

**Townshend Planning Commission**  
**Minutes**  
**February 10, 2021 via Zoom**

**Present:** Bob DeSiervo, Brandon Canevari, Liza Martin and Andrew Snelling

1. **Call to Order:** Vice Chairman DeSiervo called the meeting to order at 7:06 p.m.
2. **Approval of Minutes:** Canevari moved to accept the minutes of January 27<sup>th</sup>, 2021 as submitted with several spelling corrections. The motion was seconded by DeSiervo and carried unanimously.
3. **Additions and Deletions:** Snelling requested that a discussion about seeking Village Center Designation for West Townshend be added under Old Business. Snelling made a motion to take the agenda out of order and discuss the West Townshend VCD first. The motion was seconded by DeSiervo and passed unanimously.
4. **Members of the Public:** Mary Vinton representing West River Community Project
5. **Correspondence:** Email Josyln Wilschek re: Kindle Farm School Act 250 Permit  
There was a brief review of the letter requesting that the NRB District 2 issue the requested permit. No action was taken.
6. **Old Business:** West Townshend Village Center Designation (VCD): Mary Vinton provided an overview of the West River Community Project's (WRCP) mission and how the proposed new pavilion will support their ongoing activities. She stated that the WRCP plans to start construction on the pavilion by September and acknowledged that grants based on a VCD may not be available in time for this project. However, there are other contemplated projects that might benefit from a VCD for West Townshend and that the WRCP would support the application.  
Canevari said that he had talked with Richard Amore about possible boundaries for a West Townshend VCD, but final boundaries still need to be defined with maps. Canevari informed the Commission that a walkthrough and a community meeting would not be needed as part of this application which would speed up the process. He estimated that the application could be completed by July.  
Canevari made a motion that the Planning Commission proceed with an application for a West Townshend VCD. The motion was seconded by Martin and passed unanimously.  
Act 174: DeSiervo explained that in retrospect the best way to handle the notes on the draft was to circulate them to the Commissioners and will start by mailing them to Snelling.  
Act 171 Forestry Blocks: The Commissioners discussed the purpose of Act 171 and the reason for working on it prior to the

time that the town plan must be renewed. Martin indicated that the Vermont Fish and Wildlife Vermont Conservation Design provides a good template for addressing the requirements of Act 171. She observed that it appears that the Newfane town plan language closely follows the Vermont Conservation Design.

Capital Budgeting review of Town Hall: DeSiervo reported that he was able to locate the Wiesner report on the town hall. The report was prepared in 2009 with a grant obtained by the Planning Commission. The estimated cost of upgrading the building was \$1.1 to 1.3 million. However, DeSiervo recalled that there had been scaled down version in the range of \$750K. In the interim some of the items have been addressed separately. The estimates provide a rough indication of what is needed but the costs would have to be updated. The report will be circulated between the Commissioners for review.

7. **New Business:** none
8. **Other Business:** none
9. **Meeting Schedule:** Regular Meeting: February 24, 2021 @ 7:00 p.m.  
Regular Meeting: March 10, 2021 @ 7:00 p.m.-
10. **Adjournment:** There being no further business to come before the Commission, Vice Chairman, DeSiervo adjourned the meeting at 8:45 p.m.

Respectfully submitted,  
Andrew Snelling