

Townshend Planning Commission
Minutes
June 8, 2022

- Present:** John Evans, Liza Martin, Brandon Canevari, Bob DeSiervo and Andrew Snelling
1. **Call to Order:** Chairman Evans called the meeting to order at 7:10 p.m.
 2. **Approval of Minutes:** Martin moved, and Evans seconded a motion to approve the minutes of the May 11, 2022 meeting as submitted. The motion passed unanimously.
 3. **Additions and Deletions:** none
 4. **Members of the Public:** none
 5. **Correspondence:** none
 6. **Old Business:**
 - Traffic Calming Signs: Evans shared a sample of the Agency of Transportation Access permit application and information from a possible source of the signs. He stated the application is short but will require location maps before sending to the Select Board for a signature. The Commission discussed the type of power for the signs and the benefit of the sign software. It was unanimously agreed that the software would provide support for the effectiveness of the signs. It was also agreed that a solar powered sign would require less maintenance compared to the battery powered signs. Snelling volunteered to find a pdf version of the application form and to get maps showing the proposed sign locations.
 - Capital Budgeting Town Hall: The Commission discussed what would be required to modifying the access ramp to the front door. Martin mentioned that there would need to be electric openers for both the external and internal doors. Snelling noted that if the ramp ran along the front of the building there would have to be sufficient clearance for the doors to open without impeding the path along the ramp. Snelling said that the Wesner report had an estimate of \$14,000 for a new entrance ramp and door hardware. Snelling proposed that the Commission look into getting some drawings and a specific estimate for just the ramp and door openers.
 - VCD West Townshend: Canevari said that he had not been able to work on the VCD application for a while and that there are still some open items. The work remaining includes finalizing the boundary maps, a couple new pictures and completing the layout of the application. He reported that the State no longer requires an onsite visit, public hearing or attendance at the

Downtown Board meeting. Canevari said that he would endeavor to get the application completed by August.

Town Plan Updates: There was a short recap discussion of the comments at the prior meeting with John Bennett on things to consider in updating the Town Plan.

7. New Business: none

8. Other Business: none

Meeting Schedule: Regular Meeting: June 22, 2022 @ 7:00 p.m.
Regular Meeting: July 13, 2022 @ 7:00 p.m.
Meetings to be held in the Town Hall and via Zoom

9. Adjournment: Chairman Evans, seeing that there was no further business to come before the Commission, adjourned the meeting at 8:05 p.m.

Respectfully submitted,
Andrew Snelling