

**Town of Londonderry, Vermont**  
**DRAFT**  
**Planning Commission Meeting Minutes**  
**Weds., Sept. 14, 2020 – 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.

Others Attending: Shane O'Keefe

1. Meeting was called to order at 5:06. Sharon read the State mandated procedures and protocols and rules for a warned Remote Electronic Meeting and called the role of all attendees participating remotely. As required by law, the meeting was recorded using the Zoom recording feature. There were no members of the public in attendance.
2. Minutes of Sept. 8, 2020 were approved unanimously as corrected Jim Wilbur's name corrected. (Moved by Larry, seconded by Dick.)
3. Zoning Bylaw update: Shane will put the presentation, video, and final copy of the Bylaw revision on the Town Website. He has yet to do his final review, but he will do so very soon. Post cards advising homeowners of both Brandy's website and the town's will be printed on colored stock paper and mailed soon. Brandy has not advised the PC yet of any additional questions addressed at her website or that she has responded to the comments of the Londonderry Conservation Commission. The Town Website will advise citizens of several methods of posing questions or making comments as well as offering the public their own copy. The Selectboard and DRB will get their copies of the Bylaws very soon.
4. Because of delays induced by the virus, not much additional progress has been made on the final recommendations of the Consultant, but a report is expected by the first of October.
5. On Sept. 21<sup>st</sup>, the Selectboard will approve expenses for the final study, the Structural Appraisal of Town Hall. The Code, Thermal, and Hazard Appraisals have been completed. Once completed, Chris Cole's Engineering Firm will help prioritize the project into phases. The Bonding for the complete repair and renovation of the Twitchell Building is likely to be a part of the March Town Meeting, making the funding for the Town Hall project a little more complicated, but at least a plan will be created. The PC feels strongly that the Historic Town Hall Building needs to be completed as a part of the overall plans being discussed by the various groups involved in "Project Londonderry."
6. There was considerable discussion relating to the next steps to move "Project Londonderry" forward. There are four phases of the project: the development of a Master Plan especially for the Village of Londonderry; the establishment of a 501 C3 to accept donations, create a tax break, and through which to apply for grants ; establish a centralized coordinator to help focus and prioritize the various working group efforts either through the WRC lead by Sue Westa, Jenna from the Vermont Council on Rural Development which has created a new 138 page document entitled "Community Leadership and Action" with many useful ideas on Community engagement, or Rebecca Stone who has made several suggestions to Mimi; and the Investment Group begun by Susan Collins and Gail Mann. Each part seems equally important to the success of the revitalization of Londonderry and South Londonderry. It was agreed that each working group should share its minutes with the other working groups to promote better communication.
7. It was agreed that a Municipal Planning grant be applied for specifically focused at the conceptual level for the creation of a Master Plan for Londonderry. The grant application is due by October 1, 2020. A motion to that effect was made by Dick and seconded by Elsie and passed unanimously. The next step is to gain the Selectboard's approval especially for the required 10% match at their next meeting. Sharon will lead the preparation of the application, but will be assisted and supported by Mimi, Andrew, and Elsie.
8. Tammy Mosher from the Stratton Foundation advised the PC that she has a donor who would like to give to chairs from the Tammarak lift to a local not-for-profit. The PC said it would like to be considered.
9. The next meeting of Planning Committee was set for Oct. 12, 2020 at 5:00.
10. The meeting was adjourned at 6:40.

Respectfully Submitted, Dick Dale  
Dick Dale