

Townshend Planning Commission
Minutes
June 10, 2020 on Townshend Common

Present: John Evans, Liza Martin, Bob DeSiervo and Andrew Snelling

1. **Call to Order:** Evans called the meeting to order at 4:50 p.m.
2. **Reorganization and Elections:** Evans called for nominations of officers. DeSiervo nominated Evans as chair. Evans nominated DeSiervo as vice-chair and DeSiervo nominated Snelling as secretary. Snelling moved and Martin seconded that given that there were no contested seats that slate be unanimously adopted. The motion passed and the slate of officers was elected for the year.
3. **Approval of Minutes:** Martin moved to approve the March 11, 2020 minutes as submitted. The motion was seconded by Evans and carried unanimously.
4. **Additions and Deletions:** none
5. **Members of the Public:** none
6. **Correspondence:** none
7. **Old Business:**
 - Broadband Feasibility Study: Snelling reported that the flyer promoting the survey had gone out and that Townshend had a good response to the survey. The feasibility study is now complete and found that forming a Communication Union District (CUD) for the purpose of providing broadband service was feasible and that the CUD should cover the entire county. The feasibility study has been approved by the Vermont Department of Public Service which authorizes the start of the development of a business plan.
 - Sign Ordinance: There was a discussion about the reasons for exploring a sign ordinance. DeSiervo expressed that the development of an ordinance was a proactive action to maintain the rural character of Townshend and not a response to existing signs. Martin suggested that an ordinance should address the size of signs with less emphasis on the number of signs per business. Snelling remarked that any ordinance would need to permit the majority of the existing signs seeing as there didn't seem to be objections to current signage and that a survey of existing signs was needed. DeSiervo volunteered to send out a copy of the most recent draft of a sign ordinance for further review at the next meeting.
 - Act 174 Snelling said that he hadn't made much progress recently and stated that he would work on the drafting of chapter three for the next meeting.
 - Village Center Designation (VCD) Publicity

Snelling mentioned that the deadline for VCD grants was coming up and it would be a good idea to make sure that owners of commercial property were aware of the opportunities for VCD grants and loans. Martin volunteered to work with Canevari on getting the word out on the Townshend Village Center Designation.

8. **New Business:** none
9. **Other Business:** none
10. **Meeting Schedule:** Regular Meeting: June 24, 2020 @ TBD.
The meeting will be held at 7:15 p.m. if the Town Hall is available or at 4:45 p.m. on the Town Common weather permitting.
11. **Adjournment:** DeSiervo made a motion to adjourn which was seconded by Evans. The motion carried and the meeting was adjourned at 6:00 p.m.

Respectfully submitted,
Andrew Snelling