

Planning Commission
Regular meeting at the Twitchell Building
Minutes of March 11, 2019 Meeting

DRAFT

Attending: Dick Dale, Dwight Johnson, Mimi Lines, Larry Gubb, Sharon Crossman (joined at 6:00)

Sharon asked that the meeting be started at 5:34 with Dick as acting chair.

1. The Agenda was approved after a discussion. Motion was made by Mimi and seconded by Dwight.
2. The approval of the Minutes of the regular February meeting and Special March 4, 2019 meeting was postponed until the regular meeting in April because only four were in attendance at that moment.
3. A full report from the PC members who researched the references of each potential consultant to the Planning Commission for the Zoning Bylaw rewrite was discussed. Next, a list of possible interview questions was discussed and decided upon. Sharon rejoined the meeting at 6:00.
4. Brandy Saxton of PlaceSense was interviewed from 6:15 to 7:16.
5. Robert Nied of Robert Nied Associates was interviewed from 7:20 to 8:19.
6. After a lengthy discussion of the interviews, a motion was made by Dwight and seconded by Dick that the interview process be ended. It passed unanimously. After further discussion of two very qualified possible consultants focusing on their slightly different approaches, Dick made a motion, seconded by Dwight, that the Planning Commission forward the proposal of Brandy Saxton, PlaceSense to the Select Board with a recommendation to award a contract for consulting services to complete the Zoning Bylaw rewrite project as proposed. The motion passed unanimously.
7. After discussion about the terms of service of the current Planning Board to be re-established by the Select Board for a one, two, and three-year term, Dwight moved and Mimi seconded the motion that the three-year term be for Gail, Dick, and Mimi; two term be for Dwight and Sharon; and the one-year term be for Larry and the new person once accepted.
8. Sharon was elected Chair, Dwight was elected Vice Chair, and Dick was elected Secretary; all unanimously.
9. The Town Office Planning Project (TOPP) RFP, the Middletown Town Hall Conditions Assessment, Other Business and Correspondence were deferred to the next meeting.
10. The schedule for meeting with individuals that have submitted an application for the PC vacancy will be set depending on the availability of the applicants. Sharon will contact the applicants as to the next regular meeting date (April 8th) and confirm times for each to meet with the PC.

Respectfully submitted,

Dick Dale