

UNDERHILL PLANNING COMMISSION
May 2, 2012, 6:30 PM
Minutes

Present: Trevor Squirrell, Chair, Dick Albertini, Vice-chair, Gerry Adams, David Edson, Pat Lamphere, Irene Linde, Cynthia Seybolt; Planning & Zoning Administrator Kari Papelbon

Public: none

6:35 PM: Call to order.

6:38 PM: 4/18/12 Minutes accepted as written, on a motion by Cynthia, seconded by Pat.

6:40 PM: Discussion of sidewalk grant options and reports

Because the FY 2012-13 Town budget does not include any funds for multi-modal pathways, Kari recommended that this year we seek only technical assistance to update and refine the 2007 sidewalk study. With that revised study, we would be well prepared to submit a grant proposal and a CIP line item for FY 13-14.

After discussion, PC accepted Kari's recommendation and agreed to ask the Select Board at the 5/16 meeting, which they will attend, to submit to CCRPC a request for technical assistance.

The PC agreed to submit a proposal for at least one major grant in FY 13-14 for the creation of a multi-modal pathway in Underhill Flats, which should complement Jericho's existing and proposed sidewalks. This will be considered Phase I of a multi-phase plan to provide safe non-motorized travel options in and between the Flats and the Center.

7:08 PM: Project list

PC reviewed list prepared by Kari (attached). There was discussion about two items:

- CIP - Kari has asked the Town Administrator to notify all town personnel and committee chairs to prepare multi-year budgets for PC consideration this summer. Trevor commented that this is sufficient outreach and PC concurred.
- DRB concerns - Cynthia will prepare a list of items from joint meeting on 4/16 that need to be addressed by PC.

7:16 PM: Rules of Procedure

Kari distributed a draft based on Shelburne's ROP for review and discussion. Kari will revise Section IX(C), with regard to potential conflicts of interest, and Section VII (J), to more accurately represent staff support per PC request, and present a revised draft for discussion (and adoption?) at the 5/16 meeting.

7:37 PM: Scheduling/Other business

Sharon Murray (consultant) will not be available for meetings until June. A request for a June presentation by the Recreation Committee regarding future projects to be included in the CIP was submitted several times via email to Tom Lee.

There will be an open meeting with follow-up reports from the AARP workshop committees on May 8 at 6:30 at the Jericho Town Hall.

A public comment period on the ECOS Draft Evaluation Criteria will begin May 1 and end May 31. Anyone who reviews this should track time spent, as it counts toward matching funds.

7:41 PM David made a motion, seconded by Irene, to adjourn. The motion was passed by all PC members present.

Meeting adjourned.

Submitted by:

Cynthia Seybolt, Clerk

These minutes of the 5-2-12 meeting of the Planning Commission were accepted

This 16th day of May, 2012.



Trevor Squirrell, Chairperson

These minutes are subject to correction by the Underhill Planning Commission. Changes, if any, will be recorded in the minutes of the meeting of the PC.