

**Townshend Planning Commission**  
**Minutes**  
**September 11, 2024**

**Present:** Bob DeSiervo, Rick Matschke, Liza Martin, Doug Ballantine and Andrew Snelling. Mike McConnell

- 1. Call to Order:** Vice Chair DeSiervo called the meeting to order at 7:08 p.m.
- 2. Additions and Deletions:** Matschke requested to speak about the facilities chapter as part of the Town Plan discussion. There were no objections.
- 3. Members of the Public:** Mike McConnell from WRC to assist with Town Plan discussion
- 4. Approval of Minutes:** Matschke moved and Ballantine seconded a motion to approve the minutes for the August 28, 2024 as submitted. The motion passed.
- 5. Correspondence:** Emails from Agency of Natural resources and Natural Resources Board pertaining to Act 250 permit for Windmill Hill Pinnacle Association trail. The ANR expressed concerns about cutting trees interfering with the roosting of Northern Long-eared bats. The final permit from NRB contains the requested restrictions.
- 6. Old Business:**

Town Plan: Mike McConnell inquired about what would be a reasonable work schedule for final drafting of the Town plan. He asked if we could aim for 1 to 2 chapters a month. DeSiervo asked to review the original project schedule. There was a discussion about the original dates and the approval process and hard due dates. Mike McConnell stated that he would have the Community Assessment and the updated energy data soon.

Snelling talked about his revisions to the Forestry section and the goal of adapting the stock language to reflect more of the actual situation with Townshend's forest blocks.

Ballantine shared his view that the Flood Resiliency chapter is in pretty good shape. Snelling mentioned that FEMA is updating the FIRM maps for the area and that many of the smaller streams will now have flood zones. He also stated that the State wants more emphasis on the River Corridors which will require a revision of the town's Flood Plain ordinance. Ballantine will look at the current ordinance and explore the River Corridor.

Matschke noted that the facilities section should cover addressing any environmental concerns regarding the Town Garage area. He will look at the Vermont regulation's pertaining to above ground fuel tanks.

Town Hall: DeSiervo reported that the Select Board had authorized going ahead with the contract with Keefe & Wesner for the bid plans and specifications. He contacted Geoffe Metcalfe who said he can have the work done in 4 to 6 weeks.

Martin and DeSiervo missed the assessment of the slate roof

Approved October 9, 2024

because the contractor arrived early, but the contractor did examine the roof with a drone and will prepare a report.

**7. New Business:** none

**Meeting Schedule:** Regular Meeting: September 25, 2024 @ 7:00 p.m.  
Regular Meeting: October September 9, 2024 @ 7:00 p.m.

**Adjournment:** Vice Chair, DeSiervo, seeing no further business to come before the Commission, adjourned the meeting at 8:48 p.m.

Respectfully submitted,  
Andrew Snelling