

ORIGINAL

TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING
JANUARY 13, 2014 (REVISED MINUTES)

Members Present: John Medeiros (Chair); Chris Vincent (Vice-Chair); John Barnett (Clerk);
Matt Conklin, Randy Major; Kathy Kingston (late)

Members Absent: All in attendance

Others Present: Bill Jewell (ZA); Russ Hodgkins (TM)

CALL TO ORDER: John Medeiros called this Planning Commission meeting to order at 6:35 PM in the Westminster Town Hall. He noted that all members were present except Kathy Kingston. Medeiros advised that meetings are tape recorded therefore asked anyone wishing to speak to identify themselves.

AMEND/APPROVE MINUTES FROM DECEMBER 16, 2013 MEETING: John Barnett moved to approve the Minutes from the December 16, 2013 meeting as presented. Matt Conklin 2nd the motion. With all members in favor the Minutes were approved by a 5-0-0 vote (approved, abstained, opposed).

UNFINISHED BUSINESS:

HADLEY FIELD LIGHTS: Barnett / Conklin moved to approve the letter as presented. It will be sent to ANR, Assistant Coordinator Stephanie Gile with copies to Ellis, Boxer and Blake; Chris Kibbe; Cullen Meves and placed in the zoning file. With all members in favor, the motion was approved by a 5-0-0 vote.

ROUTE 5 LETTER: Tabled from 12/16/2013 meeting; was tabled second time until next meeting January 27, 2014.

STATUS/PROGRESS ON TOWN PLAN UPDATE: Randy Major made a motion that the Planning Commission report in the Town Report include mention of Subdivision Regulations are included in the new Bylaws. Chris Vincent 2nd motion. All in favor 5-0-0.

Planning Commission's revisions of proposed Town Plan, From Draft 4 to Draft 5, by vote and or consensus, at regular meeting 01/13/14:

Note: two summary sections (recycling and ancient roads) will need to be revised later, or just before this update of the Town Plan is submitted at a public hearing, because of ongoing changes in the situation regarding the elements of *Solid Waste and Recycling*, and *Ancient Roads* (Transportation element). Kathy Kingston will work on the recycling summary. The summary on ancient roads, or roads to trails, may come directly from the Selectboard and or the Town Manager.

Due to Act 148, Town has until end of 2014 to choose one of 4 options:

(decision to be made in March of 2014 or soon thereafter)

- 1) Pay As You Throw (PAYT), municipal program of collections of legal trash and recycling;
- 2) Establish a new transfer station in Westminster, with municipal collections;
- 3) Use existing transfer station in Rockingham or Putney, with municipal collections;

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4) No municipal funding of collection program(s).

Proceeding to page 20: ...following Town Government Policies and Recommendations

Town Government Policies

To keep town government small and centralized; to actively encourage the participation of community members and volunteers in conducting Town business; to enforce local ordinances and regulations.

Town Government Recommendations

The Town shall assure equitable treatment and delivery of services for all residents; the Town will not take over private facilities such as roads, water systems, etc. unless the Selectboard determines that it is in the public interest to do so; the Town will encourage citizen participation by advertising for committee members for prospective projects.

CONTINUE the Review of Draft #4 at Page 20-27

1) Page 20, 4th paragraph, after "appoints a Town Manager" delete ", who has a variety of duties," and, delete last sentence: "At the time ... highest priority duties."; Educational Facilities Plan: first sentence, insert "public" between "two" and "elementary schools," Last sentence of first paragraph, insert "in both schools" between "technology" and "includes"; change second table from "Total K-6" to "Total K-7-8"; 4th paragraph, change at "located on 182 acres" to "207" acres; last sentence, *The Compass School*, change at "approximately 60 students" to "70" students.

2) P. 22, Education policies, #2, delete and insert To work toward the goal of affordable education for all Westminster residents.

3) p. 23, Child Care, Recommendations, #1, delete "Planning Commission" and insert "Town"; p. 23, Child Care, Recommendations, #3, change "Select Board" to "Selectboard".

4) p. 24, Transportation, first paragraph, delete sixth sentence "However, the use...state and nation."; second paragraph, insert comma after service, delete "and", and insert after "rail service" "and the construction of a park and ride facility"; near bottom of p. 24, delete sentence/paragraph "Functional classification... local residents"; insert "AOT before "Design Classification".

5) p. 25, at 3. Class 3 - second line, delete "a" before "highway" and add "s" to "highway"; Road improvements, first line, change "Board of Selectmen" to "Selectboard"; second to last paragraph, insert comma and "flooding" after "spring thaws"; last paragraph/sentence: after "Westminster" delete "is not dealing with" and insert "typically has no".

6) p. 26, bottom paragraph, replace "Vermont Transit" with Connecticut River Transit (CRT).

7) p. 27, top paragraph, insert period after "Bellows Falls" replace "Westminster Station Market" with "Community Feed Store".

Revisions ended at p. 27 D. Ancient Roads.

EDUCATIONAL FACILITIES PLAN: Add "public"; "in both schools". Delete "6" add "7-8"; Delete "182" Add "207"; to "207"; Delete "60" add "70"

POLICIES: Delete “ensure that the cost of education shall remain affordable to”

CHILD CARE: Recommendations delete “Planning Commission” “Town”; Delete “Select Board” add “Selectboard”.

TRANSPORTATION: Delete “However, the use of the private automobile is questioned and presents a controversial and challenging issue to our community, state and nation”; delete “and” add “and the construction of a park-and-ride facility”.

WESTMINSTER ROADS: Delete “Functional classification categories are useful in identifying conflict, such as local roads that are serving as collectors and causing a function conflict for local residents”.

Road Improvements: Delete “Board of Selectman” add “Selectboard”; “flooding”; “typically has no”. Delete “is not dealing with”

PLANNING INITIATIVE: Delete “Vermont” add “Connecticut River, (CRT); delete “Connecticut River Transit” add “CRT”; delete “Westminster Station Market” add “Community Feeds”

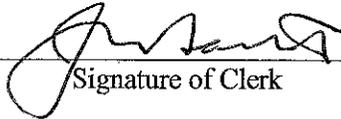
ANCIENT ROADS: Summary to be updated to ****; MAY REQUIRE REVISION OF POLICES/RECS ALSO***

OTHER BUSINESS:

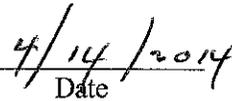
Transfer Station: Current waste management until January 1, 2015. Town needs to decide on an option in 2014.

Next Meeting: The next “SPECIAL” meeting scheduled for Monday, January 27, 2014, at 6:30 PM.

ADJOURNMENT: The time was 8:45 PM.



Signature of Clerk



Date

Prepared by: Karen Astley, Recording Secretary

(Note: these are unapproved Minutes. Corrections are unlined and ready for approval. Any changes if necessary will be found in the next Planning Commission meeting.)



FILED April 16, 2014

WESTMINSTER
TOWN CLERK'S OFFICE

ATTEST: Patty McKasht
TOWN CLERK