# Draft Minutes

**Middlesex Planning Commission**
**Wednesday, March 18, 2020**
**6:00 PM**
**Middlesex Town Clerk's Office & via Phone**

**5 Church Street**
**Middlesex, Vermont 05602**
**(802) 223-5915**

| **Planning Commission Members** | **Guests (all by phone)** |
|---|---|
| Elias Gardner – by phone | Lauri Scharf |
| Theo Kennedy – by phone | Brandy Saxton – Place |
| Sandy Levine – by phone | Paul Simon – Park Architecture |
| Mitch Osiecki – on site | Chris Sargent – Dubois & King |
| Dick Alderman – Absent | Dayton Crites – Dubois & King |

Note: Due to concerns about the spread of coronavirus, this meeting was conducted remotely.

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

## Adjustments to Agenda
Added discussion of officers.

## Approval of Minutes
Theo moved to approve minutes of meeting of February 19; Mitch seconded. **Motion carried, 3-0-0.**
(Elias not yet on call).

## Old Business

*Enhanced Energy Plan*
The pathways to implementation section of the EEP calls for the creation of an Energy Committee as well as appointment of an Energy Coordinator. Lauri Scharf has expressed interest in serving in this role and has been invited to this meeting to discuss.

Sandy shared a timeline we'd have to keep in mind in order to meet our goal of having the EEP ready for a vote by the November elections. The schedule is fairly tight, but appears achievable. In order to keep

this task on schedule, members are asked to get any suggested edits to Theo prior to the April 15 meetingby May 1.

Lauri offered his feedback that likes the initial draft plan. He feels the plan has an appropriate amount of detail, while also including a fairly broad scope.

Lauri asked if the EEP would be a main focus of the PC between now and November. Seeing the EEP through to adoption (hopefully in November) is a goal of the PC, but it's not anticipated to be the main focus of the PC. The PC hopes to have the Energy Committee and Energy Coordinator take the lead on finalizing the draft, community engagement, and making revisions to the draft plan based on feedback from the community.

Lauri will reach out to others he knows who may have an interest in serving on the Energy Committee. We will try to get an Energy Committee put together in next few weeks, with hopes they can help with finalizing the draft EEP. Members encouraged to let Lauri know of any people who may be interested in serving on the Energy Committee.

*Appointment of Officers*
Most municipal bodies include an organizational meeting at first meeting after Town Meeting, for purposes of setting meeting schedule and appointing officers. Since we didn't put an organizational meeting on our agenda, we can't select officers tonight. Everyone is content with current assignments; we will add to the agenda for the next meeting.onth.

**Correspondence**
*Letter from VHB/VLCT Town Meeting*
Planning Commission has received a letter from Letter from VHB/VLCT regarding a Conservation Project at Pease Farm on Culver Hill Road. PC has no concerns that project is misaligned with Town Plan.

**New Business**
Discussions (by phone) with a pair of consultants who submitted proposals for our walkable Village Center MPG project.

6:30 – 7:00: Brandy Saxton (PlaceSense) and Paul Simon (Park Architecture).

7:00 – 7:30: Chris Sargent and Dayton Crites (Dubois & King).

Upon conclusion of calls, brief discussion of initial impressions. Both proposals seem to have their merits and potential concerns. An informal poll revealed no clear favorite.

Both consultants offered previous clients as references. Members agreed to make contact with towns involved in recent projects and ask for impressions of their experiences.

We'll plan to warn a special meeting for next Wednesday, for purposes of choosing a project lead.

*Appointment of Zoning Administrator*
Elias moved; Theo seconded to recommend that the Select Board reappoint Mitch as Zoning Administrator. **Motion carried 3-0-1.** (Mitch abstained).


**Next Special Meeting**    Wednesday March 25 at 6:00
**Next Meeting**    Wednesday, April 15 at 6:00.


**Adjournment**
Meeting adjourned at 8:00 pm.