

Townshend Planning Commission
Minutes
June 11, 2025

- Present:** Bob DeSiervo, Rick Matschke, Doug Ballantine, Liza Martin and Andrew Snelling.
1. **Call to Order:** Chair DeSiervo called the meeting to order at 5:31 p.m.
 2. **Additions and Deletions:** Snelling inquired if an item should be added for further discussion of the Harmonyville Sidewalk Study. There was agreement to add it under Old Business.
 3. **Members of the Public:** none
 4. **Approval of Minutes:** Ballantine moved and Matschke seconded a motion to approve the minutes for the regular meeting of May 28, 2025 and special meeting of June 4, 2025 as submitted. The motion passed.
 5. **Correspondence:** none
 6. **Old Business:**

Town Hall Door Operator Bid: DeSiervo said that he hadn't seen an actual copy of the bid. Snelling offered to scan and send out via email. Matschke reported that he had talked with Jason McCune from Door Control Inc. and requested cut sheets on the operators, electrical requirements. He stated that once the materials were received, Townshend would proceed to get a contract drafted and approved by the Select Board. Snelling mentioned that an electrician needs to be scheduled and a State permit obtained. Matschke concurred and said that he can contact some possible electricians, including one referral from Door Control, Inc. Snelling voiced a concern that given the historical nature of the building that we should try to hide the wiring under the trim if possible. Matschke expressed that he thought that hiding the wiring was possible.

Town Plan Review: Snelling mentioned he had given Mike McConnell a project status report and that there was not a need for WRC to attend the next few meetings. The Commissioners proceeded with the review starting on the Recreation section. There was considerable discussion on the role of the Townshend Lake. DeSiervo agreed to present a rewrite of that portion for the next meeting. The discussion continued with the review and corrections of the other items under Recreation.

Snelling noted that there are a lot of numbers in the Forest Land section that need to be verified and that the section should integrate with the previous prepared conservation map showing the extent of the preserved forest lands in Townshend. He offered to draft a revised intro paragraph incorporating the data from the

map.

7. New Business:

Harmonyville Sidewalk Study: DeSiervo asked Snelling and Matschke for a summary of the study, which they provided. It was agreed that it was a worthwhile goal to improve the safety of this stretch of road. Snelling suggested that it should be one of many strategic Town projects to be aware of when evaluating grant options.

Meeting Schedule:

Snelling polled the Commissioners on available times next week for a special meeting to continue working on the Town Plan. After some discussion it was agreed to change the date and time of the Special Meeting to be Monday, June 16th at 5:30 p.m.

Special Meeting: June 16, 2025 @ 5:30 p.m.

Regular Meeting: June 25, 2025 @ 5:30 p.m.

Adjournment:

DeSiervo made a motion to adjourn, seconded by Ballantine. The motion passed and the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Andrew Snelling