

Town of Londonderry, Vermont
Planning Commission Special Meeting Minutes
Thurs., August 11, 2022
(Continued to August 15, 2022 at 2:30PM)
Twitchell Building – 100 Old School Street, South Londonderry, VT

Attending August 11: PC Board: Sharon Crossman, Dick Dale, Mimi Lines (left the meeting at 34:40 PM), Larry Gubb

Guests: Patty Eisenhaur (One Londonderry Housing Chair), Shane O’Keefe (Town Administer. He left the meeting at 3:40 PM), Gabby Voeller (SE Group), Alex Belensz (SE Group), Dan Steven (Camion Assoc.), Rachel Salsky (Camion Assoc.)

1. Due to some Technical Issues, the meeting was called to order at 2:43 PM.
2. The SE group was interviewed with prepared questions by those attending and was given the opportunity to ask questions all relative to the RFP for the needs assessment housing study consultant. Many issues relative to their RFP proposal were clarified. The interview concluded at 3:26. The representatives of the SE group left. The Camion Associate interview began at 3:50 PM using the same questions as had been asked at the first interview and the representatives of Camion were given the same opportunity to ask the interviewers their questions. Many issues relative to their RFP proposal were clarified.

Because Mimi had to leave, there would no longer be a quorum of the Planning Committee, Sharon recessed the meeting at 4:34 PM to Monday, August 15, 2022 at 2:30 at the Twitchell Building.

The Recessed meeting of August 11, 2022 was called to order at 2:35 PM on August 15, 2022
Attending: Sharon Crossman, Dick Dale, Larry Gubb, Maryann Morris, Elsie Smith, Shane O’Keefe, Patty Eisenhaur.

3. The group shared their impressions of the interviews and reactions to both the SE Group’s and Camion Associates’ RFP proposals for the housing needs assessment consultant position. After a detailed discussion, Dick moved and Larry seconded the motion: The Planning Commission recommends to the Selectboard appoint Camion Associates as the housing needs assessment consultant.” It passed unanimously.
4. After considerable discussion concerning the appropriate title of the group to manage and interact with Camion. The following motion made by Elsie and seconded by Maryann: “The Planning Commission proposes that a project team be established, consisting of members of the Planning Commission, One Londonderry Housing Group and a Select Board member, to help the consultant execute the Housing Needs Assessment contract and would provide a written report for each Planning Commission meeting. This team would bring any recommendations to the Planning Commission, who would in turn present it for Select Board consideration and approval.” It passed unanimously as a recommendation to the Selectboard at its meeting on August 15, 2022. The appoint of a management team, working group, or subcommittee is exclusively done by the Selectboard and the PC acknowledged that authority by passing the motion.
5. The meeting was adjourned at 3:57 PM.