

TOWN OF LYNDON
PLANNING COMMISSION
May 12, 2021 Meeting Minutes
Approved 05/26/21

Planning Commissioners: Ken Mason, Tammy Martel, Sean McFeeley, Curtis Carpenter, Andrea Day, Jacqueline Friend, Nedah Warstler

Public Official(s): Nicole Gratton, Denise Montgomery

Press: N/A

Public: Todd Wellington (*Caledonian Record*)

Ken Mason chaired the meeting which was brought to order at 6:05 pm.

Jacqueline Friend made a **motion to approve** the minutes from March 24, 2021 and April 28, 2021. Sean McFeeley **seconded the motion. Motion carried 7-0.**

Curtis Carpenter made a motion to approve the minutes from March 31, 2021 with amendments. Tammy Martel **seconded the motion. Motion carried 7-0.**

Andrea Day let the Commission know that her and Sean McFeeley were both approved to be part of the Steering Committee. The Committee has been chosen and has 10 members currently. The Committee is working on getting their first meeting set.

The Commission went over Annie's exit letter with the list of Outstanding Projects: The Town Plan and Article XI Flood Hazard Regulations have been completed.

- The new Town website was being worked on by Evan Carlson, but we have not heard an update, Nicole Gratton will reach out to Mr. Carlson to see where the efforts are at.
- The Riverfront Greenspace Project at the former Town Highway Garage had Phase 1 (environmental assessment) completed which led to some additional questions and a need for Phase 2 assessments to be done. This was put on hold due to Covid. Nicole Gratton will reach out to Annie McLean and Irene from NVDA for a status update.
- The Town was awarded a KTA Mini Grant in the amount of \$2460 for beautification for the greenspace across from the former Town Highway Garage. Nicole Gratton will see if she can find out how much is left from the grant and what has already been spent and what is spent on.
- Zoning Definition Article 17 had to start from scratch due to the Flood Hazard Regulations taking over and the large turnover in board members. Tammy Martel will send the Commission what was last discussed so they can review and get up to date. They will be adding around 38 new definitions to the bylaws from Article 11 of the Flood Hazard Regulations.
- Upcoming Deadlines: Nicole will check with Justin Smith to make sure the ESRI Maintenance Program was renewed in January of 2021.
- Nicole will check with Justin Smith on the Rural Business Development Grant (RBDG) as he was working with Mike Walsh on it.

- Mr. Mason sent an email to the group in April about the readoption deadline of September 30, 2021 for the Lyndon/Lyndonville Local Hazard Mitigation Plan (LHMP). Nicole will talk to Justin on how to do the readoption.

The deadline for the KTA Mini Grant Evaluation Report is due October 22, 2021

Curtis Carpenter started a discussion on the vacant Tap & Die building. It has been vacant for 7 years and there are known contaminants at the property location. The building is owned by 1 entity while the land is owned by a different entity. At this time there is no available Phase 1 report on the property analysis. Annie is working on a grant to conduct the needed analysis. The Commission would like to see the Town push the issue to get this done as there are potential available grants. Nicole Gratton will check in with other municipalities to see if they have dealt with anything similar and the steps they took to get the ball rolling. She will report back to the Commission. Ken Mason will reach out to Justin Smith to see if this could be brought to the Selectboard for discussion with a Planning Commission member there.

Next meeting is scheduled for May 26, 2021.

Meeting adjourned 7:00 pm

Respectfully submitted by: DMontgomery