

**Townshend Planning Commission**  
**Minutes**  
**February 28, 2018**

**Present:** John Evans; Andrew Snelling; Robert DeSiervo, and Dale West  
**In attendance:** Laura Richardson

1. **Call to Order:** Chairman Evans called the meeting to order at 7:15 p.m.
  
2. **Approval of the Minutes:** DeSiervo made a motion: To approve the minutes of February 14, 2018 as submitted, seconded by Evans. The motion carried with West abstaining.  
Snelling made a motion: To take the agenda out of order for the purpose of discussing the correspondence from Ms. Hege as it may affect the minutes of February 15, 2018 and also to add the approval of the February 26, 2018 minutes to the agenda. The motion was seconded by Evans and carried unanimously. A discussion followed after reviewing Ms. Hege's email as to whether the gatherings of February 15 and February 26 constituted a "meetings" of the Planning Commission.  
DeSiervo made a motion: To approve the minutes recording the activities of February 15, 2018 as submitted, seconded by Evans and carried with West abstaining.  
DeSiervo made a motion: To approve the minutes recording the activities of February 26, 2018 as submitted. The motion was seconded by Evans and carried unanimously.
  
3. **Additions and Deletions:** see addition of approval of February 26, 2018 meeting above.
  
4. **Members of the Public:** Laura Richardson expressed that she was interested in observing how the Planning Commission functioned.
  
5. **Correspondence:** The Department of Environmental Conservation & Natural Resources Board permit review for Martin/ Zaremba Group for the demolition of the existing building on the .8 acres at 653 Vermont Route 30 and the construction of a new 7,500 sq. ft. dry goods building was discussed. It was determined that as that this was only a permit review and that no action was necessary.  
Snelling read the letter from West, which stated that he was not seeking reappointment when his term on the Planning Commission ends on March 6, 2018. Snelling made a motion: To acknowledge receipt of the letter from West and thank him for his service to the Town and the Planning Commission, seconded by Evans. The motion carried with West abstaining.

**6. Old Business:**

Letter to Gov.Scott, etal, re: Townshend Lake no action

Act174 Energy Plan Snelling informed the Commission that the Windham Regional Commission had finalized the new energy chapter for the regional plan and it was ready for formal hearings. The language on “Utility-Scale Wind Turbines” has been modified and is more nuanced but is still not favorable to utility scale wind projects.

Village Center Designation no action

Infrastructure Inventory & Review no action

Review of Town Plan action items All the Commissioners said that they were not prepared for a discussion of the action items in the town plan and would have to postpone the discussion for a future meeting.

- 7. New Business:** Evans raised the question as to how a change to a Town Manager form of government would affect the Planning Commission. A short discussion followed on the various operational changes in town governance that would result from the adoption of a Town Manager form of government. No action was taken.

**8. Other Business:**

- 9. Meeting Schedule:** Evans made a motion to cancel the regular March 14, 2018 meeting as it didn't appear that there would be a quorum, seconded by Snelling and carried by those present.

Regular Meeting: March 14, 2018 **Canceled**  
Regular Meeting: March 28, 2018 @ 7:15 p.m.

- 10. Adjournment:** West made a motion to adjourn at 8:20 p.m., seconded by DeSiervo and carried by those present.

Respectfully submitted,

Andrew Snelling