

**TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING
March 14, 2016**

Members Present: John Medeiros, Chris Vincent, John Barnett and Randy Major

Others Present: Russell Hodgkins (Town Manager / Planning & Zoning Administrator),
Karen Astley (Recording Clerk) and Catherine Cadieux

1. CALL TO ORDER: The Zoning Administrator called the meeting to order at 6:55 p.m. Members were late to assemble and needed them to make a quorum.

2. REORANIZATION OF THE BOARD:

A. Election of Chair – The ZA accepted nominations for Chair. John Medeiros nominated Chris Vincent to be Chair for the year and Randy Major seconded. The motion passed.

B. Election of Vice Chair – Chris Vincent took over the meeting and received a nomination of Kathy Kingston to be Vice Chair by John Barnett and it was seconded by John Medeiros. John Medeiros explained he had spoken to Kathy prior to the meeting. The motion passed.

C. Election of Clerk – John Medeiros nominated John Barnett to be Clerk and Chris Vincent seconded. The motion passed.

3. ADJUSTMENTS TO AGENDA: None

4. ACCEPTANCE OF MINUTES: John Medeiros made a motion to accept the minutes as presented. Chris Vincent seconded the motion. Motion passed.

5. COMMUNICATIONS AND PUBLIC COMMENT: None

6. UNFINISHED BUSINESS (Discussion / Action):

A): Discussion of proposed Bylaw revisions, Article III: Development Review Board's request for ease of use.

A few minor adjustments and clarifications were made to Article III after the DRB requested that the PC make changes that would make the use of these Bylaws easier for the common person. The "Act" was defined and where "Sections were referenced, the PC added the topic next to it so that the reader could find the Section easier.

7. NEW BUSINESS (Discussion / Action):

a.) Act 250 Business: No New Business.

b.) PSB Business: The ZA asked the PC if they had heard about Green Mountain Power reaching their cap for renewable energy. He explained that the maximum acceptance of 16% of added energy by renewable energy has been reached and the House & Senate are requesting another 5%+ to be added. Russ Hodgkins said he would keep them up to date on any changes.

c) Brief Introduction to "Implementation Review Table (JM): John Medeiros explained that he had created a table for the new Town Plan. Briefly he explained how it worked and gave the hard copy to the ZA to store in the Town Hall for when the next Town Plan needs to be revised.

d.) Article V – General Regulations: The PC got started on Article V by adding two "Standards" that they felt were left out. The letter *M* will be "Noise" and will reference the Town's ordinance and the fact that the tolerance will not go over 70 decibels which is the State's Guide to noise. The letter *N* will be on "Drones" and will reference the newly stated guidelines of low flying aircraft and people's right to privacy.

e.) Article VI – Special Regulations: The Commission ran out of time for this discussion.

The Planning Commission will continue Article V at their next meeting.

8. OTHER BUSINESS:

The ZA told the Planning Commission that the new Selectboard Alternate will be Susan Harlow.

9. DATE OF NEXT REGULAR MEETING: April 11, 2016 at 7:00 P.M. John Barnett made a motion to change the time of the meeting to 7:00 PM now that daylight savings time has kicked in. The motion was seconded by John Medeiros and the motion passed. The next meeting will be April 11 at 7:00 PM declared the Chair.

9. ADJOURNMENT: John Medeiros made a motion to adjourn at 8:43 PM and Randy Major seconded. The motion passed and the Chair declared the meeting adjourned.

Signature of Clerk

Date

Prepared by: Russell Hodgkins – Recording Clerk