

Town of Guilford
Planning Commission Meeting Notes—draft (updated 3.27.2019)

6:30 pm Monday March 18, 2019 at the Guilford Town Office

Planning Commissioners Present: Michelle Frehsee, Nathanael Matthiesen, Henry Evans, Chuck Clark, Lynn King, Jackie Gaines, Thayer Tomlinson; Jethro Eaton (by phone); Sheila Morse representing the Selectboard

Call to order: 6:35pm

Recognition of Public: Alice Revis

Business

1. Algiers Village Planning—update from SelectBoard.
 - a. Sheila gave an update on the Algiers Village Plan noting that its creation was based on the idea to see whether local organizations wanted to participate in the Living Communities Challenge. They eventually decided that the plan was fine but that they were not going to go through the process of applying for the Living Communities Challenge at this time and instead implement some of the ideas generated by the planning process. For example, the Guilford Store is planning to redo their parking lot and in the process will improve drainage issues and work to meet specific ecological goals laid out in the Algiers Village Plan. FOAVI is considering a farmers market in the field next to the store.
 - b. One of the issues that came up in the process of drafting the plan included traffic safety which included speeding on route 5, exiting the Guilford Country Store parking lot. The Selectboard requested 2 traffic safety audits from VTrans. The VTrans study would have nothing to do with any specific development plan in Algiers but would give the town possible steps to take on improving traffic safety. Some PC members and the public had questions about the necessity of the study and Sheila noted that they should attend the next Selectboard meeting; to get on the agenda, they need to get on the agenda by 5pm the Wednesday preceding the meeting. The town does pay for police to monitor speeding in Guilford for 8 hours per week; for more details, see the Feb 11 Selectboard meeting.
2. Election of Officers.
 - a. 3 Planning Commission members were up for re-election: Jackie, Jethro and Michelle. All noted that they plan to stay on the Planning Commission for the next term.
 - b. For election of officers, Jackie nominated Michelle to serve as Chair and Lynn seconded the nominated. All voted in favor. Michelle noted that she will commit to the next year while the Planning Commission works on the next Town Plan. Thayer nominated Jethro for Vice-Chair and Nathanael seconded.

All voted in favor. Lynn nominated Thayer for Secretary and Harry seconded.
All voted in favor.

3. Planning Commission work agenda for the remainder of 2019.
 - a. Town Plan: The Town Plan is up June 2020 so the Planning Commission should have a version ready for presentation by February 2020 to meet all the deadlines. After this revision, the next will not occur until 2027 (moving from 5 to 7 years).
 - b. Revision timeline: Michelle suggested that members work on the plan meeting by meeting and gave everyone the homework assignment of reading the first 18 pages by the next meeting. The PC will make a spreadsheet to have a list of tasks and track assignments. The PC will go through page by page to highlight changes, remove obsolete information and clarify language.
 - c. Jackie and Lynn noted that the critical requirement of the Town Plan is including the peoples' voice and including clear and simple language. Jackie suggested all PC members view the March 11 Selectboard meeting.
 - d. Sheila noted that the Selectboard takes the goals drafted in the Town Plan and works to integrate them into what the Selectboard does. Michelle highlighted that the Recreation Commission came into being based on a goal in the Town Plan.
 - e. Alice asked how the public can provide input into the Town Plan through public meetings. Thayer highlighted that when the PC drafted the energy plan, they had a series of public meetings for input and the PC will continue to hold public meetings throughout the process.
4. Guilford Community Welcome Handbook.
 - a. All PC members provided updates on their work for the handbook. Thayer will update the assignments section and share with all PC members. If PC members draft a section, they can email to Thayer, print and mail to Thayer, or call her and she can type it into the draft.
 - b. Specific updates included:
 - i. Jackie completed the solar section; she highlighted that we should ensure that the energy portion of the Town Plan strongly emphasizes stakeholder engagement. Jackie also offered to draft the old schools section, Guilford Center Stage, Green Up Day (will ask Ellie), and elder support (will speak with Richard Davis/Guilford Cares).
 - ii. Michelle will connect Nathanael with Jeff Nugent at WRC on mapping and what we could include in the handbook.
 - iii. Harry has put a lot of thought into the section on Guilford before Highway 91.
 - iv. Chuck completed research on slate and granite quarries; Harry and Chuck can provide notes and information to Michelle and Thayer.
 - v. Michelle will reach out to the Library to ask them to draft Library Services.
 - vi. Jethro—Town Statistics. Should connect with John Bennett at WRC.
 - vii. We will reach out to the Cemetery Commission on drafting the cemetery section.

- viii. Maple Sugaring—would be good to include the # of sugar houses in town. Jackie has an old photo and Thayer can contribute a newer photo.
- ix. Communications—Michelle will reach out to get latest minutes from the Communications Committee meeting/check in with Selectboard.

Communications: none

Close of Meeting: 7:50pm

Next meeting Monday, April 15 at 6:30pm