

**TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING (PC)
September 14, 2020**

Members Present: Kathy Kingston (Chair); Seroya Crouch (Clerk); Bari Shamas & Russell Lazarek

Members Absent: Michelle Chmelar (Vice Chair)

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

1. **CALL TO ORDER:** Kathy Kingston called the meeting to order at 6:45 pm.

2. **COMMUNICATIONS AND PUBLIC COMMENT:**

3. **ADJUSTMENTS TO AGENDA:** None

4. **ACCEPTANCE OF MINUTES:** Kathy Kingston made a motion to accept the minutes from August 20, 2020 as written; Bari Shamas seconded and the motion passed 4-0.

5. **UNFINISHED BUSINESS (Discussion / Action):**

A. **Google Docs:** Kathy Kingston wanted to verify the editing colors; they were verified as follows:

Blue: For current Town Plan

Red: Word Strike

Green: Edits

Black: Final

Italics: information from other sources & Commissions

B. **Updates on Selected Sections:**

Natural Resources: Kathy – No Updates

Health: Seroya - Scheduled a meeting with Sojourns to discuss

Recreation: Bari – Put the current recreation info into Google Docs. Asked for contact information for the Town Pool and the Town Forest. Bari will reach out to Russell Hodgkins to discuss the Town Forest.

Transportation – Russell Hodgkins told the commission that he had obtained more information for the Transportation portion but has not been able to input into Google Docs for all the members to view.

Energy – Michael Daley – Tabled

Communication: Tabled

- C. *Public Communication Update:*** Seroya Crouch submitted an Article to the Gazette & the Whistler and should be in the September Issues. Bari Shamas created the Westminster Instagram account; #westminstervt. Front Porch forum is run by Susan Harlow (SB Chair) and if the Planning Commission has any information to post it should be sent to her. Russell Hodgkins told the Commission that the Selectboard has approved a Town Facebook page and a committee will be formed to watch over the posts.
- D. *Calendar Use:*** Kathy Kingston asked Seroya if she could tell the Commission the purpose for the calendar. Seroya stated that the calendar's purpose was to help them focus on different chapters and when they are due, also when the legislative elements are due.

6. NEW BUSINESS (Discussion / Action):

- A. *Public Internet Access:*** Kathy Kingston shared with the Commission a letter she received from a Resident, in regard to the poor internet access on Davidson Hill, River Road etc. Consolidated Communications (Fairpoint) requires communication with the Planning Commission Chair to arrange an agreement with the State of Vermont to advance service to these areas. Bari made a motion for Kathy to call Consolidated Communication to work with them on the internet access. Russell Lazarek seconded, and the motion passed 4-0.
- B. *Meeting Locations & Times during the winter months:*** The Commission discussed continuing the meetings during the winter months through Zoom.

7. OTHER BUSINESS: None

8. DATE OF NEXT MEETING: **TBD.** This meeting may be held on **Monday, October 19, 2020 @ 6:30 pm** via Zoom, hosted by Bari Shamas, once everyone's schedules have been confirmed.

9. ADJOURNMENT: Bari Shamas made a motion to adjourn the meeting @ 7:27 pm. Kathy Kingston seconded and the motion passed. 4-0

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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