

Townshend Planning Commission
Minutes
Minutes October 25, 2023

- Present:** John Evans, Bob DeSiervo, and Andrew Snelling.
- 1. Call to Order:** Chairman Evans called the meeting to order at 7:08 p.m.
 - 2. Additions and Deletions:** Snelling requested that a discussion on grant options be added under Town Hall. There were no objections
 - 3. Members of the Public:** none
 - 4. Approval of Minutes:** DeSiervo moved, and Evans seconded, a motion to approve the minutes of September 9, 2023 and the motion passed unanimously.
 - 5. Correspondence:**

Newfane Planning Commission email: The email proposed a meeting of the Newfane, Brookline and Townshend Planning Commissions to discuss regional issues. Snelling moved that a special meeting be warned for November 9th at 6:00 pm at Newfane Town Offices to cover the possibility of the Townshend Planning Commission having a quorum at the meeting. DeSiervo seconded the motion and the motion passed.
 - 6. Old Business:**

Town Plan & Grant: The Commission read through and discussed the draft application for the Municipal Planning Grant. DeSiervo stated that it was important that there be public outreach in preparing the update to the Town Plan as there should be more public awareness of the Town Plan. DeSiervo made a motion to approve the submission of the MPG application and Snelling seconded the motion. The motion passed.

Town Hall grant options: Snelling brought up that one of the best options for funding the desired Town Hall improvements is the Paul Bruhn Historical Preservation grant. The grant deadline last year was March 31st, so we need to start researching and preparing an application.

Town Garage Emergency Power: Evans reported that he is working with a local electrical contractor to size the generator, determine switch requirements and select the best location.
 - 7. New Business:**

Holiday Schedule: Evans made a motion to cancel the regular meeting on November 22nd as it is the day before Thanksgiving. DeSiervo seconded the motion and the motion passed.

Zoom Meeting: Snelling stated that the Zoom account expires this month and will need to be renewed if the Commission wishes to continue with a Zoom meeting option.

Approved November 8, 2023

Evans moved to renew the Zoom license for one year and to continue to provide Zoom access to the meetings. DeSiervo seconded the motion and the motion passed.

8. Meeting Schedule:

Regular Meeting: November 8, 2023 @ 7:00 p.m.

Special Meeting: November 9, 2023 @ 6:00 p.m.

Regular Meeting November 22, 2023 **Canceled**

Regula Meeting December 13, 2023 @ 7:00 p.m.

9. Adjournment:

Chairman, Evans seeing no further business to come before the Commission, adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Andrew Snelling