

Town of Guilford
Planning Commission Meeting Agenda and Notes

21 October 2015

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

* Indicates members present at meeting

Call to order: 7:25 pm

Recognition of Public: none present

Old Business

1. **Discuss Communication Meeting** Review the lists created by each PC member of community members to invite and make a plan for a meeting. *Andy only one who made a list.*
2. **Gazette Article:** *Jackie will start the article, forward it to Michelle, by Monday, 10/26.*
3. **Implementation Matrix:** *Sheila began to draft a matrix (and will email to all concerned) which everyone should review carefully to fill in, especially the timeline, notes, and involved parties. It's also important to think about prioritizing actions. Sheila noted that Natural Resources Actions are not included in this draft spreadsheet, as they are pretty much left to the Conservation Commission.*

New Business

1. **Discuss Secretary position** Michelle needs support from one or more members to help with correspondence and other PC needs between meetings. *Is it possible to change to a monthly daytime meeting, not regularly scheduled, but month by month? Consensus is yes. Next meeting scheduled for 11/19 at 1:00 PM.*
2. **Update from Selectboard** *Sheila mentioned the solar system installations underway and there was some discussion of what role the planning commission might play. She also updated the PC on the Town Administrator position status.*
3. **Update on Small Business Task Force** *Sheila described the 10/19 meeting of this task force and the survey relating to internet use and access and also skills, as it pertains to Town Plan's Economy section and the VCRD meetings. She requested that everyone PLEASE complete the survey and urge others to do so!*
4. **Village Center Designation Renewal for Algiers** to be completed by January 2nd; volunteer/s needed to help work on the application. *Sheila to ask at FOAV who can be a point person and speak with Katie to see if she has the prior application. Tanya, Katie, and Hal will meet to work on this. UPDATE as of 10/22: Katie advised that there are electronic copies of the original application available through the Town Office.*
5. **Discuss topics for future meetings throughout winter:** *tabled until November meeting EXCEPT Planning Commission needs to focus on enhancing Energy Section of*

Town Plan as it relates to the various solar projects proposed or underway in Town, among other issues.

6. Other:

Posting meeting agenda (Warning) and minutes going forward needs to be a team effort: at Country Store-- Tanya; Green River Bridge - Hal; extra place is Library which Michelle will take care of; Town Office - Michelle to ask staff to do it.

Communications

1. Fall Planning and Zoning Forum October 28th: *no one will attend*
2. GLC Powersmith Solar LLC certificate of public good; 500 KWAC PV project at 380 John Seitz Drive *mostly in Brattleboro*
3. Other: *two residents' septic systems approved; two other projects related to cabins*

Approval of Minutes Hal moved; Jackie seconded... motion passed unanimously.
Meeting adjourned at 8:15.

Reminders:

Next public Planning Commission meeting is November 19, 2015 at 1 pm in the Town Office.