

**Town of Londonderry, Vermont**

**Planning Commission Meeting Minutes**

**Mon., Oct. 12, 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, Gail Mann, Gary Kleinman, Richard Phalen

1. Meeting was called to order at 5:02. 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. 28, 2020 were approved unanimously. (Moved by Dick, seconded by Elsie.)
3. There were reports by the Committee Chairs of “Project Londonderry. Most of the Committees have had meetings recently or will have them this week. The Recreation Committee continues to assemble information and has contacted WRC to help with the creation of maps. Main Street has continued to work on creating a 501 C-3 plan and continues its outreach to various constituencies. The Economic Vitality group has reached out to the owner of the Mountain Market Plaza, explore zoning modifications to expand housing and child care options, and meet with business leaders. The Development group is working with SEVID and the Brattleboro Development Corp. The Branding group continues to solicit feedback. The Communications Group announced that Richard Phalen is working with the Town to improve the functionality, breadth, linkages, and ease of use of the Town Website. Richard has offered his expertise and experience free of charge and is working with Tina and Shane and the Selectboard.
4. Gary Kleinman, who served on the Concord, Mass. Planning Committee which recently went through a two-year process for a project similar to “Project Londonderry,” shared his observations of that process. He linked its seven step process to the vision, Big Ideas, values elements, involvement by many groups of citizens, and creation of an active matrix to accomplish the implementation of agreed upon ideas to the those already developed by working groups for “Project Londonderry.” The framework developed in Concord resonated as an important organizational framework that could work for Londonderry. Along with the Municipal Planning Grant for the creation of a Master Plan and communications help from the VCRD group around public engagement, it was agreed that there is a well thought out framework for “Project Londonderry” to move forward in a much more coordinated manner. Gary will provide additional links to the Concord Process to the Planning Commission and to the working groups.
5. The Municipal Planning Grant application was submitted with the assistance of WRC, accompanied by at least four letters of support from state entities and local businesses. The decision with respect to the award should be available by mid- December.
6. The final assessment for Town Hall (structural) will be completed by the end of the week. Jim Fleming of the Selectboard has volunteered to be the carpenter present for the structural assessment. Once that has been accomplished, cost estimates and priorities can be developed to repair Town Hall.
7. Oct. 17 is the date when the results of the wastewater/water supply study is expected to be submitted by the Dufrene Group.
8. Shane reported on a recent on-site meeting about traffic and safety concerns along Main Street in Londonderry involving VTrans staff , WRC executive director and town officials. The Report and Proposed Alternatives will be submitted to the Selectboard in two to three months.

9. Public outreach via mail regarding the first draft of the new zoning regulations will go out this month.
10. It was agreed that Maryann Morris, Director of The Collaborative, be added to the November agenda, per her request to discuss marijuana legalization in VT.
11. Next meeting: Monday, November 9, 2020 at 5:00 PM via Zoom.
12. The meeting was adjourned at 6:40 PM.

Respectfully Submitted, Dick Dale  
Dick Dale