

Town of Londonderry, Vermont

Planning Commission Meeting Minutes

Monday August 8, 2022: 4:00 PM

Town Hall

Committee Members Attending: Maryann Morris, Larry Gubb, Dick Dale, Elsie Smith, Sharon Crossman, Mimi Lines, Dick Dale

Attending: Patty Eisenhaur, Shane O'Keefe

1. Meeting was called to order at 4:05 PM.
2. Discussion of application process for Heather Stephenson as a Planning Commission Member added to other business. (Motion by Dick, seconded by Mimi: passed unanimously.)
3. Approval of the Minutes for July 18, 2022 and Special meeting of July 27, 2022 as presented on the Town Website unanimously approved. (Larry moved, Mimi seconded)
4. No Visitor Concerns or comments.
5. Old Business:

A-1: Main Street: It was agreed that the Commission would review priorities and next steps to be discussed at the September Regular Meeting and that consideration of hiring Westa's Firm to help organize and plan for the next steps to put the plan developed before the public for more active discussion. Grant funding may need to be sought to pay the firm from Housing Community Development which funded the development of the Main Street Plan, likely in the fall.

A-2: Report by One Londonderry: Mimi asked that the Planning Commission endorse the Resource Guide being developed by One Londonderry be supported by the Planning Commission. She reviewed several funding options and estimated the cost to produce the Guide to be about \$8000. Dick moved and Elsie seconded the following motion: "I move that the Planning Commission endorse by letter the idea of the creation of a resource guide created by One Londonderry to promote the people and Town of Londonderry." It passed unanimously. Mimi agreed to create the letter and circulate it to the Planning Commission for editing. It was moved by Dick and seconded by Elsie that Sharon be authorized to sign it. It passed unanimously

B: Waste Water Project: It was announced that August 9th at 9:30, hand auger tests of the soil at the Library Lands and the Custer Sharpe lands would begin. The Library Board and Conservation Commission had agreed that the lands each control could be tested. Shane said the paperwork for technical studies had been submitted Monday. He said that funding for a great deal of government funding to pay for waste water systems was about to be forwarded to the Town, which would facilitate debt free bonding and move the whole project forward. Additional lands might also be put in play especially after several Selectboard and PC members visited the Manchester Vermont systems and found no obvious surface impact of their systems. There is a need to clarify for the public as decisions are made as what type of systems would be appropriate for Londonderry. Elsie asked that a timeline for the project be developed to keep the project being moved forward. Christine Haskins will be asked to help.

C. Town Hall Renovation: Shane reported that Chris Cole has been trying to move the project along by regularly contacting VMS for progress. It is moving forward more slowly than projected earlier in the summer.

D. Bylaws: The Bylaws have not been delivered to the Town Attorney because a relatively final version has not been delivered to the town by Brandy Saxton. She is under contract to get the project finished and assist in the Public Hearings. Elsie agreed to work with Brandy and Mimi and Maryann to put together a timeline for the PC that makes sense with the objective of putting the adoption of the Bylaws to a vote at the Town Meeting. The public information meetings need to start in the middle of September. A schedule will be discussed qat the September 12th meeting. Sharon is confident that Brandy has the time and will for fulfill her contract in a timely manner.

6. Considerable time was spent discussing open meeting laws with respect to official Subcommittees of the Planning Commission and the required warnings and minutes. Larry asked that additional clarification needed to be made to differentiate information gathering versus a meeting and what constitutes a quorum. Larry will work with Shane to bring more clarity for all Londonderry Boards and Commissions. Shane made it clear that

the Selectboard insists on public transparency for all public Boards and Commissions. It was agreed that a Special Meeting of the Planning Commission on either Wednesday, Thursday, or Friday afternoon depending on the availability of the two finalists for the Housing Study. Such a meeting must be warned twenty-four hours before the scheduled start. For a vote to take place, at least four members must be in attendance.

7. The next regular PC Meeting will be September 12th at 4:00 in person.
8. The meeting was adjourned at 5:54 PM

Respectfully Submitted,
Dick Dale

APPROVED 9/12/2022