

**Town of Londonderry, Vermont**

**Planning Commission Minutes  
Monday, November 8, 2021, 5 PM  
Town Offices**

Present: Sharon Crossman, Mimi Lines, Maryann Morris, Shane O’Keefe, Larry Gubb, Andrew Rackear, Elsie Smith, and guest Tom Platt (observer). Excused: Dick Dale

Sharon called the meeting to order at 5:02 PM.

Shane asked that the town office project be added to the agenda under old business.

Elsie moved to approve the minutes of the October 11, 2021 planning commission meeting. Mimi seconded the motion; it carried unanimously. The board discussed how to get approved PC minutes onto the town website. Sharon will get all final, approved minutes to Shane and he will get them posted.

Elsie gave an update on One Londonderry activities: Stuart Osner is the new chair for the Economic Vitality group; the Recreation group has submitted a proposal to Okemo Valley Regional Chamber of Commerce for a VOREC grant which will fund the trail map/brochure, the skating rink, and possible preliminary trail development of the Shamburg property; One Londonderry is looking at submitting proposals to the town for ARPA funding; One Londonderry is developing a community presentation on the positive economics of revitalization; lastly, a press release has been issued to local papers with an update on One Londonderry projects.

Sharon said that Main Street Study and Master Plan Round 2 community meeting is scheduled for November 18 at Neighborhood Connections. There will be a zoom meeting at 3: 30 and an in-person meeting at 6:30. Stevens and Assoc. will present alternative design scenarios. The commission discussed the community-meeting-feedback form which Maryann designed. The link for the form will be posted on the Planning Commission page on the website.

Sharon reported that Dufresne group will have the final water and waste water report completed by the end of the year. In South Londonderry, Dufresne is working with property owners to confirm that the spring rites are unencumbered and free for the development of a small community system. In the north village, town owned property adjacent to the Custer Sharp house may be a suitable location for a community system, but it is likely insufficient to meet the demands of the whole north village. Water testing is also happening.

Sharon reported that now that some more work has been completed at the old Town Hall, the town has received the \$10,000 balance of the Preservation Trust Grant and is eligible to apply for another grant. This application is already done.

Sharon said the Planning Commission still has not received the final zoning bylaw draft. She asked Shane to follow up with Brandy Saxton/PlaceSense.

Shane asked for the Planning Commission's input on revisiting the Town Office renovation project. The current plan includes opening up the basement floor for swing space, emergency operations and installing an elevator. The estimates need to be updated. The project will need to be bonded and he looks to meet with the Selectboard to discuss whether the bond will be voted on at the town meeting in March. The planning commission supported moving forward.

Mimi moved to change the Planning Commission meetings to 3 PM on the second Monday of the month. Larry seconded the motion and it carried unanimously.

Sharon will talk to Dick Dale about developing the Planning Commission budget for 2022-2023. It should include money for a Municipal Planning Grant (possibly for a housing needs assessment).

The meeting adjourned at 7:05 PM.

Respectfully submitted,

Elsie Smith for Dick Dale