

**TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING (PC)
February 10, 2020**

Members Present: Kathy Kingston (Chair); Michelle Chmelar; & Seroya Crouch

Absent : Doug Oftedahl

Others Present: Chris Bergman, Barry Shaw, Russell Hodgkins (Town Manager / Zoning Administrator), & Kelley Thayer (Recording Clerk)

This Meeting was not officially warned in a timely manner.

1. CALL TO ORDER: Kathy Kingston (Chair) called the meeting to order at 6:35 pm.

2. COMMUNICATIONS AND PUBLIC COMMENT:

- Chris Bergman – A local Archeologist, spoke to the Commission regarding work by Robert Haas and himself concerning mapping historic landmarks and what this map represents. Mr. Bergman told the PC that the information on the maps is privileged and will not be made available to the public. He continued that the Town should have access to the information on these maps in official capacity because development could impact the historic landmarks. Chris gave a recent example of his concerns for the historic landmarks with the planning of the dam removal on the Westminster West Road. Possible water flow changes could affect sites downstream if the dam removal is not done with care to this fact. He explained that the ZA brought this to Mr. Haas and together they voiced the concern of affects downstream and now the project is doing a historic impact study to provide every possible safeguard to possible historic sites. Many questions from the members and public present were answered by Mr. Bergman. In closing, Chris Bergman told the meeting that this map was Robert Hass’s legacy. Started by Robert and Randy Major and continued by Robert and himself. He estimated 20+ years of work and dedication from Robert Haas and Chris explained that he loved every minute of it. The PC Chair thanked Mr. Bergman for coming and in closing offered his services to the Town for any historic work and even volunteered to write a segment about this map for the Town Plan.

3. ADJUSTMENTS TO AGENDA: None

4. ACCEPTANCE OF MINUTES: Michelle Chmelar made a motion to accept the December 9, 2019 minutes, Seroya Crouch seconded and the motion passed.

5. UNFINISHED BUSINESS (Discussion / Action):

A. Discussion on Town Plan Draft 7.0:

Kathy Kingston began the discussion referencing the “Springfield, Vt.” Town Plan. Dialogue about this Plan was lengthy in regards to content, readability, and ended with conversation about their table of contents. Michelle Chmelar asked the Commission about continuing their renewal efforts of the Westminster Town Plan by establishing a solid, true and workable outline. All agreed and the Chair gave the task to all of the members to work on their own version of the table of contents and bring it to the next meeting and be prepared to defend it. Kathy Kingston explained that a compiled draft will be created by everyone’s work. Kathy also continued that she would notify Doug Oftedal of this task. The chair looking at the hour stated that all other items on the agenda will be postponed to later meetings when appropriate.

6. NEW BUSINESS (Discussion / Action): None

7. OTHER BUSINESS: None

8. DATE OF NEXT MEETING: Monday, March 9, 2020, @ 6:30 pm

9. ADJOURNMENT: Michelle Chmelar motioned to adjourn the meeting @ 8:38 pm. Seroya Crouch seconded the motion. Motion Passed.

Signature of Clerk

Date

Prepared by: Kelley Thayer, Recording Secretary

(**Note:** These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the next Planning Commission meeting)

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