

# **TOWN OF WOODBURY**

## **PLANNING COMMISSION MEETING MINUTES**

**DATE: June 21, 2021**

### **Planning Commission Members Present:**

Dave Barnowski, Michael Gray, Thomas “Skip” Lindsay-Chair, Michael Sadler, Jim Schweithelm, Ph.D.

### **Members of the Public Present:** None

### **Adjustments to the Agenda:** None

### **Public Comment:** None

### **Second Homeowner’s Survey Update:**

Skip reported that 17 responses to the survey have been received by the Central Vermont Regional Planning Commission. Skip will compose another reminder on Front Porch Forum and on the Town web site noting the survey closes on July 9, 2021.

On a related topic, Skip updated the Commissioners on the town-wide survey results dashboard being created by Anna Lee. The results dashboard is ready to publish and will be posted on the Town web site during the week of June 27.

### **Town Plan-Action Items:**

The Commissioners reviewed a comprehensive document created by Jim S. describing his thoughts on how to implement action items described in the Town Plan. The Commissioners agreed with Jim in that the more detail that’s provided on how the actions are implemented the more likely they are to be completed. The Commissioners discussed these critical points:

- ❖ Who: Primarily who or which group is responsible for implementation?
- ❖ When: What period of time should the activity be implemented including milestone dates and deadline for completion?
- ❖ How: Include a narrative on how the Commissioners believe the action should or could be approached.
- ❖ How Much: If funding is needed to complete the action, include an estimate of how much money will be needed and where it may come from (e.g., grants or town funds).
- ❖ Measuring Success: The Commissioners should identify results that would indicate successful accomplishment of the activity and indicators to measure progress towards achieving the results.

The complete text of Jim's document may be found on the Town web site using this hyperlink: <https://www.woodburyvt.org/wp-content/uploads/2021/06/Jims-thoughts-on-Implementation-Actions.pdf>

Subsequently, the Commissioners launched into a review of the Town Plan Implementation Program. The Commissioners agreed it is critically important that the goals and objectives outlined in the Town Plan address the wishes of town residents while meeting statutory requirements.

Action items pertaining to the major components of the Town Plan were discussed and edited:

- ❖ Economic Development
- ❖ Community Development
- ❖ Natural Resources
- ❖ Transportation
- ❖ Recreation
- ❖ Public Facilities & Services
- ❖ Energy
- ❖ Historic & Cultural Resources
- ❖ Housing
- ❖ Flood Resilience & Hazard Mitigation
- ❖ Land Use

The draft Implementation Program document may be found on the Town website using this hyperlink: <https://www.woodburyvt.org/wp-content/uploads/2021/06/June-21-2021-Implementation-Program-Town-Plan.pdf>

Jim volunteered to compile the edits and send the revised document to the Commissioners for their review and comments.

### **Miscellaneous Discussion Topics:**

Skip summarized his meeting with Clare Rock noting the CVRPC is prepared to produce GIS maps for the Town Plan that are required by statute. These maps include:

- √ Natural Settings Map      √ Future Land Use Map      √ Flood Plain Map
- √ Wetlands Map              √ Surface Water Map

A discussion led by Michael Sadler focused on bicyclist's safety while riding on Woodbury's gravel roads. Michael noted there are locations where "blind spots" (pinch points) exist and it's difficult for a vehicle or a bicyclist to see one another. In an effort to

make Woodbury's roads safer, the Commissioners will research the cost of "Share the Road" signs and submit a proposal to the Select Board noting costs and the GPS coordinates where the signs would be most effective.

Project milestones were reviewed as well. Near-term milestones include:

- ❖ Town Plan draft executive summary due August 9
- ❖ Public outreach forum at the Town Hall on Saturday, August 28

**Future Planning Commission Meetings:**

The next regularly scheduled Planning Commission meeting will be held in the Community Room of the Library beginning on July 19, 2021. This and future meetings are planned to be conducted in-person. The Commissioners strongly urge members of the public to attend.

**Adjourn:**

The meeting adjourned at 8:23 P.M.