

Town of Woodbury Planning Commission

June 15, 2020 Meeting Minutes

Planning Commission Members Present: Thomas “Skip” Lindsay-Chair; Michael Gray, Dave Barnowski; Jayne Nold-Laurendeau

The “virtual” meeting was called to order at 6:04 PM.

Members of the Public Present: Phoebe Slater-OSUED Board Member

Adjustments to the Agenda: None

Public Comment: None

Town Plan Request for Municipal Planning Assistance:

The Commission members reviewed the Request for Proposal (RFP) for Planning Consultant Services. The RFP invites proposals from qualified firms to provide services for the preparation of a comprehensive update to the Town’s Municipal Plan. The RFP may be downloaded from the Town’s WEB site: www.woodburyvt.org/records/requests-for-proposals/. Skip introduced a motion to approve the RFP as written; Dave seconded the motion and the motion carried unanimously. Skip will create an evaluation worksheet which will assist the RFP assessment process.

Skip noted the Town now has an account in the Vermont Department of Economic Development’s Business Assistance Network which will enable this and other Woodbury RFP’s to reach a wider number of firms in Vermont. The RFP was sent directly to five (5) other planning consulting firms as well, including:

- Central Vermont Regional Planning Commission
- American Planning Association-Northern New England Chapter
- Vermont Planner’s Association Consultants

The RFP announcement was placed in the Hardwick Gazette and the Times Argus news publications.

Project milestones are:

- Bids due in Town Offices: July 16, 2020
- Bid opening: July 20, 2020 at the Planning Commission Meeting
- Bid Reviews: July 21-August 3, 2020
- Planning Commission Bid Award Recommendation to Select Board: August 10, 2020
- Negotiate contract with successful bidder: August 11-September 4, 2020.
- Municipal Plan production: September 21, 2020-May 24, 2021

The Commissioners and Phoebe Slater agreed that creating the Municipal Plan will be a collaborative effort involving Woodbury citizens, Commissions, and Associations. No fewer than six (6) community outreach events are planned starting in September 2020 and culminating in March 2021. Meetings with the Friends of the Woodbury Elementary School, Library Board Trustees, Lake Associations, Conservation Commission, Historical Society, Woodbury Volunteer Fire Department, are envisioned. All meetings will be duly warned and open to the public. Here's the link to the project's timeline:

<https://www.woodburyvt.org/wp-content/uploads/2020/06/Municipal-Plan-Timeline-June-15-2020.pdf>

Skip alerted the Commissioners of another round of Municipal Planning Grants sponsored by the Department of Housing and Community Development. The FY2021 Municipal Planning Grant, (MPG) applications are due on October 1, 2020 with award announcements in December 2020. The Commissioners all agreed that Woodbury should apply for the MPG. Michael informed the group to expect a 20% cut in State budgets and that the pot of money will be less than in 2020.

Note that Woodbury did apply for the FY2020 MPG however, did not receive a grant. The FY 2020 MPG had approximately \$450,000 to disperse and received over \$850,000 worth of grant applications.

WOODBURY GRADED SCHOOL:

Note that the Commissioners thought it prudent, now that a new Municipal Plan project is underway, to get a sense of what was happening at the OSUED and how that may directly affect the Woodbury Elementary School (WES).

Phoebe Slater led the discussion and commented that the biggest change is that there will now be a "co-principal" dividing her time between Lakeview and Woodbury elementary schools. Phoebe noted there was an increase in enrollment at the WES and she expects the enrollment to remain constant.

Phoebe alerted the Commissioners of an OSUED Board meeting on June 16 where a discussion regarding 10 campus configurations for the 2021-2022 school year will be held. The 10 campus configurations include:

- Pre-K
- Early Education
- Community School
- Alternative Behavioral School
- STEM (Science Technology Engineering Math) School
- Partnership(s) with Vermont State Colleges

Phoebe concluded, indicating she sees no immediate change to the WES.

Skip introduced a motion to adjourn at 7:32 PM, the motion carried unanimously.

The next Planning Commission Meeting is July 20, 2020.