**Grafton Planning Commission**

**Regular Meeting Minutes**

6:30 PM; Tuesday, September 8, 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”.

1. Meeting called to order at 6:48 pm. The late start was due to technical difficulties.
2. Attendance – Commissioners Dave Culver, Chris Wallace, and Eric Stevens; Community members Bob Donald and Al Sands.
3. Approval of Agenda - by consent with the following changes
	1. Postpone the approval of the minutes until the next Regular Meeting
	2. Add Val Rooney’s resignation to ‘Other Business’.
	3. Correct the ‘next meeting’ date from September 8 to October 13.
4. Approval of Minutes – Eric moves to postpone approval of the August 11 Regular Meeting and the August 25 Special Meeting until the next Regular Meeting, scheduled for October 13. Chris seconded. Passed unanimously.
5. Town Plan
	1. Dave reviewed the process to date, including that he was charged with drafting the changes to the Plan that would reflect the following two issues:
		1. Remove Critical Land Use as a separate designation in the Land Use Chapter
		2. Add a Recommendation to address the threat of invasive species.
	2. Dave reviewed the draft of the proposed changes within the Town Plan.
		1. The ‘Critical Land Use’ changes were pretty straight forward.
		2. Adding a new Recommendation about invasive species without any context or reference within the chapter didn’t seem right. Therefore, a new section called Invasive Species was added to the end of the Land Use Chapter. This lead to two, rather than one, Recommendation being added.
		3. Since the Village Center Designation (VCD) application has been submitted to the state and there is a high likelihood that it will be approved in September, the VCD Recommendation was removed.
		4. The ONLY other change was that the Table of Contents has been updated through automatic pagination.
	3. Chris move to accept the changes as presented and to move forward with presenting the proposed changes to the Selectboard. Eric seconded the motion. The motion passed unanimously.
	4. There are still two ‘pieces’ that need to be completed before it can formally be presented to the Selectboard
		1. The accompanying Proposed Land Use Map needs to be updated to show the removal of “Critical Land Use” designation. Jeff Nugent has been contacted is working on it.
		2. The accompanying report explaining the proposed changes to the Town Plan. Dave said he would write this.
	5. If the PC is going to make the desired October 2 deadline to forward the proposed edits to the Selectboard (so the Town can vote on it at the Annual Meeting in March), there will need to be another Special Meeting towards the end of September. Dave will call this meeting once the report and map are complete.
	6. Dave will send an ‘unofficial’ copy of the Town Plan with the proposed edits to the Selectboard for their review.
6. Public Comments
	1. Al Sands had left copies of the “Acceptable Management Practices” (AMP) manuals at the Town Hall. He wanted to know if everyone had picked up a copy and if so, had they looked at it. Chris and Dave spoke up and said they had both gotten a copy and ‘skimmed’ through it. Dave noted that his copy was a very old version (i.e. black and white photos) but according to Al, the information is about the same. The AMP guidelines are an example of why having our many headwaters have the ‘Critical Resource’ designation is redundant to already existing rules and regulations.
7. Other Business?
	1. Valerie Rooney’s resignation – Valerie has sent an email to Dave saying that she’s submitted her letter of resignation from the Planning Commission to Joe Polio via email. After discussion of how to proceed, it was decided that Dave would submit an article in the next Grafton News asking interested residents to submit a letter of interest to the Town Administrator at Town Hall. The article will also invite interested parties to the October 13 Regular PC meeting. The plan is to come to consensus on a name at the October 13 meeting and present it to the Selectboard for their October 19 meeting.
8. Next Scheduled Regular Meeting – Tuesday, October 13, 2020; 6:30 pm at the Grafton Town Garage or via teleconferencing, depending on the COVID-19 situation.
9. Meeting adjourned by consent at 7:40 pm