

# **Londonderry Planning Commission Meeting Minutes**

## **1/8/18 at 7:15PM ~ Town Office Building, School St.**

**NOTE:** Meeting scheduled for \_120\_ min.

In Attendance: SH, LG, ED; Guest – Dwight Johnson

### **Agenda and Minutes:** (5 min)

- Read and accept 1/8/18 PC Agenda \_Y\_.
- Read and accept the previous meeting PC Minutes \_Y\_.

### **New Business:** (20 min)

#### **I. Welcome & Introductions:**

- Visitors/ prospective PC members. Dwight Johnson is interested in the PC & the DRB
- dajwva@gmail.com Dwight's email.

### **Old & Ongoing Business:**

#### **II. TOPP:** (45 min)

- Prepare outline and assignments for Town Meeting presentation/.Discussion
- The PC would like to develop a building fund/ capital fund for the town's buildings.
- Need to have the 5 yr. old Town Office moisture remediation estimate redone w/ current expense costs.
- The presentation on TOPP at Town Meeting March 2018, needs to be brief and informative about the work completed thus far (\$50,000) and what Phase II looks like and at what cost to be funded in 2018.
- Some of the \$ will be for a final plan to complete the building improvements. The existing TOPP Plan is preliminary.
- Historic use of the building vs. current use is important to state as well. How many people work in Town Office building?
- Sharon, doing the Town Meeting Warning for the request for \$
- Emmett, will survey and update data of the Town employees and others needs who work in the Town Office
- Larry, Talk to Chris Cole to get the cost of an updated estimate for completing TOPP by 2022.
- Dick, Capital Fund needs as it allows the \$100,000 Transition Fund to remain in the budget.
- All, work together to form and write the draft presentation for Town Meeting

#### **III. ATF / Buy-Out Properties** (15 min)

- Update – Applied for a crossing area from VTrans at Rte100 & Rte 11 connecting Williams Park to corner property.
- All ATF meetings need to be part of the PC Meetings so that it is warned and recorded.

#### **IV. Zoning Bylaws** (10 min)

- Consult with the DRB as to what needs to be updated and revised, and do research on other town's bylaws.
- PC members will research other VT and US town's zoning By-laws
- Sharon will send a memo to the other Town Boards to begin the discussion of the PC working to update the By-laws.

#### **V. Annual Budget Review:** (5 min.)

- The PC Draft Budget was presented to the SB and they are reviewing it to approve or disapprove the FY19 budget.
- Our major projects have been funded in the past FY and should be funded FY19

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**VI. Future Projects:** (0 min)

- Discussion of a plan for Zoning Bylaw revisions and possible grants to apply for...
- TBD

**VII. Update from State Rep., Town Boards, Committees and/ or Correspondences:** (10 min)

Energy Committee - Will Reed is waiting to hear from the WRC to have it ready to submit to the PUC

Invite New State Representative Kelly Pajala! **Congratulations Kelly!**

- Discuss her role as State Rep. and Town Clerk.
- Possible Q&A? “How will you coordinate communication of relevant Town planning initiatives and State opportunities?”

**Adjourn:** \_\_\_\_\_ **8:50 PM** \_\_\_\_\_

**\*Dates to remember:**

- *23rd of each month is the deadline for submittals to the Londonderry Monthly.*
- *Next PC Meeting, 2/12/17 - 7pm, Town Offices*