

UNDERHILL PLANNING COMMISSION

June 18, 2014, 6:30 PM

Minutes

PC Members Present: Trevor Squirrel, Cliff Peterson, Gerry Adams, David Edson, Irene Linde, Cynthia Seybolt

Staff Present: Sarah McShane

Guests Present: Chris Miller, Peter Duval, Peter Bennett, Gretchen Daly, Nate Sullivan

6:30 PM: Call to order by Chair Trevor Squirrel

6:31 PM: Public Comment – None

6:32 PM: CIP Discussion

Chair Trevor Squirrel began the meeting by providing an overview of the Capital Improvement Program. He stated that one issue has been getting departments to respond with CIP request. Sarah McShane stated that the Planning Commission is responsible for providing their recommendations to the Selectboard by July 1st and that the Commission should recommend projects that are in conformance with the goals and strategies of the Town Plan. She stated that she had updated the CIP with information regarding the sidewalk project in the Flats.

Nate Sullivan, Road Foreman, provided an overview of the request from the Highway Department. He stated that the culvert replacement on Deane Road may have to happen before the culvert replacement on Mountain Road. He also said that the culvert replacement on Mountain Road is probably extremely underestimated because there is at least 15-20 feet of fill on top of the culvert. He also stated that the Corbett Road culvert keeps failing and that paving cost are going to continue to rise because material cost keep going up.

The \$50,000 request for the highway equipment shed is a very rough estimate. He needs to determine the square footage needed to store the equipment.

S.McShane will work with Nate Sullivan to update the Highway Dept. request. Once updated, S. McShane will send the CIP to the Planning Commission for final review.

7:00 PM: Town Plan: Energy Chapter: Discussion

Peter Bennett, Peter Duvall, and Chris Miller were in attendance to provide an overview of the updated Energy Chapter. Chairperson Trevor Squirrel stated that the RPC had provided comments, however some comments weren't

feasible. Energy Committee members stated that they updated the chapter and eliminated the items that were no longer pertinent. C.Miller stated that one new strategy involved Act 89 and energy standards for residential buildings. He also stated that the Energy Committee included language to evaluate unnecessary outdoor lighting. Peter Duvall stated that one item left for Energy Committee discussion is ground mounted solar. Some individuals feel that its design is a poor use of land.

Chairperson Trevor Squirrell stated that the Planning Commission will review the Energy Chapter and make the updates that were discussed. There will be more opportunities for input from the Energy Committee.

7:30 PM: CIP Discussion Cont.

Gretchen Daly entered to the meeting to discuss a CIP request from the Safe Routes to School group. She stated that her group actively promotes non-motorized travel to schools and works to improve bicycle and pedestrian safety. The Safe Routes to School group would like to submit a grant for two identified pedestrian safety improvement projects- 1) to complete a small section of sidewalk along River Road from Maple Ridge to Park Street and 2) to minimize the turning radius of the intersection of Park St. and River Road to improve pedestrian safety. She stated that the group would like to request \$10,000 in FY 15 funds as the matching portion of a grant proposal. The projects hope to promote pedestrian awareness and safety. Planning Commission members agreed to include the \$10,000 request in the CIP.

7:45 PM: Old Business

Minutes of the June 4th meeting were accepted as written on a motion by Cynthia Seybolt seconded by Gerry Adams. The motion passed by all members present.

Cliff Peterson provided an overview of new updates to the Open Meeting Law which includes new provisions for entering executive sessions, requirements for agendas and meeting minutes, as well as potential penalties for not follow the Open Meeting Law.

Next meeting is July 2nd. Members agreed to discuss Chapter 4- Infrastructure at the next meeting.

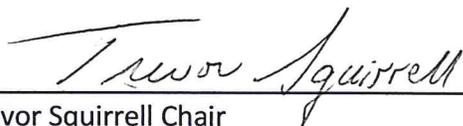
8:05 PM: Meeting adjourned on a motion by Cliff Peterson, seconded by Cynthia Seybolt.

Respectfully Submitted By:

Sarah McShane

These minutes of the June 18, 2014 meeting were accepted

This 16th day of July, 2014



Trevor Squirrell Chair

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.