

**Townshend Planning Commission**  
**Draft Minutes**  
**July 11, 2018**

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

1. **Call to Order:** Chairman Evans called the meeting to order at 7:21 p.m.
  
2. **Approval of the Minutes:** Canevari moved to accept the June 27<sup>th</sup> minutes as submitted. The motion was seconded by Evans and carried unanimously. DeSiervo moved to accept the July 5<sup>th</sup> minutes with a change to the start of the sixth paragraph in item 2 to substitute “Some thought” in place of “It was generally agreed.” The motion was seconded by Canevari and carried unanimously.
  
3. **Additions and Deletions:** Snelling made a motion to take the agenda out of order by discussing New Business before taking up Old Business. The motion was seconded by Desiervo and carried unanimously.
  
4. **Members of the Public:** None present
  
5. **Correspondence:** Wastewater System and Potable Water Supply Permit for the ”Sugar Maple Village.” The Department of Environmental Conservation approved the continued use of the existing water supply and waste water disposal systems in the event that the project receives approval to subdivide the condominium property. Windham Regional Commission notice about 2019 Municipal Planning Grant application deadlines. Snelling was asked to look into the planning grants.
  
6. **New Business:**  
Special Town Meeting: Evans expressed a concern that voters weren’t aware of the upcoming special Town Meeting and questioned what could be done to increase public awareness of the upcoming meeting. The possibility of an additional mailing, use of social media such as Facebook or Front Porch Forum were all discussed. DeSiervo said that he would post a copy of the warning for the meeting on Front Porch Forum.  
There was a broad discussion about questions that might be addressed to the Planning Commission. Potential questions brought up were: 1) Cost of a study; 2) Annual cost of maintaining zoning; 3) Limited scope of study given that the article is only on the feasibility of zoning; 4) What can zoning accomplish and what can’t be regulated by zoning; 5) The possibility of a sign ordinance; 6) Will there be sufficient

volunteer hours to operate zoning; 7) Impact of zoning feasibility study on other Planning Commission priorities.

The Commissioners debated whether it made sense to prepare a joint statement or to just speak as individuals. There was no motion on a joint statement and hence the Commissioners will speak and respond to questions at the Town Meeting individually.

7. **Old Business:** DeSiervo made a motion, seconded by Canevari to postpone the review of the Town Plan action items until the next meeting. The motion carried.
  
8. **Other Business:** Canevari showed the Commissioners a sample of the modified cover for the reprint of the Town Plan. Snelling made a motion, seconded by Desiervo, to use the cover as presented and get the copies printed. The motion carried unanimously.
  
9. **Meeting Schedule:** Regular Meeting: July 25, 2018 @ 7:15 p.m.  
Regular Meeting: August 8, 2018 @ 7:15 p.m.
  
10. **Adjournment:** Snelling made a motion to adjourn at 9:45 p.m., carried by those present.

Respectfully submitted,

Andrew Snelling