

Grafton Planning Commission

Regular Meeting Minutes

6:30 PM; Tuesday, June 9, 2020

This meeting was held electronically pursuant to 1 VSA 312, including The Legislature's H.861 (2020) "Temporary Suspension of Designated Physical Meeting Location Requirements". Public, wishing to attend the meeting remotely, were invited to attend via a Zoom Link:

<https://us02web.zoom.us/j/84479354902?pwd=a3JWY1lwQTdwZmpxT25zc2JkMWsvZz09>

Meeting ID: 844 7935 4902

Password: 4RNRQc

- I. Meeting called to order at 6:32 pm. Attendance included Dave Culver, Eric Stevens, and Chris Wallace.
- II. Agenda approved without changes by consensus
- III. Approval of Minutes of the May 12, 2020, Regular Meeting by consensus
- IV. There were no public comments.
- V. Updates
 - a. Windham Regional Commission; Eric Stevens. Between veteran WRC staff members leaving and new staff members being hired over the past 6-12 months, there has been a lot changes. Things seems to have settled down and stabilized now. Work is being done on the newest Regional Plan, including work on the Energy Element.
 - b. Development Review Board; Chris Wallace and Eric Stevens said there was nothing to report at this time.
 - c. Village Wastewater; Chris Wallace reported that things have been on hold during the COVID_19 emergency but hope start up work again soon.
- VI. Unfinished Business
 - a. Community Survey – There was a consensus among the three PC members attending the meeting that the Community Survey should be put on hold until after the COVID-19 emergency is over.
 - b. Village Center Designation (VCD); Dave Culver reporting. Dave and Matt S. meet earlier in the week to discuss the VCD's status and to make a plan to complete the process. The application process has been updated since the last time the PC looked at it but there are no significant changes to be concerned with. The PC members reviewed the checklist.
 - (i) Cover Letter – to be developed. There are samples and templates available.
 - (ii) Authorization from the Selectboard – Dave C. has sent a sample resolution to the Selectboard, letting them know that they will be formally asked to pass the resolution after all other elements of the application are complete. Dave asked them to relay any questions or concerns ASAP to avoid any delays when the time comes to pass the resolution. There has been no response yet.

- (iii) Formal letters of notification need to be sent to the regional planning commission and regional development corporation.
 - (iv) The maps need to be digitized. Jeff Nugent of the WRC has a PDF of the hand-drawn VCD; he needs to digitize it.
 - (v) A document identifying how our approved Town Plan shows that we want a VCD.
 - (vi) A copy of the boundary of the Grafton Village Historic District.
- c. Town Plan; Dave Culver gave a summary of work done over the past month. There was a consensus among the three board members that both the Proposed Land Use Map and Chapter 2 – Land Use, needs to be amended. Specifically, the classification of “Critical Resource Lands” needs to be eliminated from both the Map and Chapter 2. There was discussion as to whether we should revisit classifying Houghtonville and Cambridgeport as “Rural Residential” to match Windham Regional Commission’s Proposed Land Use map but no consensus was reached. It’s important to note that, even though there was a consensus among the PC members present, **NO VOTE WAS TAKEN**. It will be important to get community input before any ‘official vote’ is taken to make any changes. Dave C. will draft a letter to the Grafton News indicating that the PC is dedicated to refining both the map and the chapter but will want community input. Dave will present the letter to the PC board at the next meeting for approval.

VII. No New Business.

VIII. The next scheduled Regular Meeting is scheduled for Tuesday, July 14, 2020; 7:30 pm at the Grafton Town Garage or Zoom meeting, depending on the circumstances.

IX. Adjournment at 7:46 pm.