

TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING (PC)

June 12, 2023

Members Present: Bari Shamas (Chair), Seroya Crouch, Michelle Chmelar

Others Present: Janice Leary-Jones (Recording Secretary)

1. Call to Order: Bari called the meeting to order at 6:30pm.

2. Communications and Public Comment: None.

3. Adjustments to Agenda: None.

4. Acceptance of Minutes: April 23, May 8, and special meeting May 23, 2023

According to the Selectboard statutes, Selectboard members are not able to vote on Planning Commission Agenda items, consequently the May 8 meeting was not a legal meeting as there was not a quorum.

Seroya moves to accept the April 23, 2023 meeting minutes. Michelle seconds. Unanimous vote to accept April 23, 2023 minutes. Michelle moves to accept May 23, 2023 minutes, Bari seconds. Seroya abstains. Meeting minutes accepted.

5. Unfinished Business (Discussion / Action):

A. Town Plan

i. Extension

Extension approved for development of Town Plan. Now due February 2024.

ii. Plan for Completion

Assigning Chapters that need completion needs to be done. There is a current outline for completion of Town Plan. Group consensus was reached to continue to work on the plan through the summer, without taking a summer break.

iii. Economic Development

Michelle will complete the Education Chapter with updated data, and then draft an Economic Development Chapter. Bari proposed meeting Tuesday, June 27, 2023 as a working meeting to review the Education Chapter. Michelle indicated that the Education section is short, then Bari proposed finishing the Recreation Chapter by June 27th so both chapters could be reviewed at the June 27th meeting. Meeting scheduled for June 27, 2023 at 7pm.

iv. Education

Michelle has a draft of the Education Chapter. The previous plan included Education and Childcare Chapters that were not uploaded online. Michelle will upload the Education draft to the current plan online. Previous plan included information on libraries, regional information, Childcare, Act 166, and Michelle has edited this information as needed. Michelle will include language that refers to the fact that both villages have libraries as a resource for school communities.

Proposal of a working meeting in July to review Education Chapter was suggested and agreed to by Planning Commission members. Inclusion of Act 46 and 166 information now in the Education Chapter, as part of the edits Michelle completed.

New Business (Discussion / Action)

A. May Selectboard meeting report - Bari

Chuck Lawrence mentioned paving roads as a possible need. Also, it was mentioned at the May Selectboard meeting that recently there was no coverage in Westminster by the Sheriff's Office for a two week period.

B. Westminster news

Selectboard continues to look for a Town Manager.

6. Other Business: None.

7. Date of Next Meeting: June 27, 2023, Working Meeting to review Education and Recreation Chapters.

July 10, 2023 6:30pm Planning Commission Meeting: Proposal to make the July 10 Meeting a Working Meeting to address Agriculture and Transportation chapters, after completing regular business.

Seroya is closing the comment period for the Agriculture Chapter. Feedback from farmers is positive. The Conservation Commission has not commented on the chapter. Seroya is not finding a source of data on maple production in Westminster, despite multiple inquiries. Seroya will do a final edit on the Agriculture Chapter. Bari proposes for the July 10, 2023 meeting to review the Agriculture and Transportation Chapters. Question raised about meeting with Chuck Lawrence in person to review the Transportation Chapter. Bari will follow up on getting Chuck Lawrence's input on the Transportation Chapter.

8. Adjournment:

Michelle moves to adjourn the meeting. Seroya seconds. All vote to adjourn the meeting at 7:22pm.