

**Town of Guilford  
Planning Commission Meeting Notes—draft**

**6:30 pm Monday May 20, 2019 at the Guilford Town Office**

**Call to order:** 6:40 pm

**Recognition of Public:** Anne Rider

**Planning Commissioners present:** Jethro, Michelle, Lynn, Nathanael, Harry, Thayer, Jackie (by phone); Sheila (representing the SelectBoard)

**SelectBoard Update:** There was no meeting with VTrans today; will occur June 13th at 10am. This is not a public meeting according to VTrans but could invite any member of the public that is directly affected. Sheila noted that there were 35 people at the May 9th meeting at the Guilford Community Church on the Traffic Study for Algiers and Guilford Center—Sheila will send more information on this to Michelle who will send to the full planning commission. No other updates from the SelectBoard at this time.

**Business**

1. Review and Discuss Town Plan pages 19 – 22 in detail
  - Beginning with the “Residents” section, the PC discussed specific edits to text. Thayer is tracking all this language in a draft Town Plan text in track changes so the PC can see all the suggested additions, deletions and other edits. Specific conversations included:
    - a. Michelle noted that we should include the fact that there is a thriving pre-K. There is no section on those residents under pre-K age; Lynn asked about having multi-age and having younger students.
    - b. Anne asked if the planning commission could make a suggestion to have the pre-school to have a 3 – 4 age program; whether the PC could make a recommendation to the school board. Adding this to Town Plan as an aspirational goal. All agreed that we consider adding language around adding services for children birth to five years (this is also reflected in the VCRD report). Jethro asked how the merger may affect how decisions are made. Lynn noted that part of this is if there are federal funds involved; Sheila noted we should contact CC4G.
    - c. On page 19, under Vision And Goals, Lynn asked to update the language to make the goals highlight inclusivity throughout to encourage respectful conversations and diversity of thought. Jackie noted that she spoke with Laura Lawson Tucker on the library planning grant to ensure that any development in common spaces includes stakeholder input, encourages many voices, and is clear and well planned.

- Communications and the PC: Lynn asked that if when community communications occur, what if there is an email to all planning commission members? Jethro noted that it can be a fine balance because if there are too many emails, it gets overwhelming. Anne noted that the flashing sign by the fire station has been really effective in making things noticed and up to date. Michelle highlighted that we have been working on increased communications for a long time. Sheila noted that we are close to having a new town website and Facebook page soon that will be more interactive. The SelectBoard is trying more and more things to increase communications. Michelle noted that she filters a huge amount of information before sending it along so as to not burn out and overwhelm the planning commissioners. Jethro noted the Front Porch Forum updates that Sheila sends out are really helpful. Jackie said FP forum has been great; thinks the Reformer and Commons are great resources for sharing information. She would be interested in having a bit more access to information. Michelle noted that it is impossible to know about everything—there are so many groups and so much interesting work happening around town.
- Next meeting—go through pages 21 – 28: Housing and Infrastructure. Michelle will draft a tentative timeline to go through all the sections so we ensure we can get through the Town Plan process.

## **2. Guilford Community Welcome Handbook**

- Jethro asked about delaying the handbook to prioritize the Town Plan; Jackie agreed. Michelle emphasized the importance of the handbook work. Thayer asked about setting up a separate meeting to focus specific on drafting the handbook. All agreed to schedule a handbook meeting: Tuesday 25<sup>th</sup> June 6:30 at the Town Office – Thayer can send agenda and warn the meeting.
- Anne said that a group of residents wanted a way to honor John Christenson was to help the planning commission with the welcome handbook. That energy is still out there and we could tap other resources to help with that work.
- Jethro noted that John Shaw put together a survey to put together a Guilford Farm Directory. Jethro asked about including this in the handbook potentially; Jethro will email everyone a copy of survey.

### **Other:**

- Town Address List: Harry asked who holds the town address list—Michelle noted that Cathy Wilkin holds the address list for a bulk mailing; the Town does not have a copy of the full address list. Michelle will follow up on this; she currently has a copy of the Town address list on her computer but agreed that the Town will need to

have a bulk postal mailing address list on file. The Gazette is the most current full address list that we have as a Town.

- We are rescheduled for Thursday, June 20<sup>th</sup> at 5:30pm to give the Conservation Commission an update on the Planning Commission and ask them for input on the handbook.

### **Communications**

- VLCT Spring Planning and Zoning Forum in Fairlee
- SEVEDS 3<sup>rd</sup> annual economy summits in Mt Snow Thursday May 23<sup>rd</sup>.

**Close of Meeting:** 8:00pm