

## Town of Guilford

### Planning Commission Meeting Agenda and Minutes

17 March 2016 - 1pm Town Office

Members: Tanya Balsley, Jethro Eaton, Harry Evans\*, Michelle Frehsee\*, Jackie Gaines\*, Hal Kuhns\*, Andy Loughney\*, Chuck Clark, Sheila Morse\* (also Selectboard Liaison)

**Call to order** at 1:03 pm

**Recognition of Public** Thayer Thomlinson

#### **Old Business**

1. Move to thank Herb Meyers for his long service to the Town, including his time as Planning Commission member. Commissioners present at the meeting wrote notes on a thank you card for him.
2. Michelle discussed the need to reprint more copies of the current version of the 2015-2020 Town Plan. Hal moved to print 25 copies; Harry seconded. Motion passed unanimously.
3. **Energy Section:** Discuss strengths and weaknesses; review current information and take first steps for updating. Discuss draft finalization.
  - a. Thayer presented the draft she prepared at the PC's request, reviewed the sources she accessed, and will send link to the document covering Vermont energy guideline for VT communities.
  - b. In the draft, she left some technical aspects blank until we have better information from the State level.
  - c. She investigated what "utility scale" vs. "community-scale" installations.
  - d. The Vision and Goals and Policies sections remain much the same as the original version; added a 4<sup>th</sup> goal. Discussion section includes a new 2<sup>nd</sup> paragraph; (consider Town building energy usage);
  - e. Policies and Actions include two new recommendations and are organized in terms of energy conservation and production. Some municipalities are beginning to implement energy benchmarking and tracking measures. (*This benchmarking could be relevant to the Town's Capital Needs Assessment project.*)
  - f. **ACTION:**
    - i. review and give feedback to Thayer within next 2 weeks
    - ii. consider preparations for a Town Forum in June, or together with the Communications Forum in May.

4. **Communication Forum:** Plan:

- a. Invite community to figure out what are the best mechanisms for communication and how to ensure that people feel they are involved in issues relative to their life as a resident.
- b. Write a Gazette piece to announce the process. – brainstorm ways to identify the central location or mechanism for people to know what’s going on? WHAT HOOK will we use to draw people in? (e.g., Where’s your voice? Have you missed out on something you would have liked to know about life in Guilford? Ice cream – life is uncertain, eat dessert first!). The forum could include 5 minute updates on *specific topics*: e.g. solar, recycling, Act 64; how can we communicate better; annual meetings of topical updates?
- c. Jackie moved that we move forward on this issue, work with the Town, set a date for a public forum, write an article for the Gazette with the objective of involving a large portion of the community to get involved in determining this process. Hal seconded; motion passed unanimously.
  - i. Date: Friday, June 10; 5:00 – 7:00 pm *location probably the Grange*
    1. Role of SB
    2. Town website
    3. VCRD as example
    4. School backpacks, website,
    5. Gazette

5. **Next Planning Commission Meeting Time:** Friday, 22 April, 2016 1:00 pm at the Town Office

**New Business**

1. **Update from Selectboard:** appointments; goals including communication goal; Capital Needs Assessment vis-à-vis Energy benchmarking and tracking of municipal assets.
2. **Other:** Daniel Kornguth has requested that the Planning Commission provide him a letter of support in favor of his Act 250 application. Hal moved, and Harry seconded that Sheila draft a letter for the PC members to review and approve and get to Daniel by next week. Motion passed unanimously. (Draft was provided to Michelle same day.)

**Communications** none

**Approval of Minutes** for next meeting's agenda

**Reminders** none

**Meeting adjourned: 2:20 p.m.**