under new business, seconded by Evans and carried unanimously.

4. **Members of the Public:** None present

5. **Correspondence:** Snelling reported back to the Commission that Joslyn Wilshek had responded to the email regarding the recording of the Kindle Farm School water permit for the greenhouse and that she will file the permit with the Town Clerk in both Newfane and Townshend.
A certified notice was received from The Windham Planning Commission stating that they intended to amend their town zoning. A draft copy of the zoning rules being proposed was attached. No action was taken regarding the Windham zoning notice.

6. **Old Business:**
Letter to Gov.Scott, etal, re: Townshend Lake no action
Act174 Energy Plan no action
Village Center Designation no action
Infrastructure Inventory & Review no action

Review of Town Plan action items The Commissioners started going through the action items included in the town plan to discuss, which item to address first and how to proceed. It was agreed that the Commissioners would go through the items identified as the responsibility of the Planning Commission and be prepared for a more in depth discussion at the February 28, 2018 meeting.

7. New Business:

Act 171 Snelling stated that Act 171 requires towns that are updating their town plans to identify areas that are important as “forest blocks” and “habitat connectors” and plan for development in those areas to minimize forest fragmentation. This won’t affect Townshend until such time as the town plan is amended or updated.

Old Record Storage Snelling noted that Craig Hunt had left a box of Planning Commission records and that the four file cabinet drawers in the “Lister’s Office” are full. Following a brief discussion, Snelling agreed to go through the contents of the file drawers and identify materials that can be boxed up and moved to the basement of the town hall.

8. Other Business: Evan’s reiterated that we still have a vacancy on the Commission and may soon have a second vacancy. There may be a problem obtaining a working quorum unless we can fill these vacancies.

9. Meeting Schedule: Regular Meeting: Wednesday February 28, 2018. @ 7:15 p.m.
Regular Meeting: Wednesday March 14, 2018 @ 7:15 p.m.

10. Adjournment: Evans made a motion to adjourn at 8:30 p.m., carried by those present.

Respectfully submitted,

Andrew Snelling