

**Townshend Planning Commission**  
**Minutes**  
September 8, 2021 on the Town Common

- Present:** Bob DeSiervo, Liza Martin and Andrew Snelling
1. **Call to Order:** Vice Chairman DeSiervo called the meeting to order at 5:14 p.m.
  2. **Approval of Minutes:** DeSiervo moved to accept the minutes of August 25, 2021 as submitted. The motion was seconded by Martin and passed unanimously.
  3. **Additions and Deletions:** none
  4. **Members of the Public:** none
  5. **Correspondence:** none
  6. **Old Business:**

Capital Budgeting Review of Town Hall: The Commission continued the prior meetings discussion on how to assure that the Town Hall meets the current and future needs of the Town. The updated Wesner report served as an outline for the areas which might be addressed. There was not agreement as to what was necessary and as to what the Town could afford. Snelling summarized the discussion as falling into the three areas needing further clarification: 1) Restrictions do to historic nature of building, 2) Legal and social ADA requirements and 3) Funding ability including sources other than taxes. There was general agreement that unless funds specific to historic preservation were used, the obligation as a contributing structure in the Townshend Historic District, required being consistent with historic external appearance. DeSiervo and Snelling agreed to do more research on ADA issues and possible grant sources.

West Townshend VCD: No new update

Act 174 Energy Element: Snelling circulated a draft of the submission checklist prior to the meeting, but it was decided to hold off discussion until next meeting.
  7. **New Business:**
  8. **Other Business:** Snelling polled the members regarding when to change the meeting location back to the Town Hall. The sense of the body was that the next two meetings could be held on the Common, perhaps with the addition of coats.

9. **Meeting Schedule:** Regular Meeting: September 22, 2021 @ 5:00 p.m.  
Regular Meeting: October 13, 2021 @ 5:00 p.m.  
*Weather permitting to be in person at the Gazebo*
  
10. **Adjournment:** There being no further business to come before the Commission,  
Chairman, Evans adjourned the meeting at 6:07 p.m.

Respectfully submitted,  
Andrew Snelling