

**Planning Commission Meeting
Minutes
Monday, September 19, 2016**

Members Present: Erika Berner, Jeff Biasuzzi, Carol Ann Martin, and Jill Burkett (no Members absent)

Others Present: Ed Bove, Rutland Regional Planning Commission (RRPC)

Chairwoman E. Berner called the meeting to order at 7:10 p.m. and the meeting was digitally recorded.

E. Berner noted a correction to the date on the Meeting's Agenda. CA Martin **Moved** to accept the (corrected) Agenda, J Burkett seconded, all approved, Motion passed.

CA Martin **Moved** to approve the PC Minutes of August 8, 2016. J. Burkett seconded, all approved, the Motion passed.

Ed Bove, director of the RRPC, introduced the PC to Municipal Planning Grants available for update work on the Town Plan.

1. The revised Town Plan has to be approved by February 2018.
2. The present Plan lacks three required components; Designated Village Center (Act 59) criteria; Flood Resilience criteria; and a comprehensive Energy Plan.
3. E. Bove identified areas in the review criteria that would improve the review score of an Application.
4. The Select Board has to sign a resolution to submit an \$8000 (no match) Municipal Planning Grant (MPG) by their 10/19/16 Meeting, so that it may be submitted to VT on or before October 31, 2016.

E. Bernier was to request S. Switzer assist in the application process and to schedule time to discuss with the Select Board at their 9/19/16 meeting agenda.

E. Bove also discussed available Transportation Grants.

The Town has to designate certain Grant management personnel. The PC members listed their preference as follows: Municipal Authorized Agent to be E. Berner; Second(alternate) Authorized Agent to be S. Switzer; Authorized Grant Administrator to be S. Switzer; Grant Writer & reviewer to be _____ from the RRPC. J. Biasuzzi **Moved** to approve the preferred agents list (if they would accept) in applying for the \$8000 MPG . CA Martin seconded; all approved; the Motion passed.

The next meeting of the Planning Commission was scheduled for 7:00 pm, October 3, 2016. A second meeting that month may be scheduled.

J. Biasuzzi **Moved** to end the meeting. J. Burkett seconded, all approved, and the meeting adjourned at 9:05 pm.

Respectfully submitted:

J. Biasuzzi, recorder

Approved: 10/03/16