

Town of Grafton
Planning Commission Meeting

FINAL Meeting notes Feb 8 meeting; start time 6:30pm

GPC Present: Eric Stevens, Chris Wallace, Matt Siano, Ben Jones

Others Present: Margo Matt

I. Approval of Agenda

Edit to change to date March 8 in agenda

Motion by Ben; Second by Matt; agenda approved

II. Approval of January 11, 2022 GPC Minutes

Motion by Ben; seconded by Eric; Approved

III. Designate Acting Chair

Discussion of term timings and replacement candidates; Ben to serve out remainder of term to March 1 and until new replacement is found. Chris stepping down at end of his term on March 1.

Discussion of need for more sustained momentum, and greater retention of institutional knowledge.

March: Eric will serve for the March session and leadership will continue to rotate.

IV. Designate Acting Clerk

March: Matt Siano will serve for the March session and clerkship will continue to rotate

V. Candidates for GPC Vacancy

Margo: Shared her background and interest in serving, including an interest in mushrooms; past work experience; 10 yrs in Grafton

Recommended to Select Board for Approval

Motion to approve from Ben, Seconded by Chris/Eric; approved

Ron Pilette candidacy discussed

Ben to serve until Ron appointed; Ron Pilette recommended to Select Board for appointment

Motion by Ben; second by Eric; unanimous vote to approve

PC to continue to run ad in Grafton News for additional candidates for another month with edits to reflect the addition of Margo

Recommendation to Select Board to re-align terms

PC to create a recommendation to Select Board to reset terms to stagger terms in order to ensure continuity over time

If appointed, Margo will serve a 2023 term.

Matt Siano will serve through 2024.

Eric to serve through 2025.

Following that, the next two appointees would serve full 4 year terms through 2026, rather than serving out the remainder of existing terms

Motion by Ben; second by Eric; unanimous vote to approve

VI. Long Range Planning Calendar

Items discussed for inclusion:

- Resolving staggered term issues
- Deadlines for Town Annual Report
- Regulation, Town Plan (8 Year revamp; due in 2028; revision timeline starting in 2026) re-writes
- Surveys
- Municipal planning commission deadlines
- Budgeting timeline

PC proposes to have a public calendar with Short/mid/long elements

Ben to research options; timeline scheduling

Margo raised the question: where do projects get assigned?

Eric response: PC responds to recommendations from the Select Board, but operates with independence

VII. Unfinished GPC Business

Eric raised unfinished business relative to hazard mitigation plan; eric to research current status and report back

Review on the agenda

VIII. New GPC Business

PC discussed making a budget request: noted there was a pre-existing educational budget available from the town

IX. Public Comment

No public comments

X. Next Scheduled Regular Meeting: Tuesday, March 8, 2022 at 6:30PM via Teleconference

Public link: meet.google.com/qhu-gmpa-qaf
meet.google.com/qhu-gmpa-qaf

XI. Adjournment

Matt moved; Ben seconded; meeting adjourned