

# Draft Minutes

Middlesex Planning Commission  
Wednesday, November 28, 2018  
6:00 PM  
Middlesex Town Clerk's Office  
5 Church Street  
Middlesex, Vermont 05602  
(802) 223-5915

Planning Commission Members Present

Steven Martin, Chair

Barry Bolio

Sandy Levine

Mitch Osiecki

Troy Sumner

Guest

Mike Pelchar

The meeting was called to order at 6:05 pm.

Guest welcomed.

No adjustments to the agenda.

## **New Business**

No new business was discussed.

## **Old Business**

Discussion of the Town Plan Survey

We are planning to mail a print copy of the survey to registered voters/property owners in an effort to elicit additional responses beyond those who have taken the online version of the survey. Steve is working with Jet Service to finalize the print version of the survey.

To reiterate earlier discussions, the print version of the survey will include a numerical code that will allow us to determine which households have responded. This is not intended to track individual responses to the survey, just to help us identify non-responding households should we wish to make a final push for additional responses.

Mitch will continue to promote the Survey Monkey version of the survey on Front Porch Forum. The Survey Monkey version is paid through approximately December 26. FPF announcements will promote the online version as being available through Saturday, December 22. This will give us a few days to grab final responses before the online version goes dark. We currently stand at 180 responses, plus a handful of print versions between Steve, Troy and Mitch. We will enter those results into Survey Monkey.

### Extending or Re-adopting the (expired) Town Plan

As background, our last Town Plan was adopted at Town Meeting in 2013 and was good for five years, or through Town Meeting of 2018. With that Town Plan expired, the Town is at a severe disadvantage in pursuing many municipal planning or infrastructure development grants. In some cases we are ineligible for grants and in others we lose points on the grant-scoring process. Mike Pelchar explained that he's attending on behalf of one of the What's Next Middlesex forum workgroups, which is interested in working developing a vision for the village area of town. Many grants this group might hope to pursue are likely dependent on the re-adoption of a Town Plan.

It's a lengthy process to re-adopt the expired plan, but it is feasible to work toward re-adopting the current plan while simultaneously working on the revised (New) Town Plan. Separately, Steve and Mitch have had informal conversations with Clare Rock of the Central Vermont Regional Planning Commission. Indications are that it will most likely take at least three months to get a plan re-adopted, which means it's most likely too late to pull this off by Town Meeting of 2019.

Sandy moves that the Planning Commission pursues the re-adoption of our expired Town Plan while continuing to work on the New Town Plan. Troy seconds. Motion carries unanimously.

Sandy will reach out to Clare Rock of CVRPC to establish a realistic timeline for the re-adoption of the Town Plan.

Some edits were suggested to the minutes of the special meeting of the PC on October 29, 2018. Those minutes will be formally approved at our next meeting, on December 19, 2018.

### **Correspondence**

Discussion of a letter received from Jim Colby dated November 19, 2018. Jim saw references to the Town Plan Survey and advised that he and Carl Dupont, another nonresident landowner, would like to

weigh in. Steve advised that he would give Jim a call and make sure that both he and Carl are included in the mailing of the survey that's being prepared.

Mitch, in his capacity as zoning administrator, described a subdivision permit application that is disqualified on a technical point. Zoning regulations are unclear as to whether the PC can grant a waiver on the disqualifying item. Members expressed discomfort making an exception to the subdivision regulations. Subdivision permit will be denied.

Steve announced that he has tendered his resignation from the Planning Commission, effective immediately. The Select Board has accepted the resignation, so Barry will assume the chair.

Mitch will dig through responses received to the Town Plan survey. Some respondents had indicated an interest in serving on the Planning Commission. Those interested will be invited to submit a letter of interest to the Select Board, which has the ability to appoint a new member prior to Town Meeting.

#### Meeting schedule

The next meeting of the PC is Wednesday, December 19 at 6:00.

Meeting adjourned at 7:15pm.

Steven Martin \_\_\_\_\_

Barry Bolio \_\_\_\_\_

Sandra Levine \_\_\_\_\_

Mitch Osiecki \_\_\_\_\_

Troy Sumner \_\_\_\_\_