

Townshend Planning Commission
Special Meeting -Town Plan Review
Minutes
June 16, 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 5:40 p.m.

2. Additions and Deletions: Snelling requested adding an item to the agenda on a contract for the automatic door operator and suggested taking it up out of order. There were no objections.

3. Members of the Public: none

4. Old Business: Town Hall ADA door operator: Snelling observed that the Planning Commission had not reported to the Select Board on the responses to the ADA project RFP. There was a discussion on how to keep the project moving forward. Snelling made a motion, seconded by DeSiervo, that the Planning Commission report on the results of the RFP at the next Select Board meeting and request that they approve a contract with Door Control, Inc. to provide and install the ADA automatic door operators on the front of Town Hall. The motion passed.

Town Plan Review: The Commission started with reviewing the revised draft of the Townshend Dam paragraph under the Recreation section. It was agreed to use it with minor modifications.

Snelling said that he had not prepared a revision of the intro paragraph for the Forest Lands section with data on the different conservation methods, but that he had requested WRC to provide the acreage data from the GIS conservation map.

The Commission took up the editing of the Town plan draft commencing with the Scenic Resources section and continued with Natural Area, Fragile Areas and Wildlife; Flood Resilience; Historic and Cultural Resources; Cultural Activities; and Education. The Commission will take up the Energy section at the next meeting.

Snelling shared a timeline prepared by Mike McConnell on when the draft needed to be finalized for final approval prior to the current plan's expiration on September 26th. He noted that time was getting short and the editing needed to be completed in early to mid-July.

5. New Business: none

Meeting Schedule: Regular Meeting: June 25, 2025 @ 5:30 p.m..
Regular Meeting: July 9, 2025 @ 5:30 p.m.

Adjournment: Ballantine made a motion, seconded by Matschke, to adjourn the meeting. The motion carried and the meeting was adjourned at 7:46 p.m.

Respectfully submitted,
Andrew Snelling