

Townshend Planning Commission
Minutes
March 12, 2025

- Present:** Bob DeSiervo, Rick Matschke, Doug Ballantine, and Andrew Snelling.
Members of the Public: Anand Fedele & Mike McConnell from Windham Regional Commission (WRC)
1. **Call to Order:** Vice Chair DeSiervo called the meeting to order at 7:05 p.m.
 2. **Additions and Deletions:** none
 3. **Members of the Public:** Anand Fedele and Mike McConnell will present under the Town Plan item on the agenda.
 4. **Approval of Minutes:** Matschke moved and Ballantine seconded a motion to approve the minutes for the meeting of February 26, 2025 as submitted. The motion passed.
 5. **Correspondence:** Grace Cottage submittals supporting Act 250 permit for new building. No action taken.
 6. **Old Business:**

Town Plan: Mr. McConnell provided an update of the work progress, billing and timeline. He indicated that the project is on plan and should be complete on schedule. DeSiervo requested a full working copy of the entire draft plan be posted to the shared drive. Mr. McConnell agreed to get it posted.

Mr. Fedele continued working through the energy chapter. He noted that a review of the State's checklist indicated that the requirements were being addressed. He did note the need for more explanation as to how the Town was leading by example. He presented the new updated energy maps which have a different format than the prior maps. Mr. Fedele asked the Commissioners to review the maps at their convenience.

Mr. Fedele showed the Commissioners a revised copy of the Housing chapter that combined early changes and improvements in the document organization.

Town Hall: DeSiervo suggested that the Planning Commission's request to release the RFP for the Town Hall ADA work be put before the Select Board for reconsideration. There was unanimous consent.
 7. **New Business:**

Planning Commission Organization: Snelling said that in light of Evan's resignation it makes sense to reduce the number of Commissioners back to five members and realign the terms so one seat is up for reappointment each year. Ballantine made a motion seconded by DeSiervo that the Planning Commission

Approved March 26, 2025

request that the Select Board appoint Rick Matschke to the seat previously held by Evans and reduce the number of Commissioners to five by eliminating the seat added last year. The motion carried.

Meeting Schedule:

Regular Meeting: March 26, 2025 @ 7:00 p.m.

Regular Meeting: April 9, 2025 @ 7:00 p.m.

Adjournment:

Vice Chair, DeSiervo, seeing no further business to come before the Commission adjourned the meeting at 9:24 p.m.

Respectfully submitted,

Andrew Snelling