

# Planning Commission Meeting Minutes

## May 6, 2020 at 5:00 P.M.

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### **Board Members Present:**

Josh Griffes ~ Chairman  
Joi Merritt  
Mike Lucas  
Dan Rondeau  
Phil Marquette

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#### **1. Josh Griffes called the meeting to order at 4:59 p.m.**

- Josh requested all state their names for attendance
- Josh asked how all members are doing with the Covid-19

#### **2. Approve the minutes of the March 4, 2020 meeting:**

- Phil noted that Amanda going over the economic development plan was not mentioned in the minutes.
- No other information was noticed missing.
- Phil made the motion to approve the minutes with correction of the March 4, 2019 meeting.
- Dan & Mike seconded the motion to approve the March 4, 2020 minutes.
- Board members unanimously approved and signed the minutes from March 4, 2020 as written.

#### **3. Allow for public comment:**

- No public comment

#### **5. Updated *Picture of Planning Commission Members***

- Planning Commission updated picture is tabled until next "in person" meeting.

#### **6. *Administrative Assistant Position***

- Josh stated the select board removed funding for the administrative assistant position from the budget. The position was only to help during the time of developing the Town Plan. Josh asked the commission members if the position was something they still needed. Phil stated they need someone to take notes and it is something. Members stated they could take notes. If there are things for the plan and they need to hire someone back it may be able to come out of the Economic Plan monies.
- Dan's wife may be interested in volunteering.
- Josh asked do we want to keep Carol on through June or just call it quits right now? Phil stated it could be either way.
- Don't need a motion, Josh will reach out to Carol to discuss.

#### **7. *Economic Development Plan***

- Josh's understanding is that Amanda was suggesting the commission may take on the Village Improvement Program on page 9. Josh stated that the members of the Commission need to decide if we want to take on developing this program or not. Josh asked members their thoughts, if it is something, they

are interested in. Phil stated all falls under the town getting the funding. Josh stated the grants that are currently available is only to businesses and multi-family dwellings. It would be a fairly complex program to be involved in. Phil states it is something that needs to be done and will require a lot of work. The program would need to be developed ground up. Phil states he will do what he can, Joi stated she is in, Dan stated he would be on board as well and Mike stated he will do what he can.

- Joi made the motion to pursue the Village Improvement Program and Mike seconded. All members were in favor.
- Need to start with the village and eventually extend it to the whole town. Focusing on the village right now.
- Currently there is 100K currently set aside for economic development. 50k is set aside to begin work on the church, 15k is for the infrastructure project related to outdoor recreation & 35k to fund rebates to village and town improvements. Commission needs to figure out is what it entails exactly does the amount to cover, what amount for rebates. Need timeline to implement. Members agree to have something ready to go by next spring / town meeting day.
- Josh asked if anyone has any proposals to get things started. Josh sent email to members with guidelines and notes he had taken.
- Mike and Josh will work on what it should entail
- Dan and Joi will work on what the requirements should be to get rebates.

#### **8. Solar Energy Project**

- Phil asked if everyone read what he sent. Dori did the study that was asked for. Had to go back to her a few times. Asked for a couple other options. Josh noted that the school represents 85% of the usage. Josh feels that the town should not cover the majority of the cost of the system if town is only going to use 15%.
- Phil states the thought behind that was that the town would end up working out an agreement between town, fire station and the school would work together where all would benefit from the project. After 14 years the town would have paid off the project by the saving of the building.
- Ask Dori to call into next meeting to continue discussion next meeting.

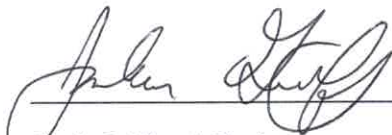
#### **9. Other Business**

- No other business

#### **10. Motion to adjourn:**

- Phil made the motion to adjourn at 5:56 p.m. Joi seconded the motion and the meeting was adjourned.

**The next Planning Commission meeting will be held on Wednesday, June, 3 2020 at 5:00 pm.**



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Josh Griffes / Chairman



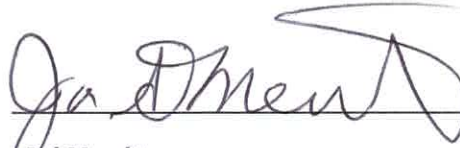
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Dan Rondeau



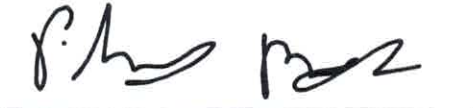
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Mike Lucas



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Joi Merritt



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Phil Marquette