

TOWN OF WOODBURY PLANNING COMMISSION

December 21, 2020, Meeting Minutes

Planning Commission Members Present: Thomas “Skip” Lindsay-Chair; Jim Schweithelm, Ph.D.; Dave Barnowski, Jayne Nold-Laurendeau

Members of the Public Present: Clare Rock-Central Vermont Regional Planning Commission (CVRPC)

The meeting was called to order at 6:04 P.M.

Adjustments to the Agenda: None

Public Comment: None

COMMUNITY VALUES MAPPING:

The Commissioners discussed an offer made by the Vermont Department of Fish and Wildlife (F&W) to coordinate a public workshop to engage Woodbury citizens and property owners about the conservation and management of Woodbury’s natural resources. The Commissioners and Clare agreed this work can contribute valuable information and insight into the town’s ongoing planning process and the development of the town plan, especially for a rural town like Woodbury which is rich in natural ecosystems and a significant component of the towns profile.

The workshop was described by Skip as follows: at the interactive workshop, participants will be divided into small groups, and each group given a map of Woodbury. Note that due to the pandemic the workshop will be conducted on-line using a collaborative white board platform called MIRO. One at a time, a group member will use a virtual marker to outline a location on the map that he/she values. Once an outline is drawn, the participant will state what they loved about the place. For example, possibilities could include wildlife, views, working forests, farmland, economic resources, cultural/social resources, historic sites, places for recreation, paddling, hunting/fishing, or many other options. A 1-2 word description will be documented in the key next to the map. Any subsequent use of that virtual color marker is used to indicate a location valued for the same reason. The end result is a “Community Values Report” which will include digitized maps illustrating the final list of values as identified by the workshop participants.

Skip posed the question: besides the citizens and property owners, who are the Woodbury stakeholders? Businesses, organizations, and individuals were identified including:

- E. B. Hyde Company
- Woodbury Cemetery Commission
- Woodbury Development Review Board
- State of Vermont (Buck Lake Conservation Camp)
- Woodbury Conservation Commission
- Lake Associations
- Swenson Quarry

The Commissioners will reach out to these organizations to gauge their interest in participating in the workshop. A mid-January 2021 time frame is anticipated for the meeting. Skip will post the Windham Vermont Community Values Report on the Town Web Site for review.

<https://www.woodburyvt.org/wp-content/uploads/2020/12/Windham-Community-Values-Mapping-Report.pdf>

FY 2021 MUNICIPAL PLANNING GRANT AWARD

Skip reported that Woodbury was awarded a grant on December 1, 2020 from the Department of Housing and Community Development (DHCD) to assist in the ongoing Town Plan rewrite project. The Commissioners worked on the grant application throughout the summer and submitted the document to the DHCD on September 30, 2020.

Woodbury's Grant Application was entitled, Town of Woodbury Municipal Plan Update in a Pandemic Era, and received full funding of \$7,500.00. Here are the links to the application and grant award documents:

<https://www.woodburyvt.org/wp-content/uploads/2020/12/2021-FY-MPG-Application.pdf>

https://www.woodburyvt.org/wp-content/uploads/2020/12/Municipal-Planning-Grant-07110-2021-Grant_Agreement.pdf

The award will be used to facilitate enhanced public outreach and ensure Woodbury's Town Plan meets or exceeds the stringent requirements imposed by the State of Vermont. Dave proposed to use a portion of the award to make up the \$1,300 variance in the existing CVRPC contract. All agreed with Dave. Jim noted that the grant application had a provision for a face-to-face meeting with Woodbury residents, businesses, and property owners in the Summer of 2021 if the pandemic permits. The Commissioners will monitor the State mandated public gathering protocols and plan accordingly.

Skip and Clare will review and amend the CVRPC contract by augmenting the scope of work, tasks, and deliverables due to the additional funds now available for the project. The contract will be reviewed by the Commissioners and subsequently the contract must be approved by the Select Board.

MUNICIPAL PLAN PROJECT UPDATE

Clare stated there have been 79 on-line surveys completed as of December 21, 2020. Jim noted that he completed one interview and plans to reach out to others in the community especially those who have in-home business or work at home in a remote office setting. Skip reported he has two completed paper copies of the survey that he'll convert to a format compatible with the on-line survey version. Skip commented that he has nearly completed converting the 1993 Community Survey data into a format that Anna Lee can use in the "Tableau" software application. Note that as reported in the November 16, 2020 Planning

Commission Meeting Minutes, Anna Lee is volunteering her time to take data collected in the town-wide survey, emails, phone calls, and create data analytics to be used in the Town Plan.

Clare noted the advertised on-line survey completion date of January 6, 2021 is a hard stop in order to compile the data in a timely fashion. Clare further reported that paper copies of the survey and interviews will be accepted beyond January 6, 2021. Jayne and Dave thought it would be a good idea to put out an announcement to the public reminding them of the January 6th date. Skip will post the reminder on the Town's Web Site and on Front Porch Forum. Diana Peduzzi offered to send the survey information to members of her "Woodbury" email group as well.

Additional community outreach models were identified and discussed. One is an on-line "Crowd Source Polling". Another Community Survey is planned focused on changes in the community due to the pandemic, e.g., second homes becoming primary residences, transportation and employment related changes, use of recreational facilities, adjustments on purchasing food and other commodities.

Clare asked if the Commissioners had decided on whether to move forward with engaging the Burlington, Vermont organization, Local Motion (www.localmotion.org) and plan a "pop-up" project in the Village. Clare remarked the Commissioners have a lot going on, but would like a decision by the January 18, 2021 meeting.

Jayne noted that the 2015 Woodbury Community Planning Project presented a comprehensive review and analysis of existing conditions in the Village and detailed recommendations for Village enhancements and improvements including streetscape design. Skip will locate and email the digital copy of the Village Plan to the Commissioners and the CVRPC and post on the Town Web Site. <https://www.woodburyvt.org/wp-content/uploads/2020/12/Village-Plan-Final-Report.pdf>

Jayne told the group the Village Plan contained recommendation for traffic calming in the Village similar to Danville Vermont's streetscape design. Jayne thought a good time for a streetscape change in the Village would be coincident with the construction new the new fire station (if approved by the voters).

ADJOURN

Skip introduced a motion to adjourn at 7:14 P.M.; Dave seconded the motion, all were in favor.

The next meeting is scheduled for January 18, 2021.

<https://www.woodburyvt.org/wp-content/uploads/2020/12/12.21.2020-Planning-Commission-Meeting-Minutes.pdf>