

**Townshend Planning Commission**  
**Minutes**  
**Minutes August 9, 2023**

- Present:** John Evans, Liza Martin, Bob DeSiervo (until 7:45), and Andrew Snelling. **Member(s) of the Public:** Mike McConnell
1. **Call to Order:** Chairman Evans called the meeting to order at 7:04 p.m.
  2. **Additions and Deletions:** none
  3. **Members of the Public:** Mike McConnell will speak under Town Plan
  4. **Approval of Minutes:** DeSiervo moved, and Evans seconded, a motion to approve the minutes of July 12, 2023 with the addition of text to the Town Hall item under Old Business. The motion passed unanimously.
  5. **Correspondence:** none
  6. **Old Business:**

Town Hall: DeSiervo is waiting for comments and questions from other Commissioners before proceeding with further contact with Architect.

Town Plan: Snelling introduced Mike McConnell a Senior Planner with Windham Regional Commission to speak about the process for applying for a state Municipal Planning Grant to fund the update of the town plan. He started by distributing a handout describing the Municipal Planning Grants that included a sample of the required Municipal Resolution and a sample of a WRC contract for assisting with the update of the town plan. The grants can be up to \$30,000 but they are competitive with only about 60% being awarded in the past. Applications are due between September 1 and November 1<sup>st</sup>. The Commissioners in consultation with McConnell agreed that October 1<sup>st</sup> would be a good target date to submit the application.

McConnell inquired about key areas being considered for updates in the town plan. The group identified the following items for review: housing needs, Act 171 -Large Forest Blocks and Wildlife Corridors, Act 174 -Energy, flood resilience in light of recent events, community water systems for village, Townshend Dam & Lake usage and community facilities.

McConnell asked about other stakeholders that should be involved or consulted in updating the town plan. Groups mentioned for possible outreach were Leland & Gray, Elementary School, Grace Cottage, Library and West River Community Project.
  7. **New Business:** none
  8. **Meeting Schedule:** Regular Meeting: August 23, 2023 @ 7:00 p.m.  
Regular Meeting: September 13, 2023 @ 7:00 p.m.

Approved August 23, 2023

**9. Adjournment:**

Snelling made a motion, seconded by Evans, to adjourn the meeting at 8:05 p.m. The motion passed and the meeting was adjourned.

Respectfully submitted,

Andrew Snelling