

10.15.25 meeting minutes PC

Members present: Ian Bender, Virginia Clarke, Rebecca Connell, Mark Fausel

Members absent: Alison Anand (*2 vacancies*)

Others present: Keith Osborne (Director of Planning and Zoning), Erin Wagg (MMCTV),
Chelsye Brooks, Trevor Brooks

1. Welcome

Clarke called the meeting to order at 7 pm and welcomed members and guests.

2. Review agenda and public comment on non-agenda items

There were no changes to the agenda or public comment.

3. Review minutes of 9.17.25 meeting

As there were no additions or corrections to the minutes, they were accepted into the record as written.

4. Comments on draft Town Plan 2026 Sections and Introduction; and consideration of setting a Public Hearing for the Town Plan for 11.19.25

Clarke started the conversation by praising the Steering Committee (TPSC) for their excellent work in researching and drafting the new Plan Sections. The TPSC consisted of Jason Osterman, Andrew Powers, Chelsye Brooks, Ian Bender and Clarke. She also explained why the timeline has become so compressed as we approach the final date by which we can warn the Plan for a vote on Town Meeting Day in March of 2026. She mentioned the rabbit hole of applying for NDA status that CCRPC encouraged which turned out to be unnecessary. She also said that a lot more rewriting had to happen as the committee began to appreciate all the changes, including new statutes, that had taken place since the last Plan. Another delay was the fact that CCRPC is also currently in the process of re-doing its own ECOS Plan and debuting a whole new mapping system, both of which our Plan has to align with.

So, we are hoping the PC will hold its required public hearing on November 19, and then the SB can hold its required hearing in early January. The Steering Committee (TPSC) and the PC will keep track of all comments that come in in the next 2 months, and present them with recommendations to the SB at its January hearing. Osborne added that the absolute final date for the language to be submitted to the Town Clerk for the Town Meeting Day warning is January 22. We will need to keep to the schedule Osborne established to allow for the correct 30-day warning periods. Clarke then opened the floor for PC member comments on the draft Plan.

Bender praised Clarke for her work on the Plan, and Fausel praised the work of the whole TPSC and said he had read the whole Plan and didn't have anything negative to say about it. He thought it was a very good Plan and couldn't imagine there being any concerns with it. Bender also said Osborne deserved a lot of credit for his work on the Plan. Clarke added

that Osborne had done a lot of behind-the-scenes work such as preparing reports, posting the warnings etc, without which we would not be able to correctly and legally carry out the adoption procedure. Connell praised the amount of effort that had gone into the Plan, and had no criticisms. Clarke said that she was very pleased at the way the Plan turned out, and was glad that Fausel and Connell supported it. Chelsye Brooks, one of the members of the TPSC who was attending the PC's meeting, said she felt that the TPSC had worked hard to produce a balanced product that would be well received by the Town.

Osborne questioned whether there was language on childcare in the Plan. He cited the statutory requirement in 24 VSA 4302 (c[13]) which requires planning for the availability of childcare. Fausel pointed to Section 1, Community Development, where childcare is mentioned in "Basic Needs," also in "Public Health, Community Services and Special Populations," and in Goal 1, Action 6. Clarke added that if the PAC wanted more discussion on this, it should be a reasonably easy add. Bender reported that he had suggested a minor reorganization of the Introduction to place the "Inclusion" language nearer to the beginning of the Introduction, including the quote that Fausel added about the Round Church, and a new subheading "Adherence to the Policy on Inclusion" which he felt was more descriptive. The PC agreed to Bender's changes dated 10.14.25. Bender also placed the "Compatibility" section at the end of the Introduction instead of before "Plan Structure."

As there were no further comments on the draft Plan, Fausel made a motion to approve the draft as presented in the supporting documents for the 10.15.25 PC meeting, with the only change being Bender's memo dated 10.14.25 with minor changes as described to the Introduction. Bender seconded the motion, and the motion was approved 4-0. Clarke said that the PC and the TPSC would keep track of any new comments on the draft that come in in the next 2 months, and present them with our recommendations at the SB's Public Hearing, which is the next phase of the process. She added that the TPSC will be doing some additional outreach work to let people know of opportunities to hear about and comment on the draft. Fausel then made a second motion to set the PC Public Hearing date on the draft Plan for November 19, 2025. This motion was seconded by Bender. This motion also passed 4-0.

5. Discussion of Nov 4th presentation

The discussion then moved to the November 4th presentation event at the library. Refreshments were discussed. Clarke said she preferred a local vendor for the refreshments. Connell said she would look into that, and wondered how many would attend. Clarke said we should plan for 30-50, but we really have no idea how many attendees there will be. Osborne confirmed that the refreshments could be paid out of the planning budget.

The next PC meeting was discussed. As our scheduled meeting would be Nov 5th, Clarke thought the draft presentation on the 4th would be adequate to cover that meeting, making our next formal meeting November 19th, which will be our Plan Public Hearing. The remaining work for the presentation was discussed, this consisting of the collection of

entries formerly known as the “Almanac” now called “Data and Additional Information,” as well as the Implementation Table, and the maps. The implementation strategy has already been worked out by listing the “owners” of the Action items right in the Sections, but Osborne will be compiling those “Actions” and “Owners” into a single table for easy reference. We will add timeframes for these Actions, most of which will be “Ongoing.” This table will go after the Sections and before the Data and Additional Information Appendix. Clarke reviewed the fact that the body of the Plan consists of the 11 Sections that we approved today.

6-7. Adjourn

As there was no further business or discussion, Bender moved to adjourn with Fausel seconding. There was no objection to this, so Clarke adjourned the meeting at 7:43 pm.

Minutes submitted by Virginia Clarke