

Planning Commission Virtual Meeting Minutes
August 17, 2020
7:00 PM

Present: Jon McCann, Nicole Lewis, Jim Seward, Gabrielle Macklin-Bickford, Clinton Woolley, Kevin Thompson, Okemo Valley TV

Jim called the meeting to order at 7:13 PM.

The minutes from July 20, 2020 were reviewed and accepted by motion, second and vote (5-0).

Building Construction Registrations:

Egan – Frost Hill Road, 10x16 shed: approved

Todt – 103 South, 4x8 addition: approved

Barber – Bussino Road, new construction of 70x12 one bedroom dwelling on existing slab: approved

Taylor – Ninevah Road, 16x24 addition to garage: approved

Sheldon – Gates Road, new construction of 12x20 storage shed: approved

Old Business:

Planning Commission Clerk/Administrative Officer – No letters of interest have been received for the combined Clerk/Administrative Officer position. A letter of interest had been received for just the Clerk position, prior to the meeting in July. Jim will follow up to see if that individual is interested in potentially filling both roles. Gabrielle will continue to fulfill the Clerk responsibilities until the next (August 31) meeting.

Town Plan Revisions – The work plan for conducting the revisions will be to have a special meeting for this purpose scheduled each month, in addition to checking in about this work during regular monthly meetings to assign “homework” for in-between meetings, until all revisions have been completed. Public input will be heard and considered as each section is addressed. Gabrielle, acting as the Clerk, will maintain a shared document with input from all Commission members regarding each section, which will also be made viewable to the public (with the option to submit comments). The August 31 meeting will focus on revising the “Objectives” section of the Town Plan. Motion made to accept this work plan for the Town Plan revisions, second and vote (5-0).

August 31 Special Meeting, 6:00 PM – Will be virtual.

New Business:

Digitization Grant – Available to enable scanning in of land records, in the amount of \$20,000. All work being conducted with these funds would need to be completed by the end of this calendar year. Grant application due by September 1.

Municipal Planning Grant – Funds earmarked to support towns with work related to their Town Plan, as well as updating the Natural Resources Inventory. Project completion required by May 2022. Grant application due by October 1. Interest in pursuing this grant will be revisited at the August 31st meeting.

September Regular Meeting Format – Regular meeting on September 21 will be virtual.

The meeting adjourned at 8:37 PM by motion, second and vote (5-0).

Respectfully Submitted,
Nicole Lewis
Planning Commission Secretary