

Townshend Planning Commission
Minutes
April 14, 2021 via Zoom

Present: John Evans (until 7:50), Bob DeSiervo, Brandon Canevari, and Andrew Snelling
Members of the public: Joe Winrich

1. **Call to Order:** Chairman Evans called the meeting to order at 7:05 p.m.
2. **Approval of Minutes:** Canevari moved to accept the minutes of March 24th, 2021 with two minor typographical corrections. The motion was seconded by DeSiervo and carried unanimously.
3. **Additions and Deletions:**
4. **Members of the Public:**
5. **Correspondence:** no new correspondence
6. **Old Business:**

Flood Plain Administrator: Snelling stated that he was withdrawing his name from consideration because we are fortunate to have two qualified candidates, Joe Winrich and Allie Evans, that are willing to take on the position. Joe Winrich was present and spoke about his interest and ability to execute the responsibilities of the position. The Commissioners asked Winrich questions and discussed the role of the Bylaw and the administrator position. Snelling made a motion that the Planning Commission nominate Joe Winrich for the position of Flood Plain Administrator and pass the nomination on to the Select Board for consideration. The motion was seconded by DeServio and carried unanimously.

Capital Budgeting Review of Town Hall: Snelling asked if everyone had the opportunity to review the Wesner report. Evans said he had not seen it recently and will pick up the hard copy from Martin. DeSiervo stated that the building has been out of code compliance for nearly thirty years. He further stated that some of the items in the Wesner report such as the fire doors and insulation were addressed. There was a general discussion about how to proceed. It was agreed that the report needs to be updated because it is now twelve years old. DeServio agreed to contact Keefe & Wesner to get an idea on the process for updating the report.

West Townshend VCD: Canevari provided an update on recent activities. He has been in communications with Richard Amore (Vt Agency of Community Development) and Jeff Nugent (Windham Regional Commission) regarding the potential boundaries for the VCD. Amore also sent an email

with the guidelines for the Village Center Tax Credits. Canevari reported that he had received some information on community events from the West River Community Project and has incorporated them into the draft of the application.

Act 174 Energy Element: Snelling reported that he is working on including the changes previously discussed into the draft. He is having some difficulty with the pie chart graphs and Canevari volunteered to assist. Snelling said he had researched the “Safe Routes to School” program that is referenced in the policy section. It is a state program designed to encourage students to walk or bike to school where possible. The rural nature of the Town limits the number of students that are in safe walking distance from the schools. The program participants are the school districts and so the policy language was changed from the Town will participate to the Town will support the program.

Act 171 Forest Blocks: nothing to report

7. **New Business:** VTrans Route 30 Corridor Report and Walking and Bike Path Grants: There was a discussion about the recently released Corridor report and the inclusion of several items that the Commissioners had brought up at the public meetings. One item included was the need for bike paths and sidewalks which might tie in with the recent request for grant proposals. A preliminary meeting explaining the program is scheduled for April 27th at 2:00 pm via Zoom.
8. **Other Business:** none
9. **Meeting Schedule:** Regular Meeting: April 28, 2021 @ 7:00 p.m.
Regular Meeting: May 12, 2021 @ 7:00 p.m.-
10. **Adjournment:** There being no further business to come before the Commission, Vice Chairman, DeServio adjourned the meeting at 7:55 p.m.

Respectfully submitted,
Andrew Snelling