

Town of Londonderry, Vermont

**Planning Commission Meeting Minutes
Mon. May 10, 2021 – 5:00 (Zoom Meeting)**

Meeting held remotely via online video with no physical presence

Commission Members Attending: Sharon Crossman, Elsie Smith, Larry Gubb, Dick Dale, Mimi Lines, Andrew Rackear

1. Meeting was called to order at 5:01. Sharon reviewed the State mandated procedures and protocols and rules for a warned Remote Electronic Meeting. As required by law, the meeting was recorded using the Zoom recording feature. There were no members of the public in attendance.
2. Additions to the Agenda: Vote for Chairperson, Vice Chairperson, Secretary for upcoming year
3. Minutes of the Joint Selectboard—PC meeting of March 8, 2021 were approved. (Sharon Moved, Elsie Seconded) and April 4, 2021 (Sharon moved, Andrew seconded) were both approved unanimously.
4. Sharon Crossman, Larry Gubb, and Dick Dale were unanimously approved as Chairperson, Vice Chairperson, and Secretary respectively for the upcoming year. (moved by Dick, seconded by Elsie)
5. Elsie gave a comprehensive report on the state of “Londonderry One.” The executive committee, chaired by Elsie Smith and Esther Fichman meet monthly with the chairs of the four subcommittees: Economic Revitalization (Andrew Rackear and Gail Mann), Recreation (Martha Dale), Village Main Street (Larry Gubb and Mimi Lines), Housing (Pat Eisenhour), and The Community Center (Elizabeth Lebau (?) had to resign, so a new chairperson is being looked for). The Communications group is informally meeting and is led by Bruce Frauman, who helps to write press releases, post on the Londonderry Community Forum, and is creating a website. Each Committee is meeting, gathering information and data, recruiting new members, and is at various stages of getting ready to develop programming. Each initiative will eventually need access to funding. Elsie will post the complete report on the Londonderry One Web site when it is finished.
6. Sharon reviewed status of the Zoning Bylaws. Brandy continues to work on the final draft which was expected to be delivered five weeks ago. Shane and Sharon are working hard to get the finished version delivered and both have been in touch with Brandy. After Brandy submits the final draft, it will go to Bob Fisher, the Town Attorney to be reviewed. After his review, the post card to the citizens will be mailed inviting commentary. Any suggested revisions will be discussed and Planning Commission hearings will begin. Shane reported that when the Selectboard hearing begins, the Zoning Bylaw replaces the current Bylaw for 125 days. The hope is that the Bylaw will be officially approved before the end of the year.
7. The Selectboard approved the expenditure of \$80,000 from the building fund to be added to the \$10,000 Preservation grant to begin the process of working to restore the Middletown Town Hall. Chris Cole has concluded all the assessments and been hired as the construction manager. He will prioritize the order of repairs, now being called phase one and create an RFP for the work. Once the Selectboard approves the recommendations by a sub-committee of the Planning Commission (Sharon, Larry, and Mimi), the work is expected to begin by June 1 to be finished by September 1 in order to receive the \$10,000 previous Preservation Grant. A meeting of the Committee is slated to meet on Wed., May 13 with Chris to finalize plans.
8. The Waste Water project is moving slowly forward. An estimate of the costs to have a decentralized system installed in both Villages is about seven to eight million dollars. The subcommittee of Gai Mann, Larry Gubb, Shane O’Keefe, and Sharon Crossman has completed and submitted a grant application to the Vt. Dept of Conservation for some start up funds. The American Recovery Plan Act

along with additional Covid funds may go a long way towards funding the costs of a decentralized waste water system.

9. Four bids have been submitted to lead the Master Plan design for the North Village. Shane has sent a summary comparison of the four bids from very qualified applicants along with their detailed bids. Since a majority of the Planning Commission had not completed a comprehensive review of them, it was agreed that a special meeting May 17 may need to be called so that the Planning Commission could make a recommendation to the Selectboard as to which applicants should be interviewed.
10. Mimi raised the question of where the funding to produce the Resource Guide Brochure should come from and whether the Planning Commission or Londonderry One was the correct group to direct its publication. There was not a consensus of the PC as to either issue.
11. The meeting was adjourned at 6:04. The next regular Planning Commission meeting is June 13, 2021.

Respectfully Submitted, Dick Dale
Dick Dale